

## Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500 FAX (860) 652-7505

ITEM #7 04-27-2021 Meeting

Richard J. Johnson Town Manager

April 23, 2021

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.

#### 2. Traffic Calming - Route 17

As requested, the State DOT was asked to consider options for traffic calming along Route 17 extending southerly from Main Street and Buttonball Lane. Given the limited curb to curb width, minimal shoulder, high average traffic count and related factors, DOT advises that physical traffic calming options are not feasible. Review by Town staff confirms this analysis. DOT is prepared to work with the Town on improved pedestrian cross walks at Route 17, Main and Buttonball and Chestnut Hill and Red Hill.

#### 3. Putnam Bridge Multi-Use Trail and Walkway

The walkway over the Putnam Bridge is complete and State DOT plans to continue work in 2022. This includes the multi-use paths leading to the bridge in Glastonbury and Wethersfield, parking (Naubuc Avenue), fencing, signage, lighting, landscaping and other project components. Before beginning this work, DOT is asking Glastonbury and Wethersfield to execute a Project Agreement Letter (PAL) outlining responsibilities of the Towns and State (see attached).

Ongoing discussions involve removal of snow and ice from the walkway over the bridge. The walkway is a 6' fiberglass system appended to the south side of the bridge. A concern is expressed for safety and reasonableness of snow removal operations (e.g. snow and ice buildup on the walkway, potential for snow/ice thrown from plowing operations along Route 3) and the cost benefit of the proposed activity (e.g. cost v. use). Since the walkway is generally located in both Glastonbury and Wethersfield (mid-point of river), any protocol would need to be agreed to by both communities.

Discussions continue between DOT, Glastonbury and Wethersfield. In the meantime, I wanted to keep Council advised in this regard. A number of options are under review including closing the walkway for the winter season (first snow through February±). When a proposed PAL is finalized, the topic will be presented for action as applicable. Council comment will be appreciated.

#### 4. Expense Report

A copy of my expense report for the three months January through March 2021 was forwarded separately. I will appreciate Council recognizing receipt of this report on Tuesday evening.

#### 5. Pickleball Courts

This is the proposal is to construct four pickleball courts near the RCC as shown on the attached page. This location was selected for ease of construction, proximity to parking and amenities, potential for future lighting, visibility and similar factors. The layout is intended to offer minimal disruption to other park activities including the annual Apple Festival. The plan is to work with the Chamber of Commerce to integrate the courts to the festival. Given the popularity of pickleball, I would like to proceed with design and construction over coming months. I had the opportunity to talk with members of the Chamber on the annual Festival and proposed location of courts. The location of the courts provides some benefit to the Festival and would not present a problem. Additionally, we will work together to determine if the courts can be integrated to this annual event.

#### 6. New Sidewalk Construction

By action in October, Council voted to support the design phase for new sidewalks along Spring Street and Bantle Road. The design for Spring Street is in final stages and before beginning work on Bantle Road, I wanted to confirm the work plan for 2021. The capital budget allocates \$300,000 for new sidewalk construction effective July 1<sup>st</sup> to combine with the \$195,000 now available. The cost estimate for Spring Street is \$160,000 and Bantle Road also \$160,000. Examples of other potential projects include:

- Ripley Road \$165,000\*
- Douglas Road \$210,000\*
- Clinton/Linden \$300.000\*\*
- Pratt Street \$300,000\*\*
- Manchester Road/Sachem to Hebron Avenue \$270,000\*\*
  - \* 2021
  - \*\*2022

Additionally, work continues on options for the Main Street project between Mallard Drive and Red Hill. Subject to the final project scope, costs could vary from monies now available.

This information is forwarded for Council comment on Tuesday evening or at a subsequent meeting.

