



TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER
172 Main Street
Killingly, CT 06239
Tel: 860 779-5300, ext. 7 Fax: 860 779-5382

PUBLIC HEARING on Item #14(a) at 7:00PM

TOWN COUNCIL MEETING

DATE: Tuesday, July 13, 2021
TIME: 7:00 PM
PLACE: Town Meeting Room
172 Main Street, Killingly

Meeting will be in person. It can also be viewed on Facebook Live or Channel 22. Go to www.killinglyct.gov click on Facebook Live

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - a) Special Town Council Meeting – June 1, 2021
 - b) Regular Town Council Meeting – June 8, 2021
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION
8. CITIZEN'S STATEMENT AND PETITION
Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five minutes (45) and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council.

Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written public comment must be received prior to 2pm the day of the meeting. Written public comment will be posted on the Town's website www.killinglyct.gov.

9. COUNCIL/STAFF COMMENTS

10. APPOINTMENTS TO BOARDS AND COMMISSIONS
 - a) Corina Torrey – Regular Member of Inland Wetlands & Water Courses
 - b) Michael Montville – Regular Member Conservation Commission
11. REPORTS FROM LIAISONS
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
 - a) Summary Report on General Fund appropriations for Town government
 - b) System Object Based on Adjusted Budget for the Board of Education
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
 - a) Town Managers Report
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
 - a) Consideration and action on a proposed ordinance to authorize acceptance from Edward J. Greczkowski of a Permanent Construction and Maintenance Easement for the Prospect Avenue Sewer Replacement Project.
15. NEW BUSINESS
 - a) Consideration and action on a resolution to introduce and set a public hearing for August 10, 2021 on a proposed ordinance to authorize acceptance from Ryan Dandeneau of a Drainage and Access Easement for the Chase Road Paving Project.
 - b) Consideration and action on a resolution to introduce and set a public hearing for August 10, 2021 on a proposed ordinance to authorize acceptance from James and Deborah Dandeneau of a Drainage and Access Easement for the Chase Road Paving Project.
 - c) Consideration and action on a resolution to introduce and set a public hearing for August 10, 2021 on a proposed ordinance to authorize acceptance from Brad Rabor of a Drainage and Access Easement for the Chase Road Paving Project.
 - d) Consideration and action on a resolution to introduce and set a public hearing and special town meeting for August 10, 2021 on a proposed ordinance to authorize granting to Yankee Gas Services Company of a Gas Distribution Easement for connection of the Killingly High School to the natural gas line.
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

Note: Town Council meeting will be live streamed on Facebook and televised on Channel 22

5. Adjournment

Mr. Lee made a motion, seconded by Mr. Wood, to adjourn the meeting.

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:27 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

DATE: Tuesday, June 1, 2021

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, June 1, 2021, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

- 1. Call to Order**
- 2. Roll Call**
- 3. Interviews of Board/Commission applicants**
 - a. Fay Beriau – Reappointment to Board of Recreation as a Regular Member
 - b. Stephen Marchesseault – Reappointment to Cable Advisory Committee as a Regular Member
 - c. Melissa Phillips – Reappointment to the Board of Recreation as a Regular Member.
 - d. Corina Torrey - Reappointment to the Inland Wetlands & Water Courses Commission as a Regular Member
 - e. Keith Thurlow – Reappointment to the Planning & Zoning Commission as a Regular Member.
 - f. Dana Hopkins – Appointment to the Agricultural Commission as an Alternate Member

4. Citizens' Statements and Petitions

Pursuant to Governor's Executive Order 7B, all public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov

5. Old Business - None

6. New Business - None

7. Executive Session – None

8. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:01 p.m.
2. On Roll Call, all counselors were present except Mr. LaPrade and Ms. George, who were absent with notification, and Mr. Lee, who was absent. Town Manager Calorio and Finance Director Hawkins were also present.
3. Interviews for Boards/Commissions applicants
Councilors interviewed Fay Beriau. Ms. Beriau is seeking to be reappointed to the Board of Recreation as a Regular Member. The new term would run January 1, 2021, to December 31, 2022.
Councilors interviewed Keith Thurlow. Mr. Thurlow is seeking to be reappointed to the Planning & Zoning Commission as a Regular Member. The new term would run from January 1, 2021, through December 31, 2024.
4. Citizens' Statements and Petitions - None
5. Old Business - None
6. New Business - None
7. Executive Session - None
8. Adjournment
Mr. Grandelski made a motion, seconded by Mr. Kerttula, to adjourn the meeting.
Voice Vote: Unanimous. Motion passed.
The meeting ended at 7:13 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**TOWN COUNCIL
KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, June 8, 2021
TIME: 7:00 P.M.
PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, June 8, 2021, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting- April 12, 2021
 - b) Regular Town Council Meeting- April 13, 2021
 - c) Regular Town Council Meeting - May 11, 2021
 - d) Special Town Council Meeting - May 12, 2021
 - e) Special Town Council Meeting – May 18, 2021
 - f) Special Town Council Meeting - May 25, 2021
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Proclamation Recognizing June as Post-Traumatic Stress Syndrome Month
 - b) Proclamation Recognizing June as Dairy Farmer Month
7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
8. **CITIZEN'S STATEMENTS AND PETITIONS**

Pursuant to Governor's Executive Order 7B, all public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov
9. **COUNCIL/STAFF COMMENTS**
10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
 - a) Fay Beriau - Board of Recreation as a Regular Member
 - b) Keith Thurlow - Planning & Zoning Commission as a Regular Member
11. **REPORTS FROM LIAISONS**
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. **DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS**
 - a) Summary Report on General Fund Appropriations for Town Government
 - b) System Object Based on Adjusted Budget for the Board of Education

13. CORRESPONDENCE/COMMUNICATIONS/REPORTS

a) Town Manager Report

14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION**15. NEW BUSINESS**

- a) Consideration and Action on a resolution endorsing the submission of a Neighborhood Assistance Act Application for The Arc of Eastern Connecticut and United Services, Inc.
- b) Consideration and action on a resolution to introduce and set a public hearing for July 13, 2021 on a proposed ordinance to authorize acceptance from Edward J. Greczkowski of Permanent Construction and Maintenance Easement for the Prospect Avenue Sewer Replacement Project.

16. COUNCIL MEMBER REPORTS AND COMMENTS**17. EXECUTIVE SESSION****18. ADJOURNMENT****KILLINGLY TOWN COUNCIL**

1. Chairman Anderson called the meeting to order at 7:01 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present except Mr. LaPrade who was absent. Also present were Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski.
5. Adoption of minutes of previous meetings
 - 5a. Ms. Wakefield made a motion, seconded by Mr. Grandelski, to adopt the minutes of the Special Town Council Meeting of April 12, 2020, the Regular Town Council Meeting of April 13, 2021, the Regular Town Council Meeting of May 11, 2021, the Special Town Council Meeting of May 12, 2021, the Special Town Council Meeting of May 18, 2021, and the Special Town Council Meeting of May 25, 2021.

Discussion followed.

Mr. Grandelski noted that on page 308, the day of the meeting should be Monday rather than Tuesday.

Voice Vote: Unanimous. Motion passed, with corrections.
6. Presentations, proclamations and declarations:
 - 6a. Proclamation Recognizing June as Post-Traumatic Stress Syndrome Month

Mr. Anderson read the following:

Proclamation for Post-Traumatic Stress Disorder (PTSD) Month

Whereas, Post-Traumatic Stress Disorder (PTSD) can occur after a person experiences trauma including but not limited to the stress of combat, bombings, child abuse, sexual assault, accidents and major terrifying events, and affects approximately 8 million adults in the United States; and **Whereas**, PTSD is associated with chemical changes in the body's hormonal system and autonomic nervous system, and is characterized by symptoms including flashbacks, nightmares, insomnia, hypervigilance, anxiety, and depression; and **Whereas**, in the U.S., 6.8% of adults will experience PTSD in their lifetimes. Veterans are at higher risk of experiencing PTSD. PTSD affects men, women, and children; and

Whereas, PTSD is treatable. Many cases of PTSD remain undiagnosed and untreated due to lack of awareness of the condition and the persistent stigma associated with mental health conditions; and

Whereas, Raising awareness of this condition is necessary to remove the stigma and to encourage those suffering to seek proper and timely treatment that may save their lives. All citizens suffering from PTSD deserve consideration, and those who are affected due to wounds protecting our freedom deserve our respect and special honor; and

Whereas, in 2014, the United States Senate designated the whole month of June as PTSD Awareness Month.

Now, Therefore, Be It Resolved that The Killingly Town Council does hereby recognize June 2021 as Posttraumatic Stress Disorder Month, and we call this observance to increase understanding and acceptance of citizens who endure from PTSD.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 8th day of June 2021

6b. Proclamation Recognizing June as Dairy Farmer Month

Mr. Anderson read the following:

Proclamation for National Dairy Month

Whereas, dairy farmers have contributed to the development and well-being of Killingly since the earliest days of our Town; and

Whereas, In 1939, June became National Dairy Month by the National Dairy Council, promoting not only milk, but cheese and yogurt.

Whereas, the Dietary Guidelines for Americans (DGA) proposes three healthy eating patterns and dairy foods are part of all three. Dairy foods are highlighted for providing three out of the four nutrients that typically are lacking in American diets: Calcium, Potassium, and Vitamin D.; and

Whereas, the importance of dairy's unique combination of ingredients contributes to the prevention of heart disease, obesity, high blood pressure, diabetes, and osteoporosis. Dairy is important for "Building Strong Bones and Teeth"; and

Whereas, Farming is often a generational tradition in which ninety-eight percent of dairy farms are family owned and operated. Many farms struggle in the economic times. There are more than 1,500 fewer dairy farms nationwide this year compared to last year; and

Now, Therefore Be It Resolved, that The Killingly Town Council does hereby recognize June 2021 as National Dairy Month. We appreciate the dairy farmers and their families in their unwavering dedication to our communities and the farming industry.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 8th day of June 2021.

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions:

Jennifer Mines, 208 North Shore Rd, voiced concerns about the Frito-Lay expansion.

Misty Crowley, a 6th grade teacher, was in opposition to Council Members comments regarding the budget.

Ben Chase, 122 Lake Rd, requested that the Town put the General Ledger online.

9. Council/Staff Comments:

Mr. Anderson said that the Frito-Lay expansion will be held to all Town ordinances and encouraged citizens to weigh in at any of the meetings regarding this project. He asked the Town Manager how difficult it would be to put the General Ledger online. Town Manager Calorio said that cost could be an issue. Mr. Wood felt that more transparency would be good. Ms. Wakefield said the Board of Ed should also be held to that standard also. Mr. Grandelski urged citizens to go to the meetings. Ms. Tikk-Barclay said that the Board of Education budget used to be more transparent and the Council had asked for more transparency from the Board of Education. Ms. George thanked Mr. Chase for his letter.

10. Appointments to Boards and Commissions:

10a. Fay Beriau - Board of Recreation as a Regular Member

Ms. Wakefield made a motion, seconded by Mr. Wood, to reappoint Fay Beriau as a Regular Member of the Board of Recreation.

Discussion followed.

Voice vote: Unanimous. Motion passed.

10b. Keith Thurlow - Planning & Zoning Commission as a Regular Member

Mr. Wood made a motion, seconded by Mr. Grandelski, to reappoint Keith Thurlow as a Regular Member of the Planning & Zoning Commission.

Discussion followed.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

No report.

11b. Report from the Borough Liaison:

Borough Liaison LaBerge reported on various activities of the Borough of Danielson.

12. Discussion and Acceptance of Monthly Budget Reports:

12a. Summary Report on General Fund Appropriations for Town Government:

Mr. Grandelski made a motion, seconded by Mr. Wood, to accept the summary report on general fund appropriations for Town Government.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

12b. System Object Based on Adjusted Budget for the Board of Education:

Mr. Grandelski made a motion, seconded by Mr. Kertulla, to accept the system object based on adjusted budget for the Board of Education.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

Town Manager Calorio discussed her report and responded to comments and questions from Council Members.

14. Unfinished Business for Town Council Action: None

15. New Business:

15a. Consideration and Action on a resolution endorsing the submission of a Neighborhood Assistance Act Application for The Arc of Eastern Connecticut and United Services, Inc.

Mr. Wood made a motion, seconded by Mr. Lee, to adopt the following:

RESOLUTION ENDORSING THE SUBMISSION OF NEIGHBORHOOD ASSISTANCE ACT APPLICATIONS FOR THE ARC OF EASTERN CONNECTICUT AND UNITED SERVICES, INC.

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that it endorses the submission of the Energy Conservation and Upgrades applications to the Department of Revenue Services for consideration under the Neighborhood Assistance Act Program.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 8th day of June 2021

Discussion followed.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution to introduce and set a public hearing for July

13, 2021 on a proposed ordinance to authorize acceptance from Edward J. Greczkowski of a Permanent Construction and Maintenance Easement for the Prospect Avenue Sewer Replacement Project.

Mr. Kerttula made a motion, seconded by Mr. Grandelski, to adopt the following:

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING FOR JULY 13, 2021, ON A PROPOSED ORDINANCE TO AUTHORIZE ACCEPTANCE FROM EDWARD J. GRECZKOWSKI OF A PERMANENT CONSTRUCTION AND MAINTENANCE EASEMENT FOR THE PROSPECT AVENUE SEWER REPLACEMENT PROJECT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following Ordinance be introduced and set down for Public Hearing on Tuesday, July 13, 2021, at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

ORDINANCE TO AUTHORIZE ACCEPTANCE FROM EDWARD J. GRECZKOWSKI OF A PERMANENT CONSTRUCTION AND MAINTENANCE EASEMENT FOR THE PROSPECT AVENUE SEWER REPLACEMENT PROJECT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Permanent Construction and Maintenance Easement for the PROSPECT AVENUE SEWER REPLACEMENT PROJECT for property in substantially the same form as described in "Schedule A" as attached hereto, granted to the Town by Edward J. Greczkowski to provide for construction associated with replacement and maintenance of the Sanitary Sewer Lines on Prospect Avenue.

