

Town of Glastonbury

Annual Report | FY 2017-2018



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Town Council: Message from the Chairman



Dear Glastonbury Residents,

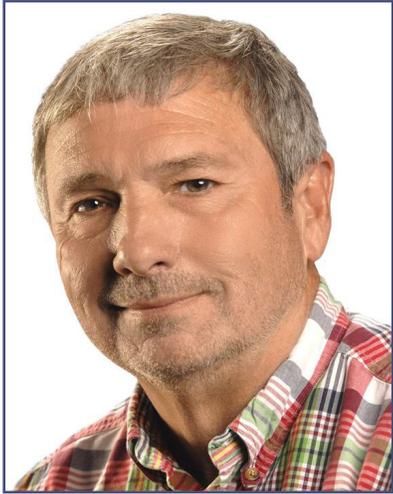
Glastonbury celebrated its 325th birthday in 2018. From a small settlement established by Wethersfield residents, this town has gradually grown to being a prosperous community that cherishes its history, farmland, and open space.

This year saw the continued redevelopment of the center of town beginning at the East Hartford town line and extending southward along Main Street, Hebron Avenue, and New London Turnpike.

A growing community inevitably creates a demand for new services and amenities like sidewalks, bike paths, and air conditioning. To date, Glastonbury has been able to meet some of these demands while exercising prudent fiscal restraint on its spending habits.

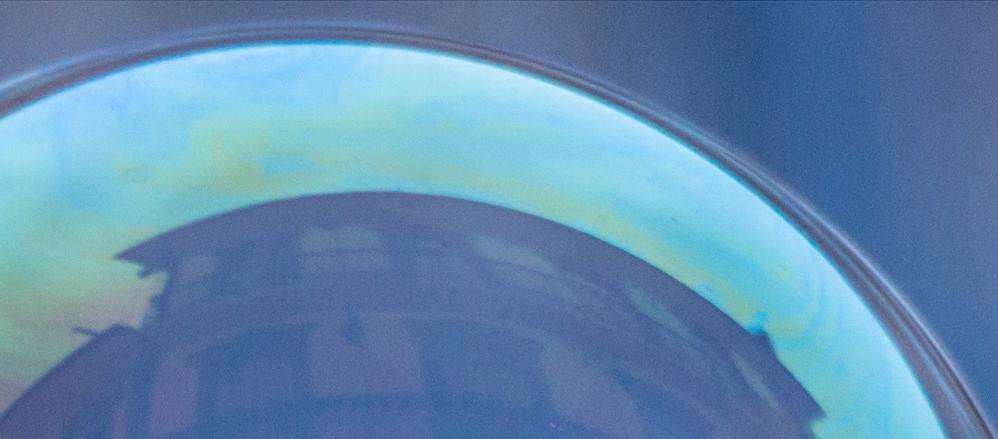
In regards to farmland and open space, Glastonbury continues to seek to acquire the several hundred acres of land known as the MDC property. The “Fates” willing, this will come to fruition in the coming year.

I have no doubt but that there will be unforeseen challenges facing Glastonbury in the years to come. Whether they are environmental issues, land development questions, or infrastructure considerations, they will test the skill set of staff and elected officials alike to develop solutions that preserve this town’s enviable quality of life while remaining fiscally responsible.



Sincerely,

*Thomas P. Gullotta
Glastonbury Town Council Chairman*



Town Manager Report



Dear Glastonbury Resident,

A look back over the past year confirms a highly successful and productive year in Glastonbury. I am pleased to have this opportunity to recount examples of the many successes and accomplishments highlighted throughout this report.

The Riverfront Park project was recognized with two national awards. The International City and County Manager's Association (ICMA) recognized the 20+ year restoration and development of the Riverfront Park area. This includes environmental remediation, land acquisitions, construction of the Riverfront Community Center, and Riverfront Park Phase I and II, grants and partnerships, and related improvements. Phase II of the Park development was awarded recognition by the National Recreation and Park Association (NRPA). These awards will be formally presented at national conferences in September of 2018 and the Glastonbury community can be very proud of this well-deserved, national recognition.



Land acquisition and preservation continues as a high priority with nearly 150 acres preserved over the past year through three transactions:

- Acquired Development Rights to the 56± acre Rose's Berry Farm off Matson Hill Road. Working with the owners of the adjacent Belltown Hill Orchards, who purchased the underlying agricultural value of the parcel, the farm is preserved and will continue to be actively used for agricultural purposes.*
- Purchased the 43± acre Chamberlain Road open space off of Foote Road. The Great Pond Stewardship Committee contributed \$150,000 to this acquisition.*
- Procured Development Rights to the 47.5± acre Howe Farm off Keeney Street. Similar to Rose's Berry Farm, this allows for continued agricultural uses.*
- Discussions continue for a partnership with the State of Connecticut for Town purchase of 9 parcels totaling 720± acres owned by the Metropolitan District. This would be the largest single land acquisition by the Town to date.*

Glastonbury was among four communities statewide to be recognized at the Connecticut Interlocal Risk Management Association (CIRMA) annual meeting for its successful ongoing Loss Control Program. This continuing priority provides for safe work practices, equipment, and fleet for all Town operating units and well maintained public facilities.

A number of capital improvement projects are recently completed, well under way, or about to begin over the coming months.

Completed:

- Reconfiguration and restoration of the dam and watercourse at the Town-owned Blackledge Fall property (June 2018). Project satisfies CT DEEP and the Army Corps of Engineers requirements for environmental restoration and remediation.*

In Progress:

- Air conditioning of Town elementary school classrooms - goal is to have all systems operational for the start of the 2018-2019 school year.*
- Reconstruction of the Hebron Ave. corridor between Main St. and Sycamore St. - goal of substantial completion by late fall 2018. Project includes a second roundabout at the Hebron Ave. and House St. intersection and is 100% grant funded.*

Scheduled:

- Subject to funding approval and permitting, the final phase of sidewalk construction along Main St. is scheduled for summer and early fall 2019. The final connection extends between Mallard Dr. and Stockade Rd. This project is approved for a \$300,000 grant.*
- Construction of a multi-use trail between Western Blvd. and House St. (2019). The trail will generally follow the existing sanitary sewer easement and project construction costs are approved for 100% grant funding.*

Town Manager Report Continued

Efforts successfully continued on the Town's award winning energy efficiency, alternate energy, and sustainability initiatives. Recent examples include continued LED retrofit, energy efficient heating and emergency power, continued installation of solar PV systems at Town and school facilities, fuel efficient fleet improvements, food waste recycling, and a host of other initiatives. Since 2007, energy consumption at Town facilities has been reduced 24% with a number of Town and school facilities achieving the Energy Star Rating.

Over the past year, Moody's Investors Service and Standard & Poor's again reaffirmed Glastonbury's AAA/Aaa Bond Rating and the Town's budget and financial management planning was rated highly. The Government Finance Officers Association (GFOA) again recognized Glastonbury with the Distinguished Budget Presentation and Excellence in Financial Reporting Awards, the highest national recognition for budgeting and financial reporting. A debt refinancing achieved over \$250,000 in prospective Debt Service cost and the year ended June 30, 2018 realized an estimated \$400,000 gain on operations.

As demonstrated by these examples and the achievements outlined throughout this report, it is clear that there is much to be proud of in this community and Glastonbury is well-positioned to continue these accomplishments in the years ahead. I want to express my thanks and congratulations to all who helped make another successful year in Glastonbury possible. ””

Sincerely,



Richard J. Johnson
Town Manager

Town Attorney

“ “ Shipman & Goodwin LLP served as Town Attorney to the Town of Glastonbury during the fiscal year 2017-2018. As the Town Attorney for the past year, Shipman & Goodwin LLP has provided a variety of legal services to the Town, including services related to contract, real estate, and litigation matters. We have served as legal advisor and have appeared for and defended the rights of the Town in actions, suits, or proceedings where the Town is a party. The firm has also handled the day-to-day requirements of providing legal opinions and advice to the Town. The firm has represented the Town in several tax appeals and represented the Town's Zoning Board of Appeals in a zoning appeal filed with the Appellate Court. We have been actively involved in providing counsel and advice to the Town regarding energy procurement and health insurance matters. The firm has also represented the Town in various tax lien foreclosure cases and construction projects. Additionally, the firm has helped the Town amend its Housing Relocation Plan and amend its zoning regulations for accessory apartments and excavation operations. Our attorneys continue to handle labor contract matters and provide counsel to the Town on various employment issues.

Shipman & Goodwin LLP wants to thank the Town officials and staff for the opportunity to continue to provide legal representation to the Town. We will continue to strive to protect the Town's legal interests and to help the Town meet all of its legal goals and objectives. ””

Board of Education

“ This past year, our Board of Education developed a plan for use of the Eastbury School building after the elementary school closes. The Pupil Services and Special Education Department prepared to consolidate several of its programs into the building. Several of our facilities will also undergo a much-needed upgrade—air conditioning. Soon, all classrooms and libraries in the district will be air-conditioned. When this is complete, our students and staff members will be able to focus on student learning every school day.

Noteworthy Events and Accomplishments

Student Achievement

Seven students from the Glastonbury High School Class of 2018 were National Merit Scholarship Finalists. These are the highest scorers on the PSAT/NMSQT in each of the 50 states and represent less than 1% of each state’s high school seniors. Additionally, 20 students from the Class of 2018 received Letters of Commendation for their achievement on the PSAT/NMSQT.

A total of 170 seniors were recognized as Faculty Scholars—students who have maintained a 3.75 grade point average over their four years of high school. In addition, 182 seniors earned the state’s new “Seal of Biliteracy,” an honor that recognizes high school graduates who are proficient in English and one or more other languages. This is one of the highest numbers for a school district in the state of Connecticut. Approximately 93% of the 481 members of the Class of 2018 enrolled in a two or four-year College or University.

Curriculum Departments Honored

This year, our district received a number of curricular honors. Glastonbury Public Schools was recognized by the Connecticut Office of the Secretary of State and the Connecticut Department of Education as a 2017-2018 Red, White, & Blue School District, a distinction awarded to schools that foster strong civic engagement among students. This recognition is a wonderful reflection of the work of our History and Social Sciences Department and the abundant and meaningful connections between our school district, its curriculum, and the Glastonbury community.

For the sixth year in a row, Glastonbury Public Schools was recognized by the National Association of Music Merchants Foundation (NAMM) for its outstanding commitment to music education. Glastonbury joined 16 Connecticut school districts in receiving the “Best Communities for Music Education” designation.