#### 7. Upcoming Events

- The recent Compost Bin and Rain Barrel Program distributed 70 composters and 44 rain barrels. A highly successful program whereby residents are able to purchase these items at reduced cost.
- Composting Educational Presentation Glastonbury is partnering with South Windsor to host a free
  composting educational program on April 29<sup>th</sup> at 6:00 p.m. by Zoom. The free presentation will feature Alastair
  Ong, a UConn Certified Master Composter and is open to residents of both towns. To date, there are 54
  registrants (26 Glastonbury / 18 South Windsor). There is a cap of 65 registrants.
- Household Hazardous Waste Collection The second spring collection date is scheduled for May 1st from 8:00 a.m.-1:00 p.m. at 324 Olcott Street, Manchester.
- Brush and Leaf Disposal Brush Disposal Days will be held at the Transfer Station and Bulky Waste facilities on April 25<sup>th</sup> and May 15<sup>th</sup> between 7:00 a.m.-3:00 p.m. There are two more events scheduled in the fall on October 9<sup>th</sup> and November 6<sup>th</sup>.
- Community Paper Shred Event Will be held on May 8<sup>th</sup> from 9:00 a.m.- 1:00 p.m. at the Public Works Garage
   2380 New London Turnpike.

#### 8. Wastewater Testing

The Town has worked cooperatively with the University of Connecticut to sample and test wastewater for the COVID-19 virus. These results have been published to the website and otherwise made available for public information. With restrictions being lifted across the state and vaccination rates increasing daily, the plan is to discontinue testing and restart the protocol as conditions warrant. Director of Health Wendy Mis supports this protocol.

#### 9. Meeting Format

Executive Order 11 issued on April 19<sup>th</sup> continues suspension of in-person meeting requirements through May 209, 2021. Basically, the revised meeting protocols issued through Executive Order 7.B.1 providing for remote/virtual meetings. The initial interpretation of Executive Order 11 is that public meetings will return to in person format as of May 20<sup>th</sup>. However, this is a topic of discussion and could change. For the May 12<sup>th</sup> meeting, I will forward clarification as applicable and suggested protocols for in-person Council meetings starting with May 26<sup>th</sup>. Council comments/suggestions will be appreciated.

#### 10. Gideon Welles House - Leases

By previous Council action, the monthly rent for Emmy Lou's, Ltd. (\$2,400) and EB Taylor Photography (\$1,415) was reduced to 50% through the end of March. The proposal is to extend the 50% protocol through August of this year. Council Leadership expressed its support for this approach. All other terms and conditions of the respective leases are extended through October 31st. The topic can be revisited over summer months.

#### 11. Affordable Rental

Per previous discussion, I have worked with Neil Griffin on affordable rental opportunities at Town-owned properties at 1098 New London Turnpike and 2157 Main Street. A tenant is identified and approved for a Section 8 voucher lease of 1098 New London Turnpike. All documents and reviews and in place for a lease beginning next month. For 2157 Main Street, COVID delayed schedules, however, lead abatement and window replacement is on track for coming weeks for Section 8 voucher rental of this property.

#### 12. Bond Counsel

The Town has worked with Day Pitney (formerly Day, Berry & Howard) for many years as Bond Counsel. Most recently with Attorney Judith Blank. Recently, the Bond Attorneys with Day Pitney moved to Pullman Comley. This would seem to trigger an RFQ process given the change in Bond Counsel firm. Unless advised otherwise, an RFQ process will proceed.

#### 13. Manchester Land Trust

The Manchester Land Trust is working to acquire and preserve the Lombardo Farm located off Hillstown Road. The Farm totals 102± acres. The Trust has advised approximately two acres extend into Glastonbury and asked if the Town would contribute to the purchase price for these two acres. A cost to Glastonbury is in the \$35,000 range is anticipated. This will require action to approve the funding with public hearing.

#### 14. Communication Tower - Oakwood Drive

Per previous discussions, a Request for Proposal process was solicited for construction of a communication tower at the Town-owned Oakwood Drive site. The process attracted four respondents. Next steps involve discussions with each of the respondents to fully understand the proposed structure and lease terms. Once this information is confirmed, I will advise Council so that you may determine how to best proceed.

#### 15. Historic District Commission

The attached letter was distributed to owners of property along Hubbard Street as the Commission considers the Council referral to extend the Historic District in this area.

#### 16. State Budget Appropriations Committee

On April 21st, the Appropriations and Finance Committees proposed their state budget for FY22. This includes state aid to cities and towns. For Glastonbury, the net change to operating revenues per the Town adopted budget totals \$108,874 as noted below.

Adopted Town Budget	Appropriations/Finance		Difference
ECS - \$5,379,255	\$5,222,939		(\$156,316)
Pilot - \$0	\$46,915		\$46,915
Stabilization Grant - \$385,930	\$385,930		\$0
		Net	(\$109,401)

State grants for capital funding remain unchanged and there is a minor (\$527) increase to the Adult Education Grant.

