



Sustainable CT Community Certification Report

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

Glastonbury was certified on October 03, 2018 with 495 points. Listed below is information regarding Glastonbury's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable CT contact for Glastonbury is:

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Actions Implemented

Each approved action and supporting documentation for which Glastonbury was approved for in 2018 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

1. Thriving Local Economies

1.2 Implement Sustainable Purchasing

20 Points

Program Summary: 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. We have also attached documentation to prove distribution of the policy to town staff, through an email and corresponding memo sent by the Town Manager to town department heads. Lastly, we've included proof of the policy's publishing and availability on the town website.

PDF: [1.2.1 - GLASTONBURY SUSTAINABLE PURCHASING POLICY](#)

PDF: [1.2.1 - EVIDENCE PURCHASING POLICY DISTRIBUTED TO DEPARTMENT HEADS](#)

PDF: [1.2.1 - PROOF PURCHASING POLICY POSTED ON GLASTONBURY WEBSITE](#)

PDF: [1.2.1 EMAIL EVIDENCE OF SUST. PURCH POLICY DISTRIBUTION TO DEPT HEADS](#)

1.3 Inventory and Promote Local Retail Options

20 Points

Program Summary: We've attached documents for Action items 1.3.1 and 1.3.2 respectively. 1.3.2 includes proof of our outreach and promotional efforts as requested. Submitting for 20 points here.

PDF: [1.3.1 - LOCAL RETAIL OPTIONS INVENTORY, MAP, AND DESCRIPTION](#)

PDF: [1.3.2 - BUY LOCAL CAMPAIGN](#)

1.6 Participate in and Promote the C-PACE Program

15 Points

Program Summary: Submitting both the town's resolution and legal agreement for 5 points, 2 documents demonstrating town efforts to educate the community and encourage C-PACE access among local businesses for another 5 points, and the list of C-PACE approved projects for the final 5. 15 points total.

PDF: [1.6.1 - C-PACE MUNICIPAL RESOLUTION](#)

PDF: [1.6.1 - C-PACE - TOG LEGAL AGREEMENT AND WEB LINK TO C-PACE INFO ON TOWN WEBSITE](#)

PDF: [1.6.2 - EXAMPLES OF C-PACE EDUCATIONAL OUTREACH EFFORTS](#)

PDF: [1.6.2 - GLASTONBURY LETTER TO TOWN BUSINESSES ENCOURAGING C-PACE ACCESS](#)

PDF: [1.6.3 - C-PACE APPROVED PROJECTS IN GLASTONBURY](#)

2. Well-Stewarded Land and Natural Resources

2.1 Provide Watershed Education

5 Points

Program Summary: Attached shows completed pledge forms from town residents. Per submission instruction, the first/last name of pledge takers has been whited out/redacted for their confidentiality. We have also attached an explanatory sheet ("overview") which includes a link to where we made the pledge available on the town website, a copy of the watershed pledge, an advertisement placed in the local newspaper.

WORD: [2.1 - WATERSHED PLEDGE OVERVIEW](#)

WORD: [2.1 - WATERSHED PLEDGE FORM](#)

PDF: [2.1 COMPLETED WATERSHED PLEDGES WITH NAMES REDACTED](#)

PDF: [2.1 WATERSHED PLEDGE- PROMOTIONAL EFFORTS](#)

2.5 Create a Natural Resource and Wildlife Inventory

10 Points

Program Summary: A copy of our NRW inventory is attached, including all requested maps and descriptions.

PDF: [2.5 NATURAL RESOURCE AND WILDLIFE INVENTORY](#)

2.6 Manage for Drought and Municipal Water Use

10 Points

Program Summary: For item 2.6.1, we have uploaded our WaterSense policy, please see page 5 of the attached pdf (section highlighted). For 2.6.2, (drought communications plan), we've uploaded 5 documents: 1 for the plan itself along with additional examples of our water conservation outreach efforts, drought and municipality links on the town website, and a pdf of the utility list by town.

PDF: [2.6.1 WATERSENSE MUNICIPAL POLICY](#)

PDF: [2.6.2 DROUGHT COMMUNICATIONS PLAN](#)

PDF: [2.6.2 WEB LINKS FOR UTILITY AND STATE DROUGHT INFO](#)

PDF: [2.6 - DRINKING WATER WEB PAGE ON TOWN WEBSITE](#)

PDF: [2.6 DROUGHT EDUCATION MENTION IN 2016 RESIDENT FLYER \(TAX INSERT\)](#)

PDF: [2.6 UTILITY BY TOWN LIST - GLASTONBURY](#)

2.8 Implement Low Impact Development

5 Points

Program Summary: Information available on the town website has been pdf'd and attached here, along with accompanying brochure for 5 points.

