



Sustainable Connecticut Community Certification Report

This is the Sustainable Connecticut Certification Report of Glastonbury, a Sustainable Connecticut silver certified applicant.

Glastonbury was certified on November 01, 2021 with 535 points. Listed below is information regarding Glastonbury's Sustainable Connecticut efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Connecticut contact for Glastonbury is:

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Actions Implemented

Each approved action and supporting documentation for which Glastonbury was approved for in 2021 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Glastonbury, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact info@sustainablect.org with specific questions.

1. Inclusive and Equitable Community Impacts

1.1 Optimize for Equity – REQUIRED

30 Points

Approved Information: 1.1: Equity Toolkit 1 - Applied to Action 8.2 - Provide Effective Community Communications (10 points) -- Success Story 1.1. Equity Toolkit 2 - Applied to Action 10.3 - Improve Air Quality in Public Spaces (10 points) -- Success Story 1.1. Equity Toolkit 3 - Applied to Action 10.4 - Develop and Promote Community Growing Spaces (10 points)

Supporting Documentation:

WORD: [EQUITY TOOLKIT 1 - APPLIED TO ACTION 8.2 - PROVIDE EFFECTIVE COMMUNITY COMMUNICATIONS - NARRATIVE](#)

WORD: [EQUITY TOOLKIT 1 - ACTION 8.2 - COPY OF 'HOW CONNECTED ARE YOU?' SURVEY](#)

WORD: [EQUITY TOOLKIT 1 - ACTION 8.2 - COPY OF "TECHIE PROGRAM EVAL" DOCUMENT](#)

WORD: [EQUITY TOOLKIT 2 - APPLIED TO ACTION 10.3 - IMPROVE AIR QUALITY AND VAPING-CIGARETTE USE NARRATIVE](#)

PDF: [EQUITY TOOLKIT 2 - ACTION 10.3 - COPY OF "SCHOOL DATA ON STUDENT POPULATION \(10.01.19 ENROLLMENT REPORT\)"](#)

WORD: [EQUITY TOOLKIT - APPLIED TO ACTION 10.4 - DEVELOP AND PROMOTE COMMUNITY GROWING SPACES - NARRATIVE](#)

Documentation Details: Equity Toolkit 1 - Applied to Action 8.2 - Provide Effective Community Communications - For this toolkit, we have uploaded 3 documents: - Our equity toolkit Narrative (labeled as such) - A copy of our "How Connected are you?" survey, which is referenced within our narrative - A copy of our "Techie Program Eval" document - which is also referenced within the narrative. Equity Toolkit 2 - Applied to Action 10.3 - Improve Air Quality in Public Spaces - For this toolkit, we have uploaded 2 documents: - Our equity toolkit Narrative (labeled as such) - A copy of "School Data on Student Population" report, which is referenced within our narrative Equity Toolkit 3 - Applied to Action 10.4 - Promote and Develop Community Growing Spaces - For this toolkit, we have uploaded 1 documents -Our equity toolkit Narrative (labeled as such)

Partners: 1.1. Equity Toolkit 1 - Applied to Action 8.2 - provide effective community communications - For this action, the Town partnered with the Glastonbury Housing authority, and several town departments collaborated on various efforts. Details regarding specific partnership contributions are described within our toolkit. Please see the narrative document for a description of these joint efforts. 1.1. Equity Toolkit 2 was applied to action item 10.3 - Implement a tobacco/vaping reduction campaign - For this campaign, the Town collaborated with a number of local organizations including the Glastonbury Public Schools, Yale, state Senators, etc. Please see our uploaded narrative for a detailed description of these partnership efforts. 1.1. Equity Toolkit 3- Applied to Action 10.4 - Community Gardens - For this action, the Town collaborated with St. Dunstan's Church, Glastonbury Partners in Planting (GPIP) and the Glastonbury Food Bank. Please see our uploaded narrative for a detailed description of these partnership efforts.

Additional Information: Equity Toolkit 1 was applied to action 8.2: Provide Effective Community Communications. As noted above, we uploaded our toolkit narrative, a copy of our "how connected are you survey" and copy of our "technie program eval" feedback form. Equity Toolkit 2 was applied to action item 10.3 - Implement a tobacco/vaping reduction campaign - As noted above, we uploaded our toolkit narrative, and a copy of School Data on Student Population (10.01.19 Enrollment Report) Equity Toolkit 3 was applied to action item 10.4 - Community Gardens - As noted above, we uploaded our toolkit narrative. We are submitting these 3 equity toolkits for the silver designation and 30 points.

1.3 Develop and Adopt a Statement on Equity

15 Points

Approved Information: 1.3.1: Develop and Adopt a Statement on Equity (15 points)

Supporting Documentation:

WORD: [TOWN OF GLASTONBURY EQUITY STATEMENT ADOPTION AND OUTREACH OVERVIEW](#)

PDF: [TOWN COUNCIL ADOPTION OF EQUITY STATEMENT/RESOLUTION - MEETING MINUTES](#)

PDF: [TOWN OF GLASTONBURY EQUITY STATEMENT / RESOLUTION](#)

Documentation Details: 1.3.1 - Our submitted documents include the Town of Glastonbury Equity Statement/Resolution (PDF) as well as a Word document that provides an overview of the date of adoption and examples of outreach conducted to distribute the resolution to the public. We've also included minutes from the Town Council meeting when the resolution was adopted in July of 2020. (pertinent notes are highlighted in the minutes document for reviewer convenience.)

Partners: 1.3: Adopt an Equity Statement: None

Additional Information: 1.3: As noted above, Our submitted documents include the Town of Glastonbury Equity Statement/Resolution (PDF) as well as a Word document that provides an overview of the date of adoption and examples of outreach conducted to distribute the resolution to the public. We've also included minutes from the Town Council meeting when the resolution was adopted in July of 2020. (pertinent notes are highlighted in the minutes document for reviewer convenience.)

2. Thriving Local Economies

2.2 Implement Sustainable Purchasing

25 Points

Approved Information: 2.2.1: Participate in a sustainable procurement training (5 points) 2.2.2: Adopt a Sustainable Purchasing Policy (20 points)

Supporting Documentation:

WORD: [2.2.1 SUSTAINABLE PURCHASING TRAINING - OVERVIEW OF THE TRAINING SESSION ATTENDED BY STAFF INCLUDING DATE, TOPICS OF DISCUSSION, HOST ORGANIZATION, ETC.](#)

PDF: [2.2.1 SUSTAINABLE PURCHASING TRAINING: TRAINING SESSION FLYER - MAY 2021](#)

PDF: [2.2.2 EVIDENCE THAT PURCHASING POLICY WAS DISTRIBUTED TO DEPARTMENTS HEADS WITHIN LOOKBACK PERIOD - MEMO FROM TOWN MANAGER](#)

WORD: [2.2.2 SUSTAINABLE PURCHASING POLICY: OVERVIEW OF POLICY REVIEW FOR ROLLING CREDIT](#)

PDF: [2.2.1 SUST. PURCHASING TRAINING - PPAC SUSTAINABILITY TRAINING PRESENTATION - MAY 2021](#)

PDF: [2.2.2: SUSTAINABLE PURCHASING POLICY - TOWN OF GLASTONBURY](#)

WORD: [2.2.2: SUSTAINABLE PURCHASING POLICY WORKSHEET](#)

Documentation Details: 2.2.1 - Participate in Sustainable Procurement Training - we've attached 3 documents - 1) an overview of the training sessions, including the name and title of the attending staff member, date, host organization, and details), 2) the training session flyer and 3) the PPAC training presentation. 2.2.2 - Sustainable Purchasing Policy - We've included 4 documents- the purchasing policy itself ("Titled 2.2.2 Sustainable Purchasing Policy - Town of Glastonbury", the required worksheet, evidence that the policy was redistributed to Town staff this year as we are seeking rolling credit (see Memo from Town Manager document), and an overview of the policy review we conducted for rolling credit. Please see additional notes below in "additional information" section.

Partners: 2.2.1: Sustainable purchasing training - The training attended by Town staff was organized by the Public Purchasing Association of Connecticut. 2.2.2: Adopt a Sustainable Purchasing Policy: None.

