



# Town of Glastonbury

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FAX (860) 652-7505

Richard J. Johnson  
Town Manager

ITEM #7  
12-01-2020 Meeting

November 25, 2020

The Glastonbury Town Council  
2155 Main Street  
Glastonbury, CT 06033

**Re: Town Manager's Report**

Dear Council Members:

The following will keep you up to date on various topics.

**1. COVID-19**

Attached is a copy of the most recent weekly report and summary of Town operations. As of Thursday, November 19<sup>th</sup>, Glastonbury moved to the red (highest) level of COVID infection. This is measured on population of 100,000 on a rolling 14-day average and published weekly by the State DPH. At last review, some 85% of the state was at the red level

**2. Ribbon Cutting – Multi-Use Trail**

A ribbon cutting for the new multi-use trail extending between House Street and Western Boulevard is scheduled for 9:00 a.m. on the morning of Saturday, December 5<sup>th</sup>. Attendees can access the trail from Western Boulevard and walk a short distance to the boardwalk where the ribbon cutting will be held.

**3. Town Staff Appreciation**

Recent thank you notes to Town staff are attached for your information.

**4. Bond Rating – Moody's**

In preparation for the general obligation refunding bond issue for the Clean Water Fund, a rating call was held with Moody's. The Town's Aaa rating was reaffirmed.

**5. Tax Insert**

Attached is a copy of the tax insert which will be mailed with the mid-December bills.

Sincerely,

Richard J. Johnson  
Town Manager

RJJ/sal  
Attachments



# Town of Glastonbury

## Health Department

### Memo

November 22, 2020

**To:** Richard J. Johnson  
Town Manager

**Fr:** Wendy S. Mis  
Director of Health

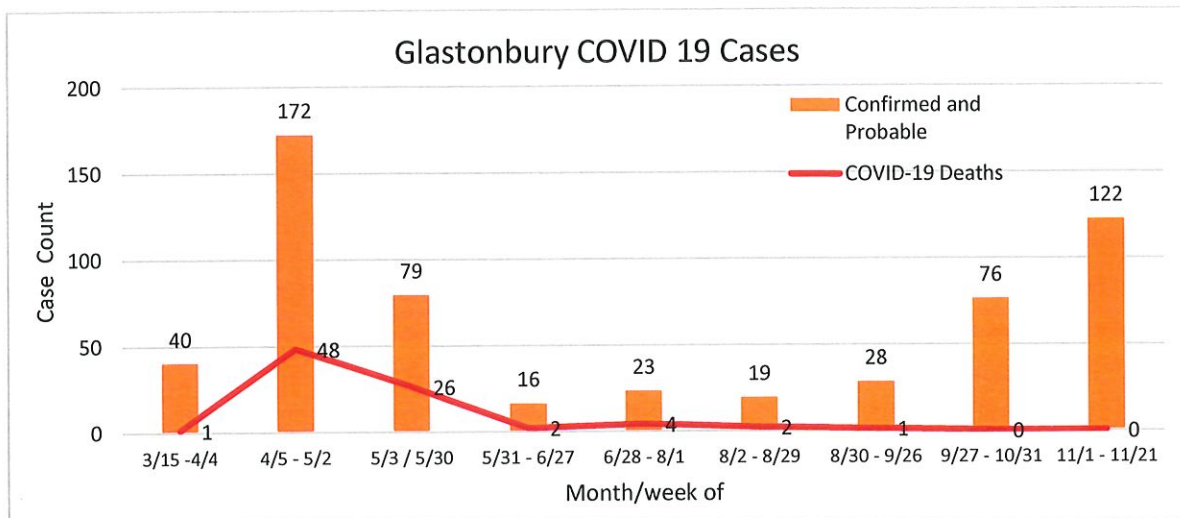
**Re:** COVID 19 update

Numbers in (parentheses) indicate change from the previous week.