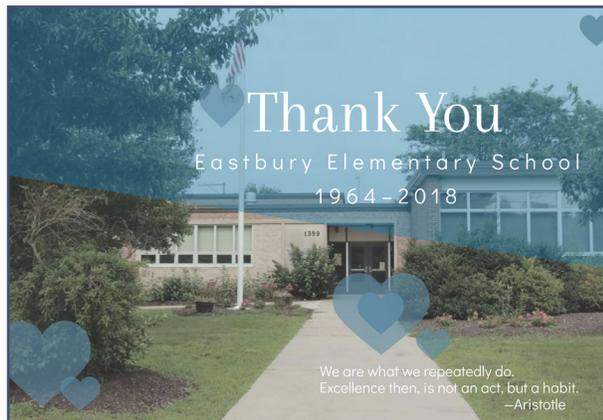
Lastly, Glastonbury’s Foreign Language Program received the 2017 Melba D. Woodruff Award for Exemplary Elementary Foreign Language Programs from the American Council on the Teaching of Foreign Languages (ACTFL). This award recognizes our district’s commitment to providing elementary students with an outstanding foreign language program. We are proud of our quality curriculum and our dedicated foreign language educators.



Board of Education Continued

Plans for Eastbury School

The Board of Education voted on a new plan for the use of the Eastbury building for 2018-2019 when the school closes and its students are redistricted. This plan will benefit Glastonbury students as well as taxpayers. In the fall of 2018, the LINKS Academy, (including post-graduate students), and the district's preschool program will be relocated to the Eastbury building. LINKS Academy, (Learning Independence and Necessary Knowledge for Success), is an alternative special education program for students. It serves students at the elementary, middle, and high school levels whose educational needs require a more restrictive environment than their home schools can provide. The post-graduate program serves special education students ages 18-21 who are entitled to education until age 21. Both of these programs were formerly housed in a town facility leased by the Board of Education. The district's preschool program provides high quality instruction in a therapeutic setting for students with special needs and peer models. The district's Pupil Services/Special Education offices will also move to Eastbury. There are numerous educational and financial benefits to centralizing these programs and providing room for them to expand. Additionally, the building will house a weight room for the athletic training of students across the district, to be used primarily after other programs have concluded for the day.



Teaching Digital Literacy

Our society has undergone a technology tsunami in the new millennium and the education field has been rapidly evolving to keep up. One such response is the introduction of a new curriculum area: digital literacy. Sometimes referred to as “digital citizenship”, this new subject incorporates lessons for students of all ages. In essence, digital literacy helps students learn how to use media and technology wisely, an essential 21st century skill. Digital literacy lessons include internet safety, (what's safe and what's dangerous?), privacy and security, (what's private and what's public?), fair use and copyright, (what's free to use and what's protected?), strategic and safe searching, (sometimes just “Googling” it isn't the right choice), and information and website evaluation (what's reliable, relevant, and current?).



Library media specialists at our schools have taken the lead in developing age-appropriate lessons for students. Classroom teachers reinforce these lessons during activities and projects. Glastonbury students are learning to recognize the difference between ads, news, opinions, entertainment, publicity, and propaganda so that they can place information in the proper context. One thing students learn about in elementary school is online responsibility. This includes a number of behaviors to avoid: sharing personal information, posting pictures of family and friends without permission, and being unkind to others. In ninth grade, students learn about the importance of a balanced “information diet.” Students experience how “consuming” different points of view can help one to avoid a filter bubble, which only serves to confirm what one might already think. Student feedback on digital literacy lessons has been extremely positive. “One thing we hear over and over from students,” says Glastonbury High School Library Media Specialist Mary Metheny, “is that they are immediately using these lessons in their daily life.”



Board of Education Continued

Air Conditioning Our Schools

In February 2018, the Town Council voted to approve the funding necessary to install air conditioning in the classrooms of four elementary schools: Buttonball, Hebron Avenue, Hopewell, and Naubuc. Installation at the elementary schools and the Eastbury building took place during the spring and summer. In March, the Town Council voted to begin the process to air condition Gideon Welles School as part of the 2018-2019 Capital Improvement Program (CIP) budget. Glastonbury Public Schools appreciates all the people—parents, teachers, students, and community members—who have taken time to support this project over the years.*



The Power of Formative Assessments

There are a variety of ways our teachers measure student achievement. Many people are familiar with high-stakes assessments such as tests, mid-terms, final exams, culminating projects, and essays. These summative assessments generally carry a high point value. The Smarter Balanced Assessment and SAT are examples of state and national summative assessments. Glastonbury teachers regularly use another, less-widely known, evaluation method to great effect: Formative Assessments. Formative Assessments generally have a lower point value with strategies that include surveys, quizzes, learning groups, and homework. These assessments help teachers monitor student learning. Glastonbury teachers use iPad applications such as Socrative Student, Go Formative, and Kahoot to poll, quiz, and engage students in a variety of review activities. Such applications provide teachers with immediate feedback about what their class is learning. They can then adapt their lessons as needed to re-teach or perhaps move more quickly. Formative assessments also help students identify their own strengths and weaknesses.

Studies have ranked formative evaluations as one of the most effective strategies teachers can use to improve student performance, and have shown them to have a greater effect on student learning across all content areas and levels of education than other strategies such as small group learning, peer tutoring, and even class size. Glastonbury educators recognize the power of formative assessments, which help teachers to differentiate, customize, and improve student instruction. ””

**Note: Nayaug Elementary School, Glastonbury High School, and Smith Middle School are already air-conditioned facilities.*

Probate Court

“ Probate Court Administrator Judge Paul J. Knierim has stated, “Connecticut’s Probate Courts are built on a 300 year-old foundation of commitment to service, integrity, and the rule of law. Today, in addition to their traditional role of overseeing decedents’ estates and trusts, the Probate Courts handle a wide range of sensitive issues affecting children, the elderly, persons with intellectual disabilities, and individuals with psychiatric disabilities. In carrying out their responsibilities, the Probate Courts strive to protect the rights of individuals while affording those involved in probate matters an approachable and consumer-friendly environment.”



The Glastonbury-Hebron Probate Court has maintained its long-standing commitment of serving the citizens of our communities with compassion, efficiency, and fairness. It is an honor to serve as our community’s Probate Judge and my first term has been both rewarding and challenging.

Every effort has been made to continue the high standards of the Court. As our communities grow and diversify, the demand for the Court’s services in children’s and elder law matters has grown. The Court seeks better ways to deliver its services with diligence and compassion to the members of our communities who are in need. In 2017, I had the added opportunity to serve as the acting judge in Probate Courts in Manchester, East Hartford, and Marlborough in place of the sitting judge when there was a conflict. In maintaining the high standards of the Court, my staff and I took advantage of continuing education and training. Last year I attended over 22 hours of continuing education. Chief Clerk, Mary M. MacGregor, earned 22 hours of professional training, Assistant Clerk, Lori Crandall Macri, earned 18 hours, and Court Assistant, Alex LaValley, earned 8 credit hours of training.

Many people are unaware of the breadth of matters the Court handles. Included in each annual report will be a listing of the new petitions. Below are the new matters that the Court addressed in the last year. During calendar year 2017, the Glastonbury-Hebron Probate Court held 223 hearings and processed 122 streamlined matters.

The petitions processed by the Probate Court are:

- Decedents’ estates
- Conservatorships: voluntary and involuntary
- Guardianships
- Matters involving persons with intellectual disabilities
- Adoptions
- Temporary custody
- Termination of parental rights
- Guardianships of the estate of a minor
- Commitment of persons who are drug and/or alcohol-dependent
- Trusts
- Name changes
- Custody of the remains
- Marriage Waivers
- Passport Services*
- Emancipations
- Commitment of mentally ill
- Compromise of claims

*Beginning October 2018, Probate Court will no longer process passport applications. For resident convenience, this service will be transitioned to the Customer Service Center at Town Hall and Welles Turner Memorial Library, and will be available by appointment only.

Probate Court Continued

In 2017, the Court had applications to process the following matters:

Full Estates (assets over \$40,000.00)	118
Small Estates (assets under \$40,000.00)	73
Tax Purpose Only	54
Estate Examiner / Safety Deposit Box	7
4a-16 (Title XIX)	19
Conservator	17
Change of Name	35
Adoption	19
Termination of Parental Rights	8
Placement of an Out-of-State Adoption	2
Statutory Parent	8
Temporary Guardian	3
Custody of Remains	1
Guardian of Estate	7
Guardian of the Intellectually Challenged	9
Passport Applications*	1,352

**Beginning October 2018, Probate Court will no longer process passport applications. For resident convenience, this service will be transitioned to the Customer Service Center at Town Hall and Welles Turner Memorial Library, and will be available by appointment only.*

By volume, decedents' estates continue to consume much of the Court's time and attention. However, children's matters remain a priority and I continue to serve in the Hartford Regional Children's Court. Decisions made in children's matters are personalized for each case and can be very time-consuming. Termination of parental rights, guardianships, adoptions, and appointment of guardians present continuing challenges in which the Court must always be guided by determinations of the best interests of the child.

The Court fulfills the important role in protecting our elderly citizens through voluntary and involuntary conservatorships. A conservatorship requires the Court's ongoing review, care, and attention as the needs and resources of our elderly change while under the control of others. It is the goal of the Probate Court to protect and serve the elderly using the least restrictive and least intrusive methods possible, while providing security and protection.

I want to assure you that my staff and I are committed to continuing to serve the citizens of Glastonbury and Hebron with the professionalism, courtesy, and consideration we have always shown. I am honored to serve as your Judge and appreciate the trust that you have placed in me.



Respectfully,

Sean Michael Peoples, Judge

Administrative Services

Financial Administration | Information Technology | Property Assessment | Revenue Collection | Town Clerk

The Administrative Services Department encompasses Financial Administration, Information Technology, Property Assessment, Purchasing, Revenue Collection, and the Town Clerk's office. The items below reflect a selection of accomplishments and efforts made by these collective divisions.

Successes & Accomplishments

- Achieved a 99.4% collection rate
- Completed Property Revaluation for the 2017 real estate Grand List by Jan. 2018
- Coordinated lease renewals and updated insurance certificates of Town-owned residential properties resulting in annual revenue of \$63,750
- Coordinated the sale of Town surplus property through online auction sales, resulting in ~\$11,500 of revenue for the General Fund
- Further expanded purchasing credit card program and received a \$4,723 rebate
- Participated in the Secretary of State Committees to identify and implement enhancements to the absentee ballot module of the CT Voter Registration System (CVRS) and Election Management System (EMS)
- Implemented new legislation for Town purchasing, including revised prevailing wage thresholds and anti-fracking ordinance language as related to bids, contracts, and purchase orders
- Completed Professional Development Courses



New and Improved Processes

- Began implementing a multi-year, organization-wide electronic Document Management System
- Partnered with People's United Bank for processing on-time tax and sewer use payments at their branches countrywide, available to residents at no additional cost
- Enhanced financial model to assist the Town Council and Board of Finance in evaluating factors and trends influencing capital and operating expenses, Grand List growth, non-tax revenues, and tax rate over five-year planning horizon
- Implemented improvements to the Town's data system, internal controls, and security processes
- Drafted P-Card Policy Change Revision to incorporate new and enhanced procedures and electronic expense reporting
- Streamlined processes for issuing marriage licenses, electronically recording Sewer Liens and Releases, and recording retiree health insurance costs
- Introduced new and improved web-based resources including an electronic Elderly Homeowner's Application, upgraded Land Records and Board/Commission programs, and an electronic process for filing personal property declarations
- Completed office renovations to enhance office and staff security
- Coordinated administrative responsibilities between divisional offices to provide ongoing and shared back-up support

Administrative Services Continued

Financial Administration | Information Technology | Property Assessment | Revenue Collection | Town Clerk

Revenue Collection Rates

	FY 2016-2017	FY 2017-2018
Revenue Collection Rates	99.45%	99.48%
Tax Billing		
# of Accounts	53,260	53,574
Dollars Billed	\$142,530,893	\$147,505,957
Online Payments		
# of Accounts Paid	5,650	6,765
Dollars Paid*	\$5,430,004	\$6,474,710

*Higher usage of online checks and credit cards driven by increased advertising of online payment options.