Additional Information: This sustainable purchasing policy was developed as an amendment to the Town Code of Ordinances. As such, this policy amendment has been adopted by ordinance and resolution as of May 25, 2018, and thereby the amendment does not hold a separate or independent ordinance or resolution. The Town Code of Ordinances, Section 2-262(b) provides proof that this purchasing policy has been adopted by town ordinance and therefore no separate documentation will be submitted in that regard. Please see the first paragraph of the Sustainable Purchasing Policy which emphasizes this. Because we're seeking rolling credit for the purchasing policy, we have also attached documentation to prove distribution of the policy to town staff within the required lookback period of the past 3 years (see Memo from Town Manager). Lastly, we've included proof of the policy's publishing and availability on the town website. Please see the "timeframe for credit" section, which specifies that the Purchasing policy was reviewed by several staff members and is still accurate and relevant as written for rolling credit.

2.6 Participate in and Promote the C-PACE Program

5 Points

Approved Information: 2.6.3 - Earn credit for C-PACE projects approved by the Green Bank for commercial and industrial buildings undertaking clean energy improvements on their property. (5 points)

Supporting Documentation:

EXCEL: [LIST OF APPROVED/CLOSED ON C-PACE FINANCING BUILDINGS IN GLASTONBURY AS OF JUNE 2021](#)

Documentation Details: 2.6.3 - There were 2 projects approved for and closed on C-PACE financing within the lookback period of 3 years, therefore we are applying for 5 points under this action item.

Partners: 2.6.3. Earn credit for C-PACE projects: Green Bank provided this information to us and coordinated these C-PACE projects in Glastonbury.

Additional Information: Seeking new action credit for 5 points as stated above.

3. Well-Stewarded Land and Natural Resources

3.1 Provide Watershed Education

5 Points

Approved Information: 3.1.1c: Provide Watershed Education: Promote and encourage residents and business owners to take a watershed health pledge (5 points)

Supporting Documentation:

WORD: [3.1.1C - GLASTONBURY WATERSHED PLEDGE - BLANK COPY](#)

WORD: [3.1.1C - OVERVIEW OF PROMOTIONAL EFFORTS TO ENCOURAGE COMMUNITY MEMBERS TO TAKE THE WATERSHED PLEDGE \(2021\)](#)

Documentation Details: 3.1.1c - Watershed Pledge (5 points) - We are submitting 2 documents for this action. The first is a blank copy of our Watershed Pledge as requested. The second is a document outlining the Town's efforts to promote/encourage community members to take the Watershed pledge in 2021. As noted, we received 18 new pledge submissions as a result of our recent efforts.

Partners: 3.1.1c - The Town recruited help from a few local organizations to promote the watershed pledge and encourage community members to take it. Partners included the CT River Valley Chamber of Commerce and Glastonbury Pollinator Pathway. The partners involvement was to share and promote the pledge on their respective Facebook pages, as outlined in our attached document titled "Watershed Pledge Promotional Efforts"

Additional Information: We have attached a blank copy of the pledge, and a second document outlining our promotional efforts within the lookback period/past 3 years for rolling credit. As noted previously, we received 18 new pledge submissions from community members in response to our efforts.

3.4 Develop an Open Space Plan

25 Points

Approved Information: 3.4.4b - Increase preserved open space in your community (5 points) 3.4.4d - Establish an open space acquisition fund. (10 points) 3.4.3 - Develop an open space plan that will prioritize acquisitions, enhance your local ecosystem, connect open space parcels, offer recreational benefits, and ensure long-term viability of your open space (including management policies) (10 points)

Supporting Documentation:

PDF: [3.4.4B - SUMMARY OF LAND ACQUISITIONS ACQUIRED THROUGH OPEN SPACE FUND AS OF JULY 2020](#)

PDF: [3.4.4D - MINUTES FROM THE TOWN COUNCIL MEETING WHEN THE LAND ACQUISITION AND PRESERVATION FUND WAS ESTABLISHED \(SEPT 1987\)](#)

WORD: [3.4.4B AND 3.4.4D - INCREASE PRESERVED OPEN SPACE AND ESTABLISH AN OPEN SPACE FUND \(OVERVIEW WITH \\$ AMOUNT\)](#)

PDF: [3.4.3 - PLAN OF CONSERVATION & DEVELOPMENT - OPEN SPACE SECTIONS](#)

WORD: [3.4.3 - WORKSHEET 2](#)

Documentation Details: 3.4.4b and 3.4.4d - For this action, we're submitting 3 documents. - A summary of land acquisitions acquired through the Land Acquisition/Open Space fund as of July 2020. - A document providing an overview of the Land Acquisition fund, including when it was established and the dollar amount available in the fund. - Minutes from the Town Council meeting when the Land Acquisition Fund was adopted in September of 1987. (see pages 3-6 and 11 in attached Minutes document) 3.4.3 - Develop an open space plan that will prioritize acquisitions, enhance your local ecosystem, connect open space parcels... - For this action we have uploaded the applicable sections of our Plan of Conservation and Development and the completed worksheet 2.

Partners: 3.4.4b and 3.4.4d: None 3.4.3 - None

Additional Information: 3.4.4b and 3.4.4d - For these action, we're submitting 3 documents. - A summary of land acquisitions acquired through the Land Acquisition/Open Space fund as of July 2020. For rolling credit, this document was updated as of July 2020 and reflects Town acquisitions within the 3 year lookback period. For example, see page 2, which cites the acquisition of the MDC property in January of 2020 and the 72.24 acre parcel off Dickinson Road acquired in 2019. - A document providing an overview of the Land Acquisition fund including when it was established and the dollar amount available in the fund. For rolling credit, the dollar amount currently in the fund provides a recent data point beyond the recent land acquisitions. - Minutes from the Town Council meeting when the fund was adopted in September of 1987. (see highlighted sections on pages 3-6 and 11) 3.4.3 - As noted above, we have provided the applicable sections of our POCD and the required worksheet for 10 points for this action. Seeking 25 points total for 3.4.4b., 3.4.4d and 3.4.3.

3.5 Create a Natural Resource and Wildlife Inventory

20 Points

Approved Information: 3.5.1 - Develop a natural resource and wildlife inventory. (10 points) 3.5.2 - Integrate your NRW into municipal planning documents (10 points)

Supporting Documentation:

WORD: [3.5.1 - NATURAL RESOURCE AND WILDLIFE INVENTORY](#)

WORD: [3.5.2 - INTEGRATION OF NRW INTO MUNICIPAL PLANNING DOCUMENTS](#)

PDF: [NRW - UPLAND REVIEW MAP 2021](#)

PDF: [NRW - COMMITTED OPEN SPACE MAP -2021](#)

PDF: [NRW - CRITICAL HABITAT MAP - 2021](#)

PDF: [NRW - CTDEEP- PROPERTY](#)

PDF: [NRW - DRAINAGE BASINS](#)

PDF: [NRW - FEMA FLOOD ZONES 2021](#)

PDF: [NRW -HYDRIC SOILS MAP 2021](#)

PDF: [NRW - LANDCOVER 2021](#)

PDF: [NRW - NATURAL RESOURCES LAYER 2021](#)

PDF: [NRW - WETLANDS 2021](#)

PDF: [NRW - WATER BODIES 2021](#)

PDF: [NRW - MAPS OF INVENTORY ELEMENTS \(INCLUDES SOIL, WATER, NDDB, ETC.\)](#)

Documentation Details: 3.5.1 - please see the document titled "3.5.1 - Natural Resource and Wildlife Inventory" as well as the 12 PDF documents of various maps to support the inventory. Because we can only upload 20 documents, one of the attached PDFS is titled "NRW - Maps of Inventory Elements (includes soil, water, NDDB, etc.). This final PDF includes maps for all the remaining inventory elements since we could not upload them as individual PDFs. Please note, the "description of what the inventory includes" can be found in the introductory paragraph of the document titled "3.5.2 - Integration of NRW into municipal planning documents:" 3.5.2 - please see document titled "3.5.2 - Integration of NRW into municipal planning documents:"

Partners: 3.5.1 - None. 3.5.2 - None.