Sincerely,

Richard J. Johnson Town Manager

RJJ/sal Attachments

#### News

## Weekly Town Manager COVID-19 Update - April 23, 2021

**Post Date:** 

04/23/2021 11:08 AM

Recent COVID-19 updates for the town of Glastonbury are summarized in this weekly update.

#### **Glastonbury COVID-19 Figures**

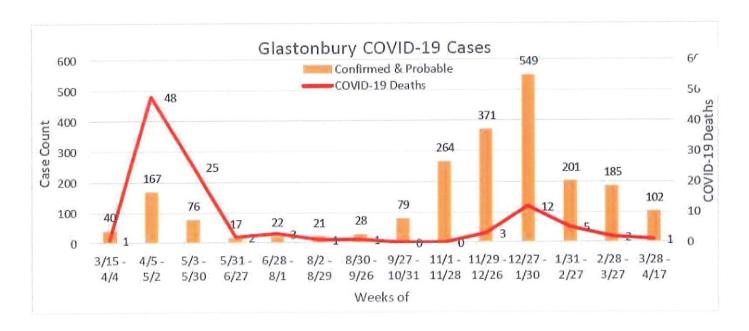
Numbers in (parentheses) indicate change from the previous week.

As per CT Department of Public Health (CT DPH) lab testing data available 4/17/21:

- 21,682 COVID-19 tests have been performed on residents (+352)
- Of the 21,682 tests, 2,122 (+34) are laboratory confirmed positive and probable cases of COVID-19
- Deaths are recorded using information from the Office of the Chief Medical Examiner. There was no increase in the number of deaths was reported this past week, and loss of town residents remains at 104 (+0).
- By gender, a total of 1,111 female (+15) and 1,011 male (+19) 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 beginning in March 2020.

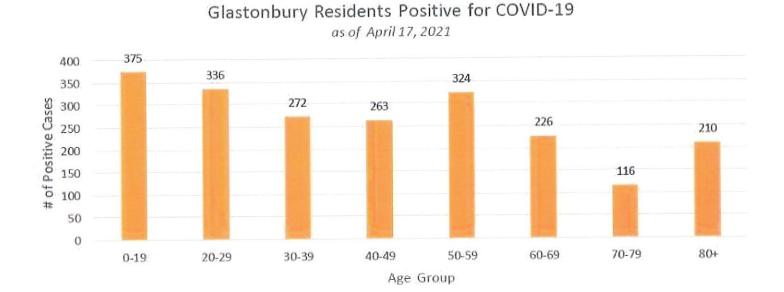
Notes: COVID-19 deaths are depicted on a secondary Y axis with a separate (right hand) scale. The data in the last column represents only the past three weeks of 3/28 - 4/17.



The CT DPH's weekly color-coded <u>Town Alert System</u> map shows positive COVID-19 cases per 100,000 population using a 14 day average. (Please note, the map does <u>not</u> include cases among people who reside in nursing homes, assisted living, or correctional facilities.) Glastonbury is currently in Red at 15.9 (-6.1) cases per

100,000. As of Thursday, 4/22, 112 of the 169 Connecticut cities and towns are in the Red zone with 15+ cases per 100,000 population.

The number of Glastonbury cases by age group is shown in the following chart:



- View the Connecticut COVID-19 website, including resources & data points
- Latest COVID-19 Data on Nursing Homes and Assisted Living Facilities

#### Financial Assistance for COVID-related Funeral Expenses

FEMA has announced that they will offer financial assistance for COVID-19 related funeral expenses incurred after January 20, 2020. To be eligible for assistance, you must meet the following conditions:

- Applicant must be a U.S. citizen, non-citizen national, or qualified alien who incurred funeral expen January 20, 2020
- · Death must have occurred in the U.S., including the U.S. territories and the District of Columbia
- Death certificate must indicate the death was attributed to or caused by COVID-19

For more information or to apply, please visit FEMA's website.

## **COVID Resources and Events**

"Empowering Parents" Support Group — Glastonbury Youth & Family Services is offering a weekly, virtual support group for parents focused on self-care and stress relief in the midst of the pandemic. Sessions will be held on Wednesday evenings with the next to be held on April 28. Click here for more information and upcoming dates.