As per CT Department of Public Health (CT DPH) lab testing data available 11/21/20:

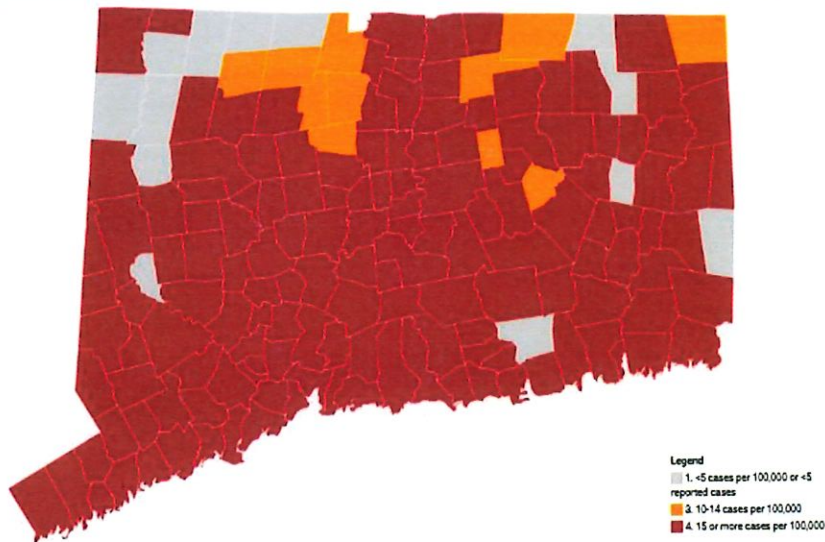
- 11,892 COVID-19 tests have been performed on residents (+778)
- Of the 11,892 tests, 575 (+68) are laboratory confirmed positive and probable cases of COVID-19
- No additional deaths were recorded this week, leaving the loss of Glastonbury residents at 84
- By gender, a total of 325 female (+35) and 250 male (+33) positive cases have been reported

The graph below shows a count of residents with confirmed positive and probable cases and COVID-19 related deaths in approximate one-month timeframes. Glastonbury, like other towns in Connecticut, and nationwide, is seeing a resurgence of COVID-19 cases. *\*Please note the final column represents only the first three weeks of November.*



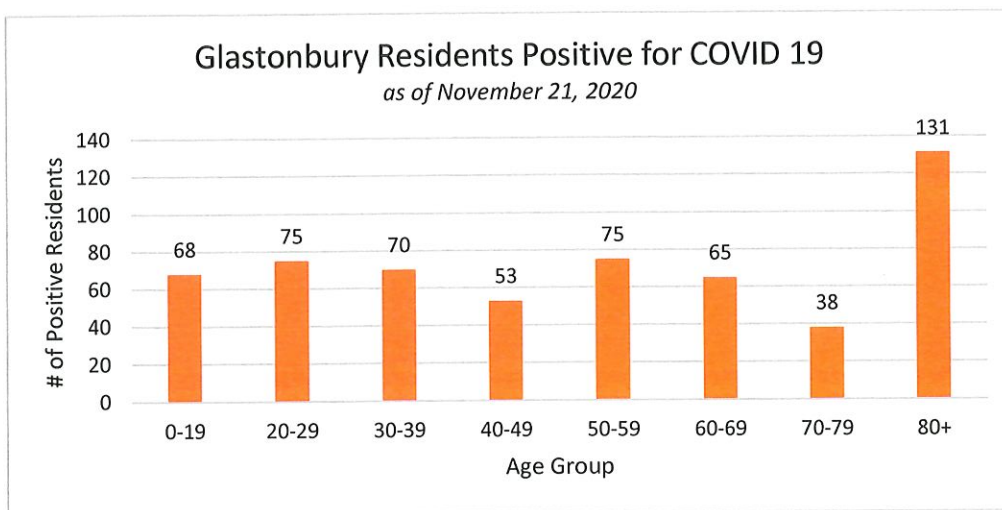
CT DPH has developed a COVID-19 Town Alert System map, updated weekly, which shows positive cases per 100,000 population using a 14 day average. Using a color coded system of grey (<5 cases), yellow (5 – 9 cases), orange (10 – 14 cases), and red (15 or more cases), viewers can understand at a glance the number of cases statewide. Only cases among persons living in community settings are included in this map; the map does not include cases among people who reside in nursing home, assisted living, or correctional facilities. Glastonbury is currently shown in red at 18.4 cases per 100,000. As of November 21, one hundred forty-six cities and towns have 15 or more cases per 100,000 population.

Town Map  
Average Daily Rate of COVID-19 Cases Among Persons Living in Community Settings per 100,000 Population By Town



This map shows the average daily rate of new cases of COVID-19 by town during the past two weeks. Only cases among persons living in community settings are included in this map; the map does not include cases among people who reside in nursing home, assisted living, or correctional facilities.  
Source: CT DPH • Get the data • Created with Datawrapper

The number of Glastonbury cases by age group is shown in the chart below.