BE IT FURTHER ORDAINED that the Town Manager is authorized to enter into any contracts or agreements related to the acceptance of the Easement and to have said Easement filed with the Town Clerk's Office.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 8th day of June 2021

Discussion followed.
Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

- Ms. Tiik-Barclay reported on the Historic District Commission.
- Ms. Wakefield is wrapping up training for the Camp Wallaby staff.
- Ms. George reported on the Ag Commission and P&Z.
- Mr. Lee reported on the Solid Waste Subcommittee meeting.
- Mr. Anderson also commented on the Solid Waste Subcommittee meeting.
- Mr. Grandelski reported on the WPCA and the Conservation Commission

17. Executive Session: None

18. Adjournment:

Mr. Lee made a motion, seconded by Mr. Grandelski, to adjourn the meeting.
Voice Vote: Unanimous. Motion passed.
The meeting ended at 8:25 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

Candidates for Boards and Commissions

Reappointments:

- a. **Corina Torrey** is seeking reappointment to the Inland Wetlands & Water Courses Commission as a Regular Member. The term would run 5/2020 to 4/2023.

Ms. Torrey has been a member of the Inland Wetlands & Water Courses Commission since October 2011. Ms. Torrey's attendance has been steady over the course of her appointment.

The Inland Wetlands & Water Courses Commission has 5 active Regular Members including Ms. Torrey. There with two Regular Member vacancies and one alternate vacancy.

Appointments:

Conservation Commission

There is currently 1 Regular Member vacancy and 1 Alternate vacancy.

The Regular Term runs for 5 years and would run from 3/2020 to 2/2025.

The Alternate Term runs for 2 years and would run from 11/2021 to 10/2023.

Michael Montville, 30 Griffiths Rd, Danielson

Mr. Montville is interested in being appointed a Regular Member of the Conservation Commission.



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5300, ext. 7 Fax: 860-779-5382

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

Please fill in the following information to help us keep our information current.

DATE: 5/7/21

NAME: Corina Torrey

Physical Address: 325 Cranberry Bog Rd

Mailing Address: same

Best phone contact: Cell: 339-927-4413 Home: _____

*EMAIL: Corinatorrey@gmail.com

PARTY AFFILIATION: Republican Democrat Unaffiliated/Other

Are you a registered voter? Yes No

Currently a member of the (name commission) JWNC

I wish to be reappointed to this Board/Commission as a (regular / alternate) member.

Corina Torrey
(signature)

TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year _____ Attendance Previous Year _____



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE
172 Main Street, Killingly, CT 06239
Tel: 860-779-5335 Fax: 860-779-5382

FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: Yes No

Boards & Commissions Questionnaire

Date: 5/26/2021

Name: Michael Montville

Residence Address: 30 Griggs Rd

Mailing Address: Danielson CT 06239

Occupation: Software GE @ Dell EMC

Phone Number: Home: 860-230-6628 Business: _____ Cell: 860-230-6628

E-Mail Address: montrm1@gmail.com

- How long have you lived in Killingly? 15
- Are you a registered voter of the Town of Killingly? Yes No:
- What is your party affiliation? Republican Democrat Unaffiliated/Other (Want to choose to Independent)
- Which Board or Commission appointment are you seeking? Conservation Committee
- Would you prefer a regular position, alternate position, or it doesn't matter. (Please circle one)
- Why are you seeking appointment to this Board or Commission? To help preserve our natural resources
- What is your experience or knowledge regarding this Board or Commission? Help add a new Trail @ Quantic Conservation Area
- State your philosophy in regard to this Board or Commission: To conserve area's of Killingly that are most likely to be purchased for development, that are lands that could be conserved
- Boards and Commissions meet a minimum of 15 times per year; more if there are special meetings or projects. Therefore, it is required for all members to be in attendance to insure a quorum. Are you able to devote this amount of time? Yes No

5/27:
conf. voter
R party

10. Have you attended any meetings of the Board or Commission for which you are seeking an appointment? Yes No
If yes, how many times in the past twelve months? 4

11. Would there be a possible conflict of interest if you were appointed to this Board or Commission? Yes No
If yes, please explain: _____

12. Have you ever come before or dealt with the Board or Commission to which you are seeking appointment? Yes No
If yes, please explain: _____

13. Have you ever served on a local government Board or Commission in this or any other town? Yes No
If yes, please explain: _____

14. If no openings exist on the Board or Commission to which you are seeking appointment, would you accept an alternate Board or Commission? Yes No
If yes, please list the Board(s) or Commission(s) in priority order:
1. _____
2. _____
3. _____

IF ADDITIONAL SPACE IS NEEDED, PLEASE CONTINUE ON REVERSE SIDE. RETURN TO: KILLINGLY TOWN MANAGER, 172 MAIN STREET, KILLINGLY, CT 06239. PLEASE CALL IF YOU HAVE ANY QUESTIONS: 860-779-5334.



TOWN OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

Tel: 860-779-5339 Fax: 860-779-5363

Finance Department Budget Review

June 30, 2021

To: Mary Calorio, Town Manager

June 2021 Revenues

As of June 2021, year to date collections for the Town's fiscal year 2020-2021 continue to be within expectations at 99.65%, consistent with the Town's overall historical collection rates of prior years (99.39% in June 2020). As management continues to close out accounts for June 30, 2021, and perform all necessary reconciliations we are expecting revenue collections within general Town revenues to increase. Additional tax collections for June and additional miscellaneous billings are still to be determined.

Due to positive collection rates for property tax revenues, building permits and planning and zoning permits, the Town will be within budgeted expectations for revenues.

June 2021 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 89.68% for the month of June 2021 compared to 89.94% in the prior year (June 2020). Overall year to date expenditure balances continue to remain within budgeted expectations. At this time, management is not anticipating any significant line items to exceed appropriations in any departmental budgets, with the exception of the Town Hall Building Department, as explained below:

1. Town Hall Building - Personnel Services – Year to date costs are expected to exceed appropriations by \$1,200 mainly related to additional weekend cleaning shifts performed on a quarterly basis for additional deep cleaning of the Town Hall which cannot be performed when the majority of Town Hall Staff are present.
2. Town Hall Building - Contractual Services – Year to date costs are expected to exceed appropriations by \$4,300 due to increased electricity and related utility costs. This increase in costs is due to staff, predominately our Constables, occupying the building from 6am to 11:30pm 7 days a week for which electricity and HVAC are maintained. In prior years, and prior to COVID, our constables would perform more administrative duties at Troop D offices. However, as we continue to increase the number of Constables, and due to the fact that Troop D had limited access during COVID, our Constables are more likely to be present in the building on a regular basis outside Town Hall office hours.

At this time management expects budgeted expenditures to remain within budget as the June 30, 2021 final close out procedures are performed.

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through June 30, 2021

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	June	Percent
TAXES			
Current Property Taxes	35,545,708	35,464,435	99.77%
Back Taxes	600,000	563,735	93.96%
Penalty Fees	8,000	6,398	79.97%
Tax Interest	290,000	284,084	97.96%
Supplemental Motor Vehicle	375,000	334,228	89.13%
Remediation Financing	(150,595)	(150,595)	100.00%
TOTAL	\$36,668,113	36,502,285	99.55%
LICENSES & PERMITS			
Building Permits	200,000	392,484	196.24%
P&Z Permits	12,000	22,869	190.58%
Other Permits	7,000	18,750	267.86%
Airplane Tax	2,050	1,670	81.46%
TOTAL	\$221,050	\$435,773	197.14%
FINES & FEES			
Library Fines & Fees	14,500	6,533	45.05%
Alarm Reg Fees and Fines	4,000	6,300	157.50%
Dog Licenses	500	540	108.00%
TOTAL	\$19,000	\$13,373	70.38%
USE OF MONEY & PROPERTY			
Interest Income	150,000	87,368	58.25%
Louisa E. Day Trust	60	-	0.00%
Sewer Plant Lease	-	20,700	100.00%
Thomas J. Evans Trust	30	-	0.00%
Communication Tower Lease	101,000	104,229	103.20%
TOTAL	\$251,090	\$212,297	84.55%
STATE GRANTS IN LIEU OF TAXES			
State-Owned Property	149,332	149,332	100.00%
Disability Exemption	4,000	4,583	114.59%
Veteran's Exemption	9,500	9,694	100.00%
Municipal Stabilization Grant (New)	268,063	268,063	100.00%
	\$430,895	\$431,673	100.18%
OTHER STATE GRANTS			
Pequot/Mohegan Fund Grant	94,181	94,184	100.00%
Municipal Grants - In - Aid	976,064	976,064	100.00%
Connecticard	-	6,427	100.00%
Adult Education	102,239	106,613	104.28%
TOTAL	\$1,172,484	\$1,183,288	100.92%

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through June 30, 2021

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	June	Percent
CHARGES OF SERVICE			
Community Development	70,000	29,118	41.60%
Town Clerk	160,000	218,670	136.67%
Conveyance Tax	200,000	236,592	118.30%
Elderly Housing - Sewer PILOT	27,626	27,626	100.00%
Recreation	130,000	54,863	42.20%
District Collections	12,775	12,109	94.79%
TOTAL	600,401	578,978	96.43%
OTHER REVENUES			
Miscellaneous	85,000	80,805	95.06%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	1,222,082	1,187,241	97.15%
PILOT - Telecommunications	50,000	49,877	99.75%
Law Enforcement - SRO Reimbursement	97,458	-	0.00%
School Capital Contribution	250,668	264,594	105.56%
TOTAL	1,720,208	1,582,517	92.00%
GENERAL TOWN REVENUE	\$41,083,241	\$40,940,183	99.65%
SCHOOL			
Educational Cost Sharing	15,245,633	15,205,728	99.74%
Vocational Agriculture	669,443	655,860	97.97%
Non-Public School - Health	22,871	24,033	105.08%
Tuition:			
Regular	1,516,536	1,600,788	105.56%
Special Ed-Voluntary	250,000	323,792	129.52%
Vocational-Agriculture	757,353	784,645	103.60%
TOTAL	\$18,461,836	18,594,846	100.72%
Fund Balance	600,000	-	0.00%
TOTAL REVENUES	60,145,077	59,535,029	98.99%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through June 30, 2021

Expenditure	Fiscal Year			Percent
	Budget	Transfers	June	
GENERAL GOVERNMENT				
Town Council				
Contractual Services	34,300	-	21,829	63.64%
Materials and Supplies	1,000	-	551	55.12%
Total	\$35,300	\$0	\$22,380	63.40%
Town Manager				
Personnel Services	233,760	1,200	196,968	83.83%
Contractual Services	25,350	-	18,541	73.14%
Materials and Supplies	3,500	-	781	22.31%
Total	\$262,610	\$1,200	\$216,290	81.99%
Legal Services				
Contractual Services	99,200	-	81,793	82.45%
Total	\$99,200	\$0	\$81,793	82.45%
Town Clerk				
Personnel Services	159,485	3,020	157,908	97.17%
Contractual Services	30,600	-	30,382	99.29%
Materials and Supplies	1,800	-	1,625	90.26%
Total	\$191,885	\$3,020	\$189,915	97.44%
Finance				
Personnel Services	237,960	2,940	233,435	96.90%
Contractual Services	53,450	-	51,226	95.84%
Materials and Supplies	1,700	-	714	41.98%
Total	\$293,110	\$2,940	\$285,375	96.39%
Assessor				
Personnel Services	174,980	0	143,180	81.83%
Contractual Services	6,560	-	6,310	96.19%
Materials and Supplies	1,500	-	820	54.66%
Total	\$183,040	\$0	\$150,309	82.12%
Revenue Collection				
Personnel Services	189,790	4,150	187,671	96.77%
Contractual Services	36,270	-	30,602	84.37%
Materials and Supplies	2,300	-	1,847	80.30%
Total	\$228,360	\$4,150	\$220,119	94.67%
Registration/Elections				
Personnel Services	56,426	-	44,842	79.47%
Contractual Services	17,400	-	14,998	86.20%
Materials and Supplies	500	-	406	81.23%
Total	\$74,326	\$0	\$60,246	81.06%
Town Comm. & Service Agencies				
Contractual Services	80,793	-	62,630	77.52%
Total	\$80,793	\$0	\$62,630	77.52%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through June 30, 2021