Additional Information: A copy of our NRW inventory is attached, including all requested maps and descriptions. We have also attached a document outlining how the NRW is integrated into town planning and decision making. Again, the inventory and integration process was reviewed by Jon Mullen (Town Planner) on April 15, 2021 and no changes/updates needed. Inventory and integration process still current and accurate as written. Seeking rolling credit for 20 points for both parts of this action.

3.6 Manage for Drought and Municipal Water Use

10 Points

Approved Information: 3.6.1a - Use WaterSense labeled products in new municipal construction and replace toilets, urinals, etc. with WaterSense labeled equivalents. 3.6.1b - Develop a Drought Communications Plan Total of 10 points

Supporting Documentation:

PDF: [3.6.1A WATERSENSE MUNICIPAL POLICY](#)

WORD: [3.6.1B - DROUGHT COMMUNICATIONS PLAN AND WEB PAGE LINKS/SCREENSHOTS](#)

PDF: [3.6.1A - DOCUMENTATION OF WATERSENSE PRODUCTS IN NEW MUNICIPAL CONSTRUCTION](#)

Documentation Details: 3.6.1a - Use WaterSense labeled products in new municipal construction. We are attaching 2 documents for this action. the first is our Sustainable Purchasing Policy which includes a section about sustainable products -e.g. Watersense products. Please see page 5 of the attached pdf titled "WaterSense Municipal Policy" (section highlighted). The second attachment is documentation to prove that we have incorporated WaterSense products into new municipal construction (titled 3.6.1a - Documentation of WaterSense Products...". This document is for products purchased as part of the Welles-Turner Memorial Library renovation and expansion project. WaterSense products were submitted by General Contractor/Plumber and reviewed/approved by the Architect. We have circled the WaterSense products throughout the document for reviewer convenience. 3.6.1b - Develop a Drought Communications Plan - Our Drought Communications plan is attached and titled as such. Hyperlinks and screenshots to where we have drought/utility resources on the Town website are on page 4 of this document as requested.

Partners: 3.6.1a - WaterSense products - The Town is working with TSKP Studio for the addition/renovation product at the Library. This is the organization that provided the plumbing fixture specs for the Watersense products highlighted in our submission. 3.6.1b - Drought Communications Plan - The Town partners with the following organizations on drought and water conservation efforts: State of Connecticut Department of Public Health and CT Water Council, Manchester Water Company, and MDC. The roles of each partner are further detailed in our Drought Communications plan. Please see attached for more information.

Additional Information: For item 3.6.1a, we have uploaded our WaterSense policy, please see page 5 of the attached pdf (section highlighted) as well as examples of WaterSense product implementation in new/recent municipal construction. For 3.6.1b, (drought communications plan), we've uploaded 1 document which includes the Town's Drought Communications Plan/Strategy as well as hyperlinks and screenshots to web pages regarding Drought, Water Conservation and Utilities on the Town website.

3.10 Facilitate Invasive Species Education and Management

20 Points

Approved Information: 3.10.1a - Examine your regulations to ensure that your municipality is not unintentionally supporting the use of invasive species. 3.10.1b - Embedded invasive species management practices into your grounds maintenance practices. 3.10.1c - Educate municipal grounds keeping staff on invasive species management practices utilized by your municipality. (10 points for the above) 3.10.2 - Engage in Invasive species management practices on municipal properties (5 points) 3.10.3 - Residential education (5 points) Total points seeking = 20

Supporting Documentation:

WORD: [3.10.1B - PLAN FOR INVASIVE SPECIES TREATMENTS & DESC. OF HOW GBURY EMBEDS INVASIVE SPECIES MGMT. INTO GROUNDS MAINTENANCE PRACTICES](#)

WORD: [3.10.1C - EDUCATE MUNICIPAL GROUNDS KEEPING STAFF ON TOWN INVASIVE SPECIES MANAGEMENT PRACTICES](#)

WORD: [3.10.2 - ENGAGE IN ISM PRACTICES ON MUNICIPAL PROPERTIES](#)

WORD: [3.10.1A - DESCRIPTION OF REGULATION REVIEW PROCESS](#)

PDF: [3.10.1A - PAD REGULATIONS - SECTION REFERRING TO CBC GUIDELINES FOR PLANTS](#)

PDF: [3.10.1A - ARZ REGULATIONS - SECTION REFERRING TO CBC GUIDELINES](#)

PDF: [3.10.1A - INVASIVE PLANTS IN YOUR BACKYARD! A GUIDE TO THEIR IDENTIFICATION AND CONTROL. NEW EXPANDED EDITION](#)

WORD: [3.10.3 - RESIDENTIAL EDUCATION - LINKS AND EVENT](#)

PDF: [3.10.1B - DESIGN REVIEW ARTICLE IN CTASLA](#)

Documentation Details: 3.10.1a - For this action, we've uploaded 4 documents: - A descriptive overview of our regulations process - The reference document "INVASIVE PLANTS IN YOUR BACKYARD! A GUIDE to THEIR IDENTIFICATION AND CONTROL. NEW EXPANDED EDITION" - the section of our PAD regulations s that refers back to the CBC recommendations (see section 4.12 which is highlighted on page 2 of the attached); and - the section of the Adaptive Redevelopment Zone (ARZ) Regs that references the CBC recommendations (see highlighted page 2, section 4.17 on the attached) 3.10.1b - We have uploaded 2 documents: - our Town's plan for invasive species mgmt. and how we've embedded ISM into grounds maintenance practices. - an article written by Debra Devries-Dalton, member of the Town's CBC (Community Beautification Committee) and past president of the CTASLA, which was submitted to the the CTASLA (CT Chapter of the American Society of Landscape Architects) for their annual publication. This article highlights many of the towns best practices as it relates to this action item. 3.10.1c - Uploaded one document summarizing the description and dates of staff education over the past 3 years on invasive species management. includes photos on final page from one of the sessions. 3.10.2a - We've uploaded one document for this action, which provides an overview of invasive species management practices now being employed on Glastonbury properties, as well as before and after photos, and detailed information about the area treated, when and how it was treated. The practices employed were within the past 3 years for rolling credit. 3.10.3 - Residential education - We've uploaded 1 document for this action. The document includes links and screenshots of our web pages where we have resources and information on invasive plants/species and native plants and pollinator pathways. We also included an educational residential event from April 2019, including the title, date, description and photos. Seeking rolling and new credit for this action. See timeframe for credit field for more details.

Partners: 3.10.1a and 3.10.1b - None. 3.10.1c: The Town partnered with several organizations for staff training. Please see our uploaded document for this action for specific details regarding which entities the Town partnered with for staff invasives education. 3.10.2: None. 3.10.3 - None - although we didn't have official "partners" for the educational invasives event - we had volunteers/participants representing some local organizations including GPIIP. See our uploaded narrative for a detailed overview of the parties involved.

Additional Information: 3.10.1a - As noted in our submission, The Subdivision Regulations and the Building-Zone Regulations do NOT mention invasive species. However, the PAD Building-Zone Regulations in Section 4.12 (Planned Area Development Zone) and 4.17 (Adaptive Redevelopment Zone) speak to recommendations from the CBC to the TPZ. As such, the document we uploaded which outlines a description of our review process mentions the CBC guidelines and the approval process between CBC, TPZ, and the overall guidelines regarding non-native plantings. Please see our overview document which further details these relationships and the supporting documentation. Again, as noted above, we have reviewed these regulations and all are still accurate and relevant as written for rolling credit. Seeking 20 points for collective actions submitted for this category (rolling and new action credit).

