



## Sustainable CT Community Certification Report

This is the Sustainable CT Certification Report of Glastonbury, a Sustainable CT gold certified applicant.

Glastonbury was certified on October 04, 2024 with 855 points. Listed below is information regarding Glastonbury's Sustainable CT efforts and materials associated with the applicant's certified actions.

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### Contact Information

The designated Sustainable CT contact for Glastonbury is:

<b>Name:</b>	KATHRYN PAQUETTE
<b>Title/Position:</b>	MARKETING & COMMUNICATIONS MANAGER / TOWN MANAGER
<b>Phone:</b>	860-652-7518

## Actions Implemented

Each approved action and supporting documentation for which Glastonbury was approved for in 2024 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](mailto:info@sustainablect.org) with specific questions.

### 1. Inclusive and Equitable Community Impacts

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#### 1.1 Optimize for Equity – REQUIRED for All Certification Levels

40 Points

**Approved Information:** 1.1.1 (40 points)

**Supporting Documentation:**

PDF: [EQUITY TOOLKIT - WELLES PARK PLAYGROUND - 10.7.2 - FINAL - WITH SURVEY RESULTS.PDF](#)

WORD: [EQUITY TOOLKIT - FARM ASSISTANCE PROGRAM 2024 - ACTION 2.4.6.DOCX](#)

PDF: [EQUITY TOOLKIT - LIBRARY PROGRAMS - FINAL.PDF](#)

WORD: [EQUITY TOOLKIT - 10.3.2 - SUBSTANCE USE REDUCTION CAMPAIGN.DOCX](#)

**Documentation Details:** 1.1 - Equity Toolkit - 10.7.2 - Improve an open space - Welles playground - We have uploaded 1 document, which includes our equity toolkit and the survey results referenced within. 1.1 Equity Toolkit - 4.2.13 - Other initiative to support arts and Culture - Library Programming - We are uploading our equity toolkit (1 document) which explains the story and efforts surrounding this project. 1.1 Equity Toolkit - 2.4.6 - Other initiative supporting local businesses - Farm Assistance Program 1.1 Equity Toolkit - 10.3.2 - Implement a substance use campaign - Caregiver support groups - we have uploaded one document for this

**Partners:** 1.1 Equity Toolkit - Applied to 10.7.2 - Welles Playground Improvements - as noted within, the Town partnered with the Glastonbury Housing Authority to execute this project. 1.1 Equity Toolkit applied to 4.2.13 - Library Programming - The Library had support from the Second Century Fund, WTML Board, and Friends of the Welles-Turner Memorial Library in executing some elements of this toolkit. 1.1 Equity Toolkit - 2.4.6 - Farm Assistance Program - local farm community, Agricultural Advisory Committee, Town Council 1.1 Equity Toolkit - 10.3.2 - Implement a substance use campaign - Caregiver support groups - Glastonbury Public Schools

**Additional Information:** We are submitting these 4 equity toolkits for the GOLD designation and 40 points.

## 1.2 Participate in Equity Training – REQUIRED for Gold Certification

5 Points

**Approved Information:** 1.2.2 (5 points)

### Supporting Documentation:

**WORD:** [1.2.1 PARTICIPATE IN EQUITY TRAINING - 2024 CERTIFICATION.DOCX](#)

**WORD:** [1.2.2 - HOST EQUITY TRAINING FOR MUNICIPAL STAFF.DOCX](#)

**Documentation Details:** 1.2.1 - Attend a series of SCT equity training sessions (10 points) - See attached document, which summarizes the names and titles of the Glastonbury staff members and elected office (Democratic Registrar of Voters) who attended the training, and the dates of said trainings. 1.2.2 - Host Equity training for staff (5 points) - see attached summary which includes 2 equity training courses and requested information (# of attendees, course name, date, topics covered, etc.)

**Partners:** 1.2.1 - Sustainable CT 1.2.2 - CT Healthy Living Collective, Glastonbury Public Schools

## 1.3 Develop and Adopt a Statement on Equity – REQUIRED for Gold Certification

20 Points

**Approved Information:** 1.3.1 (20 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.) Per Sustainable CT's "preliminary action review", no additional info is necessary for our 2024 recertification.

**Partners:** 1.3.1 - Glastonbury Town Council

## 2. Thriving Local Economies

## 2.2 Implement Sustainable Purchasing

25 Points

**Approved Information:** 2.2.1 (5 points) 2.2.2 (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 - The Town of Glastonbury Sustainable Purchasing Policy (originally adopted in May of 2018) was reviewed in March and April of 2021 by the individuals listed below. The review was ultimately approved on April 15, 2021 with NO required updates or changes needed. The policy is still current and relevant as written. · Richard J. Johnson, Town Manager · Mary Visone, Glastonbury Purchasing Agent · Lisa Zerio, Glastonbury Parks & Recreation Director · Dan Pennington, Town Engineer, Manager of Physical Services · Mike Bisi, Sanitation Superintendent · Barbara Bailey, Library Director · Dave Sacchitella, Building Superintendent · Julie Twilley, Director of Finance and Administrative Services · Kathryn Paquette, Marketing & Communications Manager · Lori LaCapra, Youth and Family Services Director · Wendy Mis, Director of Health

**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.

## 2.4 Provide Resources and Supports to Local Businesses

20 Points

**Approved Information:** 2.4.3 (10 points) 2.4.6 (10 points)

### Supporting Documentation:

PDF: [2021 PASSPORT TO HEALTH MAIN FLYER.PDF](#)

IMAGE: [PASSPORT FLYER 2023.PNG](#)

WORD: [2.4.3 - THREE EVENTS TO BUILD COMMUNITY RECOGNITION - PP2H FAIRS.DOCX](#)

IMAGE: [PASSPORT FLYER 2024.PNG](#)

PDF: [PASSPORT TO HEALTH 2021 VENDORS, DEMOS, SPEAKERS.PDF](#)

PDF: [PASSPORT TO HEALTH 2023 VENDORS.PDF](#)

PDF: [PASSPORT TO HEALTH FINAL VENDORS 2024.PDF](#)

WORD: [2.4.6 - FARM ASSISTANCE PROGRAM 2024 - PROGRAM OVERVIEW.DOCX](#)

