



# Town of Glastonbury

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ITEM #7  
12-05-2023 Meeting

Jonathan K. Luiz  
Town Manager

December 1, 2023

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. Newsletter**

Attached is the Special Holiday Edition of the Glastonbury At A Glance newsletter, which covers the months of December and January.

**2. Brownfield Grant Application**

In September, the Community Development Office submitted a Brownfield Assessment Form to Capitol Region Council of Governments (CRCOG) to evaluate 25 Mill Street's eligibility for environmental assessment funding. CRCOG forwarded the application to EPA November 14, and awards should be announced in January 2024. The grant award maximum is \$1.5M. If awarded, CRCOG would be the grantee and manage the project. The Town has submitted the grant application on the property owner's behalf in order to facilitate environmental clean-up of the brownfield site near Salmon Brook so that it may be developed to a higher and better use, such as affordable housing or a community facility.

**3. Additional Opioid Settlement Money**

The Town has been notified that it may receive some money from a settlement that was reached in a class-action lawsuit against entities that allegedly played a central role in the opioid crisis by advising opioid manufacturers and other industry participants how to sell as many prescription opioids as possible. Those entities have denied their involvement. No action is needed on the Town's part to receive any share of the settlement money that it is entitled to. To date, Glastonbury has received settlement monies from other opioid settlements. Those monies, which have been retained in a special account, have been dedicated to hiring a part-time substance abuse clinician that will be a part of the Youth Services Department. The recruitment for that position has begun.

**4. Toy Drive**

This year the Police Department and Transfer Station are partnering up to expand the annual toy drive. A donation bin will be available at the Transfer Station through December. All donations of unwrapped toys go to Glastonbury Families and Charities.

**5. Glastonbury EMS (GEMS) Weekly Updates**

Attached are the latest weekly GEMS reports, which cover calls received and current staffing levels.

**6. Community Connectivity Grant Application**

My July 25th Town Manager's Report informed the Town Council that The Town applied to the State for a Community Connectivity Grant in the amount of \$796,700. The State of Connecticut recently informed the Town that Glastonbury's project was not selected for funding. The funds would have been used to construct 2,500 linear feet of concrete sidewalk along portions of Manchester Road (Route 83) and Hebron Avenue (Route 94) near the intersection of the roads. I have reached out to the DOT for feedback on our grant application. Town staff and I will be on the lookout for new grant opportunities.

**7. Capital Improvement Program Project Status Report**

A Status Report on Capital Projects will be provided at the next Council meeting as it is still being finalized.

**8. Animals in Need of Adoption**

There are three dogs waiting to be adopted at the Town Animal Shelter. Information about each dog is available on the Town's website at <https://www.glastonburyct.gov/Home/Components/News/News/8062/25>

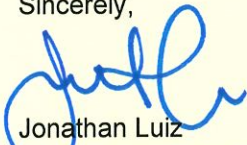
**9. Closed Captioning & Audio**

The Town's IT Department has been working to improve audio quality of live and recorded meetings including those of the Town Council, Board of Education and Board of Finance. It is also working to expand closed captioning for all recorded meetings.

**10. Sale of Town-Owned 232 Eastern Boulevard**

CCC Construction, LLC has exercised its right to withdraw from and terminate the Purchase and Sale Agreement for 232 Eastern Boulevard. Per the Agreement, the deposit is to be returned to the company. CCC Construction has expressed that it has continued interest in the property. It appears to me that the company would like more time to be able to secure the necessary permits from both the State and Town.

Sincerely,



Jonathan Luiz  
Glastonbury Town Manager

JL/sal  
Attachments





# GLASTONBURY AT A GLANCE

## DECEMBER 2023 & JANUARY 2024

## Special Holiday Edition!

This special holiday edition of Glastonbury at a Glance features events, programs, and announcements for the holiday season; December 2023 through January 2024. Our monthly newsletter will resume in February 2024. We hope you like it!

### Upcoming Events

The list below is a SAMPLING of upcoming events. Please review the following resources for a full list of programming and associated fees/details: Events Calendar: [www.glastonburyct.gov/events](http://www.glastonburyct.gov/events); Parks & Recreation brochure; Sharing Tree (Senior) Newsletter - [www.glastonburyct.gov/sharingtree](http://www.glastonburyct.gov/sharingtree); and WTML website at [www.wtmlib.info](http://www.wtmlib.info).