On the Horizon

- Retain Moody's Aaa and Standard and Poor's AAA credit ratings for general obligation bond offerings
- Refinance \$3.8 million general obligation debt for a savings of \$250,000+
- Implement electronic change order and new vendor forms for streamlined updates to the Town's financial system
- Complete Board and Commission data entry in new membership tracking system; commence work with vendor on historical data input; and generate appointment letters to be mailed to new & reappointed members
- Coordinate and develop training programs for the MUNIS purchasing module of the Town's financial system and insurance requirements for vendors/programs used by the Town
- Finalize Revenue Collection office renovations for enhanced customer service, added security, and reduced wait times

Community Development

Building Inspection | Community Development | Fire Marshal | Health

The Community Development Department encompasses the Health Department, Fire Marshal, and Building Inspection divisions. The items below reflect a selection of accomplishments and efforts made by these collective groups.

Successes & Accomplishments

- Finalized Blight Ordinance revisions to improve the enforcement process and elicit an increased level of regulatory compliance.
- Drafted 2028 Plan of Conservation and Development (POCD) and released for public review. The Plan incorporates recommendations received in 10 public workshops attended by Town Plan & Zoning Commission members and citizens, formatting changes for better readability, minor policy updates, and the “Preserve. Protect. Progress.” theme. The Future Land Use Map was also reviewed at a public engagement session and a series of technical corrections subsequently completed to improve usability.
- The Director of Planning & Land Use Services joined the Sustainable CT Board of Directors and registered the Town in the program. The Department also played an active role in preparing Glastonbury’s application to become a Sustainable CT certified community.
- Drafted Building-Zone regulation amendments applicable to accessory apartments & excavation operations. Currently under review by the Town Plan & Zoning Commission and Town Council.
- Completed archived permit scanning for more efficient search/retrieval of permit records and partnered with IT staff to create a document management system database for land use approval records.
- Implemented ViewInspect software on staff iPads for all field inspections, allowing staff to electronically send notes, punch list items, and certificate of completion reports.
- Collaborated with Human Services staff to revise and implement Town plan documents for:
 - Relocation - Designed to help standardize the process and improve coordination activities for occupants displaced from their residence due to health, safety, or structural issues with the home
 - Emergency Shelters - A “Shelter Go Kit” was created to help expedite the shelter setup process



The Tannery



Beamhouse Restaurant



Educational Playcare

Previously approved projects completed this year include:

- Figs Restaurant in South Glastonbury (840 Main St.)
- Building I in Gateway IV-Western Blvd. - Includes 10,000+ sf of medical office space
- The Tannery Apartments / Beamhouse Restaurant (911 New London Tpke.) - Includes 250 apartments, clubhouse, pool, and fitness center
- Simple Greek Restaurant in Somerset Square
- Phase 1 of Center Village (77 New London Tpke.) - Includes 38 new apartments
- 289 Western Blvd. - New medical office building received Certificate of Occupancy (CO)
- Educational Playcare, the former Aloha Daycare Center (1193 Hebron Ave.) - Received CO for a 6,760 sf expansion project and associated site improvements, including an outdoor play space.

Community Development Continued

Building Inspection | Community Development | Fire Marshal | Health

Land Use Approval Projects

Several significant projects were issued land use approvals with construction underway for many (denoted in **blue**).

- **Hops of the Hill (Main St. and Dug Rd.)** - Town's first farm brewery, to include a farm market and tasting room
- **Edge Fitness Facility (2855 Main St.)** - Approved fitness facility to include 30,000 sf and an 8,000 sf mezzanine
- **49 Sycamore Street** - New 4,448 sf dental office on east side of Sycamore St.
- **80 Sequin Drive** - 10,092 sf of industrial/commercial space for 3 different businesses to include facility owner
- **Glastonbury Glen Planned Area Development (Off of Orchard Street)** - Includes 15.5 acres, 9.4 acres to be permanently preserved and the balance to include 18 single family homes
- **Willow Pond Subdivision** - Project consists of 16.9 acres and will feature 12 single family homes on individual lots
- **Town Hall** - Features an expansion and remodel of Town Hall entry to create a one-stop-shopping customer service center, parking improvements, landscaping upgrades, and lighting enhancements.
- **2941 Main Street (Site of the former Pond House)** - Site will be transformed to a space with 27,500 sf of retail and restaurant uses, with the first building to contain 3 restaurants including Chick-Fil-A

Activity Indicators

- **2,037** alterations permits issued including 27 new houses and 2 new commercial buildings
- **1,600+** visits with the Community Health Nurse (RN) through the weekly wellness clinics. Program provides no-cost blood pressure testing and one-on-one conversations.
- Completed **225** plan reviews for new construction, **85** permit screening reviews, and **5900+** compliance activities
- Collaborated with the Manchester Health Department to form Public Health Preparedness Mass Dispensing Area 33 and held a late season flu vaccination clinic attended by **200+** people
- Hosted an educational forum on naturally occurring uranium in well water

On the Horizon

- In partnership with the Marketing & Communications Specialist, finalize and submit the Town's Sustainable CT application with the goal of achieving the Silver (highest) designation.
- Finalize the 2028 Plan of Conservation & Development and submit to the State Office of Policy Management.
- Implement new technologies including code software to accommodate the 2015 International Building and Residential Codes and ViewPermit for electronic permit approvals to improve and simplify the application tracking process.
- Continue preparation efforts for the state's transition to the 2017 Food and Drug Administration Food Code. To date, licensed staff have participated in 50+ training courses and provided guidance and status updates to all licensed food service facilities.
- Implement secondary egress component inspections with emphasis on outdoor stairs, platforms, and escapes.
- Continue to draft amendments to the Building-Zone Regulations and complete a land use permit Development Manual to provide regulations clarity for property owners and applicants.
- Initiate several land use approval projects including:
 - Daycare facility on Oak St.
 - New townhomes and 2 new office buildings on Naubuc Ave.
 - Restaurant and shopping center expansion on Main St.
 - Retail property on Hebron Ave.

Sign up for Community Development eNotifications!

Visit www.glastonbury-ct.gov/enotify and sign up to receive real-time updates on Public Health and Community Development news such as "Flu Clinics", "Hazard Alerts", "Food and Product Recalls", and "Public Health".

Facilities Maintenance

Successes & Accomplishments

- Received Bright Idea Grant Award from the Clean Energy Communities Program
- Achieved highest EPA Energy Star rating to date for Town Hall facility
- Completed the following projects:
 - Phase I of Welles Turner Memorial Library renovation, including installation of a new conference area and book sorter
 - Installed carpeting and telephone/PA system at Naubuc School
 - Renovated men's and women's locker rooms at the Police Department to better meet the needs of current officers
- Finalized RFP for Power Purchase Agreement for renewable energy projects for the Town and Board of Education

New and Improved Processes and Programs

- Implemented additional security measures to the new, Town Hall building addition
- Designed new windows to replace 60 year old units at Police Department facility
- Augmented Town Hall addition with radiant heat in flooring for quieter, more efficient, and energy-saving heat
- Provided oversight for the design, bidding, electrical upgrades, and controls of new air conditioning units for 110 classrooms in four Glastonbury schools
- Installed a new phone system for increased functionality and cost savings, emergency generators for the Riverfront Community Center, Police Department, and Traffic Signal and added a Portable Generator to the fleet.
- Worked with Registrars of Voters to streamline setup for Town-wide voting
- Replaced electric water heater with a heat pump at Addison Pool, saving on utilities and repairs
- Installed a snow melt system under Town Hall sidewalk to minimize slips & falls and keep harsh chemicals out of the building

On the Horizon

- Provide oversight of design and construction for the locker room/field house project at Glastonbury High School
- Finalize Parks Maintenance Facility Renovation
- Re-roof two barns on Old Maid's Lane



Housing Authority

Successes & Accomplishments

- Awarded \$3,013,182 for Herbert T. Clark Congregate capital improvements.
- Completed Phase 1 of Center Village construction, a new 38-unit multi-family building to be used to house existing residents as Phase 2 commences. Began Phase 2 with anticipated completion date of November 2018. Work includes a gut renovation & expansion of the 34 remaining cottage units as well as overall site work.
- Awarded \$50,000 from the Hartford Foundation for Public Giving 'Norma and Natale Sestero Fund' to extend the fiber optic network to reach low income households, allowing the Housing Authority and Town to provide free internet access to residents from community halls at no cost beyond hardware installation.
- Completed Lead-Based Paint Inspection and Risk Assessment at Welles Village, thus updating the 1992 inspection.
- Passed a Smoke Free policy applicable to all apartments, common spaces, community rooms, and areas within 25 feet of all structures.



Center Village, located at the corner of Salmon Brook and New London Tpke. Photos by Carl Vernlund Photography.

Activity Indicators

412

Units
Managed

674

Household
Members

2,167

Work Orders
Requested & Completed

295

Applications
Processed

47

Apartments
Turned Over

On the Horizon

- Continue Welles Village long-term sustainability study. Investigate existing or new opportunities available in contrast to current operational model to develop a sustainable long-term operation plan.
- Review and update organization By-Law.

Information about the Housing Authority and the programs it administers can be found online at www.glastha.org.

Human Resources

Successes & Accomplishments

- Received 2018 CIRMA Excellence in Risk Management Award of \$2,500 for “Sustained Risk Management Programs.”
- Partnered with a local vendor to conduct pre-employment work simulation assessments for select jobs requiring enhanced physical capabilities to ensure new hires are capable of safely performing job duties and minimize risk of injury.
- Supported the organizational goal of opening a revamped Customer Service Center:
 - Managed transition of passport application processing from Probate Court to the Customer Service Center and Welles Turner Memorial Library and trained two staff members as processing agents
 - Hired and trained two Customer Service Representatives (CSRs)
 - Coordinated notary public certification process for 3 HR employees
- Negotiated agreement for the gratis provision of medical director services for the Parks & Recreation Summer Camp.
- Implemented new Employee Assistance Program (EAP) that provides diverse and extensive benefits at a 25% cost savings to the Town including counseling services, training programs, and daily living assistance.
- Developed a program that facilitates communication between employees and supervisors in compliance with the Americans with Disabilities Act. Program uses collaborative problem solving to achieve operational success.