WORD: [PRESS RELEASE - FARM ASSISTANCE PROGRAM OPENS FOR APPLICATIONS - MAY 31 2024.DOCX](#)

PDF: [2.4.6 - TOWN COUNCIL REGULAR MEETING \(10-24-23\) MINUTES - ARPA ALLOCATION TO FAP 2023-2024 - HIGHLIGHTED.PDF](#)

**Documentation Details:** 2.4.3 - Three events to promote community recognition for local businesses (10 points) - we have uploaded 7 documents - 1 Word document explaining the three events that we hosted to promote community recognition - specifically Passport to Health Fairs held in 2021, 2023 and 2024. We also uploaded the flyer and vendor list for each respective event. The documents are titled accordingly. 2.4.6 - Other initiative supporting local businesses (10 points) - Farm Assistance Grant Program - We are uploading 3 documents: - Overview of grant program - Minutes from Town Council meeting where program funding was approved/appropriated - see Public Hearing #1, which begins at the bottom of page 6 and continues on to page 7. (Highlighted portion) - Press release announcing the program Note: we will also be submitting an equity toolkit for action 2.4.6

**Partners:** 2.4.3 - N/A 2.4.6 - N/A

## 3. Well-Stewarded Land and Natural Resources

### 3.1 Provide Watershed Education

5 Points

**Approved Information:** 3.1.1c (5 points)

**Supporting Documentation:**

**WORD:** [WATERSHED PLEDGE - UPDATED WITH QR CODE - 2023.DOCX](#)

**WORD:** [3.1.1C - WATERSHED PLEDGE - OUTREACH EFFORTS AND UPDATES FOR 2024 RECERTIFICATION.DOCX](#)

**PDF:** [WATERSHED PLEDGE FLYER - EARTH DAY 2023.PDF](#)

**Documentation Details:** 3.1.1c: Promote and encourage residents and business owners to take a watershed health pledge (5 points) - Glastonbury continued to promote water conservation activities and encouraged residents to sign our Watershed Pledge over recent years. In 2023, we did a campaign where we updated the hardcopy pledge to include a QR code where folks could complete it online in real-time, and we used the QR code in our promotional materials, which were displayed at Town facilities and events. Please see 3 attachments which include the blank pledge, an overview of our recent outreach efforts, and a flyer example.

**Partners:** 3.1.1.c - None.

## 3.4 Develop an Open Space Plan

35 Points

**Approved Information:** 3.4.3 (10 points) 3.4.4a (15 points) 3.4.4b (10 points)

### Supporting Documentation:

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

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

WORD: [3.4.3 - WORKSHEET 2](#)

WORD: [3.4.4A - SUMMARY OF TOWN OPEN SPACE ACQUISITIONS.DOCX](#)

WORD: [3.4.4B - INCREASE OPEN SPACE - CLIMATE LEADER DESIGNATION PROPERTY LIST](#)

PDF: [RECORDED EXECUTRIX DEED - 205 WOOD POND ROAD \(BUCKINGHAM\).PDF](#)

PDF: [RECORDED QUITCLAIM DEED - 50 NYE ROAD.PDF](#)

PDF: [RECORDED QUITCLAIM DEED - 295 WELLES STREET.PDF](#)

PDF: [RECORDED TRUSTEE'S DEED - 2451 OLD HEBRON ROAD.PDF](#)

PDF: [RECORDED WARRANTY DEED - 50 NYE ROAD.PDF](#)

PDF: [RECORDED WARRANTY DEED - 205 WOOD POND ROAD \(MCVEY\).PDF](#)

PDF: [RECORDED WARRANTY DEED - 220 OVERLOOK ROAD.PDF](#)

PDF: [RECORDED WARRANTY DEED - 295 WELLES STREET.PDF](#)

PDF: [RECORDED WARRANTY DEED - 297 MATSON HILL ROAD.PDF](#)

PDF: [RECORDED WARRANTY DEED - 1361 MAIN STREET.PDF](#)

PDF: [RECORDED WARRANTY DEED - DAYTON ROAD PARCELS \(4\).PDF](#)

WORD: [3.4.4B - ESTABLISH AN OPEN SPACE ACQUISITION FUND - 2024 BALANCE.DOCX](#)

PDF: [RECORDED WARRANTY DEED - GLASTONBURY MEADOWS PARCELS.PDF](#)

WORD: [3.4.3 - OPEN SPACE PLAN - STATEMENT OF HOW PLAN IS STILL RELEVANT AND USED IN 2024.DOCX](#)

**Documentation Details:** 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, completed worksheet 2, and a statement of how the Plan is still relevant and used by our municipality. 3.4.4a - Acquire new preserved open space (15 points) - See document "3.4.4a - Summary of Town Owned Space Acquisitions". We have also uploaded the deeds for all 9 properties. (See documents with "Deed" in the title. As noted within our summary document, all acquired properties will be owned/maintained by the Town of Glastonbury. 3.4.4b - Establish an Open Space Acquisition Fund (10 points) - please see attached documents titled "3.4.4b - Minutes from Town Council..." showing when the fund was established and document titled "3.4.4.b - Establish an Open Space Acq Fun - 2024 balance" which shows the balance as of the end of the past fiscal year.

**Partners:** 3.4.3 - None 3.4.4a and 3.4.4b: None

### 3.5 Create a Natural Resource and Wildlife Inventory

20 Points

**Approved Information:** 3.5.1 (10 points) 3.5.2 (10 points)

**Supporting Documentation:**

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

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](#)

WORD: [3.5.2 - NATURAL RESOURCES MEMO\\_04242024.DOCX](#)

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

**Documentation Details:** 3.5.1 - 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, NDDDB, 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 - Natural Resources Memo 04242024:" Note: The inventory is updated on an ongoing basis through the Town's GIS. Accordingly, the attached PDFs are snapshots in time and subject to ongoing changes made through the GIS. 3.5.2 - please see document titled "3.5.2 - Natural Resources Memo 04242024" which was updated on April 2024 to reflect the latest inventory. This document outlines how the inventory is relevant and used by the Town as of April 2024.