Data from DPH is considered preliminary. Test results may be reported several days after the result. Data are incomplete for the most recent days. Data from previous dates are routinely updated. In an ongoing process of data assessment, DPH continues to modify how certain disease-positive lab results are considered, changing some previous counts. Probable cases of COVID-19 include persons with positive antigen results. Positive cases include molecular and antigen tests. Prior to June 1, probable and confirmed cases were reported together.<sup>1</sup>

<sup>1</sup> <https://portal.ct.gov/Coronavirus/COVID-19-Data-Tracker>



## TM Weekly Update – 11/19/2020

Recent COVID-19 updates for the Town of Glastonbury are summarized in this weekly update. Please note, this report is now issued on Fridays to reflect the most up-to-date rating on the State of CT Weekly Town Alert System (updated Thursdays at 4:00pm).

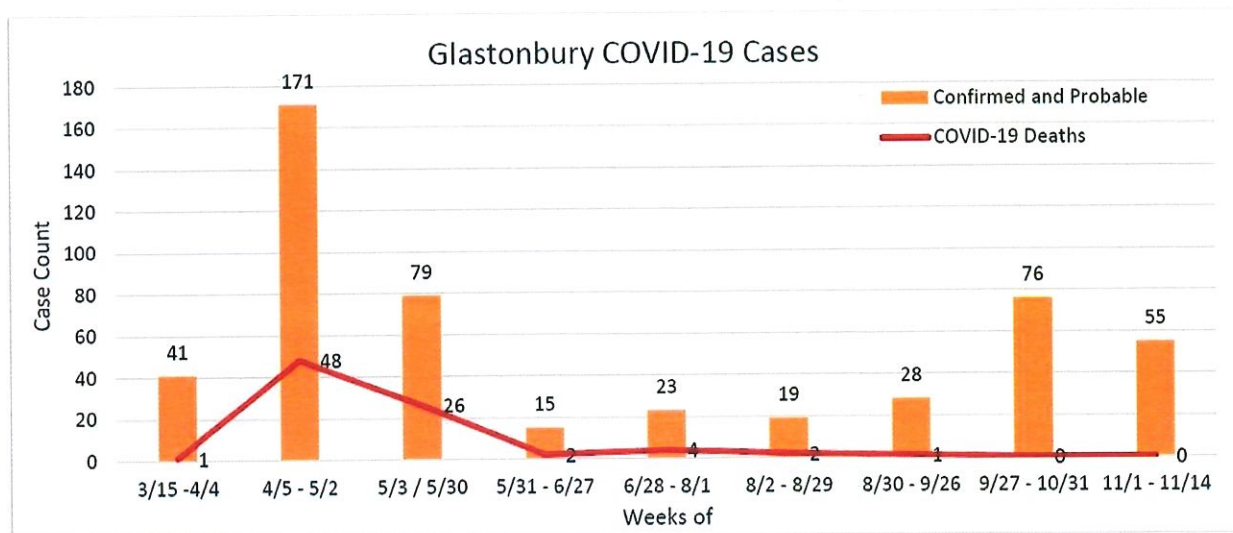
### Glastonbury COVID-19 Figures

*Numbers in (parentheses) indicate change from the previous week.*

As per CT Department of Public Health (CT DPH) lab testing data available 11/14/20:

- 11,114 COVID-19 tests have been performed on residents (+513)
- Of the 11,114 tests, 507 (+41) are laboratory confirmed positive and probable cases of COVID-19
- No additional deaths were recorded this week, leaving the loss of Glastonbury residents at 84
- By gender, a total of 290 female (+21) and 217 male (+20) positive cases have been reported

The graph below shows a count of residents with confirmed positive and probable cases and COVID-19 related deaths. Glastonbury, like many other towns in Connecticut, is seeing a resurgence of COVID-19 cases. Please note: the final column represents only the first two weeks of November.



