



Town of Glastonbury

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ITEM #12 (AMENDED)
11-14-2023 Meeting

Jonathan K. Luiz
Town Manager

November 9, 2023

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report (Amended)

Dear Council Members:

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

1. Glastonbury Community Action Partnership (CGAP) Receives Award

The Glastonbury Community Action Partnership (GCAP) has been selected to receive the 2023 Coalition of the Year Award from the CT Association for Prevention Professionals. This award recognizes organizations that have demonstrated significant contributions to substance abuse prevention in Connecticut. GCAP works in partnership with the Town to prevent drug and alcohol misuse in the Glastonbury community and is comprised of members from Glastonbury Youth and Family Services, Amplify, Governor's Prevention Partnership, Glastonbury Police Department, Glastonbury Parks and Recreation, school personnel, faith communities, prevention specialists, business owners, youth, parents, and additional community members. Members of GCAP will be presented the 2023 Coalition of the Year Award at the 2023 CAPP Annual Meeting on Friday, November 17, 2023.

2. Quarterly Report from Community Development

The attached memorandum and report from Director of Planning and Land Use Services Shelley Caltagirone summarizes residential and commercial development activity in Glastonbury for the third quarter of this calendar year. This includes projects approved, pending, constructed and under construction.

3. Budget Schedule

The following dates are anticipated for the start of the FY24 budget process:

Meeting	Date	Time	Location (all include option for Zoom)
Capital Improvement Workshop	Wednesday, January 17 th or Thursday, January 18 th	6:00 p.m.	RCC, Community Room B
Annual Town Meeting	Tuesday, January 23 rd (regular Council meeting to follow)	6:00 p.m.	Council Chambers
Budget Workshop – Town Operations (initial presentation)	Tuesday, February 27 th (regular Council meeting to follow)	6:00 p.m.	Council Chambers
Budget Workshop – Board of Education	Wednesday, February 28 th	6:00 p.m.	Council Chambers
Budget Workshop – Town Operations (continued presentation)	Thursday, February 29 th	6:00 p.m.	Council Chambers
Final Budget Public Hearing and Action	Wednesday, March 20 th or Thursday, March 21 st (FBH action required no later than March 27 th)	7:00 p.m.	Council Chambers

4. Glastonbury EMS (GEMS) Weekly Update

Attached are two weekly reports from GEMS indicating the number of calls received and current staffing levels.

5. Urban and Community Forestry Planning Grant Application

On October 24th, the Town of Glastonbury submitted a grant application to the State requesting funding to develop a Comprehensive Forest Action Plan (The Plan). The Plan would serve as a decision-making tool to prioritize locations, issues, and goals to strategically manage, conserve, and enhance open space and forest land for habitat, resilience, and recreation. The grant request is for approximately \$65,000 (max amount) with primarily an in-kind services match by the Town. The grant, if awarded in late November, would run from Jan 2024 – Jan 2025. I will keep you posted on whether or not the Town receives the grant award.

6. Remaining 2023 Council Meeting Schedule

Per the schedule of regular Council meetings for calendar year 2023, the second meeting in November is scheduled "as needed" for November 21st or November 28th. There is only one meeting scheduled in December on the first Tuesday of the month, December 5th. At this time, I am not aware of any pressing business that would require the Council to meet on November 21st. I will apprise Council Leadership of any matters that would need to come before the Town Council on November 28th.

7. Safe Streets for All Grant

The Town applied for a US DOT Safe Streets for All Grant in October of 2023. Specifically, we applied for a Planning and Demonstration Grant that would have helped us develop a well-defined strategy to prevent roadway fatalities and serious injuries. We were recently informed that we were not selected for funding. Staff is contacting program evaluators for feedback. We suspect that the Town's relative lack of accidents and economically distressed areas were determining factors. The grant application required provision of information regarding both items.

8. Special Report – Crime in Glastonbury

The Police Chief is preparing a special report concerning crime in Town, with a focus on motor vehicle related crime. I anticipate the Chief will present the report in person at the December 5th Council meeting. In the meantime, I wanted to share the following facts that were provided by Chief Porter:

- GPD minimum midnight shift staffing level is four officers. Staffing levels do vary depending on day off rotations, sick and vacation time, and special assignments, but the minimum is four.
- GPD staffing levels on midnight shift were increased earlier this year for the purpose of addressing concerns of motor vehicle related crime, including catalytic converter thefts.
- Over the past several years police officers were assigned special details on midnight shift including surveillance and "hot spot" patrolling in response to residents' concerns and crime sprees. These special details supplemented regular staffing levels.
- The Police Chief continually reviews department staffing levels and adjusts as needed.
- The Police Department has essentially prohibited parking at the top of Crystal Ridge Road while the Chief finishes his discussions with homeowners on that road.

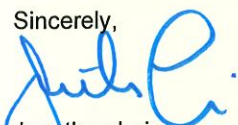
9. Capital Improvement Program – Status Report

It is anticipated that a status report on capital projects will be included in the December 5th Town Manager's Report.

10. Highway Bridge Inspections

The CT DOT has contracted with Transystems to conduct an inspection of Bridge No. 00384 which carries Route 2 traffic over Griswold Street on November 27th and an inspection of Bridge No. 00386 which carries Route 2 traffic over House Street Lane on December 5th. Traffic disruption will be in place from approximately 9:00 a.m. to 3:00 p.m. Closures on Griswold and House Streets will be implemented.

Sincerely,



Jonathan Luiz
Glastonbury Town Manager

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Attachments