**Partners:** 3.5.1 - None. 3.5.2 - None.

### 3.6 Manage for Drought and Municipal Water Use

20 Points

**Approved Information:** 3.6.1 (10 points) 3.6.2 (10 points)

**Supporting Documentation:**

PDF: [3.6.1 WATERSENSE MUNICIPAL POLICY](#)

WORD: [3.6.2 - DROUGHT COMMUNICATIONS PLAN - 2024.DOCX](#)

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

**Documentation Details:** 3.6.1 - Use WaterSense labeled products in new municipal construction. We are attaching 2 documents for this action. - 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). - Documentation to prove we have incorporated WaterSense products into new municipal construction (titled 3.6.1 - 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. 3.6.2 - Develop a Drought Communications Plan - We have included our Plan, which was last reviewed in 2024 and updated for minor grammatical changes and to reflect recent activities and current website screenshots.

**Partners:** 3.6.1 - 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. 3.6.2 - 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.

## 3.10 Facilitate Invasive Species Education and Management

45 Points

**Approved Information:** 3.10.1a (10 points) 3.10.1b (10 points) 3.10.1c (5 points) 3.10.2 (15 points) 3.10.3 (5 points)

### Supporting Documentation:

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

**WORD:** [3.10.1A - MUNICIPAL REGULATIONS RE INVASIVE SPECIES- 2024 - REVISED.DOCX](#)

**PDF:** [3.10.1A - ASDRC CHECKLIST PROHIBITING INVASIVE PLANTINGS IN DEVELOPMENTS.PDF](#)

**WORD:** [3.10.1B - PLAN FOR INVASIVE SPECIES TREATMENTS - 2024 UPDATED AUG 14 2024](#)

**WORD:** [3.10.2 - FACILITATE INVASIVE SPECIES EDUCATION AND MANAGEMENT.DOCX](#)

**PDF:** [3.10.1A - BUILDING ZONE REGS - HIGHLIGHTED SECTIONS RE ASDRC.PDF](#)

**WORD:** [3.10.3A AND B - 2024.DOCX](#)

**PDF:** [3.10.1A - INVASIVE PLANTS LIST - PUBLISHED BY THE CONNECTICUT RIVER COASTAL CONSERVATION DISTRICT, 3RD EDITION \(SEPT 2016\).PDF](#)

**Documentation Details:** 3.10.1a - We uploaded 4 documents - a summary of our regulations review process, the checklist required by the ASDRC and the Town's Building Zone Regulations which refers to compliance with the ASDRC checklist, and the approved plantings list used by our municipality. 3.10.1b - We uploaded our current plan for embedding invasive species management into our grounds maintenance practices, including examples of recent work. 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. 3.10.2 - Engage in invasive species management practices on municipal properties and in local waterbodies - we have included one document that summarizes the Town's invasive species management plan and examples of recent projects with before and after photos. 3.10.3a and b - We have uploaded 1 document that shows our educational resources on the Town website as well as details on one of our educational workshops held in May 2022.

**Partners:** 3.10.1a and 3.10.1b - The Town uses the acceptable plants list generated by the CT River Coastal Conservation District. 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: The Town worked with volunteers from the Rotary Club to execute the example projects. We also partnered with the town of East Hartford, the CT River Conservancy, and Blue Earth compost for the water chestnut eradication efforts. This collaboration is further detailed under our submission for action 8.6. 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.

### 3.11 Implement Green Grounds and Maintenance Programs

25 Points

**Approved Information:** 3.11.1 (10 points) 3.11.2a (5 points) 3.11.2d (10 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 GEHMS](#)

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

**WORD:** [3.11.2A - IPM PLAN FOR GLASTONBURY PUBLIC SCHOOLS - 2023.DOC](#)

**WORD:** [3.11.2D - LAND USE PRACTICE BMPS - NATIVE PLANTING AND PRUNING 2024.DOCX](#)

**PDF:** [3.11.2D - INVASIVE PLANTS LIST - PUBLISHED BY THE CONNECTICUT RIVER COASTAL CONSERVATION DISTRICT, 3RD EDITION \(SEPT 2016\).PDF](#)

**Documentation Details:** 3.11.1a - Inventory for Properties Maintained by our Municipality (10 points) - Our inventory is attached and is still accurate as of this writing on 8/19/2024. Per the Glastonbury Parks & Recreation Director, the Town actively used this inventory to ensure the department stays on track with the mowing schedule and as a reference for our IPM program and reporting schedules to the Board of Education. Additionally, the inventory is used as a guide when applying for grants. 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). We 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. The IPM Plan for Glastonbury Schools was last updated in 2023 as noted in the document title. The IPM plans for GEHMS and Glastonbury Parks and Recreation Department were last reviewed in 2023 and are still relevant and accurate as written. As of this writing, those 2 plans are currently under review with updated versions to be finalized after the close of this SCT cycle. The plans are actively used as part of the Town's ongoing IPM program to ensure that we are applying the best cultural practices that limit risk to people, pets, and the environment. 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 - The Parks & Recreation Director reviewed this document on 8/19 and confirmed that it is still relevant and actively used by our municipality. - A copy of the CT Invasive Plant List that the Town refers to as the "official" list of Banned non-native invasive weeds.

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

### 3.12 Enhance Pollinator Pathways

5 Points

**Approved Information:** 3.12.1 (5 points)

**Supporting Documentation:**

**WORD:** [3.12.1 - ENHANCE POLLINATOR PATHWAYS - EDUCATE RESIDENTS - 2024.DOCX](#)

**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 links/screenshots of applicable web pages.

**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.

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### 3.13 Promote Dark Skies

5 Points

**Approved Information:** 3.13.1 (5 points)

**Supporting Documentation:**

**WORD:** [SCT ACTION 3.13.1 - PROMOTE DARK SKIES.DOCX](#)

**Documentation Details:** 3.13.1 - Please see attached overview of our education/outreach efforts from 2024, which includes requested screenshots and web link.