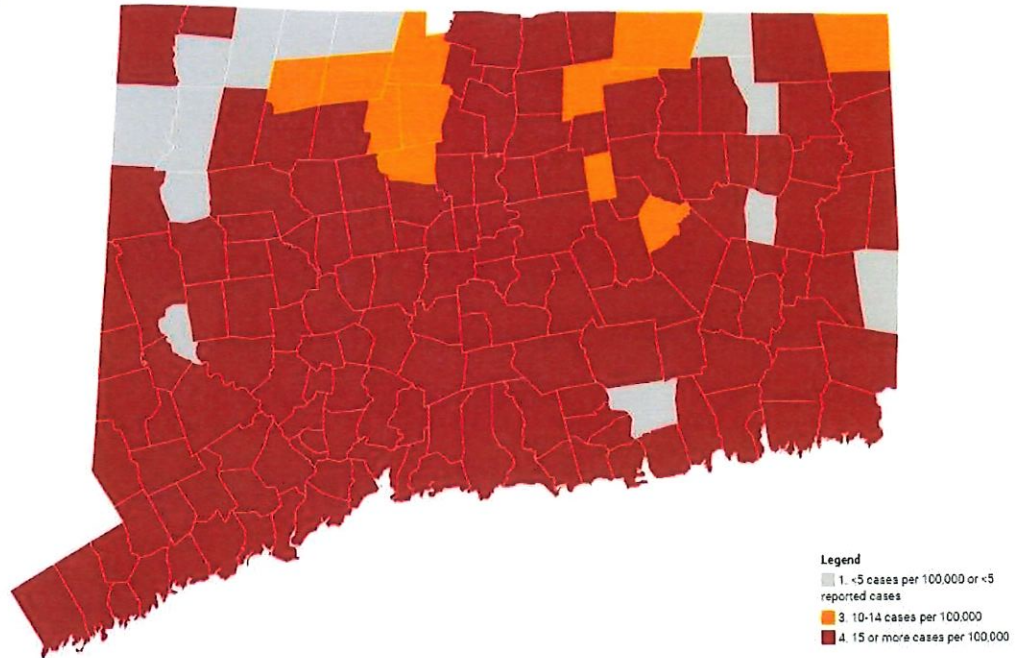
The CT DPH COVID-19 Town Alert System is updated weekly and shows positive cases per 100,000 population using a 14 day rolling average and a color coding system: Grey (<5 cases), Yellow (5 – 9 cases), Orange (10 – 14 cases), and Red (15+ cases). As of Thursday, November 19, Glastonbury is in the Red category with 18.4 cases per 100,000. As shown in this [week's Alert Map](#) (see below), nearly all Connecticut municipalities (145 of 169) are now in the Red level. The 'CT DPH Town-level COVID response framework' outlines the following guidance for communities at the Red level:

- High-risk individuals should stay home and stay safe
- All individuals should limit trips outside the home and avoid gatherings with non-household members
- Postpone all indoor activities and outdoor activities where mask wearing and social distancing cannot be maintained.

For the health and safety of Glastonbury community members, the Town will continue to modify programs, services, and operations to align with state and CDC guidance. Updates will be shared to the Town website through the News section and the COVID web page available at [www.glastonburyct.gov/covid19](http://www.glastonburyct.gov/covid19).