PDF: [2.8 - LID- EDUCATION PROJECTS - PDF OF EDUCATIONAL MAT'LS ON TOWN WEBSITE](#)

2.10 Facilitate Invasive Species Education and Management

10 Points

Program Summary: We are including documents to satisfy all 4 parts of the Municipal Management of Invasive Species criteria for 10 points, as well as 2.10.1A, in hopes that we can earn up to 5 points for residential education through the materials made available on the town website.

PDF: [2.10.1 DESCRIPTION OF REGULATION REVIEW PROCESS](#)

PDF: [2.10.1A - RESIDENTIAL EDUCATION - INVASIVE SPECIES INFO ON WEBSITE](#)

PDF: [2.10.2 - GROUNDS KEEPING STAFF EDUCATION](#)

PDF: [2.10.3 - INVASIVE SPECIES MANAGEMENT PRACTICES ON MUNICIPAL PROPERTIES.](#)

PDF: [2.10.4 COMMUNITY PLAN FOR FUTURE INVASIVE TREATMENTS](#)

2.11 Implement Green Grounds and Maintenance Program

25 Points

Program Summary: We have attached Glastonbury's Inventory of Properties Maintained for 2.11.1 under BMPs for 10 points, IPM Standard and Implementation for 5 points (named IPM Plan for Glastonbury Parks & Rec", BMP Irrigation for 5 points, Native Planting and Pruning Policy for 5 points. Total of 25 points requested.

PDF: [2.11.1 INVENTORY OF PROPERTIES MAINTAINED BY MUNICIPALITY](#)

PDF: [2.11.2 BMP IRRIGATION -](#)

PDF: [2.11.4 - NATIVE PLANTING AND PRUNING POLICY](#)

PDF: [2.11.1 - IPM PLAN FOR GLASTONBURY PARKS & REC](#)

3. Vibrant and Creative Cultural Ecosystems

3.1 Map Tourism and Cultural Assets

5 Points

Program Summary: The attached includes the link to our updated CTvisit profile, as well as screenshots of the website, and the link to the profile for the town-owned event venue, the Glastonbury Boathouse.

PDF: [3.1 - UPDATE CT VISIT PROFILE AND MAINTAIN CONTENT](#)

3.2 Support Arts and Creative Culture

20 Points

Program Summary: We have uploaded two documents to satisfy 3.2.1 : Establish a poet laureate. The first is the council minutes where they passed the resolution to appoint one (see page 2 of that document- section highlighted). The second document is the "proof of appointment of the 1st poet laureate" whereby the council sent the appointed party a formal letter. This is to supplement the resolution. Additionally, we have submitted documents for items 3.2.2 and 3.2.3 to satisfy the minimum of 3 items in this category for 10 points. We have also submitted files for 3.2.7 and 3.2.10 for an additional 10 points or total of 20 in this action item.

PDF: [3.2.1 - ESTABLISH A POET LAUREATE - TOWN COUNCIL RESOLUTION](#)

PDF: [3.2.1 - ESTABLISH POET LAUREATE - PROOF OF APPOINTMENT OF 1ST POET LAUREATE](#)

WORD: [3.2.2 - LINKS AND SAMPLES OF ARTS & CULTURE MARKETING MATERIALS](#)

WORD: [3.2.3 - DEDICATED ARTS FUNDING ALLOCATION AND DESCRIPTION](#)

PDF: [3.2.7 - STREAMLINE PERMITTING SYSTEM FOR EVENTS, PERFORMANCES, ETC. IN PUBLIC SPACES.](#)

PDF: [3.2.10 - SUPPORT ARTS AND CULTURAL ACTIVITIES AT LOCAL LIBRARY - OPTION 1](#)

4. Dynamic and Resilient Planning

4.3 Develop Agriculture-Friendly Practices

25 Points

Program Summary: Multiple sub action items completed for a max of 25 points. For 4.3.3 - the attached document includes the ordinance first, followed by the PDR Summary. For item 4.3.4, please see notes within designated attachment regarding date and included confirmation emails from SCT that verify this forum satisfies the action item look-back period. 40 points worth of items submitted for max of 25 points.

PDF: [4.3.2 FARM LEASE SUMMARY, AGREEMENTS, AND DESCRIPTIONS](#)

PDF: [4.3.3 - DEVELOPMENT RIGHTS ORDINANCE AND PDR SUMMARY](#)

PDF: [4.3.4 - FARMER FORUM WITH ATTACHMENTS AND SCT CONFIRMATION](#)

PDF: [4.3.7 LAND ACQUISITION FUND WITH ATTACHMENTS](#)

PDF: [4.3.9 - COMMUNITY GARDENS](#)

4.5 Inventory and Assess Historic Resources

5 Points

Program Summary: Requesting 5 points on this action item.