Expenditure	Fiscal Year 2020-2021			Percent
	Budget	Transfers	June	
Planning and Development				
Personnel Services	248,670	2,730	240,695	95.74%
Contractual Services	7,670	-	4,261	55.56%
Materials and Supplies	1,200	-	470	39.15%
Total	<u>\$257,540</u>	<u>\$2,730</u>	<u>\$245,426</u>	<u>94.30%</u>
Information Technology				
Contractual Services	213,000	-	162,487	76.29%
Total	<u>\$213,000</u>	<u>\$0</u>	<u>\$162,487</u>	<u>76.29%</u>
Town Hall Building				
Personnel Services	16,380	400	17,941	106.92%
Contractual Services	63,880	-	65,306	102.23%
Materials and Supplies	2,900	-	2,802	96.61%
Capital Outlay	14,206	-	14,206	100.00%
Total	<u>\$97,366</u>	<u>\$400</u>	<u>\$100,255</u>	<u>102.55%</u>
Economic Development				
Personnel Services	126,900	830	119,874	93.85%
Contractual Services	8,000	-	6,992	87.40%
Materials and Supplies	500	-	472	94.32%
Total	<u>\$135,400</u>	<u>\$830</u>	<u>\$127,338</u>	<u>93.47%</u>
Highway Division Supervision				
Personnel Services	198,950	1,970	185,778	92.46%
Contractual Services	9,070	-	5,134	56.61%
Materials and Supplies	750	-	603	80.46%
Capital Outlay	7,666	-	7,666	100.00%
Total	<u>\$216,436</u>	<u>\$1,970</u>	<u>\$199,182</u>	<u>91.20%</u>
Engineering				
Personnel Services	346,925	2,700	323,261	92.46%
Contractual Services	14,350	-	9,278	64.66%
Materials and Supplies	8,600	-	5,149	59.88%
Capital Outlay	11,074	-	11,074	100.00%
Total	<u>\$380,949</u>	<u>\$2,700</u>	<u>\$348,763</u>	<u>90.91%</u>
Central Garage				
Personnel Services	234,450	-	213,774	91.18%
Contractual Services	129,800	-	102,458	78.94%
Materials and Supplies	288,700	-	254,429	88.13%
Capital Outlay	6,067	-	6,067	100.00%
Total	<u>\$659,017</u>	<u>\$0</u>	<u>\$576,728</u>	<u>87.51%</u>
Highway Maintenance				
Personnel Services	853,895	-	719,234	84.23%
Contractual Services	58,000	-	50,740	87.48%
Materials and Supplies	325,833	-	319,581	98.08%
Capital Outlay	374,451	-	374,451	100.00%
Total	<u>\$1,612,179</u>	<u>\$0</u>	<u>\$1,464,006</u>	<u>90.81%</u>

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through June 30, 2021

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	June	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	78,314	68.10%
Contractual Services	9,000	-	3,821	42.46%
Materials and Supplies	247,400	-	160,063	64.70%
Total	\$371,400	\$0	\$242,199	65.21%
Recreation Admin. & Program				
Personnel Services	388,992	2,750	269,635	68.83%
Contractual Services	56,950	-	45,540	79.97%
Materials and Supplies	19,000	-	11,145	58.66%
Capital Outlay	3,053	-	3,053	100.00%
Total	\$467,995	\$2,750	\$329,373	69.97%
Parks and Grounds				
Personnel Services	158,330	-	138,587	87.53%
Contractual Services	54,225	-	44,701	82.44%
Materials and Supplies	45,200	-	39,297	86.94%
Capital Outlay	18,613	-	18,613	100.00%
Total	\$276,368	\$0	\$241,198	87.27%
Public Library				
Personnel Services	409,557	12,990	392,373	92.86%
Contractual Services	135,860	-	125,174	92.13%
Materials and Supplies	14,500	-	13,501	93.11%
Capital Outlay	3,901	-	3,901	100.00%
Total	\$563,818	\$12,990	\$534,949	92.74%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	16,166	92.38%
Contractual Services	129,800	-	85,632	65.97%
Materials and Supplies	8,500	-	6,727	79.14%
Total	\$155,800	\$0	\$108,525	69.66%
Other Town Buildings				
Contractual Services	13,535	-	12,157	89.82%
Materials and Supplies	1,000	-	225	22.49%
Total	\$14,535	\$0	\$12,381	85.18%
Building Safety & Inspections				
Personnel Services	295,175	2,000	281,946	94.88%
Contractual Services	7,050	-	4,902	69.53%
Materials and Supplies	1,950	-	932	47.79%
Capital Outlay	26,371	-	24,637	93.42%
Total	\$330,546	\$2,000	312,417	93.95%
Animal Control				
Contractual Services	54,454	-	54,454	100.00%
Materials and Supplies	60	-	57	94.17%
Total	\$54,514	\$0	54,511	99.99%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through June 30, 2021

Expenditure	Fiscal Year			Percent
	Budget	Transfers	June	
2020-2021				
Law Enforcement				
Personnel Services	524,875	5,000	357,444	67.46%
Contractual Services	507,968	-	397,594	78.27%
Materials and Supplies	27,900	-	22,577	80.92%
Capital Outlay	44,744	-	30,744	0.00%
Total	\$1,105,487	\$5,000	\$808,360	72.79%
Community Development				
Personnel Services	140,430	2,810	138,638	96.79%
Contractual Services	11,550	-	3,805	32.94%
Materials and Supplies	650	-	372	57.22%
Total	\$152,630	\$2,810	\$142,815	91.88%
Human Service Subsidies				
Contractual Services	553,369	-	519,485	93.88%
Total	\$553,369	\$0	\$519,485	93.88%
Employee Benefits				
Contractual Services	1,571,630	6,115	1,551,160	98.31%
Total	\$1,571,630	\$6,115	\$1,551,160	98.31%
Insurance				
Contractual Services	675,000	-	659,222	97.66%
Total	\$675,000	\$0	\$659,222	97.66%
Special Reserves & Programs				
Contractual Services	377,000	(51,605)	187,451	57.61%
Total	\$377,000	-\$51,605	\$187,451	57.61%
General Town Operating Expenditures	\$11,694,103	\$0	\$10,217,291	87.37%
Debt Service				
Contractual Services	3,739,682	-	3,565,895	95.35%
Total	\$3,739,682	\$0	\$3,565,895	95.35%
Solid Waste Disposal Fund Subsidy				
Contractual Services	234,801	-	234,801	100.00%
Total	234,801	\$0	\$234,801	100.00%
Due To CNR Education				
Contractual Services	329,217	-	329,217	100.00%
Total	329,217	\$0	\$329,217	100.00%
TOTAL OPERATIONS & DEBT SERVICE	\$15,997,803	\$0	\$14,347,204	89.68%
General Fund - Education				
Contractual Services	44,147,274	-	35,979,184	81.50%
Total	44,147,274	\$0	\$35,979,184	81.50%
Total Expenditures	\$60,145,077	\$0	\$50,326,388	83.67%

MEMO: Robert Angeli, Superintendent of Schools
FROM: Christine Clark, Manager of Business Affairs
RE: Monthly Financial Report (May 2021)
DATE: June 9, 2021

Attached please find the financial report for the month of May, the eleventh month of fiscal year 2020-2021, which reflects expenditures and encumbrances of \$36,204,368 or 82.01% of the \$44,147,274 budget.

1. **BUDGET STATUS:** With only one month of the fiscal year remaining, revised projections have been prepared to include actual expenditures by object line item since the last quarterly analysis in March. As predicted, the impact of COVID-19 on the 2020-2021 expenditures is reflected in most expenditure accounts. As a result of school closures and changes in the learning environment, spending is unlike previous years. Spending in accounts dependent on student attendance and their activities have had lower expenditures than in prior years. The projection of expenditures indicates that approximately \$2.7M of the 2020-2021 budget will be unexpended. Expenditures to mitigate reductions of \$502,526 made to the 2021-2022 budget are included within the projections. Projected expenditures for special education outplacements as of 5/31/21 exceed the budgeted line items by approximately \$29,000 requiring application of excess cost reimbursement. A detailed analysis is provided in the **OTHER** section below.

SALARIES:

The expenditures include 24 payroll periods (out of 26) or 92.31% for our full year (twelve month) employees. The salary account for Finance/HR/Computer (5114) is at the expected expenditure level.

Salary accounts in total are projected to net a positive balance of approximately \$1.5M. Unexpended salaries for teachers, paraprofessionals, operations and maintenance personnel and transportation personnel are the largest contributors to the balance.

Analysis of the Teachers' Salaries (5113) accounts as of 5/31/21 shows a budget surplus of approximately \$559K, or \$543K after sick leave payouts of \$16,180 for teachers retiring at the end of the year. Savings from replacements of teachers due to retirements and resignations, as well as unfilled positions and unpaid leaves for teachers throughout the year are reflected in the balance. The balance will continue to change through June due to FMLA (Family Medical Leave Act) leaves and replacements.

Non-Certified Salaries (5120)- Projections of the non-certified staff salaries continue to reflect a budget surplus of approximately \$55,000. Included is a line item change due to the reclassification of the high school campus security personnel from paraprofessionals (5122) to non-certified salaries (5120). Additional savings result from differences in salary budgeted from actual payroll for hourly non-certified staff such as speech language pathology assistants, physical therapy assistant, and registered behavior technicians.

Secretarial/Clerical (5121)- Projections of secretarial salaries reflect a line-item deficit of (\$22,900) due to salary adjustments for FMLA leaves and replacements. Deficit is due to payouts of vacation and sick leave for two retirements, substitutes for FMLA leaves, as well as additional clerical time worked in the transportation department.

Projections of the Paraprofessionals (5122) accounts as of 5/31/21 have been expanded to include bus aides and special education summer school paraprofessionals not expected to expend funds prior to 6/30/21. A budget surplus of approximately \$360,000 is anticipated primarily due to staff turnover and position vacancies. As of the end of May, approximately nine special education paraprofessional positions remained open.

Medical/Health (5123)- Projection of nurses' salaries reflects a line-item deficit of (\$30,200) due to the need for a second part-time 1:1 nurse for a special education student who was budgeted as part-time, but student is now attending school full-time, requiring full-time nursing services.

Operations & Maintenance (5124)- Budget savings of approximately \$104,000 is expected due to unpaid FMLA leaves within the maintenance staff. It is unknown whether the employees will return or need replacement within the fiscal year.

Transportation (5125)- Transportation salaries include the hourly pay of bus drivers and mechanics. Due to school closures and reduced hours for transportation personnel, overall budget savings of approximately \$155,000 have been projected. Staffing shortages may result in the need for additional outsourced transportation services which will be expended from the budget for Pupil Transportation (5510).

Temporary (5128)- Temporary accounts include the funding for substitutes for non-instructional positions including nurses, custodians, and bus drivers. Custodial substitutes have marginally exceeded their budgeted line item of \$37,500. Transportation and nurse substitutes have been basically nonexistent, with an expected overall line-item surplus of approximately \$98,000. As discussed in Transportation (5125) and Pupil Transportation (5510) sections of this report, the inability to secure substitute drivers has required the need for outsourced transportation services.

BENEFITS:

Health/Dental Insurance (5210)- Contributions to the self-insurance fund for health/dental insurance for all enrolled employees are projected to total \$4.9M, with a line-item surplus of \$274,000 expected from budgeted insurance packages not taken by employees and enrollment changes through the year.

HSA Contributions (5212)- As of the end of January most HSA account holders had received 100% of their annual contributions, except for employees with frozen accounts to which the contributions cannot be made and newly hired employees. It is projected that the unexpended balance will be approximately \$68,000 at year-end in line with budgeted and unused health insurance packages of \$41,000 and unpaid wellness incentives of \$27,000.

Disability Insurance (5217)- The full year premium for the Board of Education's share (66%) of administrator disability insurance has been encumbered, resulting in 91% of the account balance expended.

HRA Funding (5218)- Health Reimbursement Account (HRA) funding provides for employees enrolled in high-deductible health plans who are also covered by Medicare and unable to benefit from the tax advantages of the Health Savings Account (HSA). In lieu of the 50% funding of the health plan deductible, health expenditures up to the annual contribution amount are paid through an administrative service agreement with Stirling Benefits. As of 5/31/21, the line-item balance is (\$4,460). The budget was prepared with comparable funding for HSA contributions; however, there are unanticipated participants and rollover balances available to participants that could result in a budget deficit in this line item of up to \$7,800.

Unemployment Compensation (5250)- As of 5/31/21 payments for May 2020 through March 2021 unemployment compensation claims have been made, leaving a balance of (\$9,325). The credit for reimbursement of 50% of claims paid from 3/21/20 through 12/26/20 as part of the Coronavirus Aid, Relief, and Economic Support (CARES) Act has been extended by the Continued Assistance Act through 3/13/21. The American Rescue Plan has extended the 50% reimbursement through 4/3/21 and increased the reimbursement to 75% for claim weeks ending 4/10/21 to 9/4/21. These reimbursements have significantly reduced the impact of unemployment claims anticipated at the beginning of the fiscal year. Efforts to contest charges and pursue reimbursements of previously paid claims continue.

Workers' Compensation (5260)- The full year premium has been encumbered for 2020-2021, leaving a balance of \$30,360 as previously reported. CIRMA has changed their billing practice; there will be no premium adjustments resulting from the 2019-2020 payroll audit in the 2020-2021 year.

OTHER:

In general, balances remaining in the services accounts (53XX through 55XX) reflect the disruptions in service levels due to the school closures during the school year. Projected expenditures for the balance of the year assume schools will be open through year end.

Pupil Services (5323)- Pupil services include payments for athletic officials, trainers, etc. which will be affected by the number and timing of athletic activities for the year. Also included in pupil services are expenditures for the vocational transition program for post-graduate special education students, also significantly lower than in prior years due to the pandemic. Approximately \$78,358 had been expended as of May 31, 2020. Only \$41,504 has been expended through May 2021.

Field Trips (5324)- High school athletic trips of \$15,036 and intermediate school athletic trips of \$525 are the only field trip charges incurred to date. Due to the current environment, it is expected that most traditional field trips will not be taken this year, resulting in budget savings estimated at \$85,000.

Repairs/Maintenance Services (5430)- Overall budget savings in repairs/maintenance services of approximately \$257,000 is expected, with the greatest contributor from the Operations and Maintenance department. The budget had included funding for lockset upgrades which were subsequently paid from the Alliance Building Improvement grant. The reduced use of assets, such as transportation vehicles, has also resulted in a decreased need for maintenance services.

Technology-Related Repairs/Maintenance (5432)- This object code was added during 2019-2020 to align our accounts with the State's Education Financial System (EFS) with its emphasis on building level detail and identification of technology-related purchases and services versus non-technology-related purchases and services. Current expenditures of \$30,500 include repairs to student iPads. Previously these expenditures would have been budgeted and reported in object code 5430 Repairs & Maintenance Services.

Pupil Transportation (5510)- Expenditures of \$11,164 have been made to outside transportation providers as of 5/31/21. Outside providers have also been used for field trip transportation with expenditures reflected in Field Trips (5324). While most of our daily transportation needs are being met with in-district employees and vehicles, staffing shortages and the inability to find substitute drivers are requiring increased use of outsourced services. Projections as of 5/31/21 indicate the budget appropriation in Line 5510 will be sufficient for expenditures through the end of the year.