3.11 Implement Green Grounds and Maintenance Program

10 Points

Approved Information: 3.11.2a - Utilize an Integrated Pest Management (IPM) Standard. (5 points) 3.11.2d - Native Pruning and Planting (5 points)

Supporting Documentation:

EXCEL: [3.11.1 - INVENTORY OF PROPERTIES MAINTAINED BY THE TOWN OF GLASTONBURY - REVIEWED AND UPDATED ON 6-4-2021](#)

WORD: [3.11.2A - IPM PLAN FOR GLASTONBURY TOWN PARKS & RECREATION](#)

WORD: [3.11.2A - IPM PLAN FOR GLASTONBURY PUBLIC SCHOOLS](#)

WORD: [3.11.2A - IPM PLAN FOR GEHMS](#)

WORD: [3.11.2D - NATIVE PRUNING AND PLANTING POLICY](#)

PDF: [3.11.2A - ADDENDUM OF EPA EXEMPT PESTICIDES APPROVED FOR USE BY DEEP IN CT \(TO SUPPLEMENT SCHOOL IPM PLAN\)](#)

PDF: [3.11.2D - CT INVASIVE PLANT LIST](#)

PDF: [3.11.2A - GLASTONBURY RECOGNIZED BY CONNECTICUT GROWN MAGAZINE FOR IPM AND TURF MANAGEMENT PRACTICES](#)

Documentation Details: 3.11.1 - Complete the Inventory for Properties Maintained by our Municipality (10 points) - Our inventory is attached. 3.11.2a - Utilize an Integrated Pest Management (IPM) Standard. (5 points) - We have uploaded 5 documents for this action, including the IPM plans for the Town/Parks & Recreation Department, Glastonbury Public Schools, and Glastonbury East Hartford Magnet School (GEHMS) respectively. We have also uploaded the list of EPA exempt pesticides approved for use by DEEP. This should serve as an addendum to the IPM plan for Glastonbury schools. Lastly, we are including an article from the 2019 Connecticut Grown Magazine that recognized Glastonbury and Parks Superintendent Greg Foran for their IPM and turf management at Glastonbury school playing fields. 3.11.2d - Native Pruning and Planting Policy (5 points) - For this action, we've uploaded 2 documents. - A copy of Glastonbury's native planting and pruning policy - A copy of the CT Invasive Plant List that the Town refers to as the "official" list of Banned non-native invasive weeds. This list is referred to in our policy document and is included separately for the reader's reference.

Partners: 3.11.1 - None 3.11.2a - None. 3.11.2d - None.

Additional Information: 3.11.1 - Inventory attached for 10 points. 3.11.2a - Utilize an Integrated Pest Management (IPM) Standard. (5 points) - As noted above, we have uploaded 5 documents for this action, including the IPM plans for the Town/Parks & Recreation Department, Glastonbury Public Schools, and Glastonbury East Hartford Magnet School (GEHMS) respectively. These plans were reviewed by the Glastonbury Parks & Recreation Director and Glastonbury Parks Superintendent on July 9, 2021 and are all accurate and relevant as written for rolling credit of 5 points. 3.11.2d - Native Pruning and Planting - As noted above, this policy was reviewed by: Lisa Zerio, Glastonbury Parks & Recreation Director and Greg Foran, Glastonbury Parks Superintendent on July 9, 2021. The policy is still accurate and relevant as written. Seeking 20 points total for these actions.

3.12 Enhance Pollinator Pathways

20 Points

Approved Information: 3.12.1 - Provide education to residents and local businesses to improve pollinator habitat... (5 points) 3.12.2: Create pollinator gardens, upgrade existing gardens to be pollinator friendly and educate the public about the importance of pollinators to society. (15 points)

Supporting Documentation:

WORD: [3.12.1 - SUMMARY OF EDUCATIONAL EFFORTS REGARDING POLLINATOR PATHWAYS](#)

PDF: [3.12.2 - CREATE POLLINATOR GARDENS AND EDUCATE THE PUBLIC](#)

WORD: [3.12.2 - CREATE POLLINATOR GARDENS - HONEYBEES](#)

Documentation Details: 3.12.1 - Provide education to residents and local businesses to improve pollinator habitat - for this action, we've uploaded an overview of our educational/outreach efforts for 5 points. The document includes a description of outreach and engagement methods, links to our dedicated web page, and screenshots of web and social media promotional efforts. 3.12.2 - Create pollinator gardens, upgrade existing gardens to be pollinator friendly and educate the public about the importance of pollinators to society - For this action, we've uploaded 2 documents - the first includes photos of Glastonbury's pollinator gardens along with associated outreach and promotion materials. As noted within the file, the promotional/outreach efforts begin on page 15. The second attachment provides supplemental materials on the Town's support of pollinators at the honeybee hives at Riverfront Park, with photos included as well.

Partners: 3.12.1 - Provide education to residents and local businesses to improve pollinator habitat - the Town Partnered with Glastonbury Pollinator Pathway to promote and educate the public about pollinators. An overview of our partnership/collaboration is provided in the attached document. 3.12.2: Create pollinator gardens, upgrade existing gardens to be pollinator friendly and educate the public about the importance of pollinators to society - the Town partnered with many entities on this action. Please see our uploaded document for a detailed overview of collaborative efforts. Partners included Glastonbury Public Schools/Board of Education, Glastonbury Partners in Planting, Eversource, and UCONN.

Additional Information: As noted above, seeking 20 points for actions 3.12.1 and 3.12.2.

4. Vibrant and Creative Cultural Ecosystems

4.1 Map Tourism and Cultural Assets

5 Points

Approved Information: 4.1.2 - Update CTVisit.com profile (5 points)

Supporting Documentation:

WORD: [4.1.2 : UPDATE CTVISIT.COM PROFILE - OVERVIEW OF UPDATES WITH PROFILE LINK AND SCREENSHOT](#)

Documentation Details: 4.1.2: Update CTVisit.com profile - We're including 1 document for this action item which includes the name of the staff member who reviewed our existing profile, the date the review was conducted, and a list of all of the updates that have been made to our profile in the past 3 years. It also includes a link to our profile on the CTvisit.com website, and a screenshot of our profile as requested.

Partners: 4.2.1: None, other than use of CTvisit.com platform.

Additional Information: N/A

4.2 Support Arts and Creative Culture

20 Points

Approved Information: 4.2.1 - Establish a Poet Laureate 4.2.2 - Include Arts and Culture in publicly available municipal marketing 4.2.3 - Commit dedicated funding to the arts in past 12 months 4.2.10 - Support arts & culture at local libraries. 4.12.11a - Support artists- Develop Professional development services for artists.

Supporting Documentation:

PDF: [4.2.1 - ESTABLISH A POET LAUREATE - TOWN COUNCIL RESOLUTION](#)

WORD: [4.2.1 - POET LAUREATE ACTIVITIES OVER PAST FEW YEARS](#)

PDF: [4.2.1 - WTML MINUTES ACKNOWLEDGING APPOINTMENT OF CURRENT POET LAUREATE](#)

PDF: [4.2.2 - INCLUDE ARTS AND CULTURE IN MARKETING MATERIALS](#)

PDF: [4.2.3 - DEDICATED FUNDING COMMITTED TO THE ARTS](#)

PDF: [4.2.10 - SUPPORT ARTS & CULTURE AT LOCAL LIBRARIES WITH EXAMPLE FLYER](#)

PDF: [4.2.1 - POEMS BY POET LAUREATE OVER PAST 3 YEARS](#)

WORD: [4.2.11A - SUPPORT ARTISTS- DEVELOP PROFESSIONAL DEVELOPMENT SERVICES FOR ARTISTS](#)

PDF: [4.2.11A - SUPPORT ARTISTS WITH PROFESSIONAL DEVT. PROGRAM - PLAYBILLS WITH NUMBER OF PARTICIPANTS](#)

Documentation Details: 4.2.1 - Establish a Poet Laureate - We've attached several documents for this action - "4.2.1 - Establish a Poet Laureate - Town Council Resolution." Minutes from Town Council meeting where first poet laureate was appointed. (See highlighted section on page 2). Also see document titled "4.2.1 - WTML minutes acknowledging appointment of current poet laureate." - see page 2, section 7. Lastly, we've attached 2 more documents highlighting the current poet laureate's activity over the past 3 years and some of his poems. 4.2.2 - Include arts and culture in marketing materials - see document titled "4.2.2 - include arts and culture in marketing materials" - this document has an overview of our arts/culture programs and examples of where they are currently promoted within public marketing materials. After the overview, examples of the Parks & Recreation program brochure and Sharing Tree (Senior) newsletter are provided. 4.2.3 - Commit dedicated funding to the arts in past 12 months - See attachment labeled as such. In this document, the first few pages provides an overview of dedicated funding to the arts, broken down by Town department. We have also included several invoices as supporting documentation within this same file. 4.2.10 - support arts & culture at local library - see document titled "4.2.10 - support arts & culture at local libraries with example flyer." The first page of this document has an overview of library programs and how/where they were promoted. The second page is an example of a flyer for one of those programs, the Irish Pub Songs event. 4.2.11a - Supports artists- professional development - we've attached 2 documents for this action- the first is an overview of the professional development program, and the second is a compilation of playbills for the various theater productions which outlines the number of participants in each program.