New and Improved Processes

- Improved process for requesting the refill of open positions, thus reducing recruitment initiation time
- Significantly expedited time to hire process by reducing criminal background check processing time
- Launched a web-based employment application for seasonal Parks & Recreation positions
- Implemented process changes to improve documentation of pension authorizations

Activity Indicators

- **54** employees recruited, including Police Chief and Director of Finance & Administrative Services
- **16** Job descriptions created/updated
- Managed **16** employee separation and pension benefit elections and **18** employee separation and medical benefit elections
- **34** training classes provided for 418 employee participants on a diverse variety of topics
- Facilitated a Leadership Program for Department Heads on Engagement, Productivity, and Communication & Collaboration
- Settled wage reopener with the International Union of Operating Engineers

On the Horizon

- Implement HR information management system for application tracking, on/off-boarding, and benefits management
- Develop and communicate comprehensive benefits strategy and improve employee communications regarding benefits
- Update and provide in-person and web-based staff training on various topics and administrative policies
- Hire a Risk Manager to oversee and coordinate the Town’s loss control and emergency management programs
- Continue several initiatives including systems integration, leadership development programs, and collaborative efforts with CIRMA to identify opportunities to improve safety and reduce loss claims

Human Services: Senior & Community Services

Senior & Community Services | Youth & Family Services

Successes & Accomplishments

- Earned National Accreditation status for the third time by meeting senior center standards of excellence developed by the NCOA's National Institute of Senior Centers
- Successfully enrolled in the AARP Network of Age-Friendly Communities, which helps towns/cities prepare for the growth of the older adult population
- Awarded \$51,278 in renewal funding from the CT Department of Transportation (DOT) for enhanced Dial-A-Ride service
- Increased participation in the Low Vision Support Group, which may be attributed to increased promotional efforts

New and Improved Processes, Programs, and Activities

- Acquired a new, CT DOT grant-funded hybrid, 12 passenger, wheelchair-equipped bus for the Dial-A-Ride program, improving efficiency of service as well as comfort, safety, and fleet reliability
- Updated policies and procedures to include a Code of Conduct policy and Health, Safety, and Security/Emergency protocols for participants
- Streamlined data collection for transportation reports to the DOT
- Revised registration system for program participants to improve the operational process for enrollees and instructors
- Began using eNotifications to inform program participants of deadlines, updates, and timely announcements
- Introduced YouTube videos during Lunch and Learn programming to expand range of available topics
- Provided 2 Aging Mastery Program courses, a 10-week series of incentive-based health and wellness classes for ages 55+. The program empowers participants to spend more time doing things that are good for themselves/others.
- Collaborated with St. Dunstan's Church Community Garden members to distribute free, fresh, seasonal vegetables to income-eligible residents through the Housing Authority and local Food Bank
- Introduced a bilingual Outreach Social Worker to facilitate understanding and availability of various programs and services and implemented a bilingual, electronic form for English and Spanish speaking food bank participants
- Introduced on-site, outreach social work hours at Welles Village Housing Units to assist transportation-limited residents
- Provided free, weekly Medicare counseling to residents in partnership with an A CHOICES volunteer
- Introduced new programming including:
 - Connecticut Women's Hall of Fame Talk Series
 - Movie nights
 - Pizza nights
 - Open art studio
 - Zumba/Low impact cardio dance classes
 - Beginner's Line Dancing classes
 - On-site flu clinics
 - Expanded Lifelong Learning offerings



Human Services: Senior & Community Services Continued

Activity Indicators

- **~35,000** units of senior participation recorded in activities including trips, arts & entertainment, recreation, and wellness
- **~18,287** rides provided to 500+ unduplicated seniors/disabled individuals, increasing access to health and social programs
- **11,000+** meals served to seniors/disabled individuals, improving access to better nutrition and socialization
- **1,940** outreach social work interactions with residents regarding assistance with financial, social, and supportive services
- **1,500** unduplicated seniors/disabled individuals participated in an array of senior services activities designed to increase mobility, socialization, and improvement of overall well-being
- **506** residents assisted with non-perishable food/household items through the Food Bank
- **448** residents served through the annual Thanksgiving Food Program
- **441** households assisted with winter heating costs and utility expenses through the Fuel Bank to prevent shut offs
- **264** Renter's Rebate Applications completed for income eligible residents who pay for rent & utilities
- **247** Glastonbury children matched with generous donors and received toys/gifts for the holiday season
- **201** students received backpacks, school supplies, and gift cards through the annual Back to School Program



Golf League



Billiards Team

On the Horizon

- Partner with Commission on Aging (COA) on next steps towards creating an Age-Friendly community in Glastonbury
- Restructure program registration process to accept credit card payments and online registration
- Provide fitness center programs and increase culturally diverse programming to better meet community needs
- Strengthen marketing efforts by modernizing general brochure and creating a separate Senior Services annual report
- Partner with Hartford Healthcare Center for Healthy Aging to offer a free Caregiver Series

Human Services: Youth & Family Services

Senior & Community Services | Youth & Family Services

New Programs, Services, and Activities

Clinical Services

- Hosted programs focused on “Cultivating a Community of Kindness” including:
 - Intergenerational “Kindness Rocks!” painting event at the RCC and Salmon Brook Center - Students painted rocks with words of kindness and encouragement, made possible through a donation from Glastonbury Hartwell Soccer Club.
 - “Looking In Theatre” - Collaborated with Smith Middle School (SMS) on this program where teenagers presented dramatic scenes portraying mean-spirited and risky/unsafe behavior to 7th and 8th grade students, followed by discussion on how to contribute to a climate of kindness in the Glastonbury schools and community.
- Offered “Creating Vision Boards” activity for children and parents to help foster communication and connection.
- Hosted a training for staff and school personnel on “Working with Students Exposed to Trauma”.
- Organized programs to prevent substance abuse including a support group for teens who have a friend or family member dealing with addiction issues. Youth Action Council (YAC) also designed and distributed an E-cigarettes fact sheet and authored an article for the Glastonbury Citizen titled “Think Before You Vape”.
- Held Suicide Prevention training for high school students. East of the River Action for Substance-Abuse Elimination, Inc. (ERASE) offered the Question, Persuade, Refer (QPR) Model (supported by Ellen Goddard Memorial Foundation).



Creative Experiences

- Organized theater programs including:
 - Annual productions - “Big: The Musical” and Disney’s “Peter Pan”
 - Improvisational group, ‘Double Take’ - Participants engaged in games and scenarios focused on problem-solving, spontaneity, team building, attentive listening, nonverbal communication, and critical thinking.
- Coordinated Welles Village ACE program field trips, largely through the use of community grants, including visits to Jumpin’ Johnnies, Holiday Ice Skating, Jessica’s Gardens, Soar Indoors Adventure Park, local farms, and a diverse variety of other sites.
- Introduced “Thursday’s Social Club”, a program geared towards individuals who would benefit from/are seeking greater social connections with peers outside of their classroom setting. Activities included board games, field trips, walks, etc.

Human Services: Youth & Family Services Continued

Senior & Community Services | Youth & Family Services

Creative Experiences Continued

- Youth Service Action Group (YSAG) collaborated with Friends of Glastonbury Youth (FOGY), the Glastonbury High School's String Orchestra, and KEY CLUB to host the annual "The Haunting" event at SMS. Proceeds raised were donated to relief efforts for victims of hurricane Maria.
- YSAG collaborated with Shriner's Hospital for Children, Glastonbury River Runners, Friends of the WTML, The VFW, Hartwell Soccer, Glastonbury TCI, the B.P. Learned Mission, local animal shelters, and Gilmore Manor.



Members of YSAG run a Halloween carnival game at community "Haunting" event

On the Horizon

Clinical Services

- Host 'Navigating Transitions Program', an awareness and skill building conversation for parents and high school students as they move beyond high school. This program, offered by a team of YFS, community mental health, and suicide prevention professionals, will touch on mental health and well-being issues, red flags, self-advocacy, etc.
- YAC to spearhead educational programs on vaping and substance abuse including a workshop on the dangers of e-cigarettes and vaping among youth, and interactive peer presentations at local schools.
- Partner with Glastonbury Community Action Partnership (GCAP) and The Greater Hartford Trauma Recovery Network to host a community viewing of the documentary RESILIENCE: THE BIOLOGY OF STRESS & THE SCIENCE OF HOPE, which chronicles the use of cutting-edge brain science to disrupt cycles of violence, addiction, and disease. Viewing will be followed by a panel discussion comprised of mental health professionals.

Creative Experiences

- Produce the Fall musical, 'The 25th Annual Putnam County Spelling Bee', for grades 7-12.
- Introduce afterschool "Drum Club" for 7th and 8th grade students at SMS, co-facilitated by a professional drummer and YFS clinical and creative staff.
- Coordinate a community service program to offer meaningful opportunities for at-risk youth on a consistent basis. Combining mentoring and supervision, staff will work alongside participants in community settings to collaborate on projects with various town departments and local organizations while building relationships, gaining practical skills, and positively impacting the community.

Libraries: Welles-Turner Memorial Library

Welles-Turner Memorial Library | East Glastonbury Library | South Glastonbury Library

New & Improved Programs & Processes

- Reconfigured the Lending area to include a new Customer Service desk and added 2 new Study Rooms, one of which can accommodate up to 6 patrons.
- Introduced new technology resources including:
 - Burbio.com, a free community-building service that streams all library, school, and community events in a central location. Users can also sync the site with their personal calendars (Google or iCal).
 - Acorn TV, a streaming video service that brings world-class mysteries, dramas, and comedies to any web-connected device.
 - 2 charging stations, equipped for Android and iOS electronic devices, in the Teen Room and Reference Area, courtesy of the Friends of WTML.
 - Automatic sorter, which processes all returned materials, streamlines the return process, and makes staff more readily available to serve the public.
- Children's Department expanded its Science, Technology, Engineering, Arts, and Mathematics (STEAM) offerings by including a coding program, claymation creation, and several opportunities to "build your own toys".
- Hosted first "READ LOCAL" Connecticut Author Fair, an event where local authors could interact with the community and promote their work.



Activity Indicators

- In-person library visits: **229,776**
- Total Circulation: **356,096**
- Collection items: **145,982**
- Well-attended programs continued including Golden Girls Trivia, Paint nights for adults and teens (pictured at right) and "Cut the Cord! How to End the High Cost of Your Cable TV & Phone", which taught attendees about Netflix, Hulu, etc.
- College Entrance Practice Sessions were highly popular with teens. Participants experienced a real test environment and received emailed and detailed score reports analyzing strengths and weaknesses.