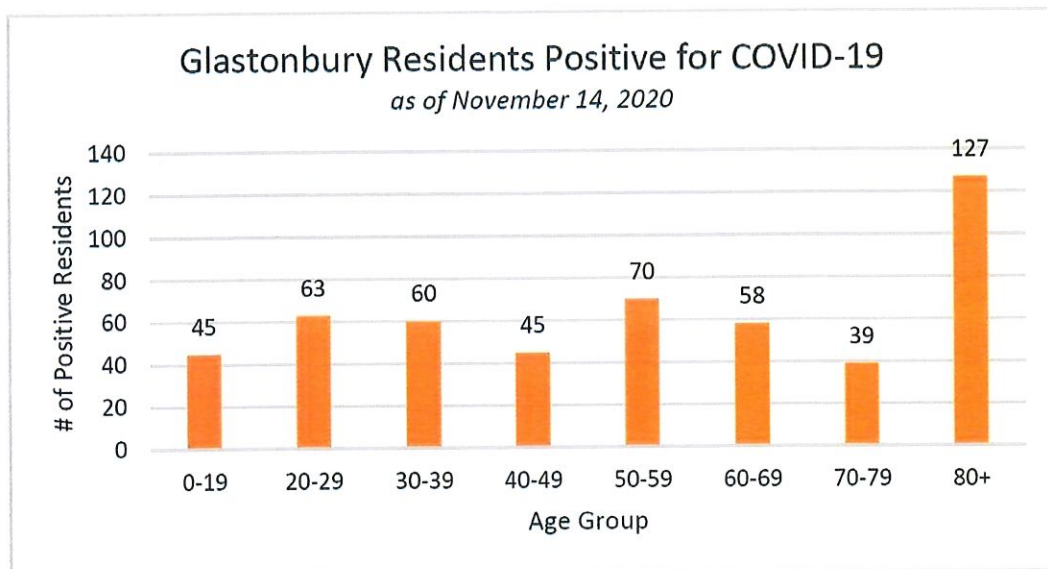
Town Map

**Average Daily Rate of COVID-19 Cases Among Persons Living in Community Settings per 100,000 Population By Town**



This map shows the average daily rate of new cases of COVID-19 by town during the past two weeks. Only cases among persons living in community settings are included in this map; the map does not include cases among people who reside in nursing home, assisted living, or correctional facilities.  
Source: CTDPH - Get the data - Created with Datawrapper

The number of Glastonbury cases by age group is shown in the chart below.



- [View the Connecticut COVID-19 website, including resources & data points](#)

- [Latest COVID-19 Data on Nursing Homes and Assisted Living Facilities](#)

*\* Data from DPH is considered preliminary and data changes as new reports are received and data errors are corrected. In an ongoing process of data assessment, DPH continues to modify how certain disease-positive lab results are considered, changing some previous counts. Probable cases of COVID-19 involve persons who have not had confirmatory laboratory testing (RT-PCR) performed for COVID-19, but whose symptoms indicate they are likely to have a COVID-19 infection. In Connecticut, most of the probable COVID-19 cases involve persons whose death certificates list COVID-19 disease or SARS-CoV-2 as a cause of death or a significant condition contributing to death. Prior to June 1, probable and confirmed cases were reported together.*

### **COVID-19 and the Holiday Season**

**Thanksgiving** – On Thursday, 11/19, the CDC updated its Thanksgiving guidance for the pandemic, which can be referenced through the following links:

- [Review updated CDC Guidance for Travel and Celebrating Thanksgiving](#)
- [View updated CDC guidance for Celebrating/Gathering for Thanksgiving](#)

In addition to wearing masks, social distancing, and taking preventative measures when indoors, please observe the same guidelines when outdoors and avoid sports and other activities that involve sharing a ball or other items and surfaces. Sports and gatherings are commonly linked with the spread of the virus and avoiding these activities can help limit the risk for further spread.

**Holiday Programs** - Town staff have developed some fun and creative ways to celebrate the holiday season while socially distancing and minimizing further spread in the Glastonbury community. Program details are available on the Town website at [www.glastonburyct.gov/holidays](http://www.glastonburyct.gov/holidays).

Sincerely,

Richard J. Johnson  
Town Manager

**P.S.** Due to the Thanksgiving holiday, the next weekly update will be issued on **Tuesday, 11/24**, and will only include Glastonbury COVID data. An update to the weekly alert system will NOT be included, as that data is updated every Thursday at 4pm (Thanksgiving Day). This information can be viewed any time on the state website [visiting this web page](#) but will be incorporated again beginning the week of 11/30.



AA  
Thank you for  
all you do...

October 6, 2020

Ms. Theresa Buckson, Outreach Social Worker

Glastonbury Senior Services

Riverfront Community Center

300 Wells Street

Glastonbury, Conn. 06033

Dear Theresa, Social Workers, Staff and Volunteers;

On behalf of my husband and myself, I would like to extend my deep appreciation to all of you for your support. We are both in our 70's and are sick. We have been struggling since the 2008 recession as well.

Being able to call the pantry for food once a month has been wonderful. It gives us a lift every time we go to the center. Also, the Volunteers have been great in helping with everything as well as making the masks for all and helping with the various activities of the center. The Social Workers are always there for guidance when needed. The Staff is marvelous when we visit.

Everyone's kindness, love, and gentle appeal is so heartwarming. Please keep up the good work. We need all of you. We are truly blessed with remarkable people such as yourselves.

Kindest regard.

To: Sanitation Department  
Refuse Disposal Division  
October 13, 2020

I recently renewed my disposal permit for the coming year. It was issued by TONY B. at the Transfer Station. He met me with a mask and smiling eyes and talked me through the process. While I wrote out the check he removed the old permit and attached the new one, and when I handed him payment he gave me my receipt, JUST LIKE THAT!

Please hand out thank yous to the person who ordered the soft wear, to those who checked it out to make sure it would work, and to Tony B. who officiated. It was all so efficient.

The members of your department are certainly committed to the task, insuring success. Again, THANK YOU, for a job well done.