PDF: [4.5.4 ACHIEVE RECOGNITION WITH NATL PARK SERVICE](#)

5. Clean and Diverse Transportation Systems and Choices

5.1 Implement Complete Streets

80 Points

Program Summary: We have attached Glastonbury's policy as well as a memo from the Town Manager distributing the policy to Town department heads/directors. (20 points) For item 5.1.5, we've provided 4 complete streets projects that meet the criteria, submitted as separate files noted as 1 of 4, 2 of 4, and so on. At 15 points each, we are applying for 60 points on this item. Please note, projects 2 of 4 and 3 of 4 are DIFFERENT roundabout projects. Both involved Hebron Ave with a different cross street. Requesting 80 total points on the action item overall.

PDF: [5.1.3 - IMPLEMENT COMPLETE STREETS - ADOPT A POLICY](#)

PDF: [5.1.3 - EVIDENCE OF COMPLETE STREETS POLICY DISTRIBUTION TO DEPT. HEADS](#)

PDF: [5.1.5 - COMPLETE STREETS PROJECTS \(1 OF 4\)](#)

PDF: [5.1.5 - COMPLETE STREETS PROJECTS \(2 OF 4\)](#)

PDF: [5.1.5 - COMPLETE STREETS PROJECTS \(3 OF 4\)](#)

PDF: [5.1.5 - COMPLETE STREETS PROJECTS \(4 OF 4\)](#)

5.4 Support Zero Emission Vehicle Deployment

5 Points

Program Summary: Submitting 2 attachments to show proof of EV charging stations located on town-owned properties.

PDF: [5.4.4 - HOSTED EV CHARGING STATION ON MUNICIPAL PROPERTY](#)

PDF: [5.4.4 - ADDENDUM - EV CHARGING STATIONS IN CT](#)

6. Efficient Physical Infrastructure and Operations

6.1 Benchmark and Track Energy Use

5 Points

Program Summary: The attached file is the receipt showing proof of SCT's granted access to Glastonbury's EnergyStar profile. As instructed, this should allow SCT staff to view pertinent data and satisfy the requirements for 5 points.

PDF: [6.1 - PROOF OF GRANTED SCT ACCESS TO GLASTONBURY'S ENERGY STAR PORTFOLIO](#)

6.2 Reduce Energy Use Across All Municipal Buildings

10 Points

Program Summary: The attached file provides proof of access granted to SCT to Glastonbury's EnergyStar Portfolio Manager to view the data necessary for this category.

PDF: [6.2 - PROOF OF SCT GRANTED ACCESS TO GLASTONBURY'S ENERGYSSTAR PORTFOLIO MANAGER](#)

6.3 Achieve High Energy Performance for Individual Buildings

15 Points

Program Summary: The attached has the energy star profiles for 3 town buildings that have achieved an energy star score over 75. They are: - Buttonball Lane School (83) - Glastonbury Town Hall (92) - Hebron Ave School (96) At 5 points per building, we should reach 15 points for this action item.

PDF: [6.3.1 - ENERGYSSTAR PROFILES FOR 3 TOWN BLDGS WITH SCORE <75](#)

6.4 Increase Use of Renewable Energy in Municipal Buildings

30 Points

Program Summary: As noted in the uploaded procurement calculator, 8,280 MWhs of the Town of Glastonbury/Board of Ed's 10,852 MWhs of usage, are offset by purchased renewable energy credits (RECs) or 76%. Based on the SCT action item description, if only 50% are recognized, we are submitting the uploaded calculator to receive 40 points (rounded up from 38%).

PDF: [6.4 CALCULATOR WITH RENEWABLE ENERGY CREDITS](#)

7. Strategic and Inclusive Public Services

7.1 Hold a Sustainability Event

5 Points

Program Summary: For the 3rd sub component of this action item, we included a document of data/statistics for event attendance, lessons learned, next steps, etc. We also provided a second attachment called "Publicity Example for Sustainability event" to supplement that information.

PDF: [7.1.1 - DESCRIPTION OF SUSTAINABILITY EVENT](#)

PDF: [7.1.2 - MUNICIPAL SUPPORT FOR SUSTAINABILITY EVENT](#)

PDF: [7.1.3 - EVENT STATS, NEXT STEPS, LESSONS LEARNED FOR SUST. EVENT](#)

PDF: [7.1.3 - PUBLICITY EXAMPLE FOR SUSTAINABILITY EVENT](#)

7.2 Provide Effective Community Communications

15 Points

Program Summary: 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 additional proof of implementation for 15 points on this action item.

PDF: [7.2.1 - GLASTONBURY'S COMMUNICATIONS INVENTORY W EVAL OF EFFECTIVENESS](#)

PDF: [7.2.2 - GLASTONBURY COMMUNICATIONS STRATEGY](#)

PDF: [7.2.3 - PROOF OF COMMUNICATIONS STRATEGY IMPLEMENTATION](#)

7.7 Recycle Additional Materials and Compost Organics

40 Points

Program Summary: 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, as well as some additional programs to supplement this. (the four are numbered in the document). The document includes evidence of implementation, (which is highlighted with comments to connect the contracts or documentation back to the applicable recycling program for the reader's convenience,) as well as examples of educational efforts and public outreach for each program and applicable data where available. Requesting 40 points for this action item.