**Partners:** 3.13.1 - None

### 3.14 Implement Sustainable Snow Management

5 Points

**Approved Information:** 3.14.1a (5 points)

**Supporting Documentation:**

WORD: [3.14.1A - ATTEND SNOW MANGEMENT TRAINING - 2024.DOCX](#)

PDF: [3.14.1A - SNOW MANAGEMENT TRAINING CERTIFICATES 2023.PDF](#)

PDF: [3.14.1A - TRAINING CLASS DESCRIPTION - GSP P FLYER VIRTUAL JAN. 2023.PDF](#)

**Documentation Details:** 3.14.1a - we have included 3 documents: - summary of who attended training including names and titles - program flyer (class description) - certificates for some of the attendees

**Partners:** 3.14.1a - CT Green Snow Pro

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## 4. Vibrant and Creative Cultural Ecosystems

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### 4.1 Inventory Tourism and Cultural Assets

5 Points

**Approved Information:** 4.1.2 (5 points)

**Supporting Documentation:**

WORD: [4.1.2 - UPDATE CTVISIT PROFILE.DOCX](#)

**Documentation Details:** 4.1.2: Update CTVisit.com profile - 5 points - See attached, which has our hyperlink and a screenshot to our recently updated CTvisit profile, completed in February of 2024.

**Partners:** 4.1.2: None, other than use of CTvisit.com platform.

## 4.2 Support Arts and Creative Culture

30 Points

**Approved Information:** 4.2.1 (10 points) 4.2.2 (5 points) 4.2.7 (10 points) 4.2.10 (5 points)

### Supporting Documentation:

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

WORD: [4.2.2 - INCLUDE ARTS AD CULTURE IN PUBLICLY AVAILABLE MARKETING -PRINTED OR WEB BASED - 2024 APPLICATION.DOCX](#)

PDF: [4.2.2 - EXAMPLE OF PROMOTIONS FOR FEATURED ARTIST PROGRAM IN AUGUST 2023 NEWSLETTER.PDF](#)

WORD: [4.2.7 STREAMLINE PERMITTING SYSTEM FOR EVENTS IN PUBLIC SPACES - 2024 - FINAL.DOCX](#)

WORD: [4.2.10 - SUPPORT AND PROMOTE ARTS & CULTURE AT LOCAL LIBRARIES - 2024.DOCX](#)

PDF: [4.2.1 - COUNCIL MINUTES - APPOINTMENT OF 2024 POET LAUREATE.PDF](#)

WORD: [4.2.13 - OTHER INITIATIVE SUPPORTING ARTS AND CREATIVE CULTURE IN YOUR MUNICIPALITY OR REGION.DOCX](#)

WORD: [4.2.13 - TAB AGENDA 051823.DOCX](#)

WORD: [4.2.13 - TEEN ADVISORY BOARD AGENDA - FEBRUARY 2023.DOCX](#)

**Documentation Details:** 4.2.1 - Establish a Poet Laureate (10 points) - We've attached the original Town Council resolution as well as the minutes from the Town Council meeting on 6/25/2024 where the new poet laureate was appointed. See page 11. 4.2.7 - Streamline permitting of events (10 points) - We've uploaded our permitting process, which was reviewed and updated in April 2024 to ensure it accurately reflects current Town actions. 4.2.13 - Other action supporting arts and culture (10 points) - this is one of the actions for which we are submitting an equity toolkit. For this action, we've included 3 documents: - overview of initiative supporting arts and culture - creation of a Teen Advisory Board - agenda from the Teen advisory board meeting in February 2023 - agenda from Teen advisory board meeting in May 2023 Additional documents (these documents are for actions exceeding the 30 point max and should only be considered as needed:) 4.2.2 - promote arts and culture through municipal marketing (5 points) - We uploaded 2 documents - the first is a summary of recent promotional efforts with links/screenshots and the second is an example of our monthly eNewsletter where we're promoting an arts/culture program. 4.2.10 - document titled "support and promote Arts & culture at local libraries - 2024" (5 points)

**Partners:** 4.2.1 - WTML Board 4.2.7 - None 4.2.13 - None 4.2.10 - None 4.2.2 - None

**Additional Information:** For this action, we are submitting for the maximum of 30 points for sub actions 4.2.1, 4.2.7, and 4.2.13. For 4.2.13, we are also submitting an equity toolkit. Because the Town completed activities to satisfy additional sub-actions, and specifically 4.2.2, and 4.2.10, we are including the documentation for those as well per SCT advisement. If you are reviewing the documents with consideration for the maximum point allowance, please be sure that action 4.2.13 is among those selected as this is required to accompany our equity toolkit submission. Thank you!

## 5. Dynamic and Resilient Planning

## 5.2 Adapt Permitting Process to Promote Sustainable Development

10 Points

**Approved Information:** 5.2.3a (10 points)

**Supporting Documentation:**

**WORD:** [5.2.3B - DEVELOPMENT REVIEW MANUAL](#)

**Documentation Details:** 5.2.3b - Review town processes for permitting and create a Development Review Manual - We have attached a copy of the Town's Development review manual for 10 points.

**Partners:** 5.2.3b - None

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## 5.3 Develop Agriculture-Friendly Practices

45 Points

**Approved Information:** 5.3.1 (20 points) 5.3.2 (10 points) 5.3.4 (5 points) 5.3.5 (10 points)

**Supporting Documentation:**

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

**EXCEL:** [5.3.2 - 2024 - LIST OF FARM LEASES - FOR SCT SUBMISSION](#)

**PDF:** [5.3.1 - TOG BUILDING AND ZONING REGULATION AMENDED 05-15-2024 - HIGHLIGHTED FOR REGS.PDF](#)

**WORD:** [5.3.4 - FARMER FORUM - 2024.DOCX](#)

**WORD:** [5.3.5 - ESTABLISH FUNDING TO ACQUIRE OR PRESERVE FARMLAND. \(10 POINTS\) - 2024 APPLICATION.DOCX](#)

**WORD:** [5.3.2 - FARM LINK DETAILS.DOCX](#)

**Documentation Details:** 5.3.1 - Adopt land use policies and regulations that promote and support active agricultural uses. - We have attached our full Building Zone Regulations document, which was last updated in May of 2024. Please see highlighted portions on pages 91, 93, and 96. 5.3.2 - We've uploaded 3 files for this action: - a combined PDF document that includes each lease document - a summary of active leases the Town currently maintains with local farms on Town-owned land. - a document highlighting our outreach efforts on CT Farmlink, including links and screenshots (titled "farm link details") 5.3.4 - Farmer Forum - we have uploaded one document that includes a brief overview of the forum and links/screenshots to where it was promoted on the Town website. 5.3.5 - Establish funding to acquire or preserve farmland - We've uploaded one document which provides a description and balance of the fund.