Sincerely,

Sent: Tuesday, October 20, 2020 2:34 PM  
To: jason albert <jason.albert@glastonbury-ct.gov>  
Subject: TGreen RE: Thank you

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jason,

Thank you again for your help and quick response following my call last week. Please also extend my thanks and kudos to the Highway Dept. crew for removing the tree stump on Knob Hill Rd. that was left over from the August hurricane on the town's right of way next to the storm drain just up the hill from #11. This was both a hazard and an eyesore. My wife, I and our neighbors greatly appreciated the HW crews effort, especially where this looked to be a very tough job. Also nice to see that they filled in the hole and landscaped the area; I've included before and after photos. Thanks again to the HW Dept.

Best regards,

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Sent: Monday, November 16, 2020 10:40 AM  
To: Gregory Foran <gregory.foran@glastonbury-ct.gov>  
Subject: Tree removal

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

For the second time we have had a tree fall very near our property. The town crew has again removed the debris and large portions of a tree here on Williams St. W. Please express our appreciation for the hard work completed to remove these trees to your staff.

Remembering these services makes it easier to understand the need for property taxes and the good use those funds are used to accomplish.

Thank you.

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## Great Work!

To the Editor:

I would like to recognize and thank the women and men of the Glastonbury Department of Parks & Recreation for their superb maintenance of our town parks, in particular JB Williams and Addison Bog and Woodlands.

This summer's destructive storms downed trees in both parks, blocking the trails that my dog Piper and I traverse daily. Following each storm, the Parks & Rec team have cleared the paths of fallen trees within a day or two. Addison in particular is extraordinarily well maintained; in addition to clearing trees, trails actually appear to be raked of leaves and debris.

Glastonbury has been a wonderful town in which to live and raise our daughters. Our thanks are not limited to Parks & Rec, but their quiet work deserved special mention.

## Clerk Praised

To the Editor:

This is a shout-out to Marina Pandolfi, Records Clerk at the Town Clerk Office. I was helping my out-of-town son deal with an issue related to securing an absentee ballot, and she delivered exemplary customer service while demonstrating an acute sense of detail—the kind of detail one would hope that someone in her position would maintain during voting season. Truly, we should all be proud to have people like Marina overseeing such an important task.





## COVID-19 UPDATE

Due to the COVID-19 pandemic, Glastonbury Town Hall is currently open BY APPOINTMENT ONLY for select services. Most Town services continue uninterrupted with modified processes - e.g. remote, by mail, by drop-box - and Town staff are available by phone or email during standard operating hours to assist community members as needed. The Town has a dedicated page on its website where timely updates and changes to Town service delivery processes and programming are posted regularly and in real-time. Please visit [www.glastonburyct.gov/covid19](http://www.glastonburyct.gov/covid19) to view the most up-to-date information, or follow the Town on Facebook at [www.facebook.com/glastonburyconnecticut](http://www.facebook.com/glastonburyconnecticut). Please note, this publication went to print on November 20, 2020 and the information contained herein is subject to change based on any pandemic-related developments that may arise between production and date of receipt.

## Tax Payment Options

Due to the COVID-19 pandemic, Glastonbury Town Hall is currently open by appointment only for select services, and a reopen date is yet to be determined. During this time, in-person tax payments are NOT accepted in the Revenue Collection Office. Taxpayers should plan to submit tax payments through one of the secure and convenient methods below, in the event that conditions do not support reopening Town facilities by February 1, 2021, which is the last day to pay without interest.

- **Online:** Visit [www.glastonburyct.gov/taxpmt](http://www.glastonburyct.gov/taxpmt) to pay your bill, view your balance, and more. The service fees are as follows:
  - ACH payments (electronic checks) = \$0.95 fee
  - Debit/Credit Card = 2.95% of total bill
- **People's United Bank Branches - Current** tax bills can be paid in January at People's United Bank branches. Bring the original tax bill without a "Back Tax" message on it along with your cash or check payment to the bank teller of any People's United Bank branch nationwide, inclusive of the 2 branches within the Glastonbury Stop & Shop stores. A receipt will be provided and your payment will be posted to your account in the Revenue Collection office the next business day. Please note, no partial pays will be accepted at the bank. You do NOT need to be a People's United Bank customer for this option.
- **Drop Boxes:** Residents may deposit check payments only (cash NOT accepted) using one of the two Drop Boxes located outside of Town Hall. The first is located on the left-hand side of the Town Hall driveway, situated past the flagpoles, and the second is located on the exterior wall of the Town Hall building, to the right of the main entrance. Payments are collected Monday through Friday for processing.
- **By Mail:** All tax payments should be mailed to the following address:
  - Town of Glastonbury
  - Revenue Collector
  - PO Box 376
  - Glastonbury, CT 06033-0376.