On the Horizon

- Redesign library web page
- Develop a library application
- Update equipment in the Friends Room

South Glastonbury Public Library

80 High Street South Glastonbury, CT 06073

(860) 633-4793

Open Sunday - Friday (Closed Saturdays)

www.southglastonburylibrary.org

East Glastonbury Public Library

1389 Neipsic Road Glastonbury, CT 06033

(860) 633-5637

Open Monday / Tuesday / Thursday

Marketing & Communications

Successes & Accomplishments

- Generated ~\$200,000 in banquet hall rental revenue at the Glastonbury Boathouse through marketing efforts to offset expenditures by over 100%.
- Partnered with Director of Planning & Land Use Services to coordinate application documents and complete required activities for Sustainable CT's inaugural "Sustainable Community" program certification.
- Coordinated successful roundabout communications campaign and local business workgroup to keep the public apprised of construction updates.
- Collaborated with cross-departmental staff to facilitate the opening of a new and improved Town Hall Customer Service Center (CSC). Coordinated training and equipment needs and developed a comprehensive marketing plan to make the center a one-stop-shop for Town Hall visitors.
- Implemented SiteImprove software program to improve content and accessibility of town website.

Activity Indicators

- Successfully expanded the Town's Facebook following, a free and valuable platform to promote Town news/events:
 - Increased General Town page following from 979 to 1629 (66%)
 - Grew Boathouse Facebook page following from 405 to 636 (57%)
- Launched Instagram account for the Glastonbury Boathouse to solicit interest and generate event rental revenue through this free social platform. Ended year with 839 followers and numerous revenue leads.

On the Horizon

- Submit Sustainable CT application with the goal of achieving the Silver (highest) level designation
- Open new Customer Service Center (CSC) – Fall 2018
- Introduce Passport processing services at the CSC, train applicable staff, and promote this new service to achieve annual revenue goals
- Coordinate with Parks & Recreation staff to plan and host a 325th anniversary celebration for the community in September 2018. Generate community awareness, foster attendance, solicit vendor participation, and raise \$25,000 to support fireworks show and event supplies
- Continue to use SiteImprove program and WCAG standards to improve content and accessibility of the town website for residents with disabilities
- Host a sustainability workshop to educate the public on a variety of Town sustainability and recycling programs
- Develop and implement a sustainability marketing campaign to continue community education and awareness of the Town's sustainability programs



Bridal party at the Glastonbury Boathouse
Photo credit: JT Lauer Photography



Pictured above/below: The new Town Hall addition and home to the new and improved Customer Service Center.
Photo credit Jeff Yardis.



Parks & Recreation

Successes & Accomplishments

- Generated **\$227,000** in revenues from the Boathouse banquet hall, boat launch, and boat storage facility, surpassing the operational expenses for Riverfront Park by 20%+
 - Hosted **63** events including fundraisers, meetings, private parties, and **29** weddings
 - **575+** boats used the boat launch, a 24% increase over FY2017
- Worked with local organizations such as Glastonbury Partners in Planting (GPIP), Community Partners, Glastonbury Garden Club, and the Town Center Initiative (TCI) to renovate and reinvigorate local parks and open spaces including:
 - Plantings and landscaping at the Riverfront Community Center (RCC) and Hubbard Green Memorial
 - Replaced outdated play equipment at Bell Street Playscape and Eastbury Playscape
 - Planted a commemorative Hawthorn tree at Welles-Turner Library in celebration of the Town's 325th anniversary
- Partnered with local sports organizations such as Glastonbury Amateur Baseball and Glastonbury Little League to:
 - Install dugout roofs at Smith Middle School. Funding and much of the work made possible by volunteers.
 - Irrigate Glastonbury High School fields 9 & 10 and renovate infields. Provided project planning, coordination, and oversight. Work primarily contracted and funded by the Little League.
- Hosted successful events including:
 - New England and YMCA Regional Invitational Gymnastics meets with ~1,000 regional gymnastics competing. The Gymnastics Club Parents Organization used funds raised at these and other home meets to purchase a new spring floor, replace equipment, and install cubbies in the waiting room.
 - Rowing camp for middle and high school students in collaboration with Riverfront Recapture (July 2018)
- Partnered with Highway staff to respond to significant tree issues resulting from three storms/ice events



Bell Street Playscape project



SMS Dugout renovation



Garden Club helps restore RCC plantings

Activity Indicators

- **1,233** kayaking, paddle boarding, and fly fishing program participants through L.L. Bean Outdoor Discovery School partnership. Partnership will continue in the coming year.
- **2,500** children / teens participated in summer camp opportunities.
- **1,950+** children's swimming lessons through the "Swim by Eight" campaign with ~70% under 8 years of age.

Parks & Recreation Continued

New & Improved Processes

- Leveraged Citizen Request System to manage resident requests and improve internal/external communications
- Implemented numerous technology solutions:
 - Initiated Phase 1 of irrigation controller installations to gain remote access and garner computer assisted programming
 - Robotic vacuum and chlorine controllers to improve pool maintenance
 - Electronic resources to streamline processes including web-based forms for camp and Public Grounds Use requests
 - Secured funding for robotic mowers for 4 school courtyards through partnership with GPIIP
- Renewed contracts with 3 Glastonbury Boathouse preferred caterers, added a fourth catering partner to provide greater variety for clients, and introduced a Bistro Catering Menu option to support weekday meeting revenue opportunities
- Developed specifications and awarded bid for renovation to Parks Maintenance Facility with work starting in May 2018
- Expanded Camp Discovery to accommodate waitlist needs
- Hired a nurse to oversee documentation and administration of medications in summer camp programs
- Implemented improvements to the Santa's Run road race:
 - Medals for divisional 1st, 2nd, and 3rd place
 - Changed to 5 year age divisions
 - Added clock timers at each mile marker
 - Introduced music & name announcements at the finish line



Boathouse Banquet Hall

Photo credit: Richard English, Google Street View Photographer



Boathouse Wedding Ceremony

Photo by Luke Wayne Photography

On the Horizon

- Renovate Parks Maintenance Facility (Fall 2018).
- Upgrade pool filter equipment and water feature (June 2019).
- Replace John Deere tractor, scheduled for Fall 2018.
- Complete Phases 1 and 2 of remote irrigation system controllers.
- Coordinate staff and volunteers to host the Town's 325th anniversary celebration at Riverfront Park. Partner with vendors and raise funds to provide this no-cost event to the community and showcase the park's fields, facilities, and waterfront.
- Complete landscape renovations, irrigation, and lighting of Green Memorials at Hubbard Green with volunteers. Re-work patio for compliance with ADA regulations.
- Manage urban forest and address dead and dying trees and associated safety issues resulting from Gypsy Moths, Emerald Ash Borers, and Drought Conditions over recent years.
- Update *Parks & Recreation Plan of Development* document.
- Evaluate alternatives and develop concepts for a municipal indoor aquatic facility.

Physical Services

Engineering | Fleet Maintenance | Highway

Successes & Accomplishments

- Completed design and initiated construction of several projects:
 - Pavement structure replacement on Hebron Ave. between Main St. and Sycamore St.
 - New modern roundabout at the intersection of Hebron Ave. and House St. Resulting transportation amenity will markedly reduce motor vehicle accidents at this location and will improve pedestrian access to the Town Center.
 - Town Hall/Academy site including improvements to parking, circulation, and aesthetic appeal
- Inspected and administered construction on several projects including:
 - Replace aging, structurally deficient bridge on Eastern Blvd. over Salmon Brook, adjacent to a corporate park
 - Sidewalk on Addison Rd. and on a small portion of Main St.
 - Work to remove Blackledge River dam, which will benefit several native fish species
 - Completion of modern roundabout at the Hebron Ave. / New London Tpke. intersection, thus resolving a long-standing congestion problem at, and around, this intersection
- Performed preparatory and restoration work associated with the Town's annual road paving program
- Administered preliminary design phase associated with replacement of the bridge on Fisher Hill Rd. over Roaring Brook



Blackledge River Dam Removal: Before (left) and After (right)



Hebron Ave. Roundabout Construction Underway

On the Horizon

- Provide construction inspection and administration for the Hebron Ave. / House St. roundabout
- Complete final design plans and obtain permits for:
 - Bridge replacement over Roaring Brook on Fisher Hill Rd. Work will replace a functionally obsolete structure
 - Sidewalk construction on Route 17 (Main St.) in South Glastonbury. Subsequent construction will allow for a 4-mile continuous stretch of sidewalk from South Glastonbury to the East Hartford town line.
- Investigate alternatives for:
 - Repair or replacement of dam located on the Matson Hill Rd. open space parcel
 - Realignment of Douglas Rd. / New London Tpke. / Sycamore St. intersection in conjunction with Connecticut Department of Transportation plans for nearby improvements
- Complete design, obtain permits, and initiate construction for a second off-road, multi-use trail between Western Blvd. and House St. Completion will provide a safe transport route for cyclists and pedestrians who would otherwise need to travel sections of State Route 94.

Public Safety: Emergency Preparedness

Emergency Preparedness | Fire | Police

Successes & Accomplishments

- Completed annual exercise (EPPI) designed to test and evaluate emergency event response from all state towns and cities
- Acquired lightning detection and radiological portable devices
- Provided emergency communications, standard and emergency assistance, and weather monitoring during annual Santa's Run and Summer Music Festival
- Participated in WTIC-AM Annual Food Drive for 22nd consecutive year
- Maintained Glastonbury's status as a federally recognized "Storm Ready Town" with the National Weather Service
- Staff obtained additional training and computer interoperability with the CT Department of Emergency Management and Homeland Security (DEMHS)

In emergency situations, citizen updates, information, and instructions are available via Glastonbury's emergency information phone line (860-652-7578) and 24/7 on their radio station, WPXI600 at 1570 AM.

Glastonbury was the first town in the state to acquire licensing for a municipal, low power emergency radio station.