Tuition (5560)- Tuition for three magnet schools, including EASTCONN's Quinebaug Middle College, Arts at the Capitol Theater (ACT), and Windham's CH Barrows STEM is currently projected to total \$363,411, leaving a line-item surplus of \$58,225. This remains unchanged from prior months. Included are the base tuition charges and additional charges for special education and related services. No changes in enrollment or services are anticipated to affect the line-item surplus through year-end.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the May 31 report reflect balances of \$44,391 and (\$37,396) respectively. The first payments of excess cost reimbursement of \$359,461 and \$173,511, or 75% of the preliminary reimbursements, were received in February. The final payments of \$108,745 and \$41,515 were received in May for total excess cost reimbursement of \$683,232. The caps on the reimbursements are 19.69%, or conversely, we received 80.31% of the calculated entitlement based on the March 1st filing. Any changes in the placement costs going forward will directly affect the bottom line since the excess cost reimbursement will remain fixed, regardless of actual expenditures through year-end. Any difference in the expenditures at year-end from those reported on March 1 will result in an adjustment to the April 2022 Education Cost Sharing (ECS) payment.

The following table illustrates the projected costs and budget impact of the available excess cost reimbursement. As of May 31, 2021, total outplacement costs are projected to exceed budget by (\$29,115); therefore, a portion of the available excess cost reimbursement would be applied to the expenditures. The Town would retain the balance of the excess cost reimbursement received from the State.

As of May 31, 2021	Budget Impact without Excess Cost Reimbursement	Budget Impact with Excess Cost Reimbursement
Budgeted Local Placement Costs	\$4,289,700	\$4,289,700
Total Projected Local Placement Costs	\$4,273,268	\$4,273,268
Excess Cost Reimbursement-Local Placements	\$0	\$0
Net Local Placements	\$16,432	\$16,432
Budgeted Agency Placement Costs	\$303,500	\$303,500
Total Projected Agency Placement Costs	\$349,047	\$349,047
Excess Cost Reimbursement- Agency Placements	\$0	(\$29,115)
Net Agency Placements	(\$45,547)	(\$16,432)
Net Outplacements	(\$29,115)	\$0

It is important to note the projections are still subject to change in a positive or negative direction with the placements and their costs through the end of the year.

In general, the balances in the Supplies (56XX) and Equipment (57XX) line items reflect the projected decreases in expenditures, mostly due to school closures and related changes in anticipated needs.

Motor Fuels (5626)- Current year expenditures of \$91,778 reflect ten months of gas and diesel charges for approximately 47,780 gallons from the Town of Killingly. By comparison, in the 2018-2019 school year approximately 72,670 gallons were purchased during the same period. In the 2019-2020 school year, the closure of school in March 2020 resulted in a surplus of contracted fuel. A liquidation charge of \$23,807 was paid after the close of last year. It is likely there will be a similar liquidation charge from the current projected line-item surplus of \$101,000.

Vehicles (5732)- An order for a Ford F550 pickup truck was placed in March, resulting in a line-item deficit of (\$57,413.50). The vehicle, slated to replace an obsolete 2008 truck, was requested, and removed from the 2021-2022 Board of Education budget. We were given an estimated delivery date of July 2021 from the dealership.

2. **PRESCHOOL FUNDING:** The preschool program operating at both Goodyear Early Childhood Center and Killingly Central School has been and is currently funded with State and Federal grants, an appropriation from the general fund (local funding), and revenue generated from fees charged on the Office of Early Childhood sliding fee schedule for enrolled students. The revenue generated from fees varies from year to year based on the ability of enrolled students to pay, but traditionally totals around \$240,000 for an enrollment of approximately 160 students. Current enrollment stands at about 116 students, up from a low of 90 in November, with \$133,938 in revenue received to date with a total projected revenue of \$144,533. Expenses for the program consist primarily of salaries and benefits for staff members. Reduced enrollment and school closings due to COVID-19 have affected the revenue collected, resulting in a funding shortfall for the program currently estimated to be \$30,000 to \$50,000. This will require additional local funding from the 2020-2021 appropriation. Projected revenues and expenses depend on the operation of the program throughout the balance of the year.

3. **BUDGET TRANSFERS:** No transfers in excess of \$10,000 requiring BOE approval were made during the month. A transfer for \$26,768.00 approved at the May 26, 2021 BOE meeting was recorded and will be included in the June report. The following transfers were approved and made during May:

From: 100-110-10-10060-5612 KHS- Instructional Supplies	\$	151.92
To: 100-110-10-10060-5530 KHS- Communications	\$	151.92

To transfer KHS World Language department funds for online subscription for reading and comprehension activities in various languages

From: 100-115-15-10160-5810 Ag-Ed- Dues and Fees \$ 3,325.00
To: 100-115-15-10160-5731 Ag-Ed- Instructional Equipment \$ 3,325.00

To transfer Ag-Ed department funds for purchase of classroom equipment for pre-vet skills in an animal science course

From: 100-140-00-21000-5330 PPS- Professional/Technical Services \$ 299.00
To: 100-140-00-12000-5530 PPS- Communications \$ 299.00

To transfer PPS department funds for an online math subscription for KIS special education students

From: 100-110-10-10080-5420 KHS- Contracted Maintenance Services \$ 2,000.00
To: 100-110-10-10080-5731 KHS- Instructional Equipment \$ 1,600.00
To: 100-110-10-10080-5612 KHS- Instructional Supplies \$ 400.00

To transfer KHS Physical Education/Health department funds for purchase of replacement equipment and supplies including a new inflator, storage holders and racks and corn hole boards

From: 100-110-10-10110-5612 KHS- Instructional Supplies \$ 7.00
To: 100-110-10-10110-5530 KHS- Communications \$ 7.00

To transfer KHS Math department funds for purchase of KUTA software modules

From: 100-110-10-10120-5810 KHS- Dues and Fees \$ 577.00
From: 100-110-10-10120-5530 KHS- Communications \$ 1,303.00
To: 100-110-10-10120-5731 KHS- Instructional Equipment \$ 1,880.00

To transfer KHS Music department funds for purchase of new keyboard with accessories and an interface for recordings

From: 100-140-00-21000-5330 PPS- Professional/Technical Services \$ 145.00
To: 100-140-00-12000-5530 PPS- Communications \$ 145.00

To transfer PPS department funds for an online subscription to Google Read & Write for special education student

From: 100-150-00-22300-5734 IT- Computer Hardware \$ 6,500.00
To: 100-150-00-22300-5330 IT- Professional/Technical Services \$ 6,500.00

To transfer IT department funds for configuration and support services for new mobile device management (MDM) system Jamf to replace current Meraki MDM system upon contract expiration

From: 100-110-10-10101-5127 KHS- Student Services \$ 1,740.00
From: 100-110-10-10101-5430 KHS- Repairs & Maintenance Services \$ 1,000.00
To: 100-110-10-10101-5731 KHS- Instructional Equipment \$ 2,740.00

To transfer KHS Video Technology department funds for purchase of new communications base unit for studio control room

From: 100-150-00-22300-5734 IT- Computer Hardware \$ 7,812.50
To: 100-150-00-22300-5330 IT- Professional/Technical Services \$ 7,812.50

To transfer IT department funds for professional assistance in the creation of the request for proposal for the Mitel VOIP (voice over internet protocol) system replacement and expansion funded through the Alliance Building Improvement grant

From: 100-110-10-10120-5612 KHS- Instructional Supplies \$ 369.00
To: 100-110-10-10120-5440 KHS- Rentals \$ 369.00

To transfer KHS Music department funds for chair rentals for outside concert

From: 100-110-10-13700-5323 KHS- Pupil Services \$ 215.50
To: 100-110-10-13700-5612 KHS- Instructional Supplies \$ 215.50

To transfer KHS Athletic department funds for purchase of baseball helmets

From: 100-152-30-22200-5612 Library- KCS Instructional Supplies \$ 1,120.92
To: 100-152-00-22200-5731 Library- Instructional Equipment \$ 1,120.92

To transfer KCS Library department funds for purchase of display rack for non-fiction books

4. **FOOD SERVICES:** As the end of our 2020-2021 contract amendment with Whitsons New England Inc. nears, an amendment to renew the contract for 2021-2022 is being prepared for Board of Education approval at the June 9, 2021 meeting. The 2020-2021 amendment was the fourth and final amendment on the contract, however the Connecticut State Department of Education opted into a nationwide waiver authorized by section 2202(a) of the Families First Coronavirus Response Act allowing extensions of existing contracts through June 30, 2022. We will be required to rebid our food services management contract for 2022-2023.
5. **2019-2020 STATUS:** The 2019-2020 audit was completed in April, enabling the Town Council to consider the request to transfer up to \$880,945 to the Unexpended Education Funds account made in October 2020. It is expected that the Unexpended Education Funds account will exceed the \$2M maximum balance with the contribution of \$880,945. The difference between the \$880,945 and the allowable contribution amount will return to the Town's fund balance.
6. **2021-2022 BUDGET:** The Town Council reduced the Board of Education's proposed budget of \$45,029,798 by \$661,787 to \$44,368,011, for an increase of .50% over the 2020-2021 budget. At the annual Town Meeting on May 3, 2021, the Board of Education's budget request was revised from the floor to \$45,029,798, an increase of 2% over the 2020-2021 budget. The revised budget was sent to referendum and approved by the voters on May 11, 2021.

If you have any questions or would like to discuss this report, please let me know.

Killingly Public Schools System Object

Report # 102946

Statement Code: Sys Object

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 5/31/2021	Requisitions	Expenditures 7/1/2020 - 5/31/2021	Amount Remaining 7/1/2020 - 5/31/2021	Percent Expended
5111 Central Administration	\$337,673.04	\$0.00	\$337,673.04	\$0.00	\$0.00	\$282,061.01	\$55,612.03	83.53%
5112 School Administration	\$1,874,691.70	\$0.00	\$1,874,691.70	\$0.00	\$0.00	\$1,702,431.51	\$172,260.19	90.81%
5113 Teachers' Salaries	\$15,222,439.42	\$0.00	\$15,222,439.42	\$0.00	\$0.00	\$11,731,247.67	\$3,491,191.75	77.07%
5114 Finance/HR/Computer	\$381,725.39	\$0.00	\$381,725.39	\$0.00	\$0.00	\$352,269.61	\$29,455.78	92.28%
5115 Tutoring	\$85,000.00	\$0.00	\$85,000.00	\$0.00	\$0.00	\$22,657.71	\$62,342.29	26.66%
5119 Co-Curricular Stipends	\$351,018.64	\$0.00	\$351,018.64	\$0.00	\$0.00	\$216,551.95	\$134,466.69	61.69%
5120 Non-Certified Salaries	\$348,638.12	\$0.00	\$348,638.12	\$0.00	\$0.00	\$265,954.06	\$82,684.06	76.28%
5121 Secretarial/Clerical	\$1,251,397.72	\$0.00	\$1,251,397.72	\$0.00	\$0.00	\$1,174,662.57	\$76,735.15	93.87%
5122 Para-Professionals	\$2,224,682.18	\$0.00	\$2,224,682.18	\$0.00	\$0.00	\$1,629,433.97	\$595,248.21	73.24%
5123 Medical/Health	\$480,140.43	\$0.00	\$480,140.43	\$0.00	\$0.00	\$417,220.05	\$62,920.38	86.90%
5124 Operations & Maintenance	\$1,707,461.49	\$0.00	\$1,707,461.49	\$0.00	\$0.00	\$1,472,797.39	\$234,664.10	86.26%
5125 Transportation	\$1,097,434.60	\$0.00	\$1,097,434.60	\$0.00	\$0.00	\$824,393.81	\$273,040.79	75.12%
5126 Substitutes	\$380,000.00	\$0.00	\$380,000.00	\$0.00	\$0.00	\$310,299.38	\$69,700.62	81.66%
5127 Student Services	\$21,000.00	\$(9,000.00)	\$12,000.00	\$0.00	\$0.00	\$3,306.25	\$8,693.75	27.55%
5128 Temporary	\$149,200.00	\$0.00	\$149,200.00	\$0.00	\$0.00	\$44,006.32	\$105,193.68	29.49%
5130 Overtime	\$192,500.00	\$0.00	\$192,500.00	\$0.00	\$0.00	\$133,526.25	\$58,973.75	69.36%
5131 Computer Maintenance	\$199,590.00	\$0.00	\$199,590.00	\$0.00	\$0.00	\$176,863.15	\$22,726.85	88.61%