**Partners:** 5.3.1 - None 5.3.2 - None 5.3.4 - Office of Congressman Larson 5.3.5 - None

## 5.4 Assess Climate Vulnerability

10 Points

**Approved Information:** 5.4.2 (10 points)

**Supporting Documentation:**

WORD: [5.4.2 - COMMUNITY RESILIENCE WORKSHOP - STATEMENT OF RELEVANCY 2024.DOCX](#)

WORD: [5.4.1 WORKSHEET \(1\).DOCX](#)

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

WORD: [5.4.2 WORKSHEET \(2\).DOCX](#)

**Documentation Details:** 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. We've also included a statement of how the report is still relevant and used by our municipality.

**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.

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## 5.5 Inventory and Assess Historic Resources

5 Points

**Approved Information:** 5.5.4 (5 points)

**Supporting Documentation:**

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

**Documentation Details:** 5.5.4 - Rolling Credit - Achieve "Certified Local Government" status. Glastonbury has been certified since 1991.

**Partners:** 5.5.4 - None

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## 6. Clean and Diverse Transportation Systems and Choices

## 6.1 Implement Complete Streets

40 Points

**Approved Information:** 6.1.3 (20 points) 6.1.5 (10 points) 6.1.6 (10 points)

### 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 WORKSHEET - COMPLETE STREETS PROJECTS - SCT 2024 SUBMISSION - WITH DANS INFO.DOCX](#)

PDF: [6.1.5 - BFC BRONZE DESIGNATION - 2023 REPORT CARD.PDF](#)

**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. Per SCT's preliminary review of this action, we do not need to update for this recent cycle. 6.1.5 - Achieve at least Bronze level status in the League of American Bicyclists BFC program (10 points) - Our 2023 designation report card is attached, which denotes our Bronze level designation. 6.1.6 - Complete streets projects (10 points) - 5 projects that are eligible for 10 points - CLD action

**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:** Submitting actions 6.1.3, 6.1.5, and 6.1.6 towards our Climate Leader Designation - 40 points

## 6.4 Support Zero Emission Vehicle Deployment

15 Points

**Approved Information:** 6.4.2 (5 points) 6.4.4 (10 points)

### Supporting Documentation:

PDF: [6.4.4 - CONDUCT AT EVSE ASSESSMENT](#)

WORD: [6.4.2 SUPPORT ZERO EMISSION VEHICLE DEPLOYMENT - TRAINING \(5 POINTS\).DOCX](#)

**Documentation Details:** 6.4.2 - Participate in vehicle electrification training - See attachment which provides details about the training session staff attended through CCM. 6.4.4 - Conduct an EVSE Assessment (5 points) - Our attachment for 6.4.4. includes an overview of our assessment as well as the assessment itself (memo to Town Manager and summary of each proposed location with details.) - CLD action

**Partners:** 6.4.2 - CCM and Titan Energy provided the training/webinar. 6.4.4 - None

## 6.5 Promote Public Transit and Other Mobility Strategies

30 Points

**Approved Information:** 6.5.1 (5 points) 6.5.2 (5 points) 6.5.3 (10 points) 6.5.4 (10 points)

### Supporting Documentation:

WORD: [6.5.2 - BIKE EDUCATION - 2024 APPLICATION.DOCX](#)

WORD: [6.5.1 ALTERNATIVE TRANSPORTATION SCT 2024.DOCX](#)

PDF: [6.5.2 - LEAGUE CYCLING INSTRUCTOR CERTIFICATION SEMINAR\\_DESCRIPTION.PDF](#)

PDF: [6.5.4 - BICYCLE MASTER PLAN SEP 2021.PDF](#)

PDF: [6.5.3 BIKE-PED AUDIT BY GLASTONBURY BICYCLE ADVISORY GROUP JUNE 2022.PDF](#)

WORD: [6.5.4 BIKE MASTER PLAN - WORKSHEET 2024.DOCX](#)

WORD: [6.5.3 - BIKE-PED AUDIT WORKSHEET - 2024.DOCX](#)

WORD: [6.5.4 - BIKE MASTER PLAN - STATEMENT OF RELEVANCY AND USE.DOCX](#)

PDF: [6.5.3 - MEMO DISTRIBUTING AUDIT TO MUNICIPAL STAFF.PDF](#)

**Documentation Details:** 6.5.1 - Educate residents via existing regional mobility managers, websites, and social media apps about alternative routes and transportation methods. - See attached document outlining education efforts in 2023. 6.5.2 - Bicycle Education program (5 points) - We have uploaded 2 documents - the first is an overview of the 2 bike education programs the Town hosted during the lookback period, which includes the number of participants and requested information, and the second is an example of the outreach efforts for one of these programs. 6.5.3 - Bike/Pedestrian Audit - we have uploaded 3 documents - The audit report, the Worksheet, and proof that it was distributed to municipal staff. 6.5.4. - Bike Master Plan - The Town's Bike Master Plan was last updated in September 2021. We have uploaded 3 documents - the Plan itself, worksheet 2 and a statement of how its still relevant and used by our municipality.

**Partners:** 6.5.1. - CT Transit sent us educational flyers that we distributed at the Passport to Health booth. 6.5.2 - League of American Cyclists 6.5.3 - Bike Walk Glastonbury 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.