Partners: 4.2.1 - None 4.2.2 - None 4.2.3 - None 4.2.10 - None 4.2.11 - None.

Additional Information: We are submitting 5 sub actions within action 4.2 and seeking the maximum of 25 points.

5. Dynamic and Resilient Planning

5.2 Adapt Permitting Process to Promote Sustainable Development

5 Points

Approved Information: 5.2.4 - Development Review Manual (5 points)

Supporting Documentation:

WORD: [5.2.4 - DEVELOPMENT REVIEW MANUAL](#)

Documentation Details: 5.2.4 - Review town processes for permitting and create a Development Review Manual - We have attached a copy of the Town's Development review manual for 5 points.

Partners: 5.2.4 - None

Additional Information: N/A

5.3 Develop Agriculture-Friendly Practices

10 Points

Approved Information: 5.3.1 - Adopt land use policies and regulations that promote/support active agricultural uses (5 points) 5.3.2 - Allow active agricultural use of municipal land or provide outreach on CT Farmlink... (5 points)

Supporting Documentation:

EXCEL: [5.3.2 - FARM LEASE AGREEMENTS - 6-2-2021](#)

PDF: [5.3.2 - TOWN OF GLASTONBURY LEASE AGREEMENTS \(COMBINED LEASE FILES BY PROPERTY\)](#)

PDF: [5.3.1 - ZONING REGULATIONS AND AGRICULTURAL USE](#)

Documentation Details: 5.3.1 - Adopt land use policies and regulations that promote and support active agricultural uses. - We have attached a document outlining the 2 pages of our Zoning regulations that outline where farming is permitted. The specific line items have been highlighted for reviewer convenience. 5.3.2 - We've included 2 documents (both are labeled with 5.3.2 in the title"): - An excel spreadsheet of Farm Lease Agreements, and - A file with each lease document

Partners: 5.3.1: None 5.3.2: None

5.4 Assess Climate Vulnerability

20 Points

Approved Information: 5.4.1 Perform a Climate Vulnerability Assessment (10 points) 5.4.2 Secondart Impacts (5 points) 5.4.3 Special Consideration (5 points)

Supporting Documentation:

WORD: [5.4.1 WORKSHEET](#)

WORD: [5.4.2 WORKSHEET](#)

PDF: [5.4.1 AND 5.4.2 - CRB WORKSHOP REPORT](#)

Documentation Details: For action 5.4.1 and 5.4.2, we've attached worksheets 1 and 2 and our Community Resilience Building Summary Report prepared by the CT Chapter of the Nature Conservancy and SCT staff.

Partners: For actions 5.4.1 and 5.4.2, the Town of Glastonbury partnered with the CT Chapter of the Nature Conservancy and SCT staff to prepare our climate vulnerability assessment.

Additional Information: For action 5.4.1 and 5.4.2, we've attached worksheets 1 and 2 and our Community Resilience Building Summary Report prepared by the CT Chapter of the Nature Conservancy and SCT staff.

5.5 Inventory and Assess Historic Resources

5 Points

Approved Information: 5.5.4 - Achieve "Certified Local Government" status. (5 points)

Supporting Documentation:

WORD: [5.5.4 - ACHIEVE "CERTIFIED LOCAL GOVERNMENT" STATUS](#)

Documentation Details: 5.5.4 - Achieve "Certified Local Government" status - For this action, we're submitting 1 document, which includes a link and screenshot to the Certified Local Governments website, where Glastonbury is listed. Submitting for rolling credit as we have been certified since August of 1991.

Partners: 5.5.4 - None

Additional Information: Requesting 5 points on this action item.

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets

60 Points

Approved Information: 6.1.3 - Complete Streets Policy (20 points) 6.1.5 - Bike Friendly Community Bronze Designation (10 points) 6.1.6 - Complete Streets Projects (30 points) Seeking 60 points total.

Supporting Documentation:

PDF: [6.1.3 - COMPLETE STREETS POLICY - GLASTONBURY, CT](#)

PDF: [6.1.3 - DISTRIBUTION OF COMPLETE STREETS POLICY TO STAFF](#)

WORD: [6.1.3 - COMPLETE STREETS WORKSHEET](#)

WORD: [6.1.3 - STATEMENT THAT COMPLETE STREETS POLICY IS STILL ACCURATE AS WRITTEN FOR ROLLING CREDIT](#)

WORD: [6.1.6 - AREA-WIDE IMPROVEMENT PROJECT 1 WORKSHEET - GLASTONBURY BOULEVARD](#)

PDF: [6.1.5 - BIKE FRIENDLY DESIGNATION - BFC SPRING 2019 REPORTCARD GLASTONBURY CT.PDF](#)

WORD: [6.1.6 - AREA-WIDE IMPROVEMENT PROJECT 2 WORKSHEET - MAIN STREET SIDEWALKS](#)

Documentation Details: 6.1.3 - Complete Streets Policy (20 points) - For this action, we've uploaded 4 documents, the Complete Streets Policy itself, the required worksheet, the memo of last distribution to Town staff members, and a statement verifying that the existing policy is still accurate as written for rolling credit. 6.1.5: Achieve at least Bronze level status in the League of American Bicyclists BFC program (10 points) - We have uploaded our Spring 2019 designation report card denoting our Bronze level designation. 6.1.6 - Implement Complete Streets Projects (30 points) - 2 area-wide improvement projects (15 points each) - We have uploaded 2 worksheets, 1 for each area-wide project for a total of 30 points. (Glastonbury Blvd and Main St. Sidewalks). Completion dates and photos for each project are noted within each respective worksheet as requested. (November 2020)

Partners: 6.1.3: None 6.1.5: Our Bike Friendly Community Designation is awarded by the League of American Bicyclists. 6.1.6: None

Additional Information: 6.1.3 -We have attached Glastonbury's Complete Streets Policy as well as the required worksheet, a memo of last distribution to staff, and a statement that the policy is till accurate/relevant as written.(20 points) 6.1.5 - Our Spring 2019 report card is attached which denotes our recent certification within the past 3 years for rolling credit of 10 points. 6.1.6 - The 3 worksheets for our 3 Complete Streets projects are attached for New action credit of 30 points. Seeking a total of 60 points for these actions.

6.5 Promote Public Transit and Other Mobility Strategies

15 Points

Approved Information: 6.5.2: Conduct a bicycle education program (5 points) 6.5.4 - Create and formally adopt a bicycle and/or pedestrian plan (10 points)

Supporting Documentation:

PDF: [6.5.4 - BICYCLE MASTER PLAN FOR GLASTONBURY, CT](#)

WORD: [6.5.4 - BIKE MASTER PLAN WORKSHEET](#)

PDF: [6.5.4 - BIKE MASTER PLAN - MEMO THAT PLAN IS UNDER REVIEW BY BIKE WALK GLASTONBURY AS OF JUNE 2012](#)

WORD: [6.5.2 - BICYCLE EDUCATION PROGRAM](#)

Documentation Details: 6.5.2 - Bicycle Education program (5 points) - We have uploaded 1 document for this action, which provides the name, date and learning objectives of the Bicycle Education workshops hosted in April of 2019. 6.5.4 - Create and formally adopt a bicycle and/or pedestrian plan (10 points) - For this action, we're uploading 3 documents, the Bicycle Master Plan, the required worksheet, and a letter verifying that the current policy (dated 2014) is under review by the Bike Walk Glastonbury organization as of June 2021 and slated for finalization/republishing in the fall of 2021.