DO NOT mail payments to the previous (Stamford) address. This will result in the mail being returned to you and may result in late fees/interest charges.

## Motor Vehicle Adjustments

If you have a bill for a motor vehicle you no longer own, the Assessor can adjust it with the proper documentation. To review required proof, visit the Property Assessment webpage at [www.glastonburyct.gov/motorvehicle](http://www.glastonburyct.gov/motorvehicle). Documentation may be submitted via email at [assessor@glastonbury-ct.gov](mailto:assessor@glastonbury-ct.gov) or by mail to:

Assessor's Office  
PO Box 6523  
Glastonbury, CT 06033

If you have any questions regarding tax bills, please contact the Glastonbury Revenue Collection office at **(860) 652-7614**.

## New and Improved Town Website Now Available!

The Town launched its new website this past November, designed with an emphasis on improved accessibility and navigation, modern features, and enhanced search capabilities. Popular menus such as "I Want To" and "Departments" are still available on the homepage, but the content is better organized to help citizens find the information they need quickly and easily. The homepage also features the News, Events, and Spotlight sections, as well as new features such as the "Service Finder" and "top search" suggestions. Interior pages use new formatting widgets and "image buttons" to help users quickly navigate to popular content as supported by Google Analytics. All of these features are also available on the mobile version of the site, which has undergone a significant update to accommodate the growing population of users who access the site from an iPhone, iPad, or similar device (as compared to those accessing it from a desktop computer). In addition to improved navigation and search functionality, one of the primary objectives for this project was to improve the site's accessibility. Glastonbury's website partner Granicus worked with Town staff to ensure the new site incorporates and complies with standards set forth by the Website Content Accessibility Guidelines (WCAG), a set of industry standards that helps make content more accessible to all. Town staff believe the new site will be much easier to navigate, whether it is accessed by desktop or mobile device, and will be more conducive to the diverse information and communication needs of the Glastonbury community. Check out the new website, available through the simplified, hyphen-less domain, at [www.glastonburyct.gov](http://www.glastonburyct.gov). The site is a continual work in progress and Town staff are open to the public's ongoing feedback. To forward your comments or suggestions, please contact Kathryn Paquette at [marketing@glastonbury-ct.gov](mailto:marketing@glastonbury-ct.gov).



## Holiday Letters to Santa

Glastonbury children are invited to write a letter with their holiday wishes to Santa, the Reindeer, the Mensch on the Bench, Frosty the Snowman, or any holiday figure they choose! Beginning on December 1, letters can be dropped off in the holiday box at the Parks & Recreation entrance of Academy or the main entrance of the RCC, or sent by mail to the Glastonbury Parks & Recreation department at PO Box 6523. Children will receive a letter back through the U.S. Postal Service! Additional details can be found on the new Holiday Programs web page at [www.glastonburyct.gov/holidays](http://www.glastonburyct.gov/holidays).

## Storm Reference Guide for Residents

During significant storm events such as Storm Isaias of August 2020, the Town provides a number of services for Glastonbury community members. These services include, but are not limited to, potable water, shower facilities, and shelters as applicable. The Town has updated its Storm Reference Guide, which is now available on the Town website at [www.glastonburyct.gov/storm](http://www.glastonburyct.gov/storm). Residents are strongly encouraged to download, print, and save this guide for reference in the event of an extended power outage or significant storm event. In addition to this resource, the Town will publish real-time updates to the dedicated storm web page as applicable during future storm events. With the winter season now upon us, community members are encouraged to discuss their emergency preparedness plan with their household members, and to prepare and store a 3 day supply of food, water, and medications for every person and animal in their home. We hope you find these resources helpful, as well as those online at [www.glastonburyct.gov/storm](http://www.glastonburyct.gov/storm).

## Support Town Programs

The Town has many opportunities for residents and local businesses to support community initiatives. Please consider contributing to the programs below. All check donations should be made payable to the 'Town of Glastonbury' and may be dropped in the secure Tax Drop Box located on the exterior wall of Town Hall, or mailed to the Revenue Collection Office. (If using the drop box, please place the check in an envelope that is clearly labeled with the program name.) Thank you for your support and generosity!