## 7. Renewable and Efficient Energy Infrastructure and Operations

## 7.1 Benchmark and Track Energy Use

10 Points

**Approved Information:** 7.1.1 (5 points) 7.1.2 (5 points)

### Supporting Documentation:

EXCEL: [7.1 - 7.2-7.4 - BENCHMARKING REPORT GLASTONBURY 2024-08-19.XLSX](#)

PDF: [EMAIL FROM AMY THOMPSON - ACTION 7.1 - 7.2 - 7.4.PDF](#)

**Documentation Details:** 7.1.1 and 7.1.2 - Report generated with help from Amy Thompson (10 points) - we have uploaded the report, generated in August 2024, and the email confirmation from Amy Thompson outlining the number of points we can claim for these efforts. (10 points for these 2 actions)

**Partners:** 7.1.1 & 7.1.2 - Energy Star for use of their portfolio manager site, UCONN for assistance with report generation

**Additional Information:** 7.1 and 7.1.2 should also be considered as part of our Climate Leader Designation

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## 7.2 Reduce Energy Use Across All Municipal Buildings

10 Points

**Approved Information:** 7.2.1 (10 points)

### Supporting Documentation:

EXCEL: [7.1 - 7.2-7.4 - BENCHMARKING REPORT GLASTONBURY 2024-08-19.XLSX](#)

PDF: [EMAIL FROM AMY THOMPSON - ACTION 7.1 - 7.2 - 7.4.PDF](#)

**Documentation Details:** 7.2.1 - Achieve an Energy Efficiency Target in Municipal & BOE Buildings (10 points) - We have uploaded the Energy Star report that was generated with help from Amy Thompson and Raquel, and the email confirmation from Amy stating we are eligible for 10 points under this action. See highlighted cell M8 in attached report. (10.4% reduction in site energy use)

**Partners:** 7.2.1 - CCAT

**Additional Information:** 7.2.1 should also be considered towards our Climate Leader Designation 2024.

### 7.3 Achieve High Energy Performance for Individual Buildings

10 Points

**Approved Information:** 7.3.1 (10 points)

**Supporting Documentation:**

**WORD:** [7.3.1 - ENERGY STAR RATINGS OF 75 OR HIGHER.DOCX](#)

**Documentation Details:** 7.3.1 - There are 2 Town of Glastonbury municipal buildings with a score of 75 or higher: - Glastonbury Town Hall (99) - Buttonball lane School (83) See attached document that includes a screenshot and hyperlink to each property's listing on the Energy Star Labeled Buildings and Plants web page.

**Partners:** 7.3.1 - Energy Star

**Additional Information:** 7.3.1 should also be considered towards our CLD

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### 7.4 Increase Use of Renewable Energy in Municipal Buildings

30 Points

**Approved Information:** 7.4.1 (30 points)

**Supporting Documentation:**

**EXCEL:** [7.1 - 7.2-7.4 - BENCHMARKING REPORT GLASTONBURY 2024-08-19.XLSX](#)

**PDF:** [EMAIL FROM AMY THOMPSON - ACTION 7.1 - 7.2 - 7.4.PDF](#)

**Documentation Details:** 7.4.1. - Increase Use of Renewable Energy in Municipal Buildings (30 points) - eligible for 30 points for offsetting total energy with solar by 32% - see highlighted cell in attached report. We have included both the report, generated with help from CCAT, and the email confirmation from Amy Thompson stating the number of points Glastonbury is eligible for this cycle.

**Partners:** 7.4.1 - CCAT

**Additional Information:** 7.4.1. should be considered towards our Climate Leader Designation 2024

## 7.6 Install Efficient Exterior Lighting

10 Points

**Approved Information:** 7.6.1 (10 points)

**Supporting Documentation:**

EXCEL: [7.6.1 - STREETLIGHT INVENTORY FROM EVERSOURCE 2022 - FOR SCT 2024 APPLICATION.XLSX](#)

WORD: [7.6.1 - STREETLIGHT COVER LETTER - FOR 2024 SCT APPLICATION.DOC](#)

**Documentation Details:** 7.6.1 - Streetlight inventory and lighting needs assessment (10 points) - we've uploaded 2 documents - lighting inventory - overview of our assessment and criteria for what to light and when to light

**Partners:** 7.6.1 - Eversource

**Additional Information:** 7.6.1 - Streetlight inventory and lighting needs assessment (10 points) - this action should be considered towards our climate leader designation

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## 7.9 Participate in and Promote the C-PACE Program

20 Points

**Approved Information:** 7.9.1 (20 points)

**Supporting Documentation:**

PDF: [7.9.1 - PASS A C-PACE RESOLUTION](#)

WORD: [7.9.1 - CPACE CONTENT ON TOWN WEBSITE.DOCX](#)

PDF: [GLASTONBURY CPACE AGREEMENT EXECUTED.PDF](#)

**Documentation Details:** 7.9.1 - CPACE resolution (20 points) - we have uploaded our resolution as well as a document with a hyperlink and screenshot of the C-PACE information on the Town website.

**Partners:** 7.9.1 - None

**Additional Information:** 7.9.1 should also be considered towards our CLD

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## 8. Inclusive Engagement, Communication and Education

## 8.1 Hold a Sustainability Event

20 Points

**Approved Information:** 8.1.1 (20 points)

### Supporting Documentation:

EXCEL: [8.1\\_SUSTAINABILITY\\_EVENT\\_TEMPLATE - 2024 APPLICATION.XLSX](#)

**Documentation Details:** 8.1: Hold a Sustainability Event - We have uploaded the required Sustainability Event worksheet, which has information on 18 events within the lookback period.

**Partners:** 8.1.1: Sustainability event - The Town had many partners for our various sustainability events. Partners are detailed within the attached worksheet.

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## 8.2 Provide Effective Community Communications

15 Points

**Approved Information:** 8.2.1 (15 points)

### Supporting Documentation:

WORD: [8.2 - COMMUNICATIONS INVENTORY WITH EVALUATION OF EFFECTIVENESS.DOCX](#)

WORD: [8.2 - COMMUNICATIONS STRATEGY-2024.DOCX](#)

WORD: [8.2.1A\\_WORKSHEET - 2024 APPLICATION.DOCX](#)

**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 Our attached inventory and strategy documents were updated this year (2024) to reflect changes since our last submission in 2021. Updates include notes on how this strategy and our extensive inventory are still extremely relevant and currently used by our municipality.

**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 newspaper), 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 updated 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.