Partners: 6.5.2: Conduct a bicycle education program - The Town worked with the following partners for this action: Bike Walk CT, Glastonbury Public Schools, The League of American Bicyclists. The Town helped coordinate the events with each partner, as well as the promotional aspects and Bike Walk CT and the League of American Bicyclists presented the workshop content to attendees. 6.5.4 - Bike Walk Glastonbury - Town staff work with the Bike Walk Glastonbury organization to develop and revise the Town's Bicycle Master Plan.

Additional Information: 6.5.2: New Action credit: Conduct a bicycle education program 6.5.4. Rolling Credit: Create and formally adopt a bicycle and/or pedestrian plan - As of this writing, Glastonbury's current Bike Master Plan is under review by Town staff and the Bike Walk Glastonbury organization. It is slated for finalization/republishing in the fall of 2021. We are submitting our current plan and proof that this is currently under review by way of a Memo from Bike Walk Glastonbury to the Town Manager, Richard Johnson. Seeking a total of 15 points for these actions.

7. Renewable and Efficient Energy Infrastructure and Operations

7.1 Benchmark and Track Energy Use

10 Points

Approved Information: 7.1.1 - Track Energy Use in Municipal and BOE Buildings (5 points) 7.1.2 - Track Energy Use of Municipal Waste Water Treatment Plan (5 points)

Supporting Documentation:

EXCEL: [7.1.1 AND 7.1.2 - TRACK ENERGY USE IN MUNICIPAL AND BOE BUILDINGS & WASTEWATER TREATMENT FACILITY - SCT PORTFOLIO MANAGER REPORT AS OF 6-17-2021](#)

PDF: [7.1.1 AND 7.1.2 - RECEIPT FROM ENERGY STAR FOR DATA REQUEST \(JUNE 17, 2021\)](#)

PDF: [7.1.1 AND 7.1.2 - ACTION ITEM NARRATIVE.PDF](#)

Documentation Details: 7.1.1 - Track Energy Use in Municipal and BOE Buildings & 7.1.2 - Track Energy Use of Wastewater Treatment Facility - we have attached 3 documents - 1) A memorandum from the Glastonbury Building Superintendent that provides a narrative of the action items and points for which we are submitting 2) the report that was downloaded using the SCT portfolio manager as requested, and 3) the receipt for data request submittal as generated by Energy Star.

Partners: 7.1.1 & 7.1.2 - Energy Star for use of their portfolio manager site.

Additional Information: The attached files include the receipt showing proof of SCT's granted access to Glastonbury's EnergyStar profile as well as the report generated through the Portfolio Manager as of June 17, 2021. As instructed, this should allow SCT staff to view pertinent data and satisfy the requirements for 5 points for 7.1.1 and 5 points for 7.1.2.

7.6 Install Efficient Exterior Lighting

10 Points

Approved Information: 7.6.3: Convert Town-Owned Decorative Street Lights and Exterior Park Lighting to LED's

Supporting Documentation:

PDF: [7.6.3. - ACTION ITEM NARRATIVE](#)

PDF: [ACTION_ITEM_763_ADDENDUM.PDF](#)

PDF: [7.6.3 - IMAGES OF LIGHTS CONVERTED TO LEDS](#)

Documentation Details: The Action Item Narrative is a memorandum from the Glastonbury Superintendent of Buildings explaining the LED upgrade process. The Images for Lights Converted to LEDS shows the lights that the Town has upgraded to LEDS. The Action Item Addendum contains the purchase order for the LED lamps for the Center Green light upgrade and a memorandum explaining that the purchase order documents the final stage of light conversion for the Town of Glastonbury.

Partners: 7.6.3 - Convert Town-Owned Decorative Street Lights and Exterior Park Lighting to LED's : None

Additional Information: The Action Item Narrative is a memorandum from the Glastonbury Superintendent of Buildings explaining the LED upgrade process. The Images for Lights Converted to LEDS shows the lights that the Town has upgraded to LEDS. The Action Item Addendum contains the purchase order for the LED lamps for the Center Green light upgrade and a memorandum explaining that the purchase order documents the final stage of light conversion for the Town of Glastonbury.

8. Inclusive Engagement, Communication and Education

8.1 Hold a Sustainability Event

15 Points

Approved Information: 8.1: Hold more than 10 Sustainability Events (15 points)

Supporting Documentation:

EXCEL: [8.1: HOLD A SUSTAINABILITY EVENT - WORKSHEET \(2021\)](#)

PDF: [8.1: HOLD A SUSTAINABILITY EVENT - PHOTOS FROM PITCHIN! CLEANUP EVENT ON APRIL 17, 2021](#)

Documentation Details: 8.1: Hold a Sustainability Event - We have uploaded the required Sustainability Event worksheet, which has information on the 19 events we are submitting for the maximum point value of 15 points. (more than 10 events held in lookback period). We've also uploaded a set of photos from the PitchIn! Cleanup event on April 17, 2021. (event #15 on our list)

Partners: 8.1.1: Sustainability event - The Town had many partners for our various sustainability events. Specific details on the contribution of the Town and its respective partners is detailed on the attached worksheet in the designated field. Partners included BrandBuilders, UCONN, the Town of South Windsor, Connecticut River Conservancy, the Salvation Army, Bicycles East, the DEA, and Glastonbury Community Action Partnership (GCAP). All partners played support roles in these events, which were primarily organized and facilitated by the Town with their support.

Additional Information: As noted above, we have uploaded the required worksheet for action 8.1, along with some example photos from one of our events. Seeking 15 points for hosting more than 10 sustainability events within the lookback period.

8.2 Provide Effective Community Communications

15 Points

Approved Information: 8.2.1 Provide Effective Community Communications (15 points)

Supporting Documentation:

WORD: [8.2.1 - COMMUNICATIONS INVENTORY FOR TOWN OF GLASTONBURY \(2021\)](#)

WORD: [8.2.1 - COMMUNICATIONS STRATEGY FOR THE TOWN OF GLASTONBURY \(2021\)](#)

WORD: [8.2.1A - COMMUNICATIONS WORKSHEET \(2021\)](#)

Documentation Details: 8.2.1 Provide Effective Community Communications (15 points) -for this action, we have submitted 3 documents. 1) a copy of our communications STRATEGY 2) a copy of our Communications INVENTORY listing our municipal communications platforms and an evaluation of their effectiveness 3) the required worksheet for this action.

Partners: 8.2.1 - Community Communications. The Town did not actively work with any partners to implement this action, however we often engage local community organizations to help further extend our reach such as the CT River Valley Chamber of Commerce, the local media outlets (e.g. Glastonbury Citizen newsletter), and a variety of other local interest groups if/when applicable. When involved, these organizations' activities are primarily to cross-promote within their respective communication channels to expand our reach within the community - e.g. posting content to their social media pages, e-newsletters, and other communications platforms.

Additional Information: In regards to our communications strategy, Glastonbury engages community stakeholders on an ongoing basis to both shape and revise the attached strategy. We have attached our inventory, strategy, and required worksheet for 15 points on this action item. As noted in the worksheet and above, please note that the Inventory is uploaded separately/independent from our strategy document.

8.5 Collaborate With Other Municipalities

30 Points

Approved Information: 8.5.2: Collaborate with other municipalities (30 points)

Supporting Documentation:

WORD: [8.5.2 - COLLABORATE WITH OTHER MUNICIPALITIES - SUMMARY OVERVIEW](#)

WORD: [8.5.2 - WORKSHEET 1 OF 3](#)

WORD: [8.5.2 - WORKSHEET 2 OF 3](#)

WORD: [8.5.2 - WORKSHEET 3 OF 3](#)

PDF: [8.5.2 - APPENDIX "CCSMM PRESENTATION AND MEETING MINUTES"](#)

PDF: [8.5.2 - APPENDIX "COMPOST PICKUP EVENT A SUCCESS!"](#)

PDF: [8.5.2 - APPENDIX - COMPOSTING WORKSHOP PRESENTATION AND WEBSITE PROMOTION](#)

PDF: [8.5.2 - APPENDIX - HHW COLLABORATION](#)

PDF: [8.5.2 - APPENDIX - BAY STATE TEXTILES AGREEMENT](#)

Documentation Details: 8.5.2 - Collaborate with other Municipalities - For this action, we have uploaded several documents including: - Summary overview document detailing Glastonbury's collaboration with other municipalities. Our overview Word document lists 5 collaborative efforts for the max of 30 points. The overview document provides a detailed overview of each initiative and references the corresponding worksheet and appendix. - 3 of the required Worksheets for this action (max of 3 items on each one) - Appendices - we have included 5 appendices that provide documentation to demonstrate our collaboration efforts on each of the 5 projects we are submitting for the max of 30 points. Our Overview Word document references what appendices and worksheets correlate with each initiative.