**Vaccination Clinics** - To find local vaccination clinics and schedule an appointment, visit <u>ct.gov/covidvaccine</u> and enter your zip code. Individuals without internet access can also schedule an appointment by calling the state assistance line at **(877) 918-2224**, which is open 7 days/week, from 8:00 AM to 8:00 PM.

er

- General vaccine information ct.gov/covidvaccine
- VAMS Enrollment scheduling form: <a href="https://dphsubmissions.ct.gov/OnlineVaccine">https://dphsubmissions.ct.gov/OnlineVaccine</a>

#### Wastewater Testing for COVID-19 in Glastonbury - as of 4/22/2021

UCONN is conducting ongoing wastewater testing in the Glastonbury community to help evaluate areas of potential COVID-19 infection. <u>Click here to view the latest testing results (April 22, 2021)</u>.

For an overview of how the pandemic continues to affect Town operations and programming, please visit <a href="https://www.glastonburyct.gov/covid19">www.glastonburyct.gov/covid19</a> and click on the 3 document links under the introductory paragraph. The Town will continue to provide any updates it receives through this weekly update and the Town website/Facebook page as applicable.

Sincerely,

Richard J. Johnson Town Manager

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### Daily report on SARS-CoV2 Waste Water monitoring

#### Kendra Maas

#### 2021-April-22

#### Covid19 levels non-UConn

Nov 23 The CDC has updated their guidance for both wastewater monitoring and interpreting that data.

UConn is pioneering a research method that allows us to regularly test waste water around campus to make an early determination on the presence of COVID-19. We are using two different measurements for COVID 19 in wastewater: E and N1 genes. We monitor 2 genes to increase the odds that we will be able to detect SARS-CoV2 even if there are strains that have mutated a mismatch of our probes. The graph below is a visual representation of the two different measurements we are using to test for COVID 19 in wastewater. A black mark indicates that a sample was taken and tested. A red or blue dot above it indicates the presence of COVID in the sample, as measured by E and N1 genes. The Y axis shows the relative concentration of the E and N1 genes (indicators of the COVID 19 virus) in the sample. A dot that is at or just above zero on the Y axis indicates that it is present but barely detectable. A black mark with no colored dot above it means that the sample had below detectable levels of COVID 19 indicators.

While there is no widely accepted threshold for what is a tolerable level of the virus in a given sample versus what indicates a possible outbreak. Finding low levels of the virus within samples is neither surprising nor cause for alarm given the presence of the virus in the state. Individuals recovering from COVID-19 will continue to 'shed' a non-infectious form of the virus for weeks or even months after initial infection.

While there may be a very small amount of viable virus in wastewater, the majority of the viral RNA that we are detecting is non-infectious "viral bits". Standard biosafety precautions that are used for working with wastewater should be sufficient even if COVID-19 is detected in a sample.

#### Commentary:

April 15 & 19: Covid levels are remaining within baseline. South was slightly high Thursday but dropped back down Monday.

April 8 & 12: Levels were low in both North and South Thursday, but increased in North Monday.

April 1 & 5: Levels increased in both North and South Thursday but dropped back down Monday.

Mar 29: Levels in both North and South decreased.

Mar 24: Covid levels remain steady. Potentially slight increase in North, but only slight.

Mar 18 & 22: Both North and South increased on the 18th and decreased on the 22nd.

Mar 15: North levels continue to increase slightly, South has dropped.

Mar 11: Both North and South have increased slightly.

Mar 4 & 8: Levels in both North and South were low last week. Both have increased slightly this week.

Mar 1: Covid levels in South continue dropping after last week's high. Levels in North increased.

Feb 22: Covid levels were low in both North and South. However, I view these with suspicion because I saw low levels in all viruses measured including the process control that we add to the samples. We saw this in

a lot os samples Monday which I think may be due to either dilution from rain/snow melt or interference from salt mixed with the rain/snow melt.

Feb 17 - 19: Continued increases in South throughout the week. North holds steady.

Feb 16: South has another increase while North holds steady.

Feb 12: North continues to be very low. South increased again.

Feb 8 & 11: North increased Monday but dropped back down Thursday. South was low Monday and increased Thursday.

Feb 4: Another increase in North, South is holding steady.

Feb 2: Covid levels are remaining steady. Slight increase in North but still within baseline.

Jan 29: Covid levels are holding steady.

Jan 25: Covid levels in both North and South have decreased.