## 8.6 Collaborate with Other Municipalities on Sustainability Actions – REQUIRED for Gold Certification

15 Points

**Approved Information:** 8.6.1 (15 points)

### Supporting Documentation:

WORD: [8.6\\_WORKSHEET\\_1 - KEENEY COVE INVASIVE ERADICATION AND COLLABORATION WITH EH - 2024 APPLICATION.DOCX](#)

**Documentation Details:** 8.6 - Collaborate with other municipalities on Sustainable Initiatives (15 points) - we've uploaded worksheet 1 which details our collaboration and shows examples of the outreach and results of this effort to date.

**Partners:** 8.6 - CT River Conservancy (CRC), Blue Earth Compost, Town of East Hartford

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## 9. Strategic Materials Management

## 9.3 Recycle Additional Materials

30 Points

**Approved Information:** 9.3.1 (30 points)

### Supporting Documentation:

PDF: [FY2024 WASTE DISPOSAL GUIDELINES.PDF](#)

PDF: [RECYCLING BROCHURE FY2020.PDF](#)

PDF: [WECARE DENALI CONTRACT EXTENSION - 2022.PDF](#)

PDF: [BAY STATE TEXTILES REPORT GLASTONBURY 2023 - YTD.PDF](#)

PDF: [INV\\_13896\\_FROM\\_BLUE\\_EARTH\\_COMPOST\\_INC.\\_17524.PDF](#)

PDF: [FOOD SCRAP RECYCLING OVERVIEW AND PLEDGE - 2023 - REVISED.PDF](#)

IMAGE: [MATTRESS COLLECTION RESULTS FROM FY23.PNG](#)

WORD: [9.3\\_WORKSHEET\\_1\\_TOG\\_2024.DOCX](#)

WORD: [9.3.1 - RECYCLE ADDITIONAL MATERIALS - 2024.DOCX](#)

**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 brush, mattresses, textiles, and food waste. For this action, we're uploading the following documents: - 9.3.1 worksheet - Summary of recycling efforts - Waste Disposal Guidelines - Recycling Brochure - Signed letter extending Town's agreement with WeCare Denali (brush recycling) - Invoice from Blue Earth composting (food waste recycling partner) - Flyer promoting food scraps recycling - BayState Textiles report for 2023 (textiles recycling) - Mattress collection results report from FY2023

**Partners:** 9.3.1 - Brush - WeCare Denali Mattresses - Mattress Recycling Council Food Waste - Blue Earth Composting Textiles - BayState Textiles from past years - delete after everything has been uploaded for 2024: 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.

## 9.4 Compost Organic Waste

30 Points

**Approved Information:** 9.4.2 (30 points)

### Supporting Documentation:

**WORD:** [9.4.2 - FOOD WASTE RECYCLING PROGRAMS - REVISED.DOCX](#)

**PDF:** [INV\\_13896\\_FROM\\_BLUE\\_EARTH\\_COMPOST\\_INC\\_17524.PDF](#)

**Documentation Details:** 9.4.2 - For this action we're uploading 2 documents: - A summary of the 2 food waste diversion programs - the resident program with starter kits and pledge, and the internal food diversion program within the Town's Community Center (30 points for 2 programs) - invoice from the Town's food waste recycling partner BlueEarth demonstrating our partnership.

**Partners:** 9.4.2: BrandBuilders

## 10. Optimal Health and Wellness Opportunities

### 10.3 Improve Air Quality in Public Spaces

30 Points

**Approved Information:** 10.3.2 (10 points) 10.3.3 (20 points)

### Supporting Documentation:

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

**WORD:** [10.3.2- TOBACCO REDUCTION CAMPAIGN FOR SCT 2024 APPLICATION.DOCX](#)

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

**PDF:** [10.3.3 - TOBACCO ORDINANCE ADOPTED IN 2021 FOR 2024 SCT APPLICATION - HIGHLIGHTED.PDF](#)

**Documentation Details:** 10.3.2 - Implement or maintain a smoking and tobacco use reduction campaign. - we have uploaded one document outlining the Talk it Out Campaign the Town Y&FS division ran in 2022. 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 and cannabis free recreation areas - see highlighted sections. The ordinance was last revised in 2021 to include prohibition of cannabis use. The public hearing and adoption dates are noted on the document. 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

**Partners:** 10.3.2 - The Town contracted the services of Andrews (ad/digital agency) to implement the Talk It Out campaign 10.3.3 - None.

## 10.4 Develop and Promote Community Growing Spaces

15 Points

**Approved Information:** 10.4.1 (15 points)

### Supporting Documentation:

**WORD:** [10.4 COMMUNITY GROWING SPACES \(15 POINTS\) - 2024.DOCX](#)

**Documentation Details:** 10.4.1 - Promote Community Growing Spaces - The attached document provides an overview of Glastonbury's community gardens as well as details on work the Town has done recently/on an ongoing basis to keep the garden space relevant and engaging. For example, partnering with GPIIP to grow produce for the local Food Pantry.

**Partners:** 10.4.1. Glastonbury Partners in Planting (GPIIP)

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## 10.5 Support Equitable Food Access and Local Farmers

45 Points

**Approved Information:** 10.5.1 (15 points) 10.5.3 (30 points)

### Supporting Documentation:

**WORD:** [10.5.1 - HOST A FARMERS MARKET - 2024.DOCX](#)

**PDF:** [10.5.3 - EVIDENCE OF FARMERS MARKET IMPROVEMENTS - EMAIL BTW MARKETING AND GFM - SUMMER 2024.PDF](#)

**WORD:** [10.5.3 - IMPROVE ACCESSIBILITY OF FARMERS MARKET - 2024 APPLICATION.DOCX](#)

**PDF:** [10.5.3 - EMAIL TO STAFF RE PARKING AND SUPPORTING GFM - SUMMER 2024.PDF](#)

**Documentation Details:** 10.5.1 - Host a Farmers Market (15 points) - Our attached document provides the dates, schedule, location and outreach efforts for the 2024 Farmers Market, and an example of outreach from 2022 as this is an annual and ongoing partnership. 10.5.3 - Improve accessibility to the Farmers Market (30 points) - we have provided 3 documents - a summary of improvements to the market to improve accessibility (2+ improvements for the max 30 points) - Email conversation between Town Marketing Staff and Glastonbury Farmers Market staff (GFM) discussing Town promotional efforts. - Email from Town Marketing staff to Town employees asking folks to move their cars to allow room for GFM vendors and patrons.