On the Horizon

- Continue training efforts and simulations with CT DEMHS and the Emergency Management Institute, as recommended by FEMA and other federal agencies
- Work with the Glastonbury Health and Human Services Departments to upgrade the Shelter Management Program
- Sustain ongoing evaluation of new technologies & methodologies to prepare for and mitigate emergency circumstances



Make sure your family is prepared and keep:

- Proper supplies and first aid materials in your home for emergency situations
- Cash stored in a safe place in the event that banks and ATMs are inaccessible in a storm
 - Tetanus shots up to date (storms & floods can spread bacteria)

Emergency Supply Kits should include:

- At least 1 gallon of water per person, per day. Additional supply needed during warm temperature seasons and year-round for children and pregnant/nursing women.
- Canned or sealed foods
- Manual can opener, paper plates, plastic utensils, cooking apparatus
- Paper towels, toilet paper, soap
- Battery-powered radio
- Flashlights
- Cell phone with extra batteries
- Blankets, sleeping bag, pillows, cold weather clothes
- Extra clothing for all family members
- Diapers, games, toys, and books

First-Aid Kits should include:

- Prescription/OTC medications
- Medical supplies (e.g. bandages, tape, wound dressings, antiseptic sprays and creams, and similar items)
- Eye glasses, contact lens supplies, etc.
- List of your doctors
- Garbage bags and cleaning supplies
- Pet's necessities (food, water, ID tags, medications, immunization records)
- Extra set of car keys
- Credit cards, cash, and personal identification information
- Photos of your family & pets in case you are separated
- Plastic and duct tape (for chemical emergencies)
- Multi-purpose tool

Public Safety: Fire Department

Emergency Preparedness | Fire | Police

Successes & Accomplishments

- Assistant Chief Anthony Pagliughi, Firefighter Michael Kravontka, and Firefighter Brian O'Conner recognized for 45 years of service
- Lieutenant Shawn Curreri of Company 1 named 'Officer of the Year'
- 'Rookie of the Year' award presented to Thomas "TJ" Kessler
- Engineer Norman Higgins, named Exchange Club's 2018 'Firefighter of the Year'
- Seven probationary members received their Firefighter I certification from the Connecticut Fire Academy
- Recruited 10 new probationary Firefighters
- Received a \$32,000 grant for new recruit training and physicals from The Connecticut Fire Chiefs Association's SAFER GRANT



*Engineer Norman Higgins,
Glastonbury Exchange Club's 2018
"Firefighter of the Year"*



*Assistant Chief Anthony Pagliughi Jr. and
Firefighter Michael Kravontka recognized
for 45 Years of Service*



*Firefighters Zachary Mandell, Derek Butler, Joseph
Andrews, Lisa Rainey, and Nicholas Ruggiero being sworn
in as new Firefighters*



*Lieutenant Joseph Elliott being pinned by his daughter
at the Department's promotional ceremony*

New or Improved Processes

- Replaced the 1991 Service trucks at Station 1 and Station 4 with new, 2018 Service trucks
- Upgraded 42 of the Department's two-way portable radios
- Purchased two battery operated hydraulic extrication rams
- Replaced the heating and cooling system at Station 1

On the Horizon

- Replace equipment including four thermal imaging cameras and the final 1991 Service truck at Station 2 with a new, 2019 Service truck
- Complete the design of a new, Class A, 4x4 Fire Engine for Station 4 with an anticipated delivery in the winter of 2020

Public Safety: Police Department

Emergency Preparedness | Fire | Police

Successes & Accomplishments

- Promoted Lieutenant Mark Catania to Captain. Captain Catania was also honored as Glastonbury Exchange Club 'Officer of the Year' for his leadership, high standards, dedication, and professionalism, particularly in initiatives such as the East Hampton-Glastonbury dispatch merger.
- 22 officers nominated for various awards at 2018 Police Awards Ceremony
- Hired 7 Police officers, achieving full department staffing levels
- Completed back-up Emergency Operations Center refurbishing project



2018 Police Awards Ceremony

New Programs, Services, and Activities

- Replaced microwave links, which provide critical communication pathways for the Glastonbury and East Hampton radio system
- Trained 2 officers as car-seat technicians to offer seat installation services for Glastonbury residents
- Introduced Text to 9-1-1 service for use when individuals need help but can't safely speak, or are unable to speak (www.text911ct.org)
- Transferred an additional officer to the Traffic Unit to enhance coverage on day and evening shifts. Traffic officers respond to traffic complaints, conduct traffic enforcement, and investigate motor vehicle accidents.



Microwave communication system

On the Horizon

- Introduce a K9 program. Community members interested in donating to the program may contact the Department at **(860) 652-4202** or visit www.glastonbury-ct.gov/k9 for more information.
- Implement new technologies including:
 - Computer Aided Dispatch (CAD) / Records Management System (RMS), critical systems that support day-to-day department operations, enhance public safety, and support efficient use of resources
 - New, automated scheduling software to improve efficiency and accountability in labor costs and productivity
 - In-car video system to enhance officer safety, provide valuable court evidence, and increase Police member accountability and transparency
 - Upgrade outdated security cameras to digital technology

Join the Police Force!

If you're interested in serving and protecting your community as a member of Glastonbury's Nationally Accredited Police Department, please visit www.glastonbury-ct.gov/employment and complete an application. Applicants will be notified when recruitment begins.

Registrar of Voters

Successes & Accomplishments

- Lisbeth Becker continued to serve as Chairperson of the ROVAC Technology Committee and Charlie Murray continued to serve as Chairperson of the Hartford County Nominating Committee. Lisbeth provided recommendations on behalf of the ROVAC Tech Committee on how to spend federal monies on election technology security to CT Legislature as part of Cyber Security Meeting convened by the Secretary of the State.

New or Improved Processes

- Implemented Election Management System (EMS) to incorporate various tools and reports to streamline election processes and installed a new poll worker maintenance tool
- Introduced a new printing process to reduce paper and ink waste
- Promoted voter registration and election information by providing informational materials to local groups & individuals and highlighting pertinent information on the Town website
- Updated all poll worker and voter training programs

Activity Indicators

- Continued cooperative work with other states, towns, and the Secretary of the State to maintain the integrity of the State Voter Registration database. Efforts included an annual canvass of voters where resident responses help ensure voting list accuracy for elections. This year, the Registrars' office validated 261 in-town voting records, 247 out of state records, and 26 records through the ERIC program.
- Participated in biannual conferences and seminars to meet all continuing education requirements

On the Horizon

- Continue preparations for the double primaries in August 2018 and Gubernatorial Elections in November 2018
- Sustain work with the Secretary of the State's office to improve and streamline the Election Management System used to report end of the night results
- Pursue further discussions on the Poll Books program, an electronic platform for managing real time voter turnout data

Election Coverage:

The Registrars' Office continually recruits poll workers for Election Day coverage. While there are many individuals who have volunteered for years, the staff needs replenishing annually. The office recruited 9 new workers for the 2017 municipal election and 19 for the 2018 Primary election. Poll workers represent a diverse group of individuals and include retirees, working residents, and high school students. By working with the high school Social Studies teachers, we successfully recruited and trained students for this role prior to the Election, with the students representing approximately 10% of our poll workers over recent years. This ongoing effort involved training 75 workers in anticipation of the 2017 Municipal Election.

In 2016, the number of registered voters increased by 9% to 23,400 and then declined again to about 22,900 by the end of 2017. Glastonbury's turnout in the 2017 municipal election increased from ~29% to 31.3%. A referendum question to set aside additional funds for land acquisition was included on the ballot.

Sanitation: Refuse Disposal

Refuse Disposal | Water Pollution Control Authority (WPCA)

Successes & Accomplishments

- Adjusted permit and scale fees to more effectively recover overall increased expenditures. Previous adjustments occurred in 2006 and 2003 accordingly
- Hosted 2 free community paper shred events in the spring and fall for residents to dispose of sensitive documents
- Implemented 4 “free residential brush disposal” events during the spring and fall
- Offered a free Christmas tree disposal service following the holiday



7,474

**Waste Disposal
Permits Issued**



1,525 tons

**Refuse Disposed of
at Transfer Station**



765

**Residents visited the
HH Waste Facility**



20.7 tons

**Textiles recycled
(\$2,071 in revenue)**

Activity Indicators

- 1,525 tons of refuse were disposed of at the Transfer Station at a disposal fee to the Town totaling \$103,657
- 765 residents visited the Regional Household Hazardous Waste (HHW) Facility in Manchester. This facility provides residents a free, convenient, and environmentally safe disposal opportunity to discard toxic household products
- Collected 20.7 tons of materials through the highly successful textile recycling program, (average of 1.7 tons per month), which generated \$2,071 in revenue. 75.1 tons of textiles have been collected since 2014.

Subscribe to Recycling eNotifications!

To receive updates regarding sustainable initiatives and recycling opportunities, please visit www.glastonbury-ct.gov/enotify and subscribe to the Town eNotification system.

Be sure to select the following categories:

Under the Calendar heading:

“Waste & Recycling Collections” and “Sustainability”

Under the News heading:

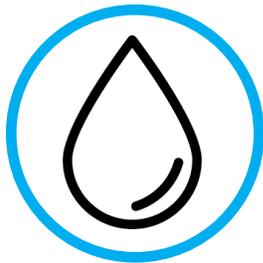
“Waste & Recycling” and “Sustainability”

Sanitation: Water Pollution Control Authority (WPCA)

Refuse Disposal | Water Pollution Control Authority (WPCA)

Accomplishments & Activity Indicators

- Processed 711.4m gallons of wastewater, (average of 1.95m gallons/day), at the Water Pollution Control Facility (WPCF), which produced 2.742m gallons of sludge for ultimate disposal
- Discharged an average of 84lb per day of nitrogen in the effluent to the Connecticut River, which is a 14lb per day reduction to the permitted requirement of 98lb. This increased level of treatment produced an annual overall reduction of 5,110lb of nitrogen to the river as compared to the permitted level.
- Maintained a sewer use billing rate within the lowest quarter percentile amongst other Connecticut facilities with similar populations served
- Completed engineering design work for the replacement of the Cider Mill Pump Station, initially put into service in 1979
- Enhanced emergency preparedness readiness with the purchase of a 275Kwh mobile emergency standby generator, to be used to support the Water Pollution Control Division as well as overall Town operations



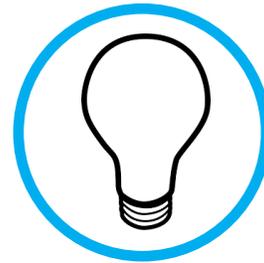
711.4m gallons

Wastewater processed
at the WPCF



84 lbs

Daily nitrogen discharged in
effluent to the CT River



275 Kwh

Mobile emergency standby
generator purchased

Sewer Use Bill Overview

Sewer Use bills are based on water consumption for the billing period of July 1 - June 30. Bills are due November 1st of each year and can be viewed online at www.glastonbury-ct.gov/taxpmt.