Jan 21: Covid levels in both North and South increased. South is nearly as high as North.

Jan 19: Levels continue dropping in North and holding steady in South.

Jan 14: Covid levels in North continue drop. North is still substantially higher than South.

Jan 11: North is still high but not as high as last week. South has increased.

Jan 7: Large increase in covid levels in North while south holds steady.

Jan 4: Covid levels remain steady in both north and south.

Dec 28 & 30: Some increase in South while North holds steady.

Dec 22 & 23: Both North and South decreased the 22nd and increased the 23rd.

Dec 21: North decreased while South increased, but overall holding steady.

Dec 18: North continues to increase while South decreases.

Dec 14: Generally both North and South held steady. North increased very slightly while South decreased very slightly, I think both these changes were just a bit of a shift around the baseline.

Dec 10: Both North and South increased, but South increased more significantly.

Dec 7: Covid levels in North dropped significantly while South decreased slightly. It is still early days in establishing a baseline trend.

Dec 3: Covid levels in both North and South increased, North increased more significantly.

Nov 30: Covid levels dropped in both north and south again over last week's levels.

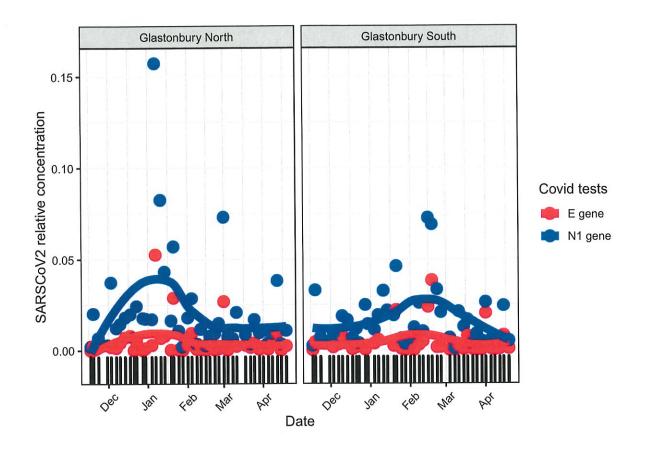
Nov 23: The covid level in both north and south Glastonbury have decreased over Friday.

Nov 16 & 19: Rather than one composite sample for the whole town, individual North and South samples were collected this week. The level of relative covid is increasing in both north and south. I've added a graph for the raw gene copies / L, this hasn't increased this week which could indicate a dilution effect or some variability in the fecal indicator virus.

Nov 12: Covid level has dropped back to the level we saw last week. More data will help us know what sort of range to expect for Glastonbury.

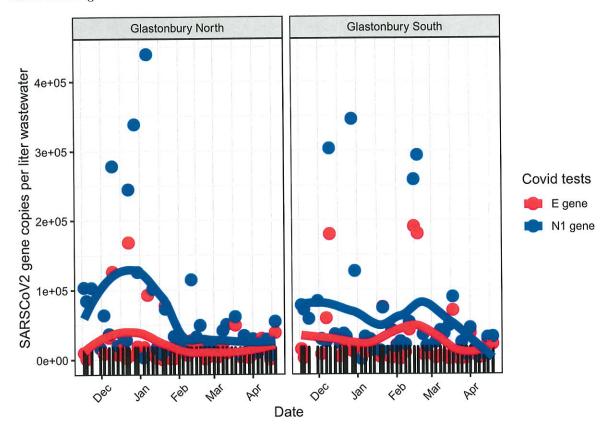
Nov 10: The relative Covid level increased in Glastonbury but is still low (compared to what I'm seeing elsewhere). Only one of the 2 genes was detectable in today's sample. Researchers are still trying to understand what it means when the covid genes are not detected at similar levels-a couple possibilities are breaking down virus particles, different strains could have small mutations that effect its detection.

Nov 5: Relative Covid levels in Glastonbury are quantifiable but low. ### add bargraph.



#### # Raw Covid19 concentrations

While I think the relativized data is the most informative because it allows us to normalize the data by the amount of fecal matter in the sample, many groups are reporting Covid19 genome copies per liter of wastewater. Here are plots of the raw Covid19 concentration. Note, I changed the y-axis on Dec 3 to linear rather than log.