**Partners:** 10.5.1 and 10.5.3 - Glastonbury Farmers Market

## 10.6 Plan and Prepare for Extreme Heat

5 Points

**Approved Information:** 10.6.1c (5 points)

### Supporting Documentation:

WORD: [10.6.1C - EXTREME HEAT EDUCATIONAL CAMPAIGN - 2024 APPLICATION.DOCX](#)

PDF: [SUMMER SAFETY FLYER FOR CSC - 2023 - REVISED.PDF](#)

PDF: [EXTREME HEAT ENG.CRCOG - FLYER FOR CSC - AUGUST 2024.PDF](#)

**Documentation Details:** 10.6.1c - We are including 3 documents for this action: - summary of educational outreach strategy and activities - summer safety flyer distributed in Town facilities - Extreme heat educational flyer distributed through Town facilities

**Partners:** None.

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## 10.7 Improve Outdoor Access for All

30 Points

**Approved Information:** 10.7.2 (30 points)

### Supporting Documentation:

WORD: [10.7.2 - IMPROVE AN OPEN SPACE - WELLES PARK.DOCX](#)

PDF: [PO FOR PLAYGROUND EQUIPMENT AT WELLES PARK - OBRIEN M E & SONS.PDF](#)

PDF: [WELLES PARK PLAYGROUND - PACKING LIST AND DELIVERY RECEIPT - MARCH 2024.PDF](#)

**Documentation Details:** We have uploaded the following documents as evidence that these improvements were made: - Summary of improvements to the Welles Park and playground - PO for playground equipment - Packing list/delivery receipt for basketball backboards

**Partners:** None.

**Additional Information:** We will be submitting an equity toolkit separately for this project.

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## 11. Healthy, Efficient and Diverse Housing

## 11.1 Implement an Affordable Housing Plan

30 Points

**Approved Information:** 11.1.3 (30 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](#)

**PDF:** [11.1.3 - FINAL ADOPTED AFFORDABLE HOUSING PLAN - 2022-2027- HIGHLIGHTED.PDF](#)

**PDF:** [11.1.3 - GLASTONBURY BUILDING AND ZONING REGULATION AMENDED 05-15-2024 - HIGHLIGHTED SECTION 6.12 FOR AFFORDABLE HOUSING.PDF](#)

**PDF:** [11.1.3 - MINUTES FROM TOWN COUNCIL SPECIAL MEETING - 12-14-2023 - APPROVAL OF ZONING CHANGE FOR AFFORDABLE HOUSING - HIGHLIGHTED.PDF](#)

**WORD:** [11.1.3 - WORKSHEET 3 - IMPLEMENTING STRATEGIES FROM THE AHP - GBURY 2024.DOCX](#)

**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. Please note, as of this writing, this committee is no longer active but because they met during the lookback period, and we have not received SCT credit for their efforts in past cycles due to the timing the Committee was active and the years we submitted for certification (2018, 2021, and 2024) we are including the information in hopes that we can obtain 5 points for their achievements. 11.1.3 - Implement strategies identified in the Affordable Housing Plan - We are uploading 3 documents: - Worksheet 3 - Affordable Housing Plan - highlighted in sections referenced within our worksheet. Please note, page numbers noted on worksheet reference the page numbers in the footer of the Affordable Housing Plan (not the PDF page numbers) - Building Zone Regulations with inclusionary zoning/affordable housing section highlighted. Page 126 of the document (number in footer) or page 131 in the PDF. - Town Council meeting minutes where planned area development was approved for affordable housing.

**Partners:** 11.1.3 - Housing Authority

## 11.2 Grow Sustainable and Affordable Housing Options

10 Points

**Approved Information:** 11.2.3 (10 points)

### Supporting Documentation:

**WORD:** [11.2.3 - DEDICATED FUNDS TO AFFORDABLE HOUSING - NYE ROAD.DOCX](#)

**Documentation Details:** 11.2.3 - Commit dedicated funding to affordable housing development. - For this action, we've included a document that has an overview of the amount funded (land acquired) and the authorized use of funds in partnership with the Glastonbury Housing Authority to build affordable housing. It also includes relevant Minutes from the Town Council meetings where these funds were approved, allocated, etc.

**Partners:** 11.2.3 - Glastonbury Housing Authority. The Town collaborated with the Glastonbury Housing Authority to support and fund affordable housing development.

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## 11.3 Implement Policy for Sustainable, Diverse Housing Options

20 Points

**Approved Information:** 11.3.2 (20 points)

### Supporting Documentation:

**PDF:** [ACTION 11.3.2 - TOG BUILDING AND ZONING REGULATION AMENDED\\_05-15-2024 - HIGHLIGHTED FAMILY SECTION.PDF](#)

**PDF:** [11.3.2 - MINUTES TOWN COUNCIL MEET\\_4.23.2024 ADOPTING LATEST UPDATE TO BUILDING-ZONE REGS.PDF](#)

**Documentation Details:** 11.3.2 - Zoning Regulations - We've uploaded 2 documents - Current version of the Building Zone Regulations - Please see highlighted section on page 9 of document (or page 4 of the PDF) in the attached Zoning regulations document. (definition of family) - Minutes from the Town Council meeting where this latest version was adopted. (Adopted amendments to unrelated section - flood zone) - see highlights on page 8 and 9 showing motion of adoption

**Partners:** 11.3.2 - None.

## 12. Effective, Compassionate Homelessness Prevention

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### 12.2 Increase Public Awareness and Support for Efforts to End Homelessness

5 Points

**Approved Information:** 12.2.2 (5 points)

**Supporting Documentation:**

WORD: [12.2.2 - HOMELESSNESS RESOURCES ON TOWN WEBSITE - 2024.DOCX](#)

**Documentation Details:** 12.2.2 - Homeless resources on Town website - the attached document includes screenshots and hyperlinks to the 2 pages on the Town of Glastonbury website that provide resources for individuals experiencing homelessness, or who are at imminent risk of experiencing homelessness.

**Partners:** 12.2.2 - None