Killingly Public Schools System Object

Report # 102946

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 5/31/2021	Requisitions	Expenditures 7/1/2020 - 5/31/2021	Amount Remaining 7/1/2020 - 5/31/2021	Percent Expended
5210 Health/Dental Insurance	\$5,177,128.91	\$0.00	\$5,177,128.91	\$0.00	\$0.00	\$4,495,731.76	\$681,397.15	86.84%
5212 HSA Contributions	\$539,692.08	\$0.00	\$539,692.08	\$0.00	\$0.00	\$472,198.31	\$67,493.77	87.49%
5213 Life Insurance	\$28,016.26	\$0.00	\$28,016.26	\$0.00	\$0.00	\$24,470.46	\$3,545.80	87.34% -
5217 Disability Insurance	\$6,865.44	\$0.00	\$6,865.44	\$583.41	\$0.00	\$5,635.02	\$647.01	90.58%
5218 HRA Funding	\$5,625.00	\$0.00	\$5,625.00	\$0.00	\$0.00	\$10,085.01	\$(4,460.01)	179.29%
5220 FICA	\$433,648.17	\$0.00	\$433,648.17	\$0.00	\$0.00	\$336,293.17	\$97,355.00	77.55%
5225 Medicare	\$377,205.78	\$0.00	\$377,205.78	\$0.00	\$0.00	\$278,222.62	\$98,983.16	73.76%
5231 Pension	\$143,661.00	\$0.00	\$143,661.00	\$0.00	\$0.00	\$0.00	\$143,661.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$4,893.51	\$2,106.49	69.91%
5250 Unemployment Compensation	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$59,325.08	\$(9,325.08)	118.65%
5260 Workers' Compensation	\$360,000.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$329,639.99	\$30,360.01	91.57%
5322 Instructional Improvement	\$9,500.00	\$6,400.00	\$15,900.00	\$365.00	\$0.00	\$12,996.98	\$2,538.02	84.04%
5323 Pupil Services	\$100,126.00	\$(10,936.84)	\$89,189.16	\$4,567.50	\$0.00	\$41,503.54	\$43,118.12	51.66%
5324 Field Trips	\$111,525.00	\$(5,400.00)	\$106,125.00	\$787.95	\$0.00	\$15,560.95	\$89,776.10	15.41%
5326 Testing	\$36,060.00	\$0.00	\$36,060.00	\$1,965.00	\$0.00	\$10,005.21	\$24,089.79	33.20%
5330 Professional/Technical Services	\$457,475.00	\$14,961.27	\$472,436.27	\$88,120.26	\$0.00	\$336,937.97	\$47,378.04	89.97%
5410 Utilities	\$1,177,835.35	\$0.00	\$1,177,835.35	\$0.00	\$0.00	\$943,139.01	\$234,696.34	80.07%

Killingly Public Schools System Object

Report # 102946

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 5/31/2021	Requisitions	Expenditures 7/1/2020 - 5/31/2021	Amount Remaining 7/1/2020 - 5/31/2021	Percent Expended
5420 Contracted Maintenance Services	\$895,391.24	\$(46,719.77)	\$848,671.47	\$56,705.81	\$0.00	\$759,245.99	\$32,719.67	96.14%
5430 Repairs & Maintenance Services	\$461,132.00	\$49,020.40	\$510,152.40	\$69,349.40	\$0.00	\$178,423.80	\$262,379.20	48.57%
5432 Technology-Related Repairs/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,499.90	\$(30,499.90)	---
5440 Rentals	\$23,790.00	\$(1,325.00)	\$22,465.00	\$3,202.84	\$3,965.00	\$7,083.66	\$12,178.50	45.79%
5510 Pupil Transportation	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$11,163.50	\$18,836.50	37.21%
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$15,395.00	\$2,605.00	85.53%
5530 Communications	\$327,434.96	\$14,033.95	\$341,468.91	\$11,706.52	\$0.00	\$278,974.74	\$50,787.65	85.13%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$23,623.21	\$2,376.79	90.86%
5532 Telephone	\$77,820.00	\$0.00	\$77,820.00	\$120.09	\$0.00	\$58,845.74	\$18,854.17	75.77%
5540 Advertising	\$12,228.00	\$0.00	\$12,228.00	\$0.00	\$0.00	\$8,712.69	\$3,515.31	71.25%
5550 Printing & Binding	\$27,265.50	\$(275.00)	\$26,990.50	\$5,162.77	\$0.00	\$11,253.24	\$10,574.49	60.82%
5560 Tuition	\$421,636.00	\$0.00	\$421,636.00	\$0.00	\$0.00	\$363,411.20	\$58,224.80	86.19%
5561 Local Placement Tuition	\$4,289,700.00	\$0.00	\$4,289,700.00	\$581,810.95	\$0.00	\$3,663,498.47	\$44,390.58	98.97%
5562 Agency Placement Tuition	\$303,590.00	\$0.00	\$303,500.00	\$67,032.49	\$0.00	\$273,864.00	\$(37,396.49)	112.32%
5580 Travel	\$58,006.00	\$(12,250.00)	\$45,756.00	\$0.00	\$0.00	\$15,700.19	\$30,055.81	34.31%
5590 Other Purchased Services	\$205,719.00	\$0.00	\$205,719.00	\$3,037.00	\$0.00	\$103,429.00	\$99,253.00	51.75%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$(2,305.00)	\$52,695.00	\$0.00	\$0.00	\$18,034.80	\$34,660.20	34.22%

Killingly Public Schools System Object

Report # 102946

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 5/31/2021	Requisitions	Expenditures 7/1/2020 - 5/31/2021	Amount Remaining 7/1/2020 - 5/31/2021	Percent Expended
5612 Instructional Supplies	\$298,060.53	\$3,872.61	\$301,933.14	\$208,555.39	\$1,705.93	\$224,655.07	\$(131,277.32)	143.48%
5613 Custodial & Maintenance Supplies	\$203,167.14	\$(449.95)	\$202,717.19	\$51,822.66	\$458.75	\$56,541.73	\$94,352.80	53.46%
5620 Heat Energy	\$256,082.00	\$0.00	\$256,082.00	\$0.00	\$0.00	\$181,416.49	\$74,665.51	70.84%
5626 Motor Fuels & Oils	\$222,100.00	\$0.00	\$222,100.00	\$0.00	\$0.00	\$91,777.77	\$130,322.23	41.32%
5627 Transportation Supplies	\$137,300.00	\$0.00	\$137,300.00	\$3,470.31	\$0.00	\$97,355.05	\$36,474.64	73.43%
5641 Textbooks	\$15,070.00	\$(1,870.80)	\$13,199.20	\$11,133.57	\$0.00	\$5,475.77	\$(3,410.14)	125.84%
5642 Library Books/Periodicals	\$33,833.54	\$1,144.95	\$34,978.49	\$877.86	\$0.00	\$28,220.77	\$5,879.86	83.19%
5691 Office Supplies	\$24,521.40	\$0.00	\$24,521.40	\$1,040.09	\$160.04	\$16,364.46	\$7,116.85	70.98%
5692 Health Supplies	\$16,500.00	\$0.00	\$16,500.00	\$448.75	\$0.00	\$15,371.40	\$679.85	95.88%
5695 Computer Software & Supplies	\$23,534.00	\$8,000.00	\$31,534.00	\$876.50	\$0.00	\$30,416.58	\$240.92	99.24%
5730 Non-Instructional Equipment	\$26,436.40	\$5,304.94	\$31,741.34	\$3,899.77	\$249.98	\$17,957.22	\$9,884.35	68.86%
5731 Instructional Equipment	\$55,038.48	\$28,550.74	\$83,589.22	\$74,080.38	\$1,121.91	\$45,268.27	\$(35,759.43)	142.78%
5732 Vehicles	\$0.00	\$0.00	\$0.00	\$57,413.50	\$0.00	\$0.00	\$(57,413.50)	---
5734 Computer Hardware	\$69,054.12	\$(30,312.50)	\$38,741.62	\$0.00	\$0.00	\$17,190.58	\$21,551.04	44.37%
5810 Dues & Fees	\$105,638.97	\$(4,518.00)	\$101,120.97	\$215.00	\$0.00	\$67,499.07	\$33,406.90	66.96%
5890 Other Objects	\$102,358.00	\$(5,926.00)	\$96,432.00	\$7,064.85	\$90.00	\$35,961.58	\$53,405.57	44.62%
100 General Fund	\$44,147,274.00	\$0.00	\$44,147,274.00	\$1,315,415.62	\$7,751.61	\$34,888,952.19	\$7,942,906.19	82.01%

Killingly Public Schools System Object

Report # 102946

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 5/31/2021	Requisitions	Expenditures 7/1/2020 - 5/31/2021	Amount Remaining 7/1/2020 - 5/31/2021	Percent Expended
GRAND TOTAL	\$44,147,274.00	\$0.00	\$44,147,274.00	\$1,315,415.62	\$7,751.61	\$34,888,952.19	\$7,942,906.19	82.01%

Town of Killingly
Town Manager's Report
July 13, 2021

1. Update – COVID-19

Governor Lamont's Update from July 6th at 4pm. For comparison, also included is the data from last month's report of June 3rd at 4pm. A county-by-county breakdown includes:

July 6 th at 4pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	91,653	8,920	1,773	428	13
Hartford County	78,911	5,685	2,002	438	10
Litchfield County	13,017	1,690	259	39	1
Middlesex County	11,717	1,163	287	87	0
New Haven County	83,001	9,499	1,838	294	7
New London County	21,315	1,284	349	102	1
Tolland County	8,773	888	149	38	0
Windham County	10,499	457	154	41	0
Total	318,886	29,586	6,811	1,467	32

Jun 3 rd at 4pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	91,303	8,790	1,769	429	26
Hartford County	78,497	5,619	1,990	437	26
Litchfield County	12,933	1,671	258	39	2
Middlesex County	11,649	1,142	285	86	0
New Haven County	82,572	9,408	1,825	296	30
New London County	21,240	1,252	347	101	4
Tolland County	8,720	879	149	38	0
Windham County	10,442	447	154	41	1
Total	317,356	29,208	6,777	1,467	89

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
Cases in Killingly		
July 6, 2021	1,735	61
June 3, 2021	1,731	61
May 4, 2021	1,702	60
April 4, 2021	1,593	60
March 1, 2021	1,486	59
February 15, 2021	1,451	56
February 2, 2021	1,334	49
January 14, 2021	1,054	38
January 5, 2021	881	32
December 15, 2020	579	11
November 30, 2020	366	3

November 12, 2020	206		1
November 1, 2020	141		0

Also, included is a graph showing the daily change of COVID cases over the last six months. You will note the numbers have declined and remained low since the middle of February.

Below is the vaccine distribution by age group for the Town of Killingly. I have also included the map reflecting total vaccine distribution for the Town of Killingly in comparison to the rest of the State.

Age Group	Percentage Fully Vaccinated As of 7/6/21
12-15	20.94%
16-44	36.41%
45-64	56.40%
65+	94.99%

2. Town Hall Building

As you may have seen, we have begun a repointing project on the Town Hall building. The Town Hall building has needed repointing for many years. Large sections of the brickwork have been impacted by water infiltration over the years. The project started in the most damaged area of the Town Hall, the northern corner. This project was slated to start last summer. However, the contractor had staffing impacts from COVID and the project was delayed. Fortunately, the project was able to get underway in June. We anticipate the work will stretch into the fall and may necessitate the closure of the front entrance at times. We will work to minimize any closure or impact to the utilization of Town Hall.

In early June, we identified a crack in the sewer pipe as it exits the building. Staff have engaged with contractors to determine the extent of the crack and formulate a repair. We have secured repair contractors to perform the demolition and make the necessary pipe replacements. We anticipate the repair to be completed by the end of July. Depending on contractor availability, the repair work may require the closure of Town Hall. We are working to have the repairs completed late on a Friday or over the weekend. This would have the lowest impact to the utilization of Town Hall.

3. Motor Vehicle Assessments

Annually the Assessor’s office receives a file from the CT DMV that includes all vehicles registered within the Town of Killingly. Approximately 75% of the vehicles in the list are valued by CT DMV using the NADA (National Automotive Dealer Association) software. These vehicles are valued in this system by utilizing the vin number of the vehicle. The remaining vehicles are valued by the Town’s Assessment office utilizing the same NADA book. Assessors are instructed to use 70% of market value according to NADA per yearly State recommendation.

Motor vehicle owners may see an increase in their assessment for their vehicle this year. These increases are due to the nationwide impact to the auto industry during the COVID pandemic. Many factories shutdown during portions of the pandemic or have been operating at a reduce schedule. This resulted in shortages of new vehicles putting a larger demand on used vehicles. This increased demand on new and used vehicles has substantially increased vehicle prices across the board. I have attached communication received from CT Association of Assessing Officers and two of the referenced articles on this topic.

Vehicle owners may appeal the assessment with the Board of Assessment Appeals in September. To appeal the assessment, vehicle owners will need to contact the Assessor’s office to schedule a hearing time with the Board of Assessment Appeals.

4. Visit from State Commissioner of Economic and Community Development

Commissioner David Lehman made a visit to Killingly on June 22nd. Jill St. Clair, Economic Development Director and I had the opportunity to show Commissioner Lehman several areas of Killingly. We started our tour in the Killingly Industrial Park with Putnam Plastics. Commissioner Lehman received a tour of the existing and expansion facilities. The owners were able to discuss the industry growth, pandemic impacts, future goals, and employment support. We then proceeded to drive through the rest of the Industrial Park and discuss current businesses, the remaining lot on Alexander Parkway and infrastructure needs. We then shifted to discussing the housing needs of the Town and region and visited the site of Ballouville Mill. Lastly, we toured the QVCC Advanced Manufacturing program to discuss employee pipeline development. Commissioner Lehman was very engaged and receptive to learning about the business development, housing needs, infrastructure needs and our collaboration with the Community College. We have scheduled a follow up call with one of the business owners that had been unable to attend. It was a very successful visit, and we look forward to working with Commissioner Lehman in the future.

5. Personnel

I would like to welcome our newest Killingly Police Officer, Officer Heath Ericson. Officer Ericson joined our team on June 28th. He comes to the Town as a recently retired CT State Police Officer. Most recently Ericson was the Sargent of Troop D barracks. He is a life-long resident of Killingly.

Recently Marina Capraro, Planning Assistant/Natural Resource Officer, was offered (and accepted) a supervisory position with a former employer. Marina worked diligently for Killingly's natural resources and land use. We wish her well in her new position. The Planning Assistant/Natural Resource Officer position has been posted. We are accepting applications through the end of July.

I have provided the Town Manager Evaluation Forms with return envelopes in your mailboxes. Please return the completed form to the Chairman Anderson on or before July 31st. Please feel free to reach out to any staff members with questions.