- 12/1 and 12/2: Trees of Giving Event to benefit Glastonbury Gives - Hosted @ Glen Lochen
- 12/3: [Santa's 3.5 Mile Run](#)
- 12/5: [Jingle and Mingle Holiday Luncheon](#) 11:45 AM @ the RCC
- 12/6: Climb Aboard the Polar Express @ WTML [4:15 Departure](#) & [6:30 Departure](#)
- 12/12: [Parks and Recreation/Senior Services Program Registration Begins Online](#)
- 12/12: [Holiday Classics with Downtown 6 Band at the Aqua Turf](#) Depart RCC @ 10:00 AM
- 12/12: [Virtual Author Talk with Stephanie Land, author of Maid: Hard Work, Low Pay, and Mother's Will to Survive](#) @ WTML
- 12/15: [Ella Waters Event Series: CT Yuletide Carolers in Concert](#) @ WTML
- 12/15: [Family Paint Night: Design a Dazzling Nutcracker](#) 5:30 PM
- 12/16: Big Sing 12:00 PM @ the RCC
- 12/19: [Magic of Lights!](#) Depart RCC @ 4:45 PM
- 1/11: [Teen Program: Find Out Your Personality Type!](#) @ WTML

### Local Crafter Pop-Up Shops at the RCC

This Winter, the Town is launching a new "Pop-Up Shop" program at the RCC! This unique opportunity will allow local vendors to showcase their small craft businesses during the monthly Special Luncheons, between the hours of 10:00 a.m.-2:00 p.m. Glastonbury artisans and crafters are invited to apply for a space at one of the monthly events, and the Town will select one vendor for each Pop-Up Shop. The Town may use its discretion in selecting vendors for the shops. For more information, please contact Ronda Guberman, Senior Center Supervisor, at [ronda.guberman@glastonbury-ct.gov](mailto:ronda.guberman@glastonbury-ct.gov).

### HOLIDAY CLOSURES

Town facilities will be CLOSED on  
12/25 - Christmas Day  
1/1 - New Year's  
1/15 - Martin Luther King Jr. Day

This includes Town Hall/Academy, the RCC, WTML, Youth & Family Services, the Transfer Station, and the Bulky Waste Facility.

### Spring Musical Auditions Open Soon!

In early January 2024, the Creative Experiences division of Glastonbury Y&FS will announce audition details for their touring spring musical.

The spring production is open to Glastonbury residents currently in grades 9-12. For more information, please contact Jason Stankowski at: [jason.stankowski@glastonbury-ct.gov](mailto:jason.stankowski@glastonbury-ct.gov) or (860) 652-7675.

### Santa's Run - 12/3/23

Join us for a 3.5 mile run around the Buttonball neighborhood! The entry fee is \$15 through December 1st at noon. Registration on the day of race is \$25.

Come dressed in your wildest holiday costume and enjoy the holiday spirit – and earn a chance at winning some great costume division prizes too! We'll also be holding a raffle on race day for another chance to win some great prizes. Visit [www.glastonbury-ct.gov/santasrun](http://www.glastonbury-ct.gov/santasrun) for more information and to register.



## Tax Reminder

The second installment of Real Estate and Personal Property taxes on the Grand List of October 1, 2022 are due January 1, 2024 and payable by February 1, 2024.

The Supplemental Motor Vehicle tax is due January 1, 2024 and payable by February 1, 2024. Delinquent motor vehicle taxes shall be paid in Cash, Money Order or Cashier's Check if a release is needed for the Department of Motor Vehicles. There will be a \$3.00 fee charged for each delinquent Motor Vehicle account.

Unpaid taxes will be considered delinquent as of February 2, 2024. On that date, interest will be charged from the original due date of January 1, 2024. Interest is charged at a rate of 1 ½% per month back to the due date of January 1, 2024 in accordance with the provisions of C.G.S. Sec. 12-146. A minimum of \$2.00 interest will be charged for each delinquent tax bill and installment.

United States Postal Service (USPS) postmarks are honored. Payments must bear a USPS postmark dated February 1, 2024 or before to be considered on-time.

Checks which have been returned by the bank shall be subject to a fifteen (\$15.00) handling fee.

Taxpayers who have NOT received a bill should visit the Town website at [www.glastonburyct.gov/taxpmt](http://www.glastonburyct.gov/taxpmt) or contact the Revenue Collector's Office at (860) 652-7612. Failure to receive a bill does not invalidate the charge and respective penalties should the account become delinquent.

Questions can be directed to the Revenue Collector's office at (860) 652-7612.

## GCAP Coalition of the Year Award

Glastonbury Community Action Partnership (GCAP) was recently 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 prevention in Connecticut through its strategies and outcomes.

Since 1988, GCAP has been working to help educate the public on mental health and substance use prevention. GCAP is comprised of parents, youth, school personnel, faith communities with support from Glastonbury's Youth and Family Services, Parks & Recreation Department, Health Department, and Police Department, along with various other community members. For more information, visit [www.gcappreventioncouncil.org](http://www.gcappreventioncouncil.org).

## Featured Artist at WTML - Eric Urquhart

"Buoyancy: The Fantastical Floating Islands of Eric Urquhart" will feature drawings and paintings that reflect a joy in the creation of new worlds and an invitation to step inside his images. His works have been displayed at fine art shows and galleries in the US and internationally. Urquhart's art will be on display at WTML from January 10 – early April, 2024.