PDF: [7.7.1 - NON-MANDATED RECYCLING PROGRAMS OFFERED BY GLASTONBURY](#)

7.8 Develop a Food Waste Prevention and Food Scraps Recovery Campaign

10 Points

Program Summary: The attached includes an overview of the program, summary of outreach efforts (including events where the program was highlighted/discussed), and both web links and screenshot examples of our educational/promotional materials.

PDF: [7.8 - DEVELOP A FOOD WASTE REDUCTION CAMPAIGN AND PROVIDE AN OVERVIEW OF OUTREACH EFFORTS](#)

7.10 Improve Air Quality in Public Spaces

45 Points

Program Summary: Glastonbury is submitting 4 pdfs for each of the 4 sub-components of this action. Each is labeled to reflect the corresponding sub action item and has accompanying attachments where applicable to satisfy the 45 points available in this category.

PDF: [7.10.1 - LOCAL & REGIONAL DATA WITH ATTACHMENTS](#)

PDF: [7.10.2 - TOBACCO REDUCTION CAMPAIGN](#)

PDF: [7.3 - TOBACCO MUNICIPAL POLICIES W PROOF OF IMPLEMENTATION](#)

PDF: [7.10.4 - EXCESSIVE IDLING CAMPAIGN](#)

8. Healthy, Efficient and Diverse Housing

8.3 Benchmark Energy and Water Use for Multifamily Housing

15 Points

Program Summary: Attaching two documents which are labeled to correspond to each sub action under this item. Each includes corresponding attachments/examples where applicable for 15 points. For item 8.3.1, the attached document includes the following pieces: - Educational Outreach Overview and Description - Event invite and info packet - Apartment Mailing List for event - Benchmarking Educational Event Agenda - Follow Up Letter to Attendees with resource packet - Follow up email with resource page For item 8.3.2, attached document includes: -overview of benchmarked buildings - data for benchmarked properties (owner, dates benchmarked, notes, address, etc.) - proof of benchmarking email from CT Green Bank

PDF: [8.3.1 - BENCHMARK ENERGY AND WATER USE](#)

PDF: [8.3.2 - TRACK MULTI-FAMILY BUILDINGS THAT HAVE HAD ENERGY-WATER BENCHMARKED](#)

9. Inclusive and Equitable Community Impacts

9.1 Optimize for Equity

30 Points

Program Summary: Equity Toolkit 1 was applied to item 7.1: Hold A Sustainability event. Our uploaded file includes our signed/completed toolkit as well as the event flyer, sustainability post-event survey, and event photos. Equity Toolkit 2 was applied to action item 1.3.2 Buy Local Campaign. Our uploaded file includes our signed/completed toolkit as well as the farmers market flyer, the buy local campaign ("glastonbury grown") survey responses, and the Welles Village Farm Stand event flyer. Equity Toolkit 3 was applied to action item 7.10.2. Our uploaded file includes the noted attachments for the YAC flyer on e-cigarettes, GCAP partnership letter, GCAP facebook post examples, and the PD TEAM lesson program example. We are submitting these 3 equity toolkits for the silver designation.

PDF: [EQUITY TOOLKIT 1 - APPLIED TO ITEM 7.1: HOLD A SUSTAINABILITY EVENT](#)

PDF: [EQUITY TOOLKIT 2 - APPLIED TO 1.3.2 BUY LOCAL](#)

PDF: [EQUITY TOOLKIT - APPLIED TO 7.10.2 TOBACCO FREE CAMPAIGN](#)

10. Innovation Action

10.1 Implement Your Own Sustainability Action

15 Points

Program Summary: In the 2018 certification cycle, municipalities could earn points for only one innovation action. Glastonbury earned points for its work on the Tannery, which involved a great deal of collaboration, problem solving, and equity. However, it also submitted an innovation action regarding the Rose's Berry Farm Acquisition. Though points could only be earned for one action, Sustainable CT staff retained the valuable documents from both submissions as a valuable peer learning tool.

PDF: [10.1 INNOVATION ACTION - ROSE'S BERRY FARM WITH ACCOMPANYING DEEDS](#)

PDF: [10.1 - INNOVATION ACTION - ROSE'S BERRY FARM - EASEMENT EXAMPLE AS MODEL FOR OTHER TOWNS](#)

PDF: [10.1 INNOVATION ACTION - THE TANNERY WITH ATTACHMENTS](#)

PDF: [ROSE'S BERRY FARM - BASELINE DOCUMENTATION](#)