6. Transparency Programs

The Council requested I research possible transparency programs as requested by a public comment received. The Council expressed specific interest in also having the Board of Education's financial details included in this reporting process. The Finance Director and I are evaluating our current financial software programming to determine its compatibility with transparency platforms. The Finance Office has been pulled away to focus on year end close out the past several weeks. We have reached out to our software vendor to review the exporting capabilities. We still need to work with the Education department on what capabilities their software system provides. Once we have this information, we can then begin to evaluate possible software solutions to present to the Town Council.

7. NECCOG Work Plan

Attached is the Work Plan approved by the NECCOG Board on June 25th. I've also attached the agenda from the June meeting. The group discussed getting more information about a shared Special Projects Manager related to the ARPA funding. Executive Director, John Filchak, was instructed to research the proposed position and present additional information to the group in the coming months. The two potential regional initiatives would need to be evaluated for qualification of eligibility under the ARPA funding.

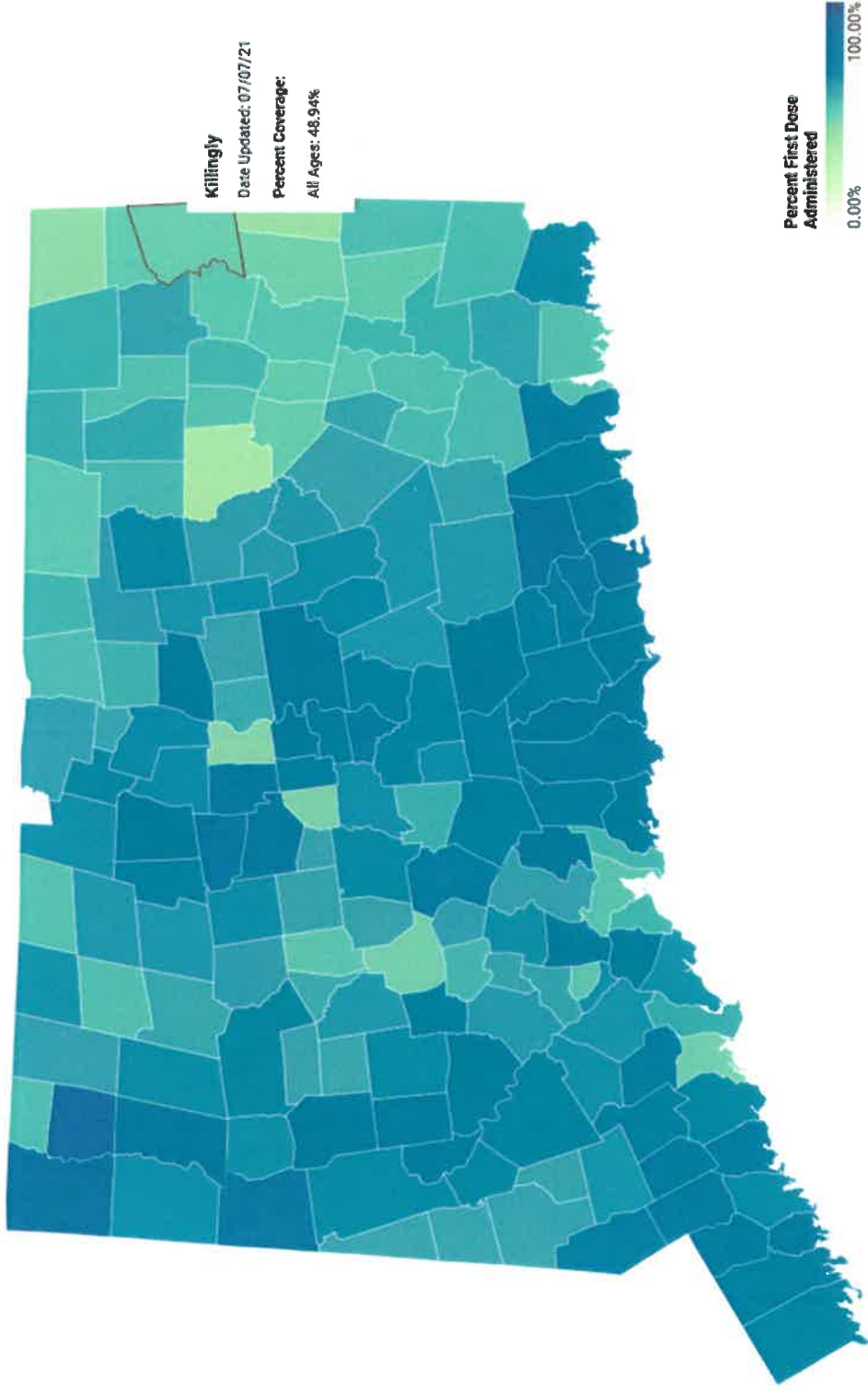
8. Meetings Attended

Law Enforcement Council regular meeting
NECCOG regular meeting
Training – ICMA High Performance Leadership

Sustainable CT Finance Committee
Sustainable CT Board Meeting

Percent of Population All Ages Who Have at Least One Dose of COVID-19 Vaccination

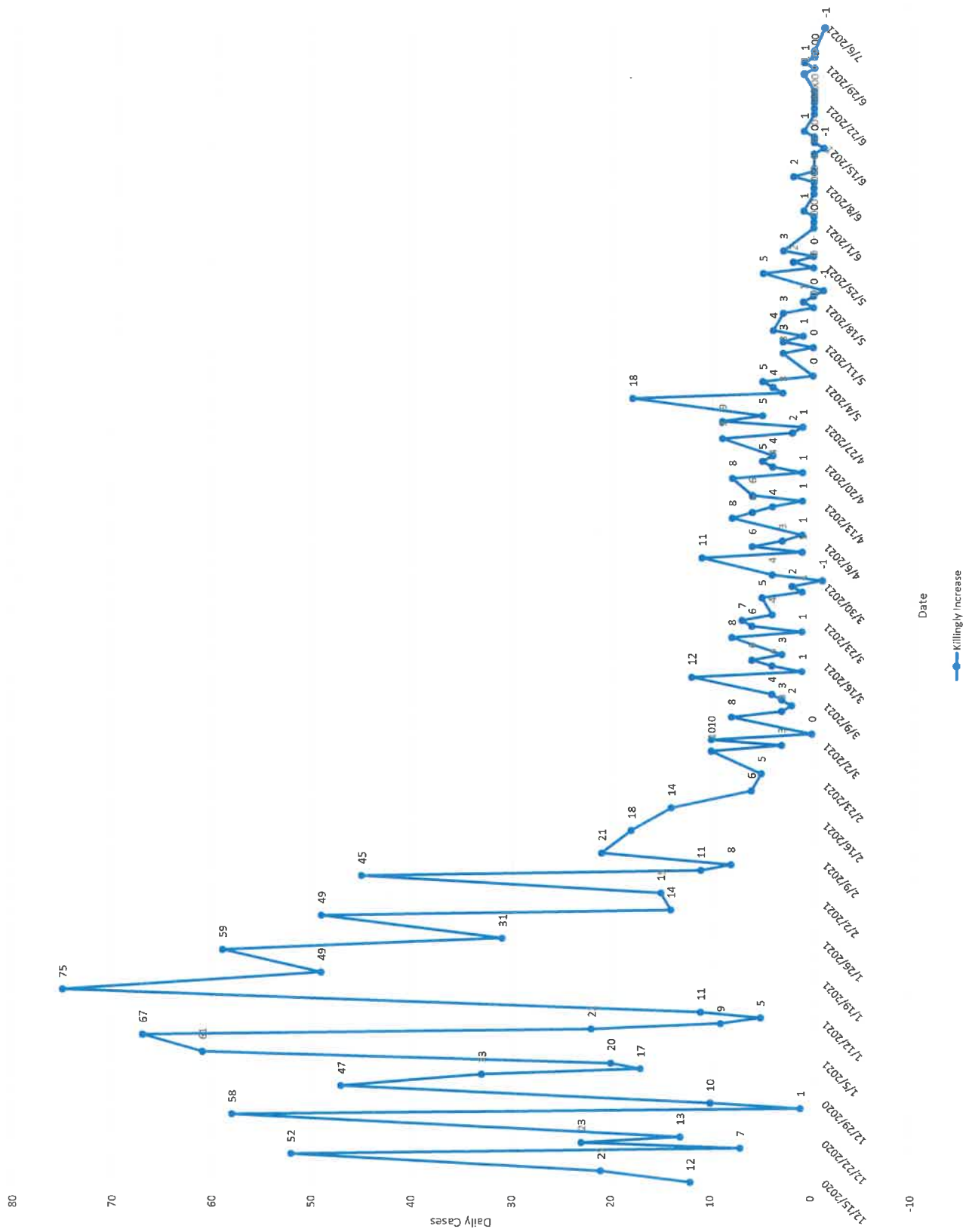
As reported to the CT Immunization Registry (CT WIZ)



Data are preliminary and are subject to change

Map: Ver 6-24-21 - Source: Connecticut Department of Public Health - Embed - Download image - Created with Datavrapper

Daily Covid Increases - Killingly



Connecticut Association of Assessing Officers Motor Vehicle Committee



John Rainaldi, CCMA II, Co-Chair
jrainaldi@manchesterct.gov

Patrick Sullivan, CCMA II, Co-Chair
Patrick.Sullivan@WestHartfordCT.gov

June 11, 2021

Dear Colleagues:

As towns are sending tax bills, we want to provide more information about used car values on the 2020 Grand List.

As you may recall, on our 2020 Grand Lists many used car values went up, some up significantly. We are likely to receive a lot of questions about motor vehicle assessments. We may see higher number of appeals at the September BAA motor vehicle hearings.

Used car values increasing over the past year or so are not unique to Connecticut, this is a nationwide trend. *The New York Times* yesterday reported that between May 2020 and May 2021, used car and used truck prices went up 29.7%; our October 1, 2020 assessment date was during that date range.

The Motor Vehicle Committee would like you to have as much backup material on this topic as possible so that when you have questions from taxpayers, you have information to provide.

There are a number of articles which indicate how much used car values have gone up over the past year:

https://www.caranddriver.com/news/a35716231/car-dealers-profitable-2020-sales-down/?utm_campaign=socialflowFBCD&utm_source=facebook&utm_medium=social-media&src=socialflowFBCAD

[https://www.marketwatch.com/story/this-is-exactly-how-much-car-prices-have-gone-up-2020-09-21#:~:text=The%20valuation%20analysts%20at%20Kelley,%25\)%20from%20the%20previous%20month.](https://www.marketwatch.com/story/this-is-exactly-how-much-car-prices-have-gone-up-2020-09-21#:~:text=The%20valuation%20analysts%20at%20Kelley,%25)%20from%20the%20previous%20month.)

<https://www.nytimes.com/2020/09/07/business/used-cars-pandemic.html>

<https://www.wsj.com/articles/car-sales-are-down-almost-20-but-prices-are-setting-records-11599219000>

<https://www.cnbc.com/2020/12/29/how-to-find-a-good-end-of-year-deal-if-in-the-market-for-a-new-car.html>

<https://www.npr.org/2020/10/28/927971920/a-pandemic-sticker-shock-used-car-prices-are-through-the-roof>

These articles and others you may find on your own illustrate the point that used car values went up significantly since the COVID-19 pandemic started. Though this is counterintuitive, and many taxpayers may not agree.

We hope this information will be helpful to you. Please feel free to contact us if you have questions.

Sincerely,
Pat and John

HOURLY NEWS
 NOW
 PLAYLIST



DONATE

The Coronavirus Crisis

A Pandemic Sticker Shock: Used-Car Prices Are Through The Roof

October 28, 2020 · 5:00 AM ET

Heard on Morning Edition



CAMILA DOMONOSKE

3-Minute Listen

PLAYLIST [Download](#)
[Transcript](#)



Used vehicles are parked on the sales lot at a CarMax store on Sept. 24 in Colma, Calif. CarMax reported a surge in earnings after used-car prices climbed steadily — and surprisingly — for months.

Justin Sullivan/Getty Images

Aaron Springer of Odenton, Md., wasn't looking to sell his 2014 Volkswagen Jetta SportWagen, which he bought used a couple of years ago.

"I love this car," he says.