# Department of Transportation State Project No. 53-190 Putnam Bridge Trail Connections In the Towns of Glastonbury and Wethersfield

#### Capital Improvements vs. Daily Maintenance

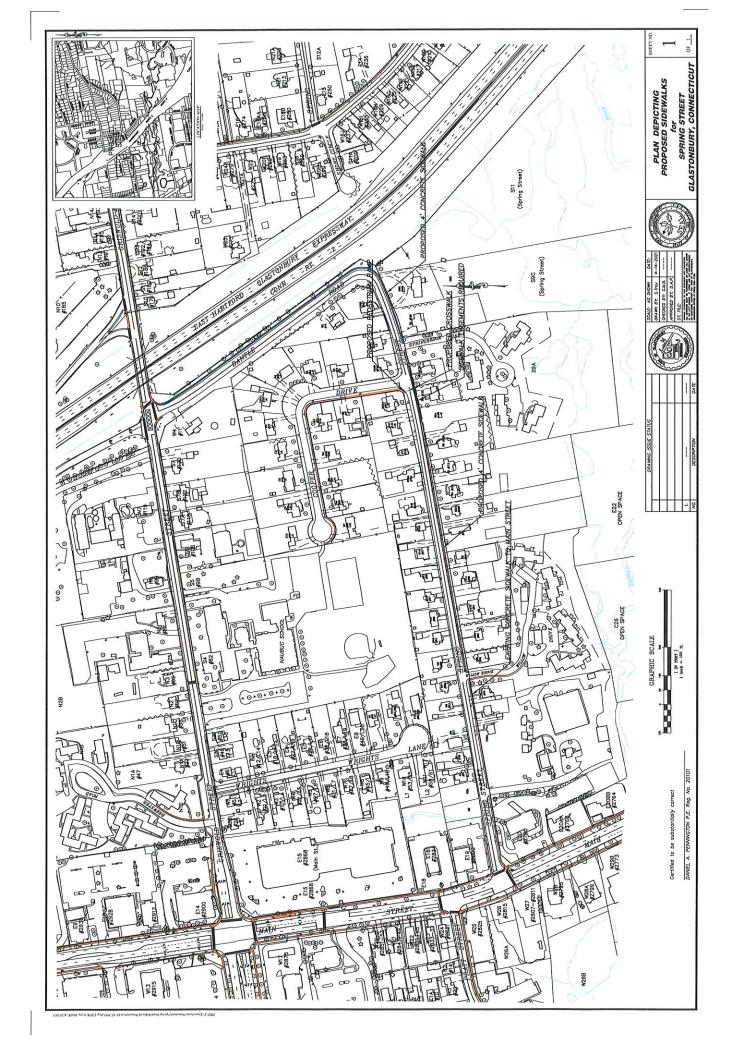
\*\*Please Note: All snow and ice related maintenance items have been removed from the lists below until DOT and the municipalities have further discussion.

#### • Capital Improvements (To be the responsibility of the CTDOT)

- Resurfacing or replacement of bituminous surface at the end of its lifecycle
- Major structural repairs to the path
- Structural repairs to the bridge walkway
- Structural repairs to the retaining wall
- Any repairs to an element supporting Route 3
- All chain link fence repair including isolated damage and replacement at end of service life
- Maintenance and repair of all drainage installed with the project. The drainage system is associated with Route 3
- Maintenance and repair of all illumination in the proposed parking lots installed with this project

### Daily Maintenance (To be the responsibility of the Municipalities)

- All split rail fence repair including isolated damage and replacement at end of service life
- Pothole and crack repair along the path
- Litter removal
- o Landscaping upkeep along trail, sidewalk, and around parking lots
- Mowing of areas adjacent to the trail, sidewalk, and parking lots (steep side slopes will not be required to be maintained)
- Maintenance of benches
- Maintenance of trail signage
- Sidewalks and associated appurtenances along Naubuc Ave, Great Meadow Road, and around parking lots



#### HISTORIC DISTRICT COMMISSION

Barbara Theurkauf, Chairman Henry von Wodtke, Vice Chairman Geoffrey Dellenbaugh, Secretary Robyn Guimont Vacancy
Brian Chiffer, Alternate
Jane Gordon Julien, Alternate
John Langmaid, Alternate

April 14, 2021

To our neighbors in the area of Hubbard Street,

You are living in a neighborhood of historic significance. The charm of the neighborhood relies, in part, on the character of the homes in which you are living or that are nearby, many of which were built from the 18<sup>th</sup>Century into the 20<sup>th</sup> Century.