Urquhart is a full-time artist with Dreamworks, and he has been a painter and artist for feature films, television, commercials, and games since 2005. With years of experience working with studios such as Disney, Blue Sky Studios, Warner Bros. Animation, and Netflix, it is likely you have already seen some of works. [Click here to read more about WTML Featured Artists.](#)

## Test your Home for Radon

The winter months are the perfect time to test your home for radon. Radon is a colorless, odorless gas that can build up to dangerous levels inside any home. Breathing radon can increase your risk of lung cancer. Radon levels vary between neighborhoods and even from home to home. Only a radon test can determine the risk in your home.

Residents who have not participated in the Health Department's radon test kit program in the past can email [health@glastonburyct.gov](mailto:health@glastonburyct.gov) after January 1st to inquire about a no cost test kit.

## Post Holiday Tree Disposal - FREE!

Residents in any type of vehicle will be allowed one free tree disposal/vehicle of their Christmas Tree at the Bulky Waste facility on Tryon Street from 12/26/23-1/31/24. While trees may also be disposed of at the Transfer Station during this time, residents are strongly encouraged to use the Bulky Waste Facility as this is the final disposal area for all trees and will therefore reduce town transportation costs (tax dollars). Waste disposal permits are NOT needed but proof of residency is required. Please contact Refuse Disposal at (860)652-7772 with any questions.

Bulky Waste Facility:  
Monday-Saturday; 7:00 AM - 3:00 PM  
Transfer Station:  
Tuesday-Saturday; 7:00 AM - 3:00 PM



# Glastonbury EMS Weekly Update

November 12-18



**Position**

**Chief** Chris Ferrall - Interim  
**Training Coordinator** Carrie Yarina-Rich  
**Duty Shift Supervisor** Multiple  
**Quality Assurance** John Pelow II  
**Office Manager** Melissa Kutka  
**President** Chris Ferrall  
**Treasurer** Heidi Heim  
**Secretary** Carrie Yarina-Rich

Position duties are currently being re-evaluated.  
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**EMS Calls for the week of October 29-November 4**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Calls	5	11	12	10	13	7	6

**Schedule for week of November 5-11**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Full time employees	7						
Part time employees	15						
In training employees	2						
Volunteers - Active	5						
Volunteers - On leave	3						
Volunteers - Training	2						
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	Covered	Covered	OPEN	Covered	Covered	Partial	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None
EMS Calls	12	12	19	19	17	13*	

\*as of 1800

**Schedule for week of November 12-18**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	Covered	Covered	OPEN	OPEN	Covered	Covered	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None

No events or meetings occurred this week  
 This week I began the process of completing employee reviews.

Submitted by  
 Chris Ferrall  
[chris.ferrall@gvaa.org](mailto:chris.ferrall@gvaa.org)

# Glastonbury EMS Weekly Update

November 12-18



**Position**

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 Training Coordinator Carrie Yarina-Rich  
 Duty Shift Supervisor Multiple  
 Quality Assurance John Pelow II  
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 President Chris Ferrall  
 Treasurer Heidi Heim  
 Secretary Carrie Yarina-Rich

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**EMS Calls for week of November 5-11**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Calls	12	12	19	19	17	14	8

**Schedule for week of November 12-18**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	Covered	Covered	OPEN	Partial	Covered	Covered	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None
EMS Calls	6	14	11	10	13	8*	

\*as of 2200

**Schedule for week of November 19-25**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	OPEN	OPEN	OPEN	Covered	OPEN	Covered	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None

No events or meetings occurred this week

Submitted by  
 Chris Ferrall  
[chris.ferrall@gvaa.org](mailto:chris.ferrall@gvaa.org)

# Glastonbury EMS Weekly Update

November 19-25



**Position**

Chief Chris Ferrall - Interim  
 Training Coordinator Carrie Yarina-Rich  
 Duty Shift Supervisor Multiple  
 Quality Assurance John Pelow II  
 Office Manager Melissa Kutka  
 President Chris Ferrall  
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 Secretary Carrie Yarina-Rich

Position duties are currently being re-evaluated.  
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**EMS Calls for week of November 12-18**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Calls	6	14	11	10	13	13	12

**Schedule for week of November 19-25**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	Open	Partial	OPEN	Covered	Open	Covered	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None
EMS Calls	13	12	15	12	13	13*	

\*as of 2100

**Schedule for week of November 26-December 2**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am-6pm	Covered	Covered	Covered	Covered	Covered	Covered	Covered
7am-7pm	OPEN	OPEN	OPEN	OPEN	Covered	Covered	Covered
6pm-6am	Covered	Covered	Covered	Covered	Covered	Covered	Covered
Special Event	None	None	None	None	None	None	None

No events or meetings occurred this week

Submitted by  
 Chris Ferrall  
[chris.ferrall@gvaa.org](mailto:chris.ferrall@gvaa.org)