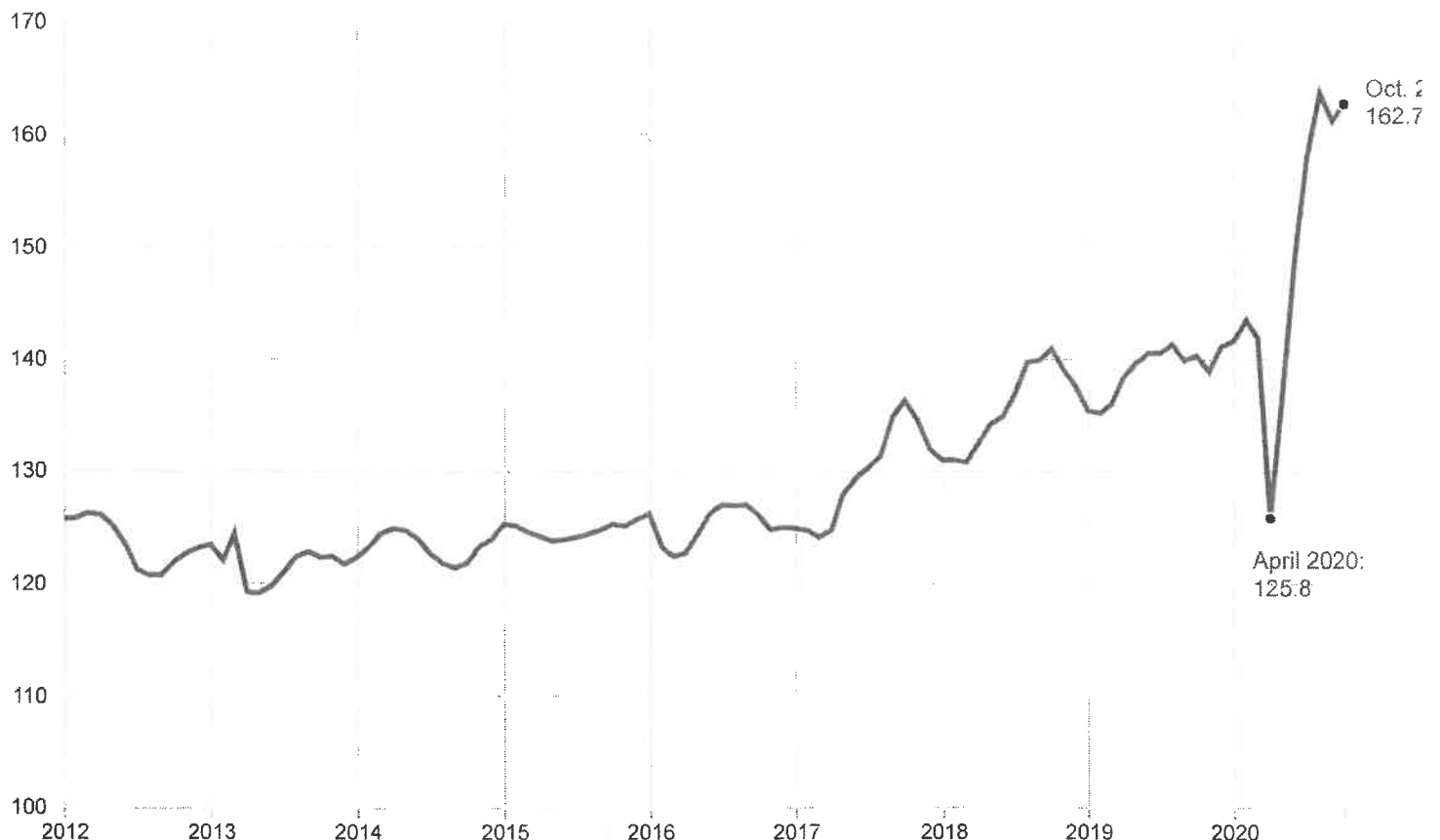
But Springer heard the used-car market was hot, so he decided he might as well check. To his astonishment, used-car site Carvana offered him \$1,500 more than he paid for the vehicle in 2018.

"I mean, it's just too good of a price to *not* sell it," he says.

Add used-car values to the list of things turned topsy-turvy in 2020. Springer's experience is exceptional, but it's also a sign of the times: Prices for used cars, trucks and SUVs rose remarkably all summer long as demand far outstripped supply.

Wholesale Used-Car Prices Soar

The Manheim Used Vehicle Value Index tracks wholesale used-vehicle prices over time, based on millions of transactions per year. The data reflect a brief pandemic-induced fall, then a sharp increase in prices this summer.



Source: Manheim Auctions

Credit: Connie Hanzhang Jin/NPR

According to Cox Automotive, as of September, wholesale used-vehicle values were up 15% compared with last year. And listings on CarGurus are now averaging \$22,470, which is over \$1,800 more than at the start of 2020.

The rate of growth appears to have calmed down, but prices remain remarkably high.

"Anybody who tracks them ... would be shocked, I think. Almost flabbergasted," says Ivan Drury, the senior director of insights at Edmunds, the automotive information company.

Sticker Shock: Why Used-Car Prices Are So High : NPR

<https://www.npr.org/2020/10/28/927971920/a-pandemic-sticker-sh...>

Drury, like Springer, felt the benefit firsthand. He bought two cars last year and sold them both a couple of months ago.

He broke even on one vehicle and made money off the other, which Drury calls "remarkable, to say the least."

This spring, when the coronavirus pandemic started to spread, auto plants temporarily shut down operations for safety. That has created a shortage of new-car inventory, pushing more people onto the used-car market.

Meanwhile, plenty of people are looking for cars. Partly that's because of concerns over the safety of carpooling or riding public transit (although transit systems are taking steps to promote safety).

There was a policy-based boost in demand as well, as buyers put their coronavirus relief checks toward new vehicles.

"People were able to come up with a little bit more money down," says used-car salesman Orby Galarza of Harrisonburg, Va., who saw a direct connection between relief checks and sales.

In short, the pandemic reduced the supply of cars at the same time it increased demand for them. It's Econ 101 — the result was prices went up. And up. And up.

For those who have good-condition cars to sell or trade in, this is a big boost. Some drivers are putting that extra money toward even pricier brand-new cars.

Drivers who lease vehicles can also benefit from these rising prices if their leases are ending soon. The buyout price that was set at the start of the lease, based on projected value, might now be thousands of dollars less than the vehicle's actual value.

That means drivers can buy out their leases, then turn around to trade that vehicle in or sell it for cash — and immediately turn a tidy profit.

But for buyers looking for affordable used vehicles, the spiking prices are bad news, and the shortage of inventory can lead to frustration.

It's another sign of how the pandemic and the economic upheaval it created are hitting the haves and the have-nots very differently.

Some drivers are stuck with older, less reliable vehicles that they are driving into the ground, waiting for the market to calm down enough so that they can afford to buy a replacement. Others don't have that choice.

Danielle Jennings of Baltimore needed a new vehicle this summer after her 17-year-old car finally gave up the ghost. But she scoured the used-car market for a reliable vehicle in her price range, with no luck.

"I just wanted to be able to get to work and be able to take care of my family," she says. "My back was against the wall."



BUSINESS

As Auto Industry Roars Back, Worker Shortages Throw Up Roadblocks

Jennings, much to her relief, wound up getting a 2013 Chrysler 200 through a nonprofit called Vehicles for Change, which takes donated cars and gives them at a discount to people who need transportation.

Vehicles for Change says it has seen an increase in need because of the pandemic, but because the program requires participants to have a job, it's also finding that many applicants are disqualified.

Vehicle affordability is not a new issue. Even if car prices were dropping instead of rising, many low-income Americans would still struggle with transportation costs.

But this surprising spike in prices certainly isn't helping would-be car buyers on tight budgets. And until prices return to normal, bargains will be few and far between.

autos used cars car dealers

Car Sales Tanked in 2020, but Dealerships Had Their Most Profitable Year Ever

On average, dealership profits rose nearly 50 percent in 2020—despite sales volume dropping by 15 percent. Here's how it happened.

BY MACK HOGAN MAR 4, 2021



JOE SOHM/VISIONS OF AMERICA | GETTY IMAGES

Last year wasn't good for new car sales. Factory shutdowns, lockdowns, and consumer hesitancy caused car sales to crater in the spring of 2020; stronger sales in the latter months of the year couldn't erase the early drop. Overall, sales were down 14.6 percent in 2020, which sounds like bad news for dealers. That's hardly the case: *Automotive News* reports that overall dealer profits soared by 48 percent last year, leading to record-setting profits despite sluggish sales.

That begs the question: How did dealers manage to make so much more money selling fewer cars? The first answer appears to be simple: They put the squeeze on us. Shuttered factories drastically reduced supply, but demand stayed strong. That led to a rush on dealers for in-demand models, with a line of customers ready to pay. Dealers could charge what they wanted.

Or, to put it in the sanitized words of industry insiders: "There was just an improvement in the returns from your operations [in 2020] due to the unique market conditions that increased scarcity for both new and used vehicles," Patrick Manzi, chief economist for the National Automobile Dealers Association, told *Automotive News*.

As Manzi suggests, the used car market experienced similar pressure. The limited supply of new cars, coupled with economic conditions that squeezed many household budgets, led to huge demand for pre-owned vehicles. Prices, of course, skyrocketed. In January 2021, wholesale used-car prices were up 15.1 percent year over year, a remarkable jump that's nevertheless lower than the high-water mark for the pandemic used-car market.

Car Sales Tanked in 2020, but Dealers Had Their Most Profitable Year

<https://www.caranddriver.com/news/a35716231/car-dealers-profitable...>

Overall, in 2020 per-vehicle gross profit rose 13 percent on used cars and 22 percent on new cars. Some of that is dealership markup. But a second major factor played a part in the profitable year that COVID-19 created for dealers: a shift toward more expensive vehicles.

That's because this pandemic didn't hit everyone equally. "There's really a dichotomy, economically, out there," Tyson Jominy, vice president of data and analytics at J.D. Power, told *Road & Track*. "The 'laptop class,' where you can shift to working from home . . . did extraordinarily well in 2020. It's really those that work in the service industry and other jobs that can't be done remotely that really suffered."

As the nation and world went into shutdown, well-off people changed their discretionary spending habits. "We saw a big shift in demand for durable goods," Jominy said. "You know, jewelry and—in particular—cars. If you're not going to swim with great white sharks off the coast of South Africa, you've got money for that \$80,000 car. So we saw sales at that end really explode."

Explode is the right word. Sales of vehicles priced between \$80,000 and \$90,000

grew 91 percent year over year in the fourth quarter of 2020, according to J.D. Power data. Meanwhile, sales evaporated at the bottom end of the market. The under-\$20,000 segment—which has been contracting bit by bit for years—collapsed, with a 30 percent year-over-year drop in the fourth quarter. The \$20,000-to-\$30,000 segment shrank 7 percent; the over-\$100,000 market grew 63 percent.

Dealers had additional factors working for them. Many received forgivable Paycheck Protection Program loans from the government. Overall staffing fell, and digital retail improved per-person productivity. Low interest rates, automaker credits, and low supply turned the floor plan from a liability into an asset. Every little bit helped: In 2020, dealers ended up making around \$140 per car just from credits and interest alone. Compare that to a typical year, where a dealership might lose around \$96 per car on fees and expenses related to slow-selling inventory lingering on lots—and have to make that money up elsewhere.

Whether these trends will continue in 2021 is hard to say with certainty. While the pandemic itself has not forced any recent factory closures, continuing shortages of crucial microchips have. It's an issue serious enough that the White House is getting involved, recognizing the severity of the potential disruptions. Should these issues continue, it's likely that we'll see a repeat of the higher per-vehicle transaction prices that defined 2020.

But the drastic spike in sales of expensive vehicles might correct itself sooner. "At the high end of the market, that is such a dramatic change that I can't see it running at those levels indefinitely," Jominy told *R&T*. "You get the one-time gain from a lack of options, but as we know, so many places in this country are ready to open up. And the expectation that we should have the vaccine rolled out to most of the country by summer means there's a large pent-up demand for entertainment and travel, vacations and movies, anything that we have been depriving ourselves of for over a year."

From: Road & Track



Ashford, Brooklyn, Canterbury, Chaplin, Eastford, Hampton, Killingly, Plainfield,
Pomfret, Putnam, Scotland, Sterling, Thompson, Union, Voluntown and Woodstock

June 2021 Regular Meeting

Friday June 25, 2021 - 8:30 am - Remote Via ZOOM

<https://us02web.zoom.us/j/89320891636?pwd=Zzg1ejRNaDI1RW9KZHdsSWhBVlBTZz09>

Meeting ID: 893 2089 1636

Passcode: 315262

Agenda

1. Call To Order - Tracey Hanson, NECCOG Chair

- a. Welcoming Remarks
- b. Previous Meeting Minutes
- c. Public Participation

2. Director's Report - John Filchak, Executive Director

- a. Transit Activities
- b. Animal Services
- c. Crumbling Foundations
- d. Transportation Projects/
Initiatives,
- e. Regional Human Resources
- f. Pandemic Recovery
- g. Town Assistance - Chaplin,
Brooklyn, Woodstock, Union,
Eastford and Canterbury
- h. Natural Hazard Mitigation Plan
- i. EDA Grant Status
- j. Legislation

3. Discussion and Action Items

a. Resolution 6-1-21 - 2021 - 2022 NECCOG Work Plan and Budget

b. COVID Recovery

1. Structural Change to Long Term Recovery

2. American Rescue Plan Act

- i. **Special Projects Manager - ARPA** - responsible for professional and administrative management organizing and leading all aspects of the implementation of the American Rescue Plan Act funding for participating towns in the NECCOG region.
- ii. **Possible Regional Initiatives Through the Use of ARPA funds:**
 - Environmental Depot - \$6 million (est)
 - Animal Shelter Improvements - \$750,000 (est.)

c. Regional Referrals - none

d. STIP Amendments or Actions

- i. PROJECT NUMBER 0141-0157, REGION 15, ROUTE CT 12, THOMPSON - REPLACE BR 02128 O/SUNSET HILL BROOK, 2021 - \$65,000 - ACTION: REVISED COST ESTIMATE - INCREASE COST FROM FED \$40,000

2. Chief Elected Official Roundtable

3. Adjournment

NECCOG meetings are conducted in accessible locations and materials can be provided in accessible formats free of charge upon request (including but not limited to interpreters in American Sign Language and languages other than English, open or closed captioning for videos, alternative material formats such as audio, Braille, and large print), as available. Interpreter and other translation requests must be made at least fourteen (14) business days before the meeting. Materials in alternative formats must be requested at least three (3) business days prior to the meeting.

NECCOG fully complies with all Federal and Connecticut nondiscrimination protections, including, but not limited to Title VI of the Civil Rights Act of 1964 in all of its programs and activities. NECCOG does not discriminate on the basis of: race, color, national origin, English proficiency, or age, ancestry, background, disability, gender, gender identity or expression, income, religion, sex, sexual orientation or expression, or military status. Any person who believes himself/herself or through a representative, file a complaint with NECCOG. Please view our website necog.org or call 860-774-1253 for details/assistance in filing a complaint or for additional information.

Town of Killingly
EVALUATION OF THE TOWN MANAGER

Purpose:

The purpose of this evaluation form is to provide the Town Council members an opportunity to:

1. Review the Town Manager's performance;
2. Clarify and set performance standards;
3. Afford all parties the opportunity to discuss areas of mutual concern and interest; and
4. Set goals and objectives for the future.