From early, simple wood-frame structures to the building, once the District 18 schoolhouse, that now houses Glastonbury's Youth and Family Services, the properties that grace the neighborhood would benefit from protection from inappropriate development.

Your neighborhood, at this point, is not protected. To remedy that, the Town of Glastonbury is seeking input from residents regarding the possibility of designating your neighborhood as an historic district, an extension of the existing district on Main Street.

There is a belief that homeowners face significant restrictions if included in a historic district. This is untrue. The Historic District Commission governs only the façade of the building; homeowners are able to do whatever they wish in the interior of the home. The town and the Historic District Commission seek to protect the character of the neighborhood. We believe that is best done through agreement regarding preservation of existing facades.

We realize you will have many questions regarding this proposal. We have included a list of frequently asked questions. We are at a point in this process where we are simply seeking informal feedback from residents including yourself. Comments and questions may be sent to <a href="mailto:planning@glastonbury-ct.gov">planning@glastonbury-ct.gov</a>. We plan on holding informal question and answer sessions later in the spring, early summer as we continue the study process. Please let us know your thoughts regarding this proposal.

Sincerely,

The Glastonbury Historic District Commission

## Local Historic Districts—Frequently Asked Questions

## What is the purpose of a historic district?

The purpose of a historic district is to retain as much as is feasible of the historic fabric and underlying historic character of the buildings in the district.

## Can a local historic district be established without the consent of the property owners?

No. A referendum among the property owners is required and two-thirds of those voting must approve of district status. The results of the referendum would then go to Town Council for final approval.

## Can I "opt out" of being included in a local historic district?

During the public hearing process, you can request to be left out of the district boundaries, and that request can be taken into consideration. You may also cast your vote against establishing the district. However, once the district is established, if your property has been retained within the boundaries of the district, you must comply with the local regulations governing the district.

Will inclusion in a Local Historic District restrict how I may use my property? No. Historic district designations do not restrict zoning or land use.

## What changes to my home must be approved by the Historic District Commission?

Exterior changes and renovations that are visible from a public right of way, building additions, new construction, and demolitions. Exterior changes that are not visible from a public right of way do not need approval.

### Do I need permission for ordinary maintenance to my house?

No. As long as the materials and design are not changed, you do not need permission to paint, make repairs, or replace materials in-kind (replacing cedar shingles with cedar shingles, wood siding with the same type of wood siding, etc.).

## Can I paint my house any color I want to?

Yes. Changes that are considered cosmetic and that can be readily reversed are not reviewed by the Historic District Commission. Review of paint color is specifically exempted in the state statutes.

## Must I restore my house to its original condition?

No. The property can remain as it was when the historic district was created, and all materials can be replaced in kind. For example, if your roof consisted of asphalt shingles when the historic district was created, even though it originally may have been of cedar or slate, you may replace your roof with asphalt shingles. The purpose of a district is not to create museum structures, but to keep as much of the historic fabric and underlying historic character of the buildings as is feasible.

## Will historic district designation prevent additions and new construction?

No. Historic designation does not "freeze" a building or neighborhood in time. New construction and additions are allowed, but prior to obtaining a building permit, their design must be reviewed and approved by the Historic District Commission to ensure they are consistent with the scale and character of the historic district and will not detract from the special qualities of surrounding buildings. New construction is not required to be historic in design or appearance.

#### What about demolition?

Demolition in historic districts must be approved by the Historic District Commission before applying for the required permit.

Is work on the interior of a building reviewed by the historic district commission? No.

Isn't it more expensive to preserve historic features than to replace them? It depends on the feature, but investing in quality materials up front is often more cost-effective in the long run. For example, wood windows in a property that have been in service for over 100 years have lasted five times longer than the claims made by replacement window companies.

My town looks just fine the way it is — why do we need a historic district? Many preservation-minded residents feel they would rather "self-regulate" the appearance of their historic neighborhood rather than having a historic district commission regulate changes. However, it would take only a few instances of inappropriate development to destroy the historic character of a neighborhood. The existence of a local historic district protects your historic neighborhood from unguided change, demolition, and inappropriate development. Currently over 8,000 buildings are protected in 126 local historic districts in 72 towns in Connecticut.