Partners: 8.5.2: Collaborate with other Municipalities - Please see our uploaded worksheets, overview document, and appendices for a detailed summary of our specific partnerships for each respective collaboration. Partners include the Town of South Windsor, CCSMM (DEEP), BrandBuilders, Capitol Region East Operating Committee (CREOC), UCONN, and Bay State Textiles,

Additional Information: 8.5.2 - Collaborate with other Municipalities - As noted above, we are requesting the max of 30 points for this action. We have uploaded the required worksheets and a detailed overview of 5 collaborative efforts the Town has conducted with various partners to further a number of sustainability initiatives including food waste/organics recycling, additional materials recycling, composting, etc. or this action. Our overview Word document lists 5 collaborative efforts for the max of 30 points and is intended to supplement the 3 worksheets. Seeking 30 points.

9. Strategic Materials Management

9.3 Recycle Additional Materials and Compost Organics

30 Points

Approved Information: 9.3.1 - Recycle Additional Materials (30 points)

Supporting Documentation:

WORD: [9.3.1 - OVERVIEW OF NON-MANDATED MATERIALS RECYCLING PROGRAMS IN GLASTONBURY \(4 PROGRAMS FOR 40 POINTS\)](#)

PDF: [9.3.1 - APPENDIX - RECYCLE ADDITIONAL MATERIALS](#)

Documentation Details: 9.3.1 - We are submitting for the maximum number of points for 4 different recycling programs that Glastonbury offers for non-mandated materials including Textiles, brush, aggregate material, and food waste/organics. For this action, we're uploaded 2 documents: - Word document which summarizes each of these 4 recycling programs, including evidence of implementation, partnership details, and educational materials provide to populations served. - Appendix - which includes partnership agreements and educational/marketing materials. The Word document references where in the Appendix the applicable documents can be found for the reviewer's convenience.

Partners: 9.3.1 - Details for partnership agreements and involvement are described in our overview submission summary. To reiterate here, the Town partners with the following organizations for these non-mandated recycling programs: - Textile Recycling - Bay State Textiles - Through this partnership agreement, the Town of Glastonbury provides the site/location for the collection containers. Bay State Textiles provide the collection containers themselves, picks up and transports the materials, and ultimately recycles them. - Brush - Harvest New England - Harvest New England provides a double grinding process of the material, and the finished product is used for mulching at all Town facilities. - Aggregate Recycling - Hubert E. Butler Corporation Co - Partner provides Town with equipment to crush and reclaim the stockpiled aggregate material. - Food Waste Collection:: 2 Partners - All Waste - The Town leases the food waste collection containers from All Waste. - Quantum Bio Bower - The Town hauls the collected materials to the Quantum Bio Power facility in Southington. Quantum ultimately creates clean renewable energy through an anaerobic digestion process and reclaim the nutrients to produce an organic compost material.

Additional Information: Glastonbury has numerous recycling programs outside of what is mandated by the state. We have included an attachment outlining the 4 for which we are seeking credit for the maximum 40 points: textiles, brush, aggregate material, and food waste/organics. (the four are numbered in the document). The document includes evidence of implementation, partnership documentation, applicable data, and examples of educational efforts and public outreach for each program within the past 3 years for rolling credit. An accompanying appendix provides further supporting documentation where requested, and, as mentioned above, the Word document references where within the appendix applicable documents can be found. Seeking 40 points. Requesting 40 points for this action item.

9.4 Develop a Food Waste Prevention Campaign or Food Scraps Recovery Campaign or Program

10 Points

Approved Information: 9.4.2: Choose one or more target sectors in which to implement a food scraps recovery campaign or program or food waste prevention. (10 points)

Supporting Documentation:

WORD: [9.4.2 - OVERVIEW OF YOUR COMMUNITY'S FOOD SCRAPS RECOVERY OR FOOD WASTE PREVENTION CAMPAIGN/PROGRAM](#)

PDF: [9.4.2 - COMPOSTING CAMPAIGN - APPENDIX](#)

WORD: [9.4.2 - MEMO OF MEETING BETWEEN REFUSE AND HEALTH DEPARTMENTS](#)

Documentation Details: 9.4.2 - For this action we're uploading 3 documents: - An overview of our food waste reduction program (composting program) - Appendix of supporting documents - Memo documenting the meeting between the Refuse Disposal Division and the Glastonbury Health Department. Within our "Overview" document, we specify what pages in the Appendix to reference where applicable for the reviewer's convenience.

Partners: 9.4.2: Choose one or more target sectors in which to implement a food scraps recovery campaign or program or food waste prevention: For this composting/food reduction campaign, the Town partnered with the Town of South Windsor as well as UCONN and BrandBuilders. Please see the uploaded overview document for a detailed description of our collaborative efforts with these partners.

Additional Information: The attached documents include an overview of the program, summary of outreach efforts (including events where the program was highlighted/discussed), web links and screenshot examples of our educational/promotional materials, and the date of the Refuse Department's meeting with the Health Department. We have also provided an appendix of supporting documentation and copy of the memo for the meeting between the Health and Refuse Departments. Seeking 10 points on this action.

10. Optimal Health and Wellness Opportunities

10.3 Improve Air Quality in Public Spaces

25 Points

Approved Information: 10.3.2 - Implement or maintain a smoking and tobacco use reduction campaign. (10 points) 10.3.3 - Adopt one or more policies designed to reduce tobacco use in your municipality. (15 points)

Supporting Documentation:

PDF: [10.3.3 - GLASTONBURY BOATHOUSE BUILDING USE POLICIES](#)

PDF: [10.3.3 - TOWN OF GLASTONBURY "NO SMOKING" ADMINISTRATIVE POLICY](#)

PDF: [10.3.3 - TOWN ORDINANCE - TOBACCO-FREE AND SMOKE-FREE RECREATION AREAS - WITH INTRODUCED/ADOPTION DATE](#)

PDF: [10.3.3 - TOWN ORDINANCE - TOBACCO-FREE AND SMOKE-FREE RECREATION AREAS](#)

WORD: [10.3.2 - TOBACCO AND VAPING REDUCTION CAMPAIGN](#)

Documentation Details: 10.3.3 - Adopt one or more policies designed to reduce tobacco use in your municipality. (15 points) - For this action, we're uploading 3 documents. 1) Town ordinance for tobacco-free and smoke-free recreation areas - see highlighted sections at the bottom of page 1 and top of page 2; and 2) The Town Ordinance - attaching a second copy of ordinance which specified the date the policy was introduced and adopted. 2) Our Building use Policy for the Town-owned event venue, the Glastonbury Boathouse - see highlighted section on page 2. 3) Town of Glastonbury "No Smoking" Administrative Policy 10.3.2 - Implement or maintain a smoking and tobacco use reduction campaign. - For this action, we've uploaded 1 document which provides an overview of our tobacco/vaping reduction campaign activities over the past 3 years. It also includes documentation and website links to demonstrate our ongoing commitment to this subject.

Partners: 10.3.2 - Our uploaded file provides a detailed overview of partnerships for our tobacco reduction campaign. Partners included the Glastonbury Public Schools, Senator Richard Blumenthal, and Yale/Hartford Hospital. 10.3.3 - None.