Instructions:

1. Read the rating descriptions carefully.
2. Place a check in the numbered box below which most closely approximates the Manager's performance, in your estimation.
3. Add any comments you may wish to make in the space provided.
4. Complete the General Comment Sheet.

Rating Descriptions:

- (1) Needs Improvement (2) Meets Expectations (3) Exceeds Expectations (4) Superior (U) Unable to Rate

	1	2	3	4	U	COMMENTS
A. RELATIONSHIP WITH THE COUNCIL						
1. Keeps the Council informed of issues, needs and operations of the Town.						
2. Offers professional advice to the Council on items requiring action, with appropriate recommendations.						
3. Interprets and executes the intent of Council policy.						
4. Supports Town Council policy to the public and staff.						
5. Seeks and accepts input relative to her work.						
6. Provides data and materials requested by the Council in a timely and efficient manner.						
7. Understands the Manager's role in the administration of Council policy.						
8. Accepts responsibility for maintaining liaison between the Council and Town staff, working toward a high degree of mutual respect and understanding between the Council and staff.						

B. COMMUNITY RELATIONS						
1. Is available at the office and home to Council members, staff, the news media and community leaders to interpret Town programs and needs.						
2. Attempts to gain support from the community for Town needs.						
3. Is effective in dealings with the news media.						
4. Shows a genuine interest in the community and participates in community life and activities outside of Town Government.						
5. Works effectively with public and private agencies.						
6. Promotes public participation in Town activities.						
7. Effectively handles complaints from citizens.						
8. Answers correspondence and telephone calls promptly.						
9. Is viewed by the public as a person of integrity, ability and devotion to the Town.						

	1	2	3	4	U	COMMENTS
C. LEADERSHIP						
1. Develops and executes sound administrative procedures and practices.						
2. Implements Council adopted goals and objectives.						
3. Inspires others to perform at their highest professional standards.						
4. Recognizes opportunities for improvements and initiates action.						
5. Prepares, maintains and updates Council policies.						
6. Sets and maintains priorities.						
7. Demonstrates ability to make sound decisions.						
8. Demonstrates ability to work well with individuals and groups.						
9. Able to think and respond clearly when faced with an unexpected or disturbing situation.						
10. Exhibits good judgment, common sense and perception.						

D. BUDGET AND FINANCE						
1. Prepares a realistic budget for submission to the Council.						
2. Supervises operations to keep the Town operating within the confines established by the Council.						
3. Involves staff in budget preparations.						
4. Understands and keeps informed about the financial status of the Town in the region and state.						

	1	2	3	4	U	COMMENTS
E. PERSONAL CHARACTERISTICS						
1. Imagination: Shows vision and originality in approaching problems and effectively creates solutions; able to visualize the implications of various alternatives.						
2. Objectivity: Is unemotional, unbiased and takes a rational and impersonal viewpoint based on facts and qualified opinions; able to divide personal feelings from those which would most effectively convey the Town's interest.						
3. Drive: Is energetic and willing to spend the time necessary to do a good job; has good initiative and is a self-starter.						
4. Judgment/Decisiveness: Reaches quality decisions in a timely fashion; exercises good judgment in making decisions and in her overall general conduct.						
5. Attitude: Is enthusiastic, cooperative and adaptable; has an enthusiastic professional and personal attitude toward the Town.						
6. Integrity: Fulfills responsibilities and duties ethically; is honest and forthright in professional and personal capacities and has a reputation in the community for honesty and integrity.						
7. Self-Assurance: Is self-assured of her abilities and able to be honest with herself and take constructive criticism; takes responsibility for her mistakes and is sufficiently confident to make decisions and take actions without undue supervision.						
8. Productivity: Can be depended upon for sustained and productive work; readily assumes responsibility; meets time constraints within her control.						
9. Stress Management: Responds well to stressful situations and able to resolve problems under strain and unpleasant conditions; tolerates conditions of uncertainty and adequately deals with the stress inherent in this position.						
10. Initiative/Risk Taking: Demonstrates initiative and is willing to take risks in the development of recommendations, ideas, plans and policies for the betterment of the community.						

General Comments

What goals and objectives would you like to set for the Town Manager for this coming year? Any specific projects you would like to see considered? Any major changes in policy, budgets or organization you would like to discuss?

What accomplishments of the Town Manager have given you the greatest pride? What do you feel are her greatest strengths? What advice would you offer her for personal growth, improvement or development? Please be specific, particularly about any items you rated as "Needs Improvement".

July, 2021

AGENDA ITEM COVER SHEET

ITEM: Consideration and action a proposed ordinance to authorize acceptance from Edward J. Greczkowski of a Permanent Construction and Maintenance Easement for the Prospect Avenue Sewer Replacement Project

ITEM PREPARED BY: David Capacchione, Town Engineer
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: July 13, 2021

TOWN MANAGER APPROVAL:



ITEM SUMMARY: In order to install the new sanitary sewer line in Prospect Avenue, replacement of a portion of the existing sanitary sewer system was required. This portion of the existing Sanitary Sewer System did not have an easement in place. The property owner is agreeable to granting the Town of Killingly a permanent construction and maintenance easement for sanitary sewer purposes. The value of the Greczkowski easement is less than \$5,000 and therefore, in accordance with Section 1008 of the Town Charter, the Town Council may approve acceptance of the easements following a Public Hearing. This item would introduce the Ordinance and set a Public Hearing to consider the easements.

FINANCIAL SUMMARY: Mr. Greczkowski has agreed to granting the Town this easement for no financial consideration.

STAFF RECOMMENDATION: Approval of the Ordinance

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Ordinance

SUPPORTING MATERIALS:

- Ordinance
- Easement Description
- Map of Easement area

Ordinance #21

ORDINANCE TO AUTHORIZE ACCEPTANCE FROM EDWARD J. GRECZKOWSKI OF A PERMANENT CONSTRUCTION AND MAINTENANCE EASEMENT FOR THE PROSPECT AVENUE SEWER REPLACEMENT PROJECT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Permanent Construction and Maintenance Easement for the PROSPECT AVENUE SEWER REPLACEMENT PROJECT for property in substantially the same form as described in "Schedule A" as attached hereto, granted to the Town by Edward J. Greczkowski to provide for construction associated with replacement and maintenance of the Sanitary Sewer Lines on Prospect Avenue.

BE IT FURTHER ORDAINED that the Town Manager is authorized to enter into any contracts or agreements related to the acceptance of the Easement and to have said Easement filed with the Town Clerk's Office.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 13th day of July 2021

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on July 13, 2021 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect. I further certify that Mary T. Calorio now holds the office of the Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk,

Date

(Seal)

Exhibit A

CLA-6116
Oct. 29, 2020

Edward J. Greczkowski
To
Town of Killingly
Permanent Sewer Easement

A permanent easement for the installation, use and maintenance of a sewer line across property of Edward J. Greczkowski at 47 Palmer Street said easement being a strip of land 20 feet in width situated in the Town of Killingly, County of Windham, State of Connecticut, depicted on a plan entitled "Permanent Sewer Easement Across Property of Edward J. Greczkowski, 47 Palmer Street, Town of Killingly, Connecticut, Scale: 1"=20', Project No. CLA-6116, Date: 10/29/2020, Sheet No. 1, CLA Engineers, Inc." and being more particularly described as follows:

Beginning at a point on the southerly line of Palmer Street, said point lying 53.8 feet, more or less, from the northwesterly corner of land of Edward J. Greczkowski and running thence easterly a distance of 25.7 feet by and along the southerly line of Palmer Street to a point; thence southeasterly on a line parallel with and 10 feet northeasterly from the sewer line a distance of 58.1 feet, more or less, to a point; thence southwesterly on a line parallel with and 10 feet southeasterly from an interceptor sewer line a distance of 20.9 feet to a point; thence northwesterly on a line parallel with and 20 feet distant from the second described course a distanced of 80.3 feet, more or less, to the point of beginning on the southerly line of Palmer Street.

Containing 1,385± SF.

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set a Public Hearing for August 10, 2021 on a proposed ordinance to authorize acceptance from Ryan Dandeneau of a Drainage and Access Easement for the Chase Road paving project

ITEM PREPARED BY: David Capacchione, Town Engineer
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: July 13, 2021

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item is to introduce and schedule a Public Hearing on a proposed ordinance to accept easements deemed necessary to the Chase Road paving project. The property owner is agreeable to granting the Town of Killingly a drainage and access easement for storm water and grading purposes. The value of this easement is estimated at \$560 which is less than \$5,000 and therefore, in accordance with Section 1008 of the Town Charter, the Town Council may approve acceptance of the easements following a Public Hearing. This item would introduce the Ordinance and set a Public Hearing to consider the easements.

FINANCIAL SUMMARY: Mr. Dandeneau has agreed to grant the Town this easement for no financial consideration.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Easement Description
- Map of Easement area

Resolution #21

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING FOR AUGUST 10, 2021 ON A PROPOSED ORDINANCE TO AUTHORIZE ACCEPTANCE FROM RYAN DANDENEAU OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following Ordinance be introduced and set down for Public Hearing on Tuesday, August 10, 2021 at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

ORDINANCE TO AUTHORIZE ACCEPTANCE FROM RYAN DANDENEAU OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Drainage and Access Easement for the CHASE ROAD PAVING PROJECT for property in substantially the same form as described in "Easement" as attached hereto, granted to the Town by Ryan J. Dandeneau to provide for drainage and access easement, right to discharge storm water and right to grade on Chase Road.

BE IT FURTHER ORDAINED that the Town Manager is authorized to enter into any contracts or agreements related to the acceptance of the Easement and to have said Easement filed with the Town Clerk's Office.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 13th day of July 2021

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on July 13, 2021 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect. I further certify that Mary T. Calorio now holds the office of the Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk,

Date

(Seal)

Return to:

Town of Killingly
Attention: Town Manager

**DRAINAGE AND ACCESS EASEMENT, RIGHT TO DISCHARGE STORM WATER
AND RIGHT TO GRADE**

KNOW ALL MEN BY THESE PRESENTS that **RYAN J. DANDENEAU**, an individual with an address of 60 Chase Road, Killingly, Connecticut (hereinafter, “Grantor”), for and in consideration of One Dollar and other good and valuable consideration to it in hand paid by **THE TOWN OF KILLINGLY**, a municipal corporation located in the County of Windham and State of Connecticut (hereinafter referred to as “Grantee”) at or before the ensembling of and delivery of these presents, the receipt of which is hereby acknowledged, does hereby give and grant unto the Grantee, its successors and assigns forever, with warranty covenants, a full and perpetual drainage easement and right to drain storm water under, over and across the Grantor’s property, and rights to grade as more particularly described below:

A certain drainage easements, rights to drain and rights to grade located on the easterly side of Chase Road in the Town of Killingly, County of Windham and State of Connecticut, which easement is shown as “Proposed Drainage Easement and Right to Grade in Favor of the Town of Killingly – Area = 13,599 S.F.” on a plan entitled “Easement Map Showing Easement Area to be Granted to the Town of Killingly Across the Property of Ryan J. Dandeneau – 60 Chase Road - Killingly, CT” prepared by Killingly Engineering Associates, 114 Westcott Road, P. O. Box 421, Killingly, CT 06241 - Job No. 20093 - Date: February 25, 2021 - Scale 1” = 40’ – Sheet 1 of 1” which map is on file or to be filed herewith in the Killingly Land Records, which area is hereinafter referred to as the “Easement Area.”

AND THE GRANTOR FURTHER GRANTS unto the Grantee, its successors and assigns forever, a full and perpetual right and privilege (1) to discharge and drain stormwater and surface water within and across the Easement Area; (2) to pass and repass over other land of the Grantor to access the Easement Area; (3) to do all things within the Easement Area necessary or ancillary to any right or privilege created herein, including, but not limited to, the construction, repair, inspection or replacement of any apparatus, structure or improvement for the discharge and drainage of stormwater and surface water within the area described herein; (4) to maintain and

operate a stormwater and surface water management system, including plunge pools, pipes, basins, ditches, swales and the like; and (5) the right to grade, within the area described herein.

THE GRANTOR HEREIN RESERVES the right to himself, his heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any use and purpose which does not directly or indirectly interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purpose for which this easement is granted.

GRANTEE agrees for itself, its successors and assigns, to restore the Premises to as near its present condition at any time that it is necessary to disturb the surface thereof in connection with the surfacing, repairing or replacing said drainage pipes, culverts and other appurtenances thereto, except that the Grantee shall be under no obligation to replace trees, shrubs, planting materials or personal property or structures placed within the Premises.

TO HAVE AND TO HOLD the Premises for the purpose aforesaid unto the Town of Killingly, its successors and assigns forever.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal this _____ day of June, 2021.

Signed, sealed and delivered
in the presence of:

Witness

Ryan J. Dandeneau

Witness

STATE OF CONNECTICUT)
)
COUNTY OF WINDHAM) ss: _____

On this the _____ day of June, 2021, before me personally appeared Ryan J. Dandeneau, signer and sealer of the foregoing Instrument and acknowledged the same to be his free act and deed, before me.

Notary Public/My Commission Expires:
Commissioner of the Superior Court

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set a Public Hearing for August 10, 2021 on a proposed ordinance to authorize acceptance from James and Deborah Dandeneau of a Drainage and Access Easement for the Chase Road paving project

ITEM PREPARED BY: David Capacchione, Town Engineer
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: July 13, 2021

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item is to introduce and schedule a Public Hearing on a proposed ordinance to accept easements deemed necessary to the Chase Road paving project. The property owner is agreeable to granting the Town of Killingly a drainage and access easement for storm water and grading purposes. The value of this easement is estimated at \$438 which is less than \$5,000 and therefore, in accordance with Section 1008 of the Town Charter, the Town Council may approve acceptance of the easements following a Public Hearing. This item would introduce the Ordinance and set a Public Hearing to consider the easements.

FINