



TOWN OF SOUTHBURY ANNUAL REPORT

Fiscal Year 2023-2024



TABLE OF CONTENTS

3	<u>Message from First Selectman Manville</u>
5	<u>Top Accomplishments</u>
7	<u>2023-2024 by the Numbers</u>
10	<u>Southbury Snapshots</u>
11	<u>Animal Control</u>
13	<u>Building Department</u>
14	<u>Economic Development</u>
17	<u>Emergency Management</u>
19	<u>Finance Department</u>
23	<u>Fire Marshal</u>
24	<u>Information Technology</u>
26	<u>Land Use Department</u>
28	<u>Library</u>
30	<u>Parks & Recreation</u>
33	<u>Police Department</u>
37	<u>Public Works Department</u>
40	<u>Registrars of Voters</u>
41	<u>Senior Services</u>
45	<u>Social Services</u>
47	<u>Town Clerk</u>
50	<u>Town of Southbury Election Results</u>

MESSAGE FROM FIRST SELECTMAN JEFF MANVILLE



Dear Southbury Residents,

December 2023 marked the start of my fifth term serving Southbury as your First Selectman. It has been rewarding to witness the significant achievements we have made and the unforeseen obstacles we have overcome these past nine years.

One of the biggest challenges during our 2023-24 fiscal year was the collapse of River Road. In addition to repairing River Road on schedule and under budget, our public works team also completed the reconstruction of the Purchase Brook Road culvert in the same manner.

The 2023-24 annual year was a year of firsts. An ordinance to establish Southbury's first independent police department was written and approved, and interviews were held in June to hire Southbury's first police chief. As a member of the Police Study Committee, I took part in researching how an independent police department would impact our Town and gained insight from similar sized towns who recently made this transition. I am confident the transition from a state-led police force to Southbury's own independent police department is a positive change, giving autonomy and adding cohesiveness to our town government.

Much consideration is given to provide the best work environment for our employees. Human resources formed their first leadership team to discuss and work on employee related topics. Efforts like these will only add to the Town's high employee retention rate.

At the lead of our finance director, Southbury maintained its Aa1 credit rating which set the stage for our first AAA credit rating announced in November of this year, a feat some people never thought possible. This prestigious designation underscores the town's commitment to fiscal responsibility, prudent financial management, and long-term economic stability. Throughout my administration, I have strived for continuous improvement, applying measurable processes and procedures, and this rating is a by-product of that approach.

December 31, 2023 was the culmination of Southbury's first yearlong celebration. These events and activities celebrated the One and Only Southbury's 350th anniversary and our Town's rich history.

During this fiscal year, we partnered with several volunteer organizations to recognize diversity and inclusion at Town events. The Town expanded our annual Holiday Tree Lighting now called "Holiday Celebration: Be The Light" and our Egg Hunt now called "Spring Extravaganza" to include more cultures and a sensory-friendly hour at events; Southbury welcomes and celebrates all our citizens.

I am honored to lead Southbury and work together with my fellow selectmen, town employees, volunteers, and citizens to maintain and improve the high quality of life that Southbury offers its residents and businesses. I encourage you to take an interest and become involved in our local government and community to any degree possible. It is because of our collective efforts and commitment to the Town that Southbury has a bright future for all its residents.

Best Regards,

Jeffrey A Manville

Jeffrey Manville
First Selectman



Board of Selectmen

Standing: Selectman Justin Bette, Selectman Tim O'Neil, Selectman Gregory Kuehn

Sitting: Selectman Jason Buchsbaum, First Selectman Jeff Manville, Selectman Holly Sullivan

SOME TOP ACCOMPLISHMENTS

Maintained our Aa1 credit rating from Moody's Investor Service.

Paid off all the Town of Southbury's debt obligations.

Increased the Town's governmental funds combined balances by \$2335,483 to a total of \$35,757,644.

Issued over 1,800 building permits with a total construction cost of more than \$33 million dollars, resulting in permit fees of \$501,380.

Expedited and completed the slope stabilization and re-construction of River Road on time and under budget.

Instituted a 501(c)3 nonprofit called Friends of Southbury Animal Control to raise money to benefit the care of animals.

Completed 5,658 rides with our Senior Center buses encompassing 31,740 miles.

Created an employee leadership team to discuss and work on items that would impact employees.

Cared for 121 animals in our Animal Control facility including three hawks, one owl, one rabbit, one squirrel, and two banded pigeons.

Formed a Pool Project Oversight Committee to oversee the construction and financials of the new pool.

Successfully Celebrated Southbury's 350th Anniversary with an entire year of town-wide activities and events for all ages that began in January 2023 and ended in December 2023.

Increased total attendance at our Senior Center to approximately 22% over last fiscal year.

Citizens approved to adopt an independent police force structure and interviews were conducted to hire Southbury's first police chief.

Received \$10,873,429 in grants in four Town departments.

Public Works – State & Federal Bridge Programs	\$10,483,819
Public Works – CT Connectivity Grant	\$800,000
Senior Center – CT DOT Municipal Grant for new 14-Passenger Bus	\$42,220
Emergency Management	\$25,709
Town Clerk's Office – Grant for Fireproof Filing Cabinet for Elections	\$5,500

MORE ACCOMPLISHMENTS

Adopted a new family leave policy for Town employees.

Achieved Silver Certification at the 2023 Sustainable CT Awards Ceremony.

Donated over \$1,000 to Make-A-Wish Connecticut during Jersey Mike's Day of Giving while celebrating our employees with an Employee Appreciation Luncheon.

Published and sold copies of Parks & Recreation's first Camp Yearbook.

Registered 55 new businesses with the Town Clerk's Office in FY24 not including LLC's and DBA's who are not required to register.

Completed a full revision of the Town of Southbury's Emergency Operations Plan and EMS Plan under the direction of our Emergency Management Director.

Achieved a tax collection rate of 99.4% of current taxes.

Formed a Streetscape Review Sub-Committee within the Planning Commission to preserve, maintain, improve, and expand one of the highlights in Town, our award-winning Streetscape.

Achieved an increase in programming attendance at the library with 21,519 people attending 796 library events.

Completed a total of 48 unique Parks and Recreation programs and held 21 special events.

Implemented Southbury's first digital card scanning system for the swimming pool, resulting in more accurate tracking of pool usage and memberships.

Partnered with a local caterer to provide Senior Center members with a delicious lunch twice a week for only \$5.00.

Initiated a new twice monthly "Grief and Trauma Support Group" facilitated by our social worker to help those coping with a tragedy and/or loss.

Codified ordinances for cannabis and the creation of an independent police department.

Added Newtown to the medical Dial-A-Ride transportation schedule to accommodate member requests.

2023–2024 BY THE NUMBERS

DEMOGRAPHICS

Source: ACS 2018–2022

Current Population	19,936
Land Area	39 sq. miles
Population Density	511 per sq. mile
Number of Households	8,020
Median Age	52
Median Household Income	\$107,266
Poverty Rate	4%
2022 POCD Community Survey respondents pleased with quality of life in Town	95%

LAND USAGE IN ACRES (POCD)

Source: Town of Southbury 2022 POCD

Single Family Residential	8,368
Commercial or Industrial	720
Open Space	6,179
Community Facility & Institutional	1,620
Right of Way/Utility/Water	2,354
Vacant Land	6,517

PARKS & RECREATION IN ACRES

Southbury Land Trust Preserves	507
Bent of the River Audubon Center	700
State of Connecticut	643

HOUSING

Source: ACS 2018–2022

Median Home Value	\$359,600
Median Rental Cost	\$1,757
Number of Housing Units	8,807
Percent Owner Occupied	86%
Percent Detached or Semi-Detached	77%
Percent Vacant	9%

FINANCIAL

Source: Town of Southbury Finance Department

Grand List	\$2,915,969,851
Tax Collection Rate	99.4%
Mill Rate	23.6
Fund Balance	\$35,757,644
ARPA Funds Appropriated	\$1,176,482
Percentage of ARPA Funds Appropriated	21%
Major Investments Capital Assets	
Vehicles: Fire Apparatus & Police Cruisers	\$1,120,317

ECONOMY – JOBS IN TOP INDUSTRIES

Source: Lightcast, 2022 (2 & 3 digit NAICS)

Health Care & Social Assistance	1,885
Professional, Science & Tech Services	1,490
Retail	974
Accommodations & Food Service	625
Construction	530

ECONOMY – SOTS BUSINESS REGISTRATIONS

Source: Secretary of the State, March 2024

Year of 2023	192
Total Active Businesses	1,836

ECONOMIC DEVELOPMENT

Source: Town of Southbury Economic Development

New Businesses Registered	55
Ribbon Cutting Celebrations	25

2023–2024 BY THE NUMBERS (CONT)

PUBLIC WORKS

Source: Town of Southbury Public Works

Miles of Road Maintained	135
Miles of Road Paved	3.1
Miles of Road Chip Sealed	11.9
Pounds of Garbage Converted to Electricity	4,980,900
Pounds of Waste Recycled	1,367,300
Number of Catch Basins Cleaned	755
Number of Catch Basins Repaired	125
Feet of Stormwater Pipe Replaced	3,187
Miles of Roadside Mowed	675
Lane-Miles of Road Swept	260

COMMUNICATIONS

Source: Town of Southbury Digital Communications Specialist

Website Page Views	532,566
E-blasts Sent	315
YouTube Views	16,983
Facebook Reach	821,666

ANIMAL CONTROL

Source: Town of Southbury Animal Control

Animals Taken In	121
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BUILDING & DEVELOPMENT

Source: Town of Southbury Building Department

New Single Family Building Permits	26
New Commercial Building Permits	37
Building Related Permits	1,805
Building Fees Collected	\$501,380
Construction Value	\$33,407,689

LAND USE APPLICATIONS & PERMITS

Source: Town of Southbury Land Use Department

Inland Wetlands & Watercourses	18
Planning	26
Zoning	184
Zoning Board of Appeals	2

LAND USE ENFORCEMENT

Source: Town of Southbury Land Use Department

Cease & Desist Enforcements	7
Cease & Desist Brought to Compliance	3
Notices of Violation/Deficiency/Correction	9
Notices of Violation/Deficiency/Correction Brought to Compliance	6

EMERGENCY SERVICES

Source: Town of Southbury Emergency Management, PD, FD

Contacts in Emergency Alert Database	28,200+
Specialty Fire Vehicles	16
Fire Call Responses	727
Police Vehicles	15

2023–2024 BY THE NUMBERS (CONT)

SENIOR SERVICES

Source: Town of Southbury Senior Services

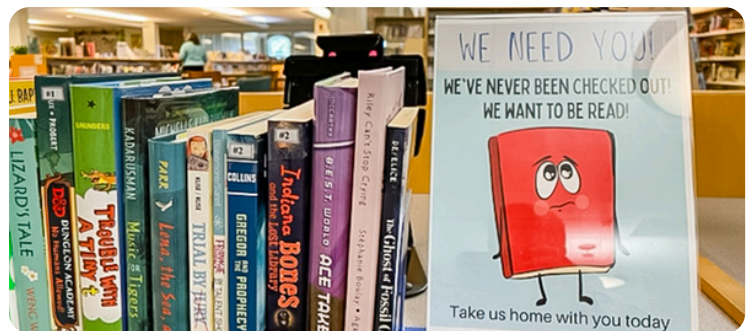
Senior Center Total Attendance	17,681
Individual Bus Rides	5,658
Transportation in Miles	31,740
Monthly Programs Offered	45
<i>Senior Population in Southbury</i>	
Residents 60+ years old	7,128
Percent of Total Population 60+	36%



SOUTHBURY PUBLIC LIBRARY

Source: Town of Southbury Public Library

Physical Collection	108,861
Library Cardholders	7,671
New Library Card Holders	793
Number of Visits	92,297
Number of Library Programs	796
Program Attendance	21,519
Total Circulation of Items	264,905
E-circulation	27,223
Non-library Events in Meeting Rooms	328
Number of Website Visits	69,536
Reference Questions	9,610
Number of Database Visits	5,738
Public Computer Usage Minutes	278.667



SOUTHBURY SNAPSHOTS



ANIMAL CONTROL DEPARTMENT

Kristin Cedor
Animal Control Officer

Southbury Animal Control originated in the 1950's as an establishment of law enforcement solely dedicated to enforcing all State laws and Town ordinances relating to animals. Our department is responsible for enforcing ordinances, such as leash laws, laws governing vaccinations, dog licensing, and the humane treatment of animals. Our Animal Control Officers investigate all animal complaints including cases of cruelty, mistreatment, bites, roaming dogs, and respond to calls about sick, or injured domestic animals and wildlife. In addition, Southbury Animal Control strives to educate the public through different programs with Heritage Village and Southbury Public Library, to make citizens aware of animal control problems and ways to solve them.

Throughout the 2023-2024 Fiscal Year, Southbury Animal Control had quite a few accomplishments.

- Two Assistant Animal Control Officers, Kristin Cedor and Heather Kokinchak completed the Animal Control Academy in September 2023.
- Assistant Animal Control Officer Kristin Cedor was promoted to Head Animal Control Officer in September 2023 as well.
- Animal Control hired a new Assistant Animal Control Officer, Amanda Kowalski, who started training at the academy in August.
- Partnered with Southbury Police Department and Connecticut Department of Energy & Environmental Protection to offer a presentation on Bear and Coyote Awareness
- Partnered with Southbury Veterinary Hospital to offer a low cost Rabies Clinic
- ACO Kristin Cedor started up the 501(c)(3) Friends of Southbury Animal Control with help from Officer Liz Armeno and Claire Morris.

Dogs: Animal Control took in a total of eighty-four dogs, eighty-one of which were safely redeemed by their owners! We had two dogs adopted by new families. Unfortunately, we had to euthanize one dog.

Cats: We took in a total of twenty-nine cats and kittens, eleven which were either safely redeemed by their owner or transferred to Whiskers, and eighteen that were adopted by new families.

Other: We also housed several animals to rehab: three hawks, one owl, one rabbit, one squirrel and two banded pigeons.

Dogs: Total 84

- 81 redeemed by owner
- 2 adopted by new families
- 1 euthanized

Cats & Kittens: Total 29

- 11 redeemed by owner or transferred to Whiskers
- 18 adopted by new families



BUILDING DEPARTMENT

Mark Cody
Building Official

The Building Department has the responsibility of enforcing the State of Connecticut Building Codes, Connecticut General Statutes §29-252A and §29-253, as well as Town Ordinances regarding Building Safety. These duties include reviewing applications and construction documents, plan reviews and inspections. Projects range from simple accessory structures to mixed use commercial properties, and anything in between.

The Department maintains professional memberships with the International Code Council, National Fire Protection Association, Connecticut Building Officials Association, and Litchfield Building Officials Association. Each inspector also maintains their license with 30 hours of approved training annually.

The Department has seen the steady volume of work continue into the past fiscal year with a slight uptick in single family dwellings and remodeling projects. Over 1,800 permits have been issued, with a total construction cost of more than \$33 million dollars, resulting in permit fees of \$501,380.

Building Permits 07/01/2023 – 06/30/2024

TYPE	COUNT		FEES	COST OF CONSTRUCTION
Commercial	37	\$	72,685.00	\$ 5,125,650.00
Demo	8	\$	2,730.00	\$ 172,310.00
Electrical	372	\$	57,455.00	\$ 4,348,896.38
Heating	412	\$	62,490.00	\$ 4,446,913.51
Plumbing	364	\$	31,440.00	\$ 1,743,257.55
Pool	10	\$	9,000.00	\$ 588,920.00
Remodel	506	\$	177,755.00	\$ 11,263,623.69
Single Family-New Construction	26	\$	61,860.00	\$ 4,086,212.00
Solar	70	\$	25,965.00	\$ 1,631,905.52
TOTAL	1,805	\$	501,380.00	\$ 33,407,688.65

ECONOMIC DEVELOPMENT

Kevin Bielmeier

Economic Development Director

The mission of the Southbury Economic Development Commission, and the Department, is to support and foster a strong local economy for the Town of Southbury by attracting, promoting, retaining, and engaging businesses. FY24 has been successful in its purpose to fulfill this mission.

Growing Business:

- 55 new businesses registered with the Town Clerk's Office in FY24 (LLCs + DBAs not required to register).
- 25 ribbon cuttings were held celebrating grand openings, anniversaries, expansions, or renovations of businesses, including milestones like Newtown Savings Bank celebrating 55 years in Southbury, Joseph Bette Realtors - 50 years, and Señor Panchos - 35 years, with Jack Zazzaro, D.M.D. and Natural Balance Massage at 20 years. Business expansions included Speech Pathology Group & Rehab Services of CT, River Glen Health Care Center, and Whiskers Pet Rescue adding Whiskers Too!



Señor Ponchos Ribbon Cutting Celebrating 35 Years in Business

Marketing & Media: One of the tools and strategies to promote the Town is with the use of media. FY23 saw many examples of Southbury highlighted on television, in print, on the radio, and on the internet. During this fiscal year, we also added an Instagram account to the Town's list of growing social media outlets.

Arts & Culture: The Arts and Culture Subcommittee of the Economic Development Commission, formed last year, grew their output and impact on the community. New this year was a monthly curated arts calendar. They continued to highlight area artists through their Maker Spotlights and held successful community events: Southbury Chalk Walk; Art in the Park (with P&R) and Make Music Day Southbury. Additionally, the committee has provided arts support to many other events throughout the year, including the Town's 350th Anniversary, overseeing completion of the Community Quilt and Community Cookbook projects.

Business Events: EDC held monthly Small Business Seminars in partnership with Newtown Savings Bank, on Marketing, Financing, Business Planning and Cybersecurity. Additional events included Restaurant Week with Southbury.com, and multiple events with the Southbury Chamber (see below). Our nonprofit community continued to drive the event calendar for many worthy causes supported by the business community.

Southbury Chamber of Commerce Achievements and Activities:

- 1st Annual Meeting & Awards Ceremony was held, honoring Community Leader (Jack Zazzaro), New Business of the Year (The Bevy Co), Unsung Hero (Brian Jones), and Business of the Year (Chatfield True Value)
- Past the 100 members mark
- Festival of Wreaths (December)
- Monthly Networking – 'Wake Up Your Business'

In addition to my job duties as the Southbury's first Economic Development Director, I serve and support other professional organizations that intersect with my municipal position.

Serving these Organizations:

Local: Board - Southbury Chamber

Regional: Naugatuck Valley Corridor Economic Development District CEDS: June 2024

Regional: Western CT Tourism Bureau WesternCT

State: Executive Board - 1st VP of CT Economic Development Association CEDAS 2023-24

State: CT Commerce Committee (economic development advisory group)

State: CT Main Street Working Group

International: Member - IEDC

350 Years of Southbury – Celebrating History (1673-2023): Beginning January 2023, the 350th Anniversary 350th Anniversary Steering Committee executed at least one community gathering event every month, and provided opportunities for residents and others to learn about the history of the Town.

350th Southbury Anniversary Highlights (FY24)



Mattatuck Fife & Drum Band
Presentation and History Walk



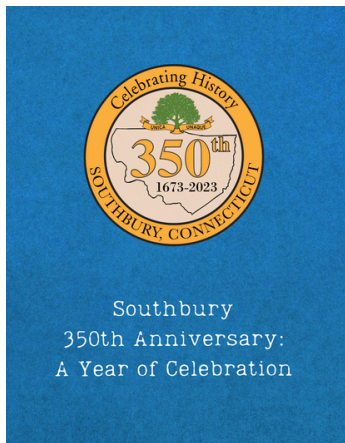
Monthly History Talks



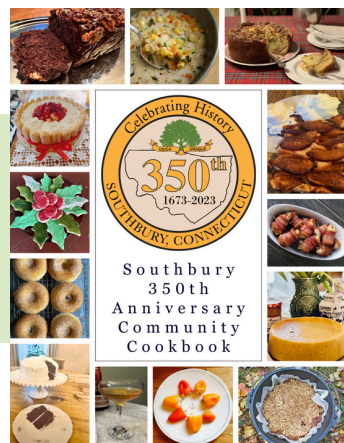
Rotating Historical Photo Exhibit
Southbury Celebration



350th Anniversary Gala:
A Night to Remember
350th Community Quilt & Tour



Commemorative Book: "Southbury 350th Anniversary: A Year of Celebration"
350th Community Cookbook



EMERGENCY MANAGEMENT DEPARTMENT

Stephen Schnell

Emergency Management Director

Emergency Management plays a crucial role in ensuring the safety and well-being of individuals and communities in times of crisis. It encompasses a range of activities aimed at preparedness, response, recovery, and mitigation of disasters. This report will highlight the significance of effective emergency management in minimizing the impact of disasters and protecting lives and property as well as the work that has taken place over the past year.

The Emergency Management Director serves as the primary emergency point-of-contact for the alert, notification, and initiation of a preliminary response to major emergencies and disaster events occurring in Southbury. The Director also serves as the Chairperson of the Local Emergency Planning Committee.

One key aspect of emergency management is preparedness. This involves developing plans, conducting drills, and training personnel to respond efficiently to various types of emergencies. By being prepared, emergency responders can act quickly and decisively when a disaster strikes, thereby saving lives and reducing the extent of damage. In addition to preparedness, effective emergency management also involves a coordinated response effort. This requires collaboration among various agencies and organizations, including government entities, non-profit organizations, and the private sector. By working together, these entities can pool their resources and expertise to address the needs of affected individuals and communities in a comprehensive manner. Furthermore, emergency management encompasses the recovery phase, where efforts are made to restore normalcy and rebuild communities in the aftermath of a disaster. This involves providing support to those who have been displaced, restoring infrastructure, and promoting economic recovery. A well-planned and coordinated recovery effort is essential for ensuring the long-term resilience of communities. Mitigation is another critical component of emergency management. By identifying and addressing vulnerabilities before a disaster occurs, mitigation efforts can help reduce the likelihood of a disaster occurring or minimize its impact.

Throughout this past year the Emergency Management Office has completed a full revision of the Town of Southbury Emergency Operations Plan and EMS Plan. We continue to maintain the emergency notification system to ensure accurate and up to date contact information for Southbury residents and business owners. The OEM office has secured multiple grants this year for use in further enhancing the Town of Southbury's readiness efforts. The department has participated in multiple tabletop exercises and Statewide exercises designed to test our plans and response abilities. In addition, personnel have attended pipeline training, cyber security, and emergency management specific courses. The Emergency Management office has delivered multiple lectures on Emergency Preparedness over the past year as well.

We continue to work closely with our public safety and private sector personnel which helps to ensure the Town of Southbury can effectively respond and recover from natural or man-made disasters. Effective emergency management is essential for protecting lives and property in the face of disasters. By focusing on preparedness, response, recovery, and mitigation, the Town of Southbury can build resilience, reduce the impact of emergencies, protect our communities, and ensure their long-term safety and well-being.



FINANCE DEPARTMENT

Dan Colton

Finance Director

The Finance Department is responsible for Finance, Accounting, Pension Administration, Budget, Human Resources, Assessment, and Taxation.

FINANCE OFFICE

The Finance Office is responsible for the accounting of all Town Funds, maintaining financial records, and preparing financial reports. The department handles accounts payable, financial statement preparation, investment of Town funds, budget preparation and maintenance, and financial reporting.

Financial Highlights

Net position in the Town's governmental activities increased 3% over fiscal year 2022-2023. The increase is substantiated by the Town's conservative positive budgetary operations in the general fund and a pay as you go strategy for capital investments.

At the close of fiscal year 2023-24 the Town's governmental funds reported combined fund balances of \$35,757,644 an increase of \$2,335,0274 compared to the prior year.

The components of the \$37,757,644 fund balances are as follows:

Non-spendable	\$39,418
Restricted	\$147,041
Committed	\$19,555,332
Assigned	\$10,477,112
Unassigned	\$5,538,741

The general fund is the operating fund of the Town. At the end of fiscal year 2023-24 unassigned fund balance increased by \$200,000 to \$9,224,475. As a measure of liquidity, unassigned fund balance represents 12.6% of the general fund budgetary expenditure.

The Town paid off all its debt obligations in fiscal year 2023-24.

In the fiscal year 2023-24 \$1,687,508 was committed to fund road and bridge projects. Also, the Town allocated \$1,157,650 to reserve for vehicles, infrastructure, and other large non-recurring expenditures.

There were \$1,176,482 of appropriations utilizing ARPA funds in fiscal year 2023-24. This accounted for 21% of the total ARPA allocation the Town received.

The Town’s investment in capital assets increased by \$145,000 due to purchases of police vehicles. Assets over \$5,000 with a useful life of over 1 year are capitalized.

Major capital investments during the fiscal year include the following:

Vehicles: fire apparatus and police cruisers \$1,120,317

The Town maintains a “Aa1” credit rating from Moody’s Investor Service.

HUMAN RESOURCES

Claire Donovan

Finance & Human Resources Administrator

The Human Resource Department is responsible for employee relation, pension administration, benefits administration, and payroll.

Human Resources Highlights

1. Creation of a leadership team to discuss and work on items that would impact employees.
2. Negotiate a new four (4) year contract with the Teamsters.
3. Creation of a new family leave policy.
4. Working with our insurance providers to provide top service while keeping costs down.

ASSESSOR’S OFFICE

Darcel Peters

Assessor

Each assessor’s primary objective is to ensure that all taxable property located within a town is assessed in accordance with applicable law so that every property owner bears an appropriate share of the total property tax burden. To accomplish this objective, assessors must discover, list, and equitably value all property within their jurisdictions. In addition, they are responsible for reviewing and approving various forms of property tax relief.

The result of these efforts is the Grand List: a record of all the taxable and tax-exempt property in a particular town.

Personal Property

The Assessor’s Office is required to ask businesses to report annually on their personal property. In mid-September business personal property declarations are mailed to all businesses in Southbury. This form must be filled out, signed, and returned to the Assessor’s Office by November 1 to avoid the statutory 25% assessment penalty for non-filing. Each of these declarations must be reviewed and compared to the prior year’s declaration to be sure that all information is consistent and accurate. In 2023 the Town of Southbury held 1,108 businesses within town.

Real Estate

By the end of December, we reviewed and valued all changes in real estate accounts including new construction, demolitions, home improvements, etc. Those changes to the values of the properties are made. This information comes to us primarily by way of building permits. The follow-up on 2,184 building permits began in March and continued through the end of October. All improvements reflected in the permits (or those found to have been done without a permit) will be added to the Grand List.

Motor Vehicles

By the end of November, we receive the supplemental motor vehicle list from the DMV. This is a list of motor vehicles including trucks, trailers and motorcycles that have been registered since October 1 of the previous year. Approximately one-third of these 2,742 vehicles need to be researched in accordance with J.D. POWER and priced manually. All motor vehicles are valued, based on J.D. POWER's "clean retail" value, according to year, make and model. This value is then prorated based on the month the registration was initiated or transferred. The supplemental motor vehicle list is completed by early December and the related tax bills, due on January 1, have been mailed.

In early December, we receive from DMV the regular list of motor vehicles registered as of October 1. This list usually contains more than 19,000 vehicles. Approximately one-third of those must be priced manually from the J.D. POWER price schedule using the "clean retail" value of the vehicle.

By January 15, all real estate (10,0169+/-), personal property (1,100+/-), and motor vehicle (19,000+/-) accounts have been checked, valued and entered into the Town's administrative system to produce a Grand List bill for June.

Appeals

By January 31, the assessor will sign the Grand List. Property owners and business owners whose assessments have increased on the new Grand List over the previous Grand List will receive an increase notice. If the owner disagrees with the assessment of their property, they have the opportunity to file an application to appeal the assessment before the Board of Assessment Appeals (BAA), which meets in early March. BAA applications are available on the website and at the Assessor's Office and must be returned to the Assessor's office by February 20. Each applicant must appear with supporting documentation for the BAA to make a decision concerning the property value. The BAA received 39 Real Estate, 1 Personal Property, and 3 Motor Vehicle applications.

Exemptions

Applications for the Elderly or Disabled program "Circuit Breaker" are accepted from February 1 through May 15. Applicants must be 65 years of age as of October 1 of the previous year and provide a copy of their tax return showing gross income as well as a copy of the SSA 1099.

Applications for Totally Disabled, Blind or Disabled, Veterans and additional Veterans are accepted and processed through the Assessor's Office.

TAX COLLECTORS OFFICE
Azra Sholtes
Tax Collector

The Tax Collector’s Office is responsible for collecting all real estate, personal property, and motor vehicle taxes, including interest and fees that may be due in accordance with the General Statutes of the State of Connecticut.

The total adjusted levy for fiscal year 2023-2024 was \$64,967,445.54, with a collection rate of 99.4% of current taxes. Collection for the fiscal year was as follows:

Current year’s tax:	\$64,040,691
Prior year’s tax:	\$607,676
Interest and lien fees:	\$ 351,484
Motor vehicle supplement:	\$ 570,486

Real estate, personal property and motor vehicle tax bills are mailed out at the end of June. Real estate and personal property tax bills less than \$100 are due in one installment by August 1. Real estate and personal property tax bills greater than \$100 are due in two installments – the first installment being due by August 1 and the second installment due by February 1. Motor vehicle taxes are due in one installment. Regular motor vehicle tax bills are due by August 1, and supplemental motor vehicle tax bills are due by February 1.

The Town utilizes several platforms to collect taxes. Payments received in person and by mail continue to be the primary method of payment. Lighthouse Payment Services is the lockbox service that processes payments for Southbury during the collection months of July and January, and Point & Pay is the vendor used to process online payments. Delinquent bills are forwarded to TaxServ, a collection agency, and Connecticut State Marshals Vincent Dwyer, Daniel Cooney, and Patrick Crimmins for collection action.

FIRE MARSHAL

Derrek Guertin
Fire Marshal

The Southbury Fire Marshal's Office holds the community's safety and well-being to the highest regard. The Fire Marshal's Office works diligently to minimize fire risk within our community by performing investigations of fires and explosions to determine origin and cause, inspections of commercial and multi-family properties, construction plan review, review of assembly events, review of and issuance of blasting permits, review of and issuance of burning permits, public education, underground oil tank removals, and investigation of complaints. The Fire Marshal's Office works closely with the schools in Southbury and attends emergency drills.

The Fire Marshal's Office is a key component to achieving community well-being through Community Risk Reduction. The Fire Marshal's Office addresses these needs through Fire Prevention, Fire Inspection and Fire Investigations. We work closely with the Building and Land Use departments, the Southbury Volunteer Firemen's Association, the Southbury Police Department, various associations, property owners and State Agencies.

Community Risk Reduction programs include routine inspections to ensure buildings meet all applicable fire safety codes and regulations. The Fire Marshal's Office conducts inspections for all commercial occupancies: mercantile, hotels, medical offices, gasoline stations, restaurants, locations of public assembly, and more. There are over 875 locations that are subject to inspection in the Town of Southbury.

Fire and fall prevention training for older adults "Steps to Safety" is delivered throughout the year. This program, created by the National Fire Protection Association, focuses on sixteen key areas, eight for fire prevention and eight for fall prevention.

Fire prevention education for Southbury's children this year includes Southbury's 4th and 5th graders participating in a statewide fire prevention poster contest! These students will be invited to design a themed poster "Fire Prevention- Everyone/Everyday". They will also get a special visit from the Fire Marshal's Office to learn about fire safety and work on their posters. The top posters will go on to be judged at the county level, and hopefully the state level.

We continually seek ways to modernize the office to provide professional customer-friendly, efficient service. The Fire Marshal's Office has been transitioning to an electronic-based inspection software that allows the Fire Marshals to document inspections and share vital information with the Fire Department.

Fire prevention is for everyone, every day! It is imperative that you have working smoke alarms and carbon monoxide alarms in your home. The Fire Marshal's Office makes referrals to the American Red Cross and promotes their Home Fire Safety program which provides homeowners with smoke alarms at no-cost. Please be sure you have working smoke alarms in your home. Smoke alarms save lives!

INFORMATION TECHNOLOGY DEPARTMENT

David Richards
Information Technology Director

The Information Technology Department provides and maintains Southbury's investment in technology to allow town employees to access, utilize and share information, assisting them in providing effective and efficient services to the residents of Southbury. A key aspect of our mission is to provide current and prospective residents and businesses with a top-notch website to obtain information and do business with their town government. We also prioritize securing our Town's electronic information.

Our department works with the Information Technology Committee, department heads and staff, vendors, and outside consultants to develop and execute an Information Technology Strategic Plan to ensure a meaningful, reliable, and secure technology infrastructure.

Key aspects of the Town's technology infrastructure include:

- Fiberoptic-based communications between key town facilities
- Servers, desktop computers, printers, multi-function copiers
- southbury-ct.org town website
- Department specific software applications in most town offices
- Email and office productivity tools

Communications: Southbury uses an extensive scope of electronic platforms to communicate information in a timely and efficient manner. The Town's communications platforms are designed to effectively reach all population groups and are used based on the intended audience(s), urgency, and complexity of the pertinent information. We communicate information to the public through our Town website, direct mailers, legal notices in Voices and other newspapers, and social media platforms such as Facebook and Instagram. We live stream many town meetings on YouTube. This gives our residents the ability to watch some of the Town's meetings from home as they are occurring live. You can find the video streaming link on the homepage of our website.

COMMUNICATIONS 2023-2024	
Total Website Page Views	532,566
E-blasts Sent	315
YouTube Views	16,983
YouTube Subscribers	417
Facebook Reach	821,953
Facebook Pages	9

2023–2024 COMMUNICATIONS BY NUMBERS

WEBSITE TOP TEN PAGES	PAGE VIEWS
Home	84,822
Events (Collective)	48,554
News (Collective)	37,408
Tax Payment Page	24,282
Tax Collector	18,199
Parks and Recreation	16,103
Employment Opportunities	12,363
GIS	8,682
Procurement and Bidding	8,287
Transfer Station	8,157

EBLAST SUBSCRIBERS	
Parks and Recreation	7,241
Library	4,816
Southbury News	3,839
Employment	3,039
Tax Department	2,201
Senior Services	2,112
Economic Development News	1,081
Competitive Bids	1,040
Social Services	664

FACEBOOK FOLLOWERS	
Southbury Police	6,237
Town of Southbury	5,300
Southbury Animal Control	3,897
Southbury Farmers' Market	3,432
Southbury Public Library	1,988
Southbury EDC	1,311
Southbury Library Youth Services	803
Southbury Senior Center	611
Southbury Fire Marshal's Office	389

FACEBOOK REACH	
Southbury Police	299,526
Southbury Animal Control	297,821
Town of Southbury	123,498
Southbury EDC	41,614
Southbury Public Library	23,873
Southbury Farmers' Market	16,072
Southbury Library Youth Services	7,944
Southbury Senior Center	6,169
Southbury Fire Marshal's Office	5,149

INSTAGRAM FOLLOWERS	
Town of Southbury (Southburytown)	1,784
Southbury Police (southburypolice)	649
Southbury Library Teen Department (southburylibraryteen)	570
Southbury Police Department Youth Officer (southburypdyouth)	156
Economic Development (southbury_econdev)	152

LAND USE DEPARTMENT

Jordan Marcinko

Land Use Administrator

The Land Use Office is responsible for implementing and enforcing land use regulations, processing applications, and issuing permits together with providing information and guidance to the public, Town officials, and Town agencies. Our Office is dedicated to guiding the sustainable growth and development of our community by ensuring that land use decisions are made thoughtfully, equitably, and in accordance with both local regulations and long-term strategic goals. With the dedication of our staff and commissioners (who volunteer countless hours), we are on track for an exceptional upcoming year.

Who We Are: The Land Use Office administers businesses of the following agencies and commissions: Aquifer Protection, Zoning, Planning, Inland Wetlands and Watercourses, and Zoning Board of Appeals.

What We Do: The Land Use Office assists in the work of special initiatives and is proactive to municipal needs. Consistent collaboration with all departments has been key in developing these undertakings.

How We Did It: Reactive to current municipal needs, community wants and not to forget to consider new state requirements; are what continually change the climate and priorities for the work of special initiatives.

Our mission is to preserve the community charm while maintaining to be thriving, resilient, collaborative, and forward-thinking; to build unrestricted and equitable long-range plans will be our shared, continued concentration.

Co-hosting numerous meetings with our Health District, Council of Governments, Conservation Districts, and others has been productive resulting in a very practical collaboration with long-term improvements to better our ability to serve the public of Southbury while considering the broader outlook.

KEY ACCOMPLISHMENTS

Implementation of the Plan of Conservation and Development: The Plan of Conservation and Development was adopted on March 1, 2023. This was a monumental accomplishment considering staff changes, requests of the Board of Selectman, and picking up such a large project mid-stream to bring it to completion along with the Implementation Guide. As commercial and residential development continue to progress throughout Southbury, the Plan of Conservation and Development will continue to be an integral blueprint shaping and guiding the Town's future. .

Land Use Enforcement Officer: The Land Use office hired a new Land Use Enforcement Officer to assist in reviewing and issuing zoning permits as well as enforcing the Zoning, Inland Wetlands and Aquifer Protection Regulations for the Town.

Pre-Application : The Land Use office has hosted 10 pre-application meetings (October 2023 to present) with property owners, business tenants, and land developers. These meetings have been designed, and are specific, to guide the applicant to what can be anticipated through the application process. These meetings allow for an opportunity to develop mutually beneficial and high-quality businesses and/or developments for both owners, tenants, residents and visitors.

Public Engagement: Provided staffing for 34 regular and special public meeting, in addition to informational workshops, and many other sessions in municipal projects.

Streetscape Review Sub-Committee: The Planning Commission recently approved the creation of a Streetscape Review Sub-Committee. This sub-committee will consist of members from various municipal commissions such as the Planning Commission, Zoning Commission, and Economic Development Commission. Additional members will involve individuals from the Southbury Police Department, Public Works Department as well as previous members of the 2014 Streetscape Committee and residents. This Commission's mission will be to preserve, maintain, improve and expand one of the key features to the Town, our streetscape.

IN SUMMARY

Zoning: Processed 184 applications/permits including:

- Accessory dwelling units, accessory structures, additions, business and commercial fit-outs, pools, single-family dwelling, signage, home enterprises, food cottages, and solar applications.
- Enforcement (October to present) there have been 7 issued cease and desist with 3 being brought to compliance. There were 9 notices of Violations/Deficiency/Correction with 6 being brought to compliance.

Planning: Processed 26 applications/permits including:

- 4 CGS 8-24 Board of Selectman referrals
- 4 CGS 8-3a (b) referrals
- 3 Lot line revision
- 1 Soil Extraction
- 1 Subdivision
- 1 Re-Subdivision
- 4 Special Exceptions
- 8 Modification requests to approved Special Exceptions and Site Plans.

Inland Wetland and Watercourses Agency: Processed 18 applications/permits

Zoning Board of Appeals: Processed 2 applications/permit

LIBRARY

Heather Aronson *Head Librarian*

The Southbury Public Library has been proudly serving the Southbury community since at least 1776. Today, our collection totals more than 107,000 books, movies, and other items; if we do not own what you are looking for, we will try our best to get it for you through Interlibrary Loan.

Our 32,000 square foot building, constructed in 2006, is open 2,970 hours a year to readers and learners of all ages and interests and we have a variety of places to read, work, or study throughout the first and second floors. With about 20 staff members, we are a department of the Town of Southbury.

Staffing: Fiscal year 2023-24 was a stable year for staffing at the library with little turnover. Two Reference Librarian Substitutes and one circulation assistant substitute were added to address coverage needs. We hope to add additional substitutes to the rotation. The library is currently fully staffed.

Programming: Programming continues to be well attended with a total of 21,519 people attending 796 library events. Select adult lectures continue to be accessible online via Zoom. Educational programs on history, pop culture, and current events are popular. How-to and craft programs were increasingly requested. Computer and technology classes always draw a crowd. Recreational and instructional programs included music, the arts, and more. Youth Services programs built a strong following, with additional sessions of several storytimes added this year. Our second annual Spring Open House coincided with the dedication of Cleve Gray's abstract painting, "Galileo's Dream" which was generously donated by son Thad Gray. The arts are alive and flourishing at the Southbury Public Library.

The Southbury Garden Club created a monthly arrangement for display. We continue to showcase a variety of local artists in the Gloria Cachion Gallery, including art students from Region 15. The Brinker fireplace room glass displays focused on local organizations and coordinated with our monthly programs.

Renamed Talking Books CT, the Connecticut Volunteer Services for the Blind and Handicapped (CVSBH) continued to produce audiobooks for Connecticut residents and playback devices free of charge through the National Library Service.

Partnerships: Opportunities to work with town and local organizations continued to grow this year. We partnered with Region 15, the Historical Society, Fire Department, Economic Development/Sustainable Southbury, Animal Control, SMART, Southbury Garden Club, and more. The 350th Anniversary Committee wrapped up its programming by highlighting the beautiful quilt created to commemorate the Town's anniversary. The library is always looking to make new community connections.

Building & Property Maintenance: This building would not function without the dedicated support of Public Works. We thank everyone who contributed to the success of the library, inside and outside.

Friends of the Southbury Public Library: The Friends of the Southbury Public library continued their full financial support of library programs. They continued to receive donated items, used to supplement the library collection as well as selling them to fund programming. This year saw record sales. The Friends awarded four scholarships to a local high school senior this spring. The Friends conducted a survey to assess community needs. We thank the Friends for their continued support

Library Board of Directors: The Board approved revisions to the Behavior Policy in May 2024. The Strategic Planning process wrapped up members focusing on enacting change based on survey results and patron interests. They continue to examine and address the changing needs of the library by focusing on alternative use of existing library spaces and digging deeper into statistics, and technology.

I want to express my gratitude for the opportunity to lead the Southbury Public Library and my thanks to everyone who has assisted me. Many thanks to everyone at the Town Hall, the Library Board of Directors, Friends of the Library, and all my fellow staff members here at the Southbury Public Library.

Number of library visits	92,297
New library cardholders	793
Number of items available	108,861
Total circulation of items	264,905
Circulation of electronic resources	27,223
Number of library programs	796
Total attendance of library programs	21,519
Non-library events held in meeting rooms	328
Number of website visits	69,536
Reference questions	9,610
Total database visits	5,738
Total public computer usage minutes	278.667



PARKS & RECREATION

Meghan Lennon

Director of Parks & Recreation

Southbury Parks and Recreation's mission is to offer a wide range of activities and programs for our residents and opportunities for the community to come together at events. It is so important to give our youth and young at heart structure to keep them busy, entertained, and active. This year, we ran a total of 48 unique programs and held 21 special events.

Some of our new program offerings included “Mini Stars” and “Creating Connections;” play based toddler socialization programs that taught active listening, sharing, and taking turns. Mini Stars got extended through May rather than only in the fall. Our Adult Co-Ed volleyball was popular through the winter. Kids enjoyed Website Creations and Renew Kids Yoga. We offered the CT Boating license course, which is important for those who spend time on Lake Zoar and Lake Lillinonah. The brand new D.I.Y. Parks and Recreation Clubhouse offered different programming for children to get “messy” with crafts without parents having to clean up! Our painting class continued to offer painting classes outdoors over the summer, as opposed to indoors only.

Southbury Parks and Rec enjoyed collaborating with our community for special events. We worked with The Southbury & Middlebury Equity and Inclusion council to make our events more inclusive for the community, rebranding the “Tree Lighting” ceremony to the “Holiday Celebration,” and the “Spring Egg Hunt” to the “Spring Extravaganza.” We worked with the Arts and Culture subcommittee for the second year to host our Art in the Park special event at Ballantine Park in May. Planet Fitness sponsored the Spring Extravaganza and Art in the Park. Together, we worked closely to provide free day passes at Planet Fitness for community members. We also recognized the need for there to be quieter offerings for children with sensory sensitivities, hence our earlier “Sensory friendly” hour at the Spring Extravaganza and Art in the Park. This allowed children who might normally avoid large crowds to enjoy our offerings in a much smaller setting.

Our work could not be done without our collaboration with Region 15. Together we continue to house both their programs and ours in their school gyms, fields, and high school pool. First Student sends a bus over right away on rainy days to transport campers to the Park & Rec building. In return, we offer our courts for practices and our pool and pavilion for the ESY summer camp.

We continued to enhance our MyRec website by adding our special events to the page for promotion and utilizing the “text blast” feature to communicate changes or cancellations for programs, activities, and camp. We allowed for pickle ball and tennis court reservations on MyRec, which shows how much people are enjoying their reserved times on the courts and the camaraderie with new friends in Open Play with one another. We continued to use the Remind app for both Adventure Day Camp and Teenscape to provide fast and effective communication between parents and camp counselors.

Our camps saw year-round success with our first February vacation camp, Half Day Adventures, and fully booked summer Adventure Day Camp and Teenscape Camp. Our counselor in training (CIT) program invited a new age group, training eight graders for the first time. Thank you to all the parents and guardians for trusting your children with us. They are a joy to be with. We always appreciate your feedback to accommodate you as best as possible. It was such a memorable summer that we sold 47 copies of our first ever published Camp yearbook.

Our department is grateful to our Public Works crew for all they made possible at our parks this year. Ballantine accommodated 398 reservations for a total of 2,679 hours of use. This includes the Pavilion rentals, tennis and pickle ball reservations, and local volunteer sports groups. Community House Park, Settler's Park, Seman Park, and Ewald Park had use for a combined total of 19,190 hours by our various sports leagues. It is truly a collaborative effort that goes into maintaining and updating our town fields, and we could not do it without the public works team and partnership with our coaches and volunteers.

At the town pool, our lifeguards enjoyed giving lessons to 178 registrants, as well as giving the Adventure Day Campers three lessons per week. The Town Pool hosted a free Family Day and an evening Middle School party, which included water balloon contests, the infamous Dad cannon ball contest, corn hole, water polo, and a dance party. At the end of FY '23, we implemented a new scan card system at the pool, which allows for more accurate tracking of pool usage and memberships. A collaboration with the Midd-South Catholica, Food Bank, and Mustard Seed Foundation provided summer lunch program recipients with a free day pass at Ballantine Pool. Winter swim lessons were given at PHS and we had kids on our swim team year round practicing at both the town pool and high school.

We are thankful for our instructors and coaches who pour their heart and soul into our programs and everyone who participated in them. And to those who sang at our celebrations, danced at our concerts, painted at our park, cheered at our sports games, rented our spaces, won our contests, and so much more; we are here for you! We look forward to serving you and helping your families grow and thrive in our community. We will see you at our next event!





POLICE DEPARTMENT

Christopher Grillo
Chief of Police

This annual review highlights the achievements of the Southbury Police Department, highlighting its commitment to the mission statement. This mission emphasizes the importance of building community partnerships, delivering compassionate service, enhancing citizens' quality of life, and creating a supportive work environment that fosters professional growth. Throughout the year, the department dedicated itself to these guiding principles, resulting in noteworthy accomplishments.

This year also marks a historic milestone for the Southbury Police Department as it started to transition from a Resident Trooper town to a fully independent police department. The transformation will involve extensive planning, coordination, and commitment to establish a stand-alone agency capable of delivering exceptional law enforcement services.

The Southbury Police Department takes immense pride in these accomplishments, which stand as a testament to its commitment to excellence and its dedication to protecting and enhancing the quality of life in Southbury. These efforts have significantly advanced public safety, strengthened trust within the community, and enhanced the well-being of all Southbury residents. Our diligent efforts have manifested in the following noteworthy endeavors and accomplishments:

Community-Oriented Accomplishments:

1. Cones with a Cop – Officer Elizabeth Armeno started a community relations program with the Town's youth over the summer. With the generosity and cooperation of the "Scoopin" ice cream shop, Southbury Police distributed tickets for free ice cream to the children of Southbury who were then served their treat by Southbury Police Officers. This program fostered great relationships between children and their families with our local Police Officers.
2. Babysitting, Elderly Scams, and Safety Presentations – Officer Elizabeth Armeno held multiple informational presentations on babysitting safety, elderly scams, and elderly safety. These informational sessions were held at the Senior Center and assisted living facilities, to help keep young babysitters and elderly residents up-to-date with current information and relevant trends to protect themselves and others from becoming victims of crimes.
3. Bear & Coyote Awareness – In recent years citizen encounters with black bears and coyotes have dramatically increased throughout town. Officer Elizabeth Armeno partnered with Southbury Animal Control and coordinated a public presentation on bear and coyote awareness, answering many questions the Police Department and Animal Control often receive from the public when they encounter these animals.

4. **Holiday Toy Drive** – Sergeant Recupero spearheaded this year's holiday toy drive, leading the Southbury Police Department's efforts to bring joy to local families in need. Through his dedication and organizational skills, the event successfully collected an impressive array of toys and gifts for children in the community. All donations were contributed to the Southbury Needy Fund, ensuring that families facing financial hardship would have presents for their children during the holiday season. Sergeant Recupero's leadership in this initiative reflects the department's commitment to compassionate service and supporting the well-being of Southbury residents.

5. **Annual Food Drive** - Sergeant Armeno partnered with the Southbury Ambulance Association to lead a community-wide food drive, rallying local support to help those experiencing food insecurity. His leadership was instrumental in organizing the initiative, coordinating the collection site, and inspiring residents to contribute generously. The food drive resulted in an impressive collection of non-perishable food items, all of which were distributed to the Southbury Food Bank and families in need. Sergeant Armeno's collaboration with the Southbury Ambulance Association highlights the department's dedication to community partnerships and its commitment to making a positive impact on the lives of Southbury residents.

6. **Autism & Special Needs Program** - The Southbury Police Department partnered with the Linked Autism Safety Project to create a specialized Autism Safety Program aimed at supporting individuals with autism and special needs in our community. This program is designed to enhance safety and provide essential resources for families, caregivers, and first responders. Through training and community outreach, the program equips officers with the skills to better understand and respond to the unique needs of individuals with autism, fostering positive interactions and ensuring their safety. This partnership underscores the department's commitment to inclusivity and providing compassionate, tailored support to all members of the Southbury community. Residents can sign up for this program online or at the police department.

7. The Southbury Police Department collaborated with Hartford Healthcare to conduct comprehensive, department-wide training on responding to incidents involving individuals with memory issues. This training equipped officers with valuable tools and strategies to better understand and support individuals experiencing memory loss, dementia, or other cognitive challenges. By learning specialized techniques for communication, de-escalation, and safe intervention, officers are now better prepared to handle these sensitive situations with empathy and skill. This partnership reflects the department's dedication to providing compassionate, informed service to all members of the Southbury community, especially its most vulnerable residents.

Administrative Accomplishments:

1. Officer Tyler Sullivan and Officer Vincent DeSanto successfully completed their Field Training requirements – Both becoming official POSTC certified police officers.

2. Four new police vehicles were put into service – Two administrative vehicles and two patrol vehicles.

Personnel Accomplishments:

1. Sergeant Anthony Armeno received the FBI-LEEDA Trilogy Award for completing the Supervisor Leadership Institute, Command Leadership Institute, and Executive Leadership Institute training.
2. The Southbury Police Department received the FBI-LEEDA Agency Trilogy Award. In order to be presented with this award, all current command staff of the Southbury Police Department must have, and did, receive individual FBI-LEEDA Trilogy Awards.
3. Chief Christopher Grillo successfully completed the Southern Police Institute Command Officer's Development Course. This 10 week school is a nationally recognized police training program aimed at sculpting command and executive level officers.
4. Officer Kareem El-Ayoub successfully completed the State of Connecticut Division of Criminal Justice Detective School.

Operational Accomplishments:

1. Blue Plan Drill – Sergeant Joshua Recupero and Sergeant Anthony Armeno represented the Southbury Police and participated in the first regional blue plan drill. The blue plan is a mutual aid agreement between neighboring and regional law enforcement agencies where resources such as manpower, specialty units, specialty equipment, etc. can be shared during critical incidents – Exponentially increasing the effectiveness of police and emergency services responses.

The achievements outlined above would not have been possible without the collective support and teamwork of the entire Southbury Police Department. From our dedicated administrative assistants and full-time and part-time dispatchers to our committed officers, command staff, and the invaluable partnership with the Southbury community—each individual has played a crucial role in our success. Their dedication and tireless efforts have driven us forward, enabling us to reach these remarkable milestones together.

Looking ahead, we are excited by the many opportunities that await us. The coming year promises both the chance to build upon this year's accomplishments and to pursue new initiatives that further enhance our service to the community. As we close out this year, we will focus on crafting strategic plans and preparing projects that will set the stage for even greater achievements in the year to come.





PUBLIC WORKS DEPARTMENT

Blake Leonard

Director of Public Works

The Public Works Department (DPW) remains committed to the safety, upkeep and improvement of all Town infrastructure, and the team is stronger than ever. Not only is the DPW team dedicated to their daily functions and roles, but they also respond to emergencies at any time of need on their time off. We received a lot of rain and severe weather over the last year, for example, which had an impact on our buildings, trees, bridges, roads, and parks. Thank you DPW Team for your flexibility, talent, and personal commitment to keeping all Town infrastructure beautiful, operational, and safe at all times.

River Road: River Road is now fully open to two-way traffic following the completion of our slope stabilization and re-construction project in the failed areas. This was an incredibly challenging project given how unique River Road is. DPW will continue to routinely monitor the road and will advise on future needs. We would like to thank the community for their understanding and cooperation with required detours, our contractors who delivered this project on time and under budget, and many other Town departments and Leadership for their support along the way.



River Road Before



River Road After

Purchase Brook Road Culvert Replacement: Given we were able to expedite and complete River Road's re-opening, and now that we could use it as a detour, we were able to fully close Purchase Brook Road over Purchase Brook for the culvert's replacement. This allowed us to start the project on-time back in July, and substantially complete the culvert replacement a few months ahead of schedule and under budget. Finishing touches are underway. The new bridge looks great, and once again we'd like to thank all who were involved. This project was 50% funded by the State Local Bridge Program.

Bridge Forecast: This year, we received a new 50% funding commitment from the State Local Bridge Program for the replacement of Spruce Brook Road over Spruce Brook (in the Yankee Drive area). Design for this culvert replacement will begin shortly. Also in our bridge pipeline, and currently in the design phase, is our Poverty Road Bridge over Pomperaug River replacement which is 100% funded by the Federal Local Bridge Program, and Old Field Road over Bullet Hill Brook’s culvert replacement which is 50% funded by the State Local Bridge Program. In total, over the last couple of years, DPW with the Town’s support has secured over \$10 million in available Federal and State funds for our local bridge and culvert projects.

PROJECT	FUNDING TYPE	STATE/FEDERAL SHARE	TOWN SHARE
Poverty Road Bridge Replacement	Federal Local Bridge Program	\$8,726,000 (est.)	\$0
Purchase Brook Road Culvert Replacement	State Local Bridge Program	\$702,569	\$702,569
Old Field Road Culvert Replacement	State Local Bridge Program	\$384,250	\$384,250
Spruce Brook Road Culvert Replacement	State Local Bridge Program	\$671,000	\$671,000

Vehicles: DPW received four new vehicles this year including two new Freightliner dump trucks, and two new Ford F-350s. These purchases allow DPW to retire older expensive-to-maintain vehicles and enhance the dependability of our fleet, which is crucial in emergency response situations and daily operations. We would like to thank the Mechanics team for all the work they do maintaining not just DPW’s vehicles and heavy equipment, but also the entire Town’s fleet.



DPW and First Selectman Manville Displaying Three of Southbury’s New Trucks

Food Scrap Program: Many residents are using Sustainable Southbury’s Food Scrap pilot program, with monthly volume measured in tons. Currently, a contract hauls and tips the food scraps elsewhere at a similar cost to solid waste, so it is important we get creative for the Town to continue this program next Fiscal year.

Facilities: What used to be called our Inside Properties Team had one full-time and one part-time employee to perform all interior Town building maintenance, renovation, and custodial services with the help of many outside vendors. We have expanded on this team’s size this year and now refer to it as our Facilities Team. We made this adjustment in an effort increase the quality of our maintenance and custodial services, and to take on more service-type work in-house to save on contracted services. Facilities now handle all building exteriors.

There are so many other Town departments, commissions, contractors, and community members to thank individually for all the support we receive every day, so on behalf of all those at DPW – Thank you!



REGISTRARS OF VOTERS

Joe Abruzzi

Republican Registrar of Voters

Marie Greene

Democratic Registrar of Voters

Our office is responsible for keeping our voter rolls current. We receive updates from the Post Office, Motor Vehicle Department, and other agencies alerting us to address changes. The Town Clerk sends us a monthly Vital Statistics list of deceased citizens and we scan local obituaries daily. We use these as notifications to remove these names from the voter rolls. In addition, each year we conduct a canvas of voters whose names are provided to us through a service which identifies voters who may have moved. At the beginning of the year, we send out over 1,000 letters asking these voters to confirm their address. Those that confirm that they have moved, and those that did not return the form within 30 days, are made inactive in our files and cannot vote without re-registering.

One of our main functions is to register voters. We received daily notifications from the Department of Motor Vehicles and other agencies as well as people just coming into our office in person to register or make changes to their registration information. In addition, each year we visit the high school to assist registering students who will reach voting age by the next election. We also assist those voters that are confined to nursing homes and want to vote by absentee ballot.