Additional Information: We are submitting for a total of 25 points under this action, for sub actions 10.3.2 and 10.3.3. As mentioned in the timeframe for credit field above, we are submitting 10.3.3 for rolling Credit. The attached Town policies designed to reduce tobacco use in Glastonbury were reviewed by Town Manager, Richard J. Johnson on July 8, 2021. The ordinance/policies are still current and relevant as written, and they will be reviewed again in the coming year to address recent legalization regarding marijuana, however this review will take place after the SCT certification period.

10.4 Develop and Promote Community Growing Spaces

15 Points

Approved Information: 10.4.1 - Develop and promote community growing spaces (15 points)

Supporting Documentation:

WORD: [10.4.1 - COMMUNITY GARDENS \(WITH PHOTOS\)](#)

Documentation Details: 10.4.1 - Develop and promote community growing spaces - We have uploaded 1 document for this action, which provide photos of the community gardens and the required site details. (e.g. description of spaces, what's being grown, how we engage community members). The spaces are located on Town-owned property.

Partners: 10.4.1. Community Growing Spaces: None

Additional Information: 10.4.1 - Develop and promote community growing spaces - We have uploaded 1 document for this action, which provide photos of the community gardens as well as a description of what the spaces are and what's being grown. It also highlights how the town connects with residents to promote/educate them about the spaces and how they can rent/access the space. The spaces are located on Town-owned property. Seeking 15 points for this action.

11. Healthy, Efficient and Diverse Housing

11.1 Design and Implement an Affordable Housing Plan

10 Points

Approved Information: 11.1.1: Create a housing committee...(10 points)

Supporting Documentation:

WORD: [11.1.1: AFFORDABLE HOUSING STEERING COMMITTEE OVERVIEW WITH PARTICIPANTS AND COMMUNITY ENGAGEMENT PROCESS AND STRATEGY](#)

PDF: [11.1.1 - HOUSING COMMITTEE MEETING MINUTES - APRIL 20, 2021](#)

PDF: [11.1.1 - HOUSING COMMITTEE MEETING MINUTES - MAY 26, 2021](#)

Documentation Details: 11.1.1 - We are attaching 3 documents - the first is an overview of Glastonbury's Affordable Housing Committee, including names, titles, and a description of the group's community engagement process and strategy. The second document is Minutes from the Committee's meeting on April 20, 2021, and the third is the minutes from their meeting on May 26, 2021.

Partners: 11.1.1 - The attached document explains the partnerships formed as part of this Committee. Please see our uploaded document for specific partnership roles. To summarize here, the Town is working with the following partners on this initiative: - Glastonbury Housing Authority - Planimetrics - Town Plan and Zoning Commission - Glastonbury community members

Additional Information: 11.1.1 - We attached 3 documents for this action - an overview of the Affordable Housing Committee and minutes from 2 of their recent meetings. Seeking 10 points.

11.2 Grow Sustainable and Affordable Housing Options

20 Points

Approved Information: 11.2.2 - Increase your municipality's affordable housing, as compared to a baseline within the past 5 years (10 points) 11.2.3 - Commit dedicated funding to affordable housing development. (10 points)

Supporting Documentation:

WORD: [11.2.2 - SUMMARY OF AFFORDABLE HOUSING PERCENTAGES AS COMPARED TO BASELINE](#)

PDF: [11.2.2 - CT DEPARTMENT OF AFFORDABLE HOUSING APPEALS LIST \(2020\)](#)

PDF: [11.2.2 - CT DEPARTMENT OF AFFORDABLE HOUSING APPEALS LIST \(2016\) - FOR BASELINE COMPARISON](#)

WORD: [11.2.3 - OVERVIEW OF TOWN-DEDICATED FUNDING TO AFFORDABLE HOUSING DEVELOPMENTS](#)

PDF: [11.2.3 - GL-2021-19-PO TO ACORE BUILDERS & SOW - 2157 MAIN ST.](#)

PDF: [11.2.3 - PURCHASE ORDER SUPERIOR HEATING AND COOLING INC. - 2157 MAIN ST](#)

PDF: [11.2.3 - BID RESPONSE JHS RESTORATION INC. - 1098 NLT](#)

PDF: [11.2.3 - PURCHASE ORDER JHS RESTORATION - 1098 NLT](#)

PDF: [11.2.3 - SUSTAINABLE CT - APPROVED GC COST CERT FOR BUILDING PERMIT FEE](#)

PDF: [11.2.3 - TOWN COUNCIL MINUTES - APPROVE PILOT REDUCTION CENTER VILLAGE 5%](#)

PDF: [11.2.3 - CENTER VILLAGE 2020 FINANCIAL STATEMENTS](#)

Documentation Details: 11.2.2 - Increase your municipality's affordable housing, as compared to a baseline within the past 5 years - we're including 3 documents for this action - an overview of the growth of affordable housing in Glastonbury as compared to the baseline year, (titled 11.2.2 - Summary of Affordable

Housing Percentages as compared to baseline"), and copies of the most recent Affordable Housing Appeals List (2020) and the 2016 Affordable Housing Appeals List for comparison for 10 points. See 3 attachments titled beginning with 11.2.2. 11.2.3 - Commit dedicated funding to affordable housing development. - For this action, we're uploading the following documents: - Word document summarizing the funding the Town of Glastonbury has dedicated to affordable housing over the past 3 years. The summary includes an overview of what was funded with dollar amounts and dates occurred as requested. (titled "Overview of Town-dedicated funding to affordable housing developments") - We've also uploaded several documents to demonstrate the funding commitment, whether that be through purchase orders, minutes, or financial statements. The Overview document references which documents specifically correlate with each investment for the reviewer's convenience.

Partners: 11.2.2 - None. (*Other than using the state Department of Housing website to pull this data) 11.2.3 - Glastonbury Housing Authority. The Town collaborated with the Glastonbury Housing Authority to support and fund affordable housing development., Please see the uploaded documents for specific details regarding this partnership/collaboration (e.g. Town waived permit fees, agreed to PILOT program, etc.)

Additional Information: For action 11.2.2, we are comparing the baseline affordable housing percentage from 2016 to 2020. During this time, the affordable housing percentage increased from 5.32% to 5.73% or a change of 0.41%. This is greater than 0.25% and therefore should earn us 10 points on this action. For action 11.2.3 - Commit dedicated funding to affordable housing development. - we've uploaded several documents. The first is a Word document summarizing the funding the Town of Glastonbury has dedicated to affordable housing over the past 3 years. The summary includes an overview of what was funding with dollar amounts and dates occurred as requested. Within the Word document, we have highlighted what attachments the reviewer should reference, which have also been uploaded into this portal, providing the specific document name and the page(s) where the supporting information can be found for reviewer convenience. For example, for the work done at 2157 Main St., we have attached 2 POs for the work done/parts ordered. For 1098 New London Tpke, we've uploaded the Bid Response and the PO for materials. For the Town's collaboration with the Housing Authority, we have uploaded 3 documents, 1 to show the estimated building permit savings, another of the Council Minutes where the Town Council approved the PILOT program (see page 2 in minutes document), and the audit report for the Center Village project. Seeking 20 points for these 2 actions.

11.3 Implement Policy for Sustainable, Diverse Housing Options

20 Points

Approved Information: 11.3.3 - Allow four or more unrelated people to live in a single household, pursuant to your municipality's definition of "family" and/or your municipality's maximum occupancy limitation; and/or provide flexibility within your municipality's definition of "family" that allows for alternative living arrangements, such as non-traditional families, cooperative housing, and groups that meet the definition of disability found in the Fair Housing Act, while still ensuring health and safety. (20 points)

Supporting Documentation:

PDF: [11.3.3 - GLASTONBURY ZONING REGULATIONS RE: UNRELATED PEOPLE IN A SINGLE HOUSEHOLD](#)

Documentation Details: 11.3.3 - Zoning Regulations - Please see highlighted section on page 13 in the attached Zoning regulations document. (definition of family)

Partners: 11.3.3 - None.

Additional Information: 11.3.3 - Please see highlighted section on page 13 in the attached Zoning regulations document re: definition of family. Regulations were amended on 1-4-2021. Please use the page numbers of the electronic PDF document as opposed to the page numbers in the footer. (it is on page 13 of the PDF but the page number in the footer says 4)