Financials

**TOWN OF GLASTONBURY - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGETARY BASIS - BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDING JUNE 30, 2018**

	Budgeted Amounts		Variance with Final Budget	
	Original	Final	Actual	Positive (Negative)
REVENUE				
Property Taxes	146,986,165	146,986,165	147,560,197	574,032
Licenses and Permits	1,051,100	1,051,100	1,442,652	391,552
Intergovernmental	3,534,606	10,565,540	8,166,349	(2,399,191)
Charges for Services	1,792,290	1,810,090	1,518,887	(291,203)
Investment Income	315,000	315,000	612,464	297,464
Other Revenue	1,007,072	1,007,072	1,431,997	424,925
Total Revenues	154,686,233	161,734,967	160,732,546	(1,002,421)
EXPENDITURES				
General Government	3,056,303	3,114,744	3,038,972	(75,772)
Community Development	1,937,698	1,962,109	1,857,926	(104,183)
Administrative Services	5,579,754	5,816,928	5,707,607	(109,321)
Public Safety	13,327,239	14,019,341	13,634,227	(385,114)
Physical Services	6,691,374	6,981,452	6,943,112	(38,340)
Sanitation	780,913	802,919	725,610	(77,309)
Human Services	2,910,763	2,974,128	2,787,792	(186,336)
Leisure/Culture	5,374,418	5,531,578	5,239,873	(291,705)
Contingency	-	-	-	-
Education	100,894,967	104,911,670	104,911,670	-
Debt Service	8,975,000	8,670,000	8,662,536	(7,464)
Total Expenditures	149,528,429	154,784,869	153,509,325	(1,275,544)
Excess (Deficiency) of Revenues over Expenditures	5,157,804	6,950,098	7,223,221	273,123
Other Financing Sources (Uses)				
Transfers in	575,000	575,000	-	(575,000)
Transfers out	(5,732,804)	(8,121,404)	(8,121,404)	-
Total Other Financing Sources (Uses)	(5,157,804)	(7,546,404)	(8,121,404)	(575,000)
Net Change in Fund Balance	-	(596,306)	(898,183)	(301,877)
Fund Balance at Beginning of Year			26,655,711	
Fund Balance at End of Year			25,757,528	

Financials Continued

TOWN OF GLASTONBURY, CONNECTICUT GENERAL FUND: BALANCE SHEET JUNE 30, 2018

	<u>2018</u>
ASSETS	
Cash and cash equivalents	30,397,810
Receivables:	
Property Taxes	1,062,882
Other	498,062
Inventory	192,828
Due from other funds	0
Other Assets	<u>9,876</u>
Total Assets	<u>\$32,161,458</u>

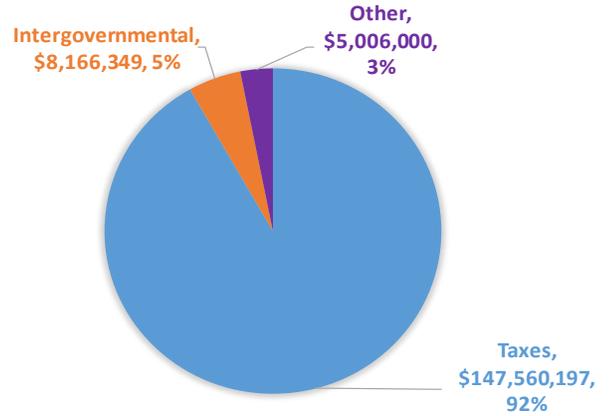
LIABILITIES AND FUND BALANCE

Liabilities:	
Accounts and other payables	4,442,431
Due to developers for escrow deposits	771,364
Due to other funds	38,581
Due to others for escrow deposits	123,580
Unearned revenue	34,643
Deferred revenue and Advance tax payments	993,331
Total liabilities	<u>6,403,930</u>

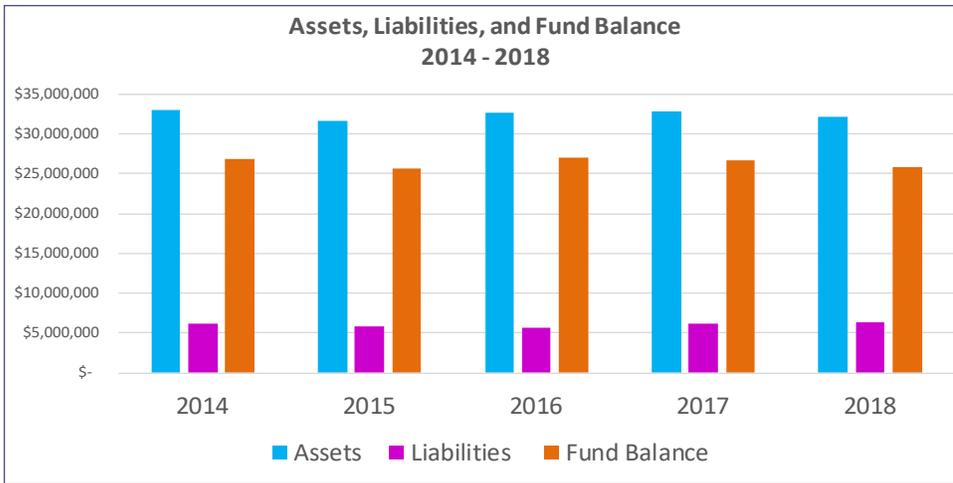
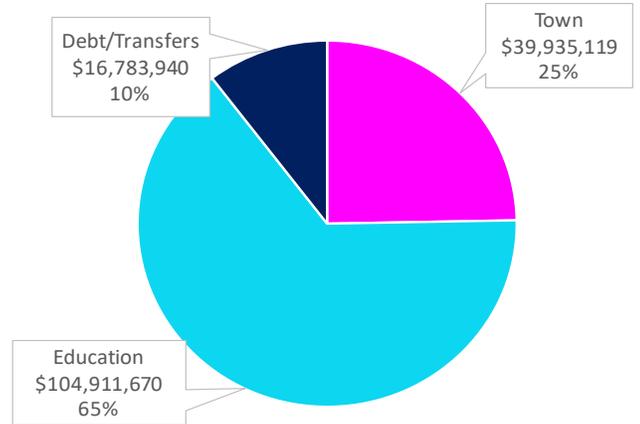
Fund Balance:	
Nonspendable	202,704
Restricted	
Committed	
Assigned	1,678,597
Unassigned	<u>23,876,227</u>
Total Fund Balance	<u>25,757,528</u>

Total Liabilities and Fund Balance	<u>\$32,161,458</u>
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Revenues FY2018



Expenditures FY2018



A complete copy of the financial report is available for review at Town Hall (2155 Main Street).

Town Profile

Glastonbury is located 10 miles southeast of Hartford, south of Route 3, and east of the CT River and Interstate 91. The Town has a population of approximately 34,661 and is served by the Central Connecticut Regional Planning Agency and the Capitol Region Council of Governments (CRCOG).

Fast Facts

52.5 square miles
33,600 acres
7 Voting Districts
9 Public Schools
Town Council, Town Manager Form of Government
Richard J. Johnson, Town Manager

Land Use*

**Figures are approximations*

25%

Open Space comprising water company, state forest, and town lands

60%

Residential with suburban to rural densities

15%

Geographically compact commercial / employment district

Town Council - FY2018

Thomas P. Gullotta, Chairman
Jill Barry, Vice Chairman
Lawrence Niland
Stewart "Chip" Beckett III
Deborah A. Carroll
Kurt P. Cavanaugh
Mary LaChance
Whit Osgood
George P. Norman

State Representatives

Dr. Prasad Srinivasin (R) - (860) 652-8761
Mark Tweedie (R) - (800) 842-1423

U.S. Congressmen

Joe Courtney (D) - (860) 886-0139 or
(860) 741-6011
John Larson (D) - (860) 278-8888

Financial Information

Net Grand List

2016 - \$3,969,656,178
2017 - \$4,179,095,067

Tax Rate

July 2017: 37.45 (RE & PP) 32.00 (MV)
July 2018: 36.00

State Senator

Steve Cassano (D) (860) 240-5302

U.S. Senators

Christopher Murphy - (860)-549-8463
Richard Blumenthal - (860) 258-6940 or
(202) 224-2823

Elected and Appointed Officials

Please note: This list is reflective of members who held these positions as of June 30, 2018.

ELECTED OFFICIALS

Board of Assessment Appeals

Michael C. Collins
David Cordone
Christopher M. Gallagher
Beth Hillson*
Kim Perna
Manisha Srivastava
Forbes S. Warren*

Board of Education

Susan Karp, CH
Rosemary Coggeshall
Douglas C. Foyle
Jeremy Grieveson
David Peniston, Jr.
Chittaranjan Sahay
Lillian Tanski
Julie Thompson

Board of Finance

Constantine Constantine, CH
Walter J. Cusson
James R. McIntosh
Jennifer M. Sanford
Jared Soper
James R. Zeller

Fire Commission

John Cafazzo
James W. Dutton
Arnold H. Higgins
Charles A. (Chuck) Longo
Rich Quagliaroli
Gilbert D. Spencer

Town Council

Thomas P. Gullotta, CH
Whit C. Osgood, V.CH
Jill Barry
Stewart "Chip" Beckett III
Deborah A. Carroll
Kurt P. Cavanaugh
Lawrence Niland
Mary LaChance
George P. Norman

Zoning Board of Appeals

Jaye Winkler
Nicholas Korns
Timothy Lamb
Sandra O'Leary
Brian R. Smith
Jaye Winkler

Alternates:
David Hoopes
Michael T. Fitzpatrick

*Additional member during revaluation year(s)

APPOINTED OFFICIALS

Agricultural Advisory Committee

Chris Bassett
Hutchinson Bronzi
William Dufford
Kenneth Horton
Michael Longo
Donald F. Preli, Jr.
Andrew Reale

Building Board of Appeals/Code Review Committee

Peter Carey, Liaison
Luther Weeks
James W. Dutton
Robert Kaelin
Robyn Guimont
Terence Sexton

Capitol Region Council of Governments

Stewart "Chip" Beckett III

Commission on Aging

Denise Weeks
Rosemary Hokanson
Eva Bowden, CH
Janeen Dolan
Daren Hill
Jennifer DiSette
Nancy Goodwin

Community Beautification Committee

Jarrod Sansoucy
Robert G. Shipman, CH
Linda DeGroff
Della Winans
Debra DeVries-Dalton
Mark A. Babineau
Catherine Morgan

Connecticut River Assembly

Manish Gupta

Conservation Commission

Kim McClain
Judy Harper, CH
Dennis McInerney
Mark R. Temple
Frank J. Kaputa
Helen D. Stern
Brian L. Davis

COX Cable Advisory Council

Fred Henrikson
Douglas Foyle (Bd. Of Ed. Rep.)

Economic Development Commission

Harold Harris
Raymond A. Dolan
Sridhar Kadaba
Harry Im
David O'Connor

Ethics Commission

Angela Bull, CH
James Hagen, V. CH
James Estrada
Al Herzog
Brooke Oppenheimer

Alternates:
Nancy Thomas

Fair Rent Commission

Neil Griffin, Liaison
Judith A. Stearns
Marti Curtiss
Carol Ahlschlager
Allen Friedrich
Laura McConville
Elizabeth Catarius

Fine Arts Commission

Kelly Devanny - Liaison
Doris O'Rourke
Helen Litwin
Marion Terry Cordone
Betsy Hamilton
Heather Summers
Vacancy
Diane Lacy

Great Pond Stewardship Committee

Gerhard R. Schade, CH
Paul Kehoe
Dennis McInerney
David Gumbart
Whit C. Osgood
Lawrence J. Byar
Thomas P. Gullotta
Mark Packard
Judy Harper
Tom Mocko, Environmental Planner

Historic District Commission

Barbara Theurkauf, CH
Henry von Wodtke
Geoffrey Dellenbaugh
Robyn Guimont
Cara Keefe

Alternates:

Brian Chiffer
Jane Fox
John Langmaid

Housing Code of Appeals

Wendy Mis, Liaison
Alice Sexton
Adam Fleisher
*2 vacancies

Human Relations Commission

Nick Daukas
Leslie Ohta
Patricia A. Darling
Roberta Swafford

Incorporators/Free Academy

Richard Bowden
William Wulfstange
Karen Fecko
Susan Motyka, President

Insurance Advisory Committee

Luther Weeks
Stephen J. Ludwig
David Hoopes
William Wulfstange
Woodrow Baird
Ben Kehl
Christopher Griffin

Personnel Appeals Board

Town Manager's Office- Liaison
Allen Friedrich
Brian Youmatz
Lynn Onderko

Poet Laureate

Alexandrina Sergio

Public Buildings Commission

Charles (Chip) I. Monzeglio, CH
Lisbeth Becker
Michael Pellin
Matthew Saunig
Bridget Gallagher

Liaisons:

Rosemary Coggeshall (Bd. Of Ed.)
Gus Constantine (Bd. of Fin.)

Public Housing Authority

Cathy Vacchelli
James F. Noonan
Carl Stenman
Zelda Lessne, CH
Judith Jaskulski

Recreation Commission

Mario DiLoreto
Daniel Durso
John Langmaid
Jason Smith
Michael H. Clinton, CH
Yola Rondinelli

Town Plan & Zoning Commission

Keith S. Shaw
Robert J. Zanlungo, Kr.
Raymond Hassett
Michael Botelho
Jacob (Jake) McChesney
Sharon H. Purtil, CH

Alternates:

Scott Miller
Matthew Saunig
Christopher Griffin

Water Pollution Control Authority

Richard Lawlor
James Parry
Louis M. Accornero, CH
Nils Carlson
John A. Davis, Jr.

John Tanski
Edward Urbanksy, Jr.

Welles-Turner Memorial Library Board

Ellen Saunig
Henry Hunt
Jennifer Hudner
Susan Pearlman
Irene Newquist
James Honiss, Sr.

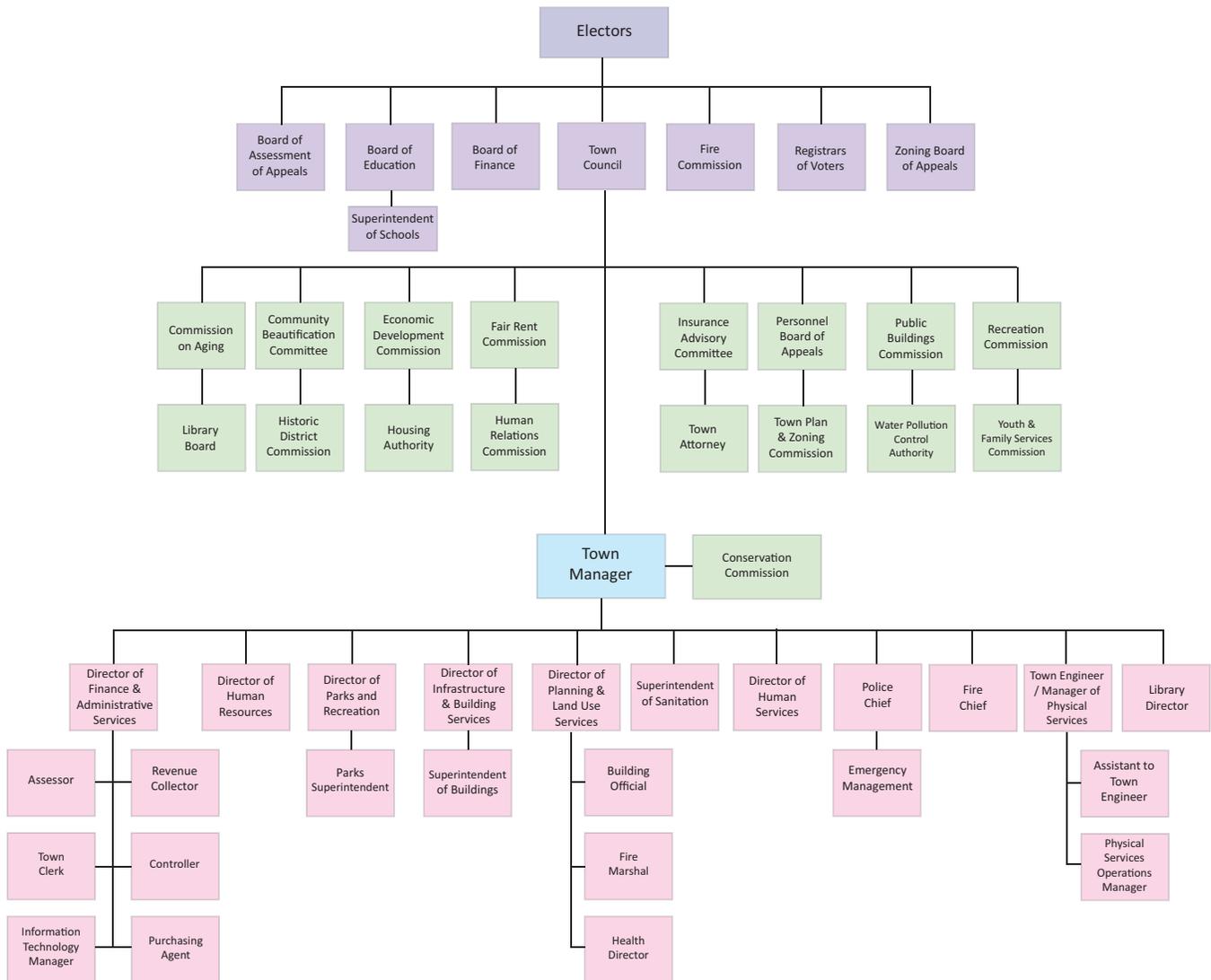
Youth & Family Services Commission

Lisa Mandeville-McGeough
Pamela Crouch
Angela Phelan
Natalie Cook
Bonnie Fierravanti
Tyler Booth
Ann Purcell-Murray
Karen Boisvert
Ann Mount

Non-Voting Members:

Rosemary Coggeshall, Board of Ed.
Officer Kreg O'Brien, Glast. P.D.

Organizational Chart



Administration

The following Directors held these positions as of June 30, 2018:

Town Manager - Richard J. Johnson

Chief of Police - Marshall Porter

Director of Finance & Administrative Services - Julie Twilley

Director of Planning & Land Use Services - Khara Dodds

Town Engineer / Manager of Physical Services - Dan Pennington

Director of Human Resources - Sherri Tanguay

Resident Resources

Community Events

View Town-organized events on our online [Events Calendar](#) and filter by category or Department of interest!

Events organized by the CT River Valley Chamber of Commerce can be viewed at www.crvchamber.org.

Programs and Activities

[Activities for Residents Age 50+](#)
[Educational Opportunities](#)
[Library Programs](#)
[Parks & Recreation Programs](#)
[Youth & Family Services Programs](#)

Town Services

[Citizen Request for Service](#)
[Dial-A-Ride](#)
[GIS Maps and Property Data](#)
[Licenses/Permits](#)
[Lookup Tax Info](#)
[Venue & Facility Rentals](#)
[Voter Registration](#)

Helpful Contact Information



General Inquiries.....	Customer Service Center: (860) 652-7710
Employment Opportunities.....	Human Resources: (860) 652-7501
Home Improvements & Building Permits.....	Building Inspection: (860) 652-7521
Police/Public Safety (Non-emergencies).....	Police Dispatcher: (860) 633-8301
Meeting Minutes/Agendas.....	Town Clerk's Office: (860) 652-7616
Service Requests.....	Customer Service: (860) 652-7710

Meeting Minutes/Agendas



To view meeting schedules as well as agendas and minutes from Glastonbury Board, Commission, & Council meetings, visit www.glastonbury-ct.gov and click on the "Minutes & Agendas" icon (pictured at left). Click on the group of interest and view all pertinent documents from past/future meetings.

Stay up to date with eNotify!



Glastonbury has an email notification system to help YOU stay up-to-date on the happenings here in Town. Best of all, it's quick and easy to sign up! Visit www.glastonbury-ct.gov/enotify and enter your full name and email address. Check the boxes next to any categories that interest you under News, Calendar Events, RFPs, and even Job Opportunities! Going forward, you'll automatically receive messages to your subscribing email address when the Town posts items that meet your selections and you can add or change your preferences at any time. Don't be the last to know. Sign up today at glastonbury-ct.gov/enotify!

Town Hours of Operation

Town Hall: 8:00am - 4:30pm (Monday - Friday)
Transfer Station: 7:00am - 3:00pm (Tuesday - Saturday)
Bulky Waste Facility: 7:00am - 3:00pm (Monday - Saturday)

Passport Processing Appointment Hours

Town Hall - Mon/Wed/Fri - 1:00pm-3:30pm
WTML - Tues/Thurs - 5:00pm-8:00pm; Saturdays, 9:30am-12:00pm

Glastonbury is on Facebook!

Follow specific departments for the info you want most.

- [Town of Glastonbury - General Page](#)
- [Fire Department](#)
- [Parks & Recreation](#)
- [Police Department](#)
- [Senior Services](#)
- [The Glastonbury Boathouse](#)

Resident Resources Continued

Key Contacts - Glastonbury Public Schools

Central Office

	Contact Person	Phone
General Information		860-652-7961
Superintendent of Schools	Alan Bookman	860-652-7951
Assistant Superintendent	Matthew Dunbar	860-652-7965
Assistant Superintendent	Rosemary Tralli	860-652-7963
Administrator for Pupil Services	Anita Russell	860-652-7971
Transportation Coordinator	Angelo Balesano	860-652-7295

Curriculum

	Director	Phone
Art	Cindy Parsons	860-652-7954
Athletics	Trish Witkin	860-652-7200 ext 2116
Career & Technical Education	Jill Carey	860-652-7200 ext 2002
Foreign Language and ELL	Rita Oleksak	860-652-7954
Health & Physical Education	Ann Marie Colebrook	860-652-7958
History & Social Sciences	Ilene Viner	860-652-7967
Language Arts/Reading/Library Media (K-6)	Joanne St. Peter	860-652-7967
Secondary English/Library Media (7-12)	Kate Lund	860-652-7200 ext 1050
Mathematics	Caroline Quinn-Alger	860-652-7975
Music	Patricia Lignelli	860-652-7975
Special Education	Diana Kelley	860-652-7971
School Counseling	Edward Gregorski	860-652-7200 ext 1800
Science	Christine Tedisky	860-652-7200 ext 2002

School

	Principal	Phone
Glastonbury High School	Nancy Bean	860-652-7200 ext 1025
Smith Middle School	James Gregorski	860-652-7040
Gideon Welles School	Kent Hurlburt	860-652-7800
Buttonball Lane School	Janet Balthazar	860-652-7276
Hebron Avenue School	Linda Provost	860-652-7875
Hopewell School	Kathleen Murphy	860-652-7897
Naubuc School	Michael Litke	860-652-7918
Nayaug School	Kristine Garofalo	860-652-4949

Glastonbury Public Schools Website:

www.glastonburyus.org

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