To maintain our certifications, and to keep up with the ever-changing structure of Connecticut's election process, our entire office staff attended monthly webinars and two multi-day statewide conferences that consisted of various workshops sponsored by the Connecticut Registrars of Voters organization along with the Secretary of the State's office.

This year we saw new procedures required by the State and had new challenges. New was early voting. It was rolled out by the State this year in time for the Presidential Preference Primary which was held on April 2, 2024. There were 4 days of early voting and not many voters took advantage of this new concept mostly due to a lack of interest in a race that was all but decided already.

Next was our 2024 Budget Referendum which was on May 8, 2024. This didn't require early voting and we had the normal voter turnout. That referendum went smoothly, and the budget passed.

Next year we will see many changes in our department. In 2025 our Connecticut Voter Registration System software will be changing to a new system. The tabulators are going to be replaced with new style tabulators. And, last but not least, both of our current Registrars are retiring.

SENIOR SERVICES

Andrea Corcoran

Director of Senior Services

The Southbury Senior Center serves as a vibrant activity center and is an essential community resource. Our devoted staff continues to add quality programs and supportive services for older adults and their families. Our goal is to provide many opportunities for healthy aging through social interaction, lifelong learning, and physical, mental, and emotional well-being.

The Southbury Senior Center has an annual membership that runs from January – December. The annual fee is \$15.00 for Southbury residents and \$25.00 for non-residents. This fee covers the majority of our programs excluding luncheons, trips, and specialized services like Facials & Swedish Massage. As of June 30, 2024, we have 819 members and continue to add more each month. Our growth can be attributed to new and innovative programs like Cooking Classes, Support Groups (Grief & Dementia), and Senior Bus Trips, as well as our friendly and welcoming environment. Community partnerships with organizations like the Housatonic Valley Health District, M&T Bank, Hartford Healthcare at Home, The Lutheran Home, Bethel Healthcare, and more, contribute to our growth and success.

For the past year, we have collaborated with Heritage Deli, a local restaurant in Southbury, CT. Heritage Deli caters our senior lunch program, “Let’s Do Lunch” held on Tuesday & Thursdays at Noon. The seniors can enjoy a delicious meal for \$5.00. Once a month, Southbury Baking Company donates cupcakes so we can celebrate the monthly birthdays at lunchtime. This program is primarily run by a group of dedicated volunteers, including staff from M&T Bank who are passionate about giving back to the community.

The Southbury Senior Transportation Department provides bus rides for Southbury residents who are 60 years and older or disabled. In April, the Town of Southbury received a brand new, fourteen passenger bus through the Section 5310 Grant from the Connecticut Department of Transportation (CDOT). Riders can make reservations within Southbury for medical appointments, grocery shopping, personal care appointments, Senior Center, Southbury Library and more. Out-of-Town Medical Transportation is available to Danbury, Middlebury, New Haven, Newtown, Waterbury, and Woodbury. Roundtrip fees range from \$0-\$5.00, and bus tickets can be purchased through the Senior Center Office. Senior Center buses completed 5,658 rides encompassing 31,740 miles throughout the year.



SOUTHBURY SENIOR CENTER MEMBERSHIP:

The Southbury Senior Center requires all participants to have an active yearly membership. The cost of a yearly membership for a Southbury Town Resident is \$15.00 and \$25.00 for non-residents. This yearly membership is a one-time fee and allows the member to attend Senior Center programs as much as they would like. A few programs have additional fees (lunches, therapeutic massage, trips, etc.). Membership fees are not pro-rated.

2024 Senior Center Membership Breakdown (as of June 30, 2024)

Membership Classification	Count	Male/Female	50-64	65-69	70-74	75-79	80+	Avg
Resident	705	143/533	31	99	156	180	234	76.29
Non-Resident	114	20/87	9	23	32	31		72.73
TOTAL	819							
Average Age								75.79

Monthly Attendance at Southbury Senior Center

Month	Attendance FY 2024	Unduplicated Attendees FY 2024	Attendance FY 2023	Unduplicated Attendees FY 2023
July	1302	339	953	223
August	1395	344	1072	252
September	1399	349	920	249
October	1537	405	1142	241
November	1456	392	1099	244
December	1133	379	1015	231
January	1677	375	1113	225
February	1468	369	1138	261
March	1507	373	1311	307
April	1732	423	1192	266
May	1686	422	1380	295
June	1389	356	1532	313

Total Attendance This Fiscal Year July 1, 2023 – June 30, 2024: **17,681**
This Fiscal Year July 1, 2022 – June 30, 2023: **13,867**

Southbury Senior Center Programming

Weekly Programs	Monthly Programs	Special Events	Trips
Aerobics A&B	Armchair Travel	Cannoli & Cupcake Decorating	Aqua Turf
Bingo	Ask the Attorney	Caregiver Series	CT Flower Show
Chair Yoga	Ask the Financial Advisor	Caribbean Rhythms	Essex Steam Train
Fit & Flex A&B	Ask the Realtor	Coffee with the First Selectman	Hartford Yard Goats
Garden Club	Center Creations	Cooking Classes	Holiday Hill
Hooks & Needles	CHOICES	Don't Get Scammed!	Jones Family Farm
Let's Do Lunch (twice a week)	Creative Flair Crafts	Ghost Stories & Legends	King Tut Exhibit
Let's Take a Walk	Facials	End of Summer Picnic	Lessard Lanes
Line Dancing	Flower Arranging	Financial Independence	Log Cabin
Mah Jongg	Game Day	Fire Safety	Mystic Aquarium
Muscle Tone	Great Courses	Halloween Party	Nelson Hall Theatre
Quilting	Hairdresser	Healthy Brain Series	New England Air Museum
Senior Learning Network	Healthy Chats	Holiday Party	New York Botanical Gardens
Swedish Massage	My Story Writing Group	Lower Your Electric Bill	Old Drake Flower Bridge
Table Tennis	Page Turners (Book Club)	Korean Lotus Flower	Old Mil Pond Village Shops
Tai Chi	Senior Services Commission	Makeup Class	River Cruises
Tango	Southbury Shells	Mardi Gras Party	Tea with Tracy - Oxford
Tap Dancing		Memorial Day Picnic	Tort Law Museum
Yoga		Men's Breakfast	USS Nautilus & Mystic
Weight/Strengthen & Tone		Palliative & Hospice Care Lunch & Learn	USS Nautilus & Mystic
Zumba Gold		Pomperaug Pen Pals	Yale Peabody Museum



Start Your Engines! Men's Breakfast with special guest, Wayne Carini on 5/15.
Events co-sponsored with
Hartford Healthcare at Home

Open House	
Retirement Seminar	
Summer Fun Under the Tent	
Tea with Andrea	Support Groups and Screenings
Tech Help	Blood Pressure Screenings
Thanksgiving Dinner	Dementia Caregiver Support
That's Amore	Flu Shots
Watercolor Classes	Grief/Trauma Support
What is a Trust?	Health Screening Fair
White House Memories	Memory Screenings
Wreath Making	Red Cross Blood Drive



On 11/16, the Southbury Senior Center hosted our first annual Thanksgiving Dinner. Through donations from our community, and help from our staff and volunteers, we served over 75 seniors a delicious Thanksgiving meal with all the fixings! We hope this tradition will become a staple for our senior community. We are so grateful for our volunteers who help us year-round including local groups: Tribury Rotary Club, M&T Bank, the Southbury Senior Commission, and more.

The Southbury Senior Services Department identifies seniors who may be isolated and/or in need of some holiday happiness. The annual Holiday Cheer program relies heavily upon the generous donations from the community. This past December, over 70 beautiful gift baskets & gift bags were delivered to seniors in Southbury.



On 4/10, Southbury received a brand new, 14 passenger bus to add to our fleet. This was made possible through the Section 5310 Grant from the Connecticut Department of Transportation (CTDOT). The Transportation Department recently added Newtown to the medical Dial-A-Ride schedule after receiving several requests from riders.

On 4/17, Officer Armeno presented "Don't Get Scammed!" to our members. Older adults are often prime targets for scams.



On 6/19, Fire Marshal Derrek G. & Emergency Management Director, Steve S. demonstrated proper fire extinguisher handling skills and additional fire safety tips. The Senior Center collaborates with other Town Departments to best serve our community.

SOCIAL SERVICES

Mary Silverman

Social Services Administrator

The Social Services Department provides assistance and resources to residents and families in the Southbury community who are having difficulty financially and/or emotionally. Referrals are made to the Southbury Food Bank, Fuel Bank and Needy Fund as needed, and applications processed for state aid including Connecticut Energy Assistance, Connecticut Water Assistance and Rent Rebate.

For families who qualify, The Southbury Women's Club Operation Backpack provides backpacks and school supplies from class supply lists to Region 15 students. This enables children to be prepared for the new school year, giving them the "tools" they need to be successful without the additional financial burden to parents and caregivers.

The Holiday Program, sponsored by the Southbury Needy Fund, arranges for winter coats, clothing, boots, books, toys, games, personal items, other necessities, and personalized gifts for children during the holidays. This allows all families to experience the joy of the season, particularly during challenging times.

Throughout the year, many local non-profit organizations, churches, and members of the community make contributions that help fund these causes AND so much more. Without their generosity, financial help to members of the community would not be possible.

New this year is a twice monthly "Grief and Trauma Support Group" held at the Senior Center helping those coping with a tragedy and/or loss.

The Social Services Department schedules appointments and meets with "drop-ins" as needed. Issues addressed are often the inability to afford basic needs, mental health struggles, and changes to existing environment. (This can include divorce, death of a family member, financial hardship, unemployment, food insecurity, housing, natural disaster relief, etc.)

The goal of the department continues to focus on helping members of the community achieve financial and emotional stability, through concrete services and emotional support.

SOCIAL SERVICES

SOCIAL SERVICES REPORT 2023-2024

Energy Assistance	October 1, 2023 - May 31, 2024	240 Applications Processed
Rental Rebate	April 1, 2022 - October 1, 2023	85 Applications Processed
H2O and WRAP	Full Year 2023	124 Applications Processed
	January - June 2024	75 Applications Processed
Southbury Needy Fund Referrals	Full Year 2023	44 Referrals
	January - June 2024	41 Referrals
Southbury Food Bank	Full Year 2023	33 New Referrals
	January - June 2024	10 New Referrals
Emergency Fuel Bank	Full Year 2023	68 Payments
	January - June 2023	53 Payments
Holiday Program	Full Year 2023	66 Families, 156 Children
Backpack Program	Full Year 2023	47 Families, 101 Children



TOWN CLERK'S OFFICE

Alice Maisano
Town Clerk

The Town Clerk's office serves as a liaison between local government and the public. The duties of the office are determined by State Statute and Town Charter. The responsibilities of the Town Clerk's office are to maintain and provide access to public records as required by state law and charter, provide certified copies of public records, record, index and preserve municipal land records, surveys and maps, maintain official records of charters, ordinances, oaths, appointments and petitions, maintain public meeting minutes and agenda, record trade names and military discharges, issue certificates of authority to justice of the peace and notary public, maintain copies of town budgets, audits and annual reports, administer oath of office to elected and appointed officials.

The Town Clerk also serves as the Registrar of Vital Statistics and issues state marriage, liquor and dog licenses, issues burial cremation and disinterment permits, issues certified copies of vital records according to statute and maintains complete record of all vital records within the town.

The Town Clerk also has many responsibilities regarding elections including overseeing budget referendum according to town charter, examining and approving applications for admission as an elector, distribute campaign finance forms upon request, act as a filing repository for municipal office candidates' campaign finance statements, notify the Secretary of State of campaign finance violations, certify nominating petitions, prepare ballots, publish legal notices, issue absentee ballot applications, direct preparation of absentee ballots, maintain permanent absentee ballot records, compile election results and forward to the Secretary of State.

The Town Clerk retains custody of the Town Seal, per State Statutes (§ 7-101). The Town Seal shall not be affixed to any item or document without the express permission of the Town Clerk.

The Town Clerk's office is often the first point of contact within town hall providing information on all other town offices.

Ordinances:

- Cannabis – 2 ordinances
- Creation of an independent police department

Roads Accepted by the Town: There were no new roads added this year.

Roads Discontinued by the Town: There were no roads discontinued this year.

Town Meetings:

- 7/20/2023 Special Town Meeting to act upon a request to transfer the sum of \$412,000 from Unassigned Fund Balance to the Pension Account for Fiscal Year 2024.
- 9/21/2023 Special Town Meeting to act upon a request appropriating \$1,855,000 for the acquisition of a new fire engine and authorizing the issuance of \$1,855,000 of bonds of the town to meet said appropriation.
- 3/21/2024 Special Town Meeting to recommend allocation of \$240,000 of the ARPA Grant to Southbury Ambulance.
- 5/6/2023 Annual Town Meeting for budget referendum in accordance with Southbury Town Charter §901.

Projects:

- Prepare the Grant Application for the State Library Grant.
- Follow Legislation that impacts the office and the town especially election and land records. This past session saw a lot of legislation that directly impact town clerks and registrars.
- Continue to streamline and organize to provide easy access to information and records including implementing Granicus software to organize and record our Town Officials both elected and appointed.
- We have started a project to upload trade name certificates into IQS to make them more accessible.

Training: Town Clerk Alice Maisano is participating in online security training through the Secretary of State's office in connection with the Elections Division. In addition, she attended monthly zoom meetings with the State Election Division pertaining to the upcoming presidential election, as well as attended monthly zoom meetings with Stephanie Thomas CT Secretary of State about legislation and elections. These meetings are ongoing throughout the next fiscal year.

Town Clerk Maisano participated in the 2024 Governor's Emergency Planning and Preparedness Initiative Exercise.

Conferences: Town Clerk Maisano attended both the Fall and Spring Connecticut Town Clerks Association Conferences. Both conferences were informative and hosted by Stephanie Thomas the Connecticut Secretary of State speaking about the upcoming changes to Elections including early voting. The conferences focus on changing legislation as well as the statutory requirements of the Town Clerks Office.

Accomplishments:

- State of Connecticut Library Grant: Town Clerk purchased a Fire King File Cabinet which our department will use for elections and early voting with the \$5,500 grant award.
- To encourage people to license their dogs in the month of June, the Town Clerk's Office held a raffle for Dog Tag #1. The Voices featured the winning dog and family in their local newspaper.
- In June, Leah Lasprogato passed the test to become a Certified Connecticut Town Clerk.

TOWN CLERK'S OFFICE FINANCIAL ACTIVITY

Fees Collected for the State	
Conveyance Tax	\$1,404,992.36
Community Investment	\$89,352.00
Health Department Marriage Surcharge	\$2,992.00
Agriculture Dog Surcharge	\$3,590.00
Dog License Fees	\$9,237.50
Historic Preservation	\$19,856.00
State MERS	\$44,791.00
Total Collected for the State of Connecticut	1,574,810.86

Fees Collected for the Town	
Dog Fund	\$1,762.00
Dog Redemption/Boarding	\$2,005.00
Legal Fees	\$87,019.00
Conveyance Tax	\$452,065.52
Copier/Map/Scan	\$4,233.00
Certified Copies	\$31,435.00
Marriage Licenses	\$1,504
Town Clerk/Miscellaneous Fees	\$5,390.00
Historic Preservation	\$4,964.00
Capital Improvements	\$7,446.00
Total Collected for the Town	\$597,727.52

Statistics	
Documents Recorded	3,289
Maps Filed	18
Trade Name Certificate	53
Temp Trailer Permit	0
Liquor Permit	23
Notary Renewal	0
Notary Service	298

Vital Records	
Birth	89
Marriage	263
Death	388
Fetal Death	1

TOWN OF SOUTHBURY

November 7, 2023– Official Southbury Municipal Election Results

Statistics

Number of registered voters (including EDR)	14, 460
Number of electors who voted (including at the polls and by absentee ballot)	6,028
Voter turnout (approximately)	42%
Number of absentee ballots	408
Number of Election Day Registration ballots	15

Results (winners in bold)

OFFICE	CANDIDATE	PARTY	VOTES
First Selectman	Tim O'Neil	D	2,657
	Jeffrey A. Manville	R	3,236
Board of Selectmen	Justin Bette	D	2,809
	Kim McNeill	D	2,451
	Jenn Fenn	D	2,478
	Holly Sullivan	R	2,967
	Gregory Kuehn	R	2,887
	Jason A. Buchsbaum	R	3,090
Board of Finance	Tom Connor	D	2,768
	Cathy De Carli	D	2,856
	John A. Michaels	R	3,652
Board of Finance Alternates	Steven Giacomi	R	3,792
Board of Assessment Appeals	Diane Barros	D	2,505
	Dennis Dwyer	R	3,181
Planning Commission	Lawrence Adzima	R	3,619
	Richard M. Teardo	R	3,566
	Robert Harrison	R	3,626
Planning Commission Alternates	Jason A. Van Stone	R	3,802
Zoning Commission	Rod Ashby	D	2,737
	Mark Lee	D	2,777
	Susan Monteleone	R	3,547
Zoning Commission Alternates	Martin Ludorf	R	3,850
Zoning Board of Appeals	Len LaBonia	R	3,606
	Mark Kane	R	3,594
Zoning Board of Appeals Alternates	Gary Garofalo	R	3,721

Inland Wetlands Commission	Carl H. Hornbecker	R	3,723
	Robert LaFlamme	R	3,539
Inland Wetlands Commission Alternates	Thaddeus Burr	R	3,742
Regional Board of Education	Steven Suriani	R	3,639
	Heather Dwyer	R	3,722
	Sharon Attick	R	3,472

D Democratic Party

R Republican Party

QUESTION ON THE BALLOT	YES VOTES	NO VOTES
1. Shall the Town of Southbury establish a police department independent of the Resident State Trooper Program, including the employment of a Chief of Police?	3,627	1,626

TOWN OF SOUTHBURY

April 2, 2024 – Official Southbury Democratic and Republican Presidential Primary Results

Democratic Party

Statistics

Total number of registered Democratic voters	3,896
Total number of Democratic voters who voted (at the polls and by absentee ballot)	603
Turnout (approximately)	15%
Number of absentee ballots	44
Number of early voting ballots	143

Results

CANDIDATE	VOTES
Joe Biden	540
Marianne Williamson	8
Dean Phillips	3
Cenk Uygur	5
Uncommitted	44

Republican Party

Statistics

Total number of registered Republican voters	4,636
Total number of Republican voters who voted (at the polls and by absentee ballot)	520
Turnout (approximately)	11%
Number of absentee ballots	21
Number of early voting ballots	72

Results

CANDIDATE	VOTES
Donald J. Trump	407
Ron DeSantis	13
Nikki Haley	70
Ryan Binkley	1
Uncommitted	30

TOWN OF SOUTHBURY

May 8, 2024 – Official Southbury Referendum Results

Statistics

Number of registered voters	14,388
Number of electors who voted at the poll	1,643
Number of absentee ballots	25
Number of voters from grand list (Not registered)	0
Total number of ballots cast	1,668
Voter turnout (approximately)	11.59%

Results

Town of Southbury Budget

Yes Votes	1,212
No Votes	447

Region 15 School Budget

TOWN	Yes Votes	No Votes
Southbury	1,114	552
Middlebury	645	444
TOTAL	1,759	996