**Glastonbury Gives** - During this challenging time, Glastonbury Social Services is seeking community support to help meet the increased need for the Food Bank and other assistance programs. Monetary donations to the Glastonbury Gives program are welcome and appreciated and support the Food & Fuel banks based on real-time community needs. Contributions can be made online through the Town's PayPal account at [www.glastonburyct.gov/glastonburygives](http://www.glastonburyct.gov/glastonburygives) or by check with "Glastonbury Gives" in the memo line.

**Cotton Hollow Mill** - Over the next few years, the Historical Society and the Town will be working collaboratively to restore the Cotton Hollow Mill site. To contribute to the restoration efforts at this longstanding, historic site, please make checks payable to the Town and note "Cotton Hollow Mill" in the check memo line.

**Land Acquisition & Preservation / Open Space Fund\*** - Since 1988, the Reserve for Land Acquisition and Preservation Ordinance has enabled the Town's purchase of 50± parcels totaling ~2,200+ acres of land in Glastonbury. State and federal grants, non-profit funding programs, and private donations from residents and businesses have supplemented these sources for a number of Town land acquisitions. To contribute to this fund, please note "Land Acquisition and Preservation" or "Open Space Fund" in the check memo line.

*\*This fund will not support Cotton Hollow Mill restoration efforts.*

## Recycling Helps to Save Tax Dollars!

As of July 1, 2020, the Town of Glastonbury pays \$91/ton in disposal tip fees for trash deposited at the Transfer Station. To help reduce trash volume and associated fees, please:

- **Recycle ALL acceptable items:** Connecticut has a universal list of what materials can and cannot be recycled. This list and a helpful search wizard are available online at [www.recyclect.com](http://www.recyclect.com).
- **Participate in the Food Waste Program:** Since July 2018, Glastonbury's food waste collection program has diverted 12 tons of waste from its trash, and converted the material to clean renewable energy and a marketable soil product. Please consider participating in this program and learn more at [www.glastonburyct.gov/recycle](http://www.glastonburyct.gov/recycle).
- **Respect Trash/Recycling Receptacles** - Receptacle containers located at Town facilities should NOT be used to discard large volumes of materials. These are provided for public convenience to deposit trash/recyclables only when using Town facilities. Misuse results in overflowing containers and associated Town expenses. Resident cooperation is appreciated.
- **Recycle Paint and Stain Products:** CT PaintCare Recycling Program offers a convenient option for residents to recycle paint and stain products. Residents may drop these items off at Katz Hardware at 2687 Main St. or Sherwin Williams Paint Store, 2945 Main St. at no cost. (No need to wait for household hazardous waste collection events.) For more information, visit [www.paintcare.org](http://www.paintcare.org).

## Post-Election Update

Glastonbury residents turned out in record numbers for the 2020 State and Federal Election, both at the polls and through the expanded absentee ballot process. Due to the pandemic, this unique election year required many procedural changes and modifications to polling locations and absentee ballot processes and the Registrars of Voters (ROV) attributes the successful outcome to the good work and collaborative efforts of Town and Board of Education staff, and poll workers. To view Glastonbury election results, please visit [www.glastonburyct.gov/vote](http://www.glastonburyct.gov/vote) and click on "Current Election News".

## Stay Up-to-Date on All Things Glastonbury with Facebook & eNotify!

Connected to the Town website, Glastonbury uses an email notification system called eNotify to help keep community members informed of Town projects, announcements, resources, events, and more. To subscribe, visit [www.glastonburyct.gov/enotify](http://www.glastonburyct.gov/enotify) and enter your name and email address. You can then choose from several categories of interest under the News, Calendar, and other headings. Town staff recommend that all residents subscribe to the "Road Work/Construction", "Storm Updates", "Tax and Sewer Bill Notices", "Public Safety", and "What's Happening in Glastonbury" categories. You can update your preferences at any time to add or remove categories. Please also follow the Town on Facebook for real-time updates on events, programs, and activities. Follow the Town's general page at [www.facebook.com/glastonburyconnecticut](http://www.facebook.com/glastonburyconnecticut).

## Tell Us What You Think!

Glastonbury is continuously seeking opportunities to improve its service delivery and communication methods for community members. If you have a suggestion as to how we can improve such efforts, please contact Kathryn Paquette at (860) 652-7518 or [marketing@glastonbury-ct.gov](mailto:marketing@glastonbury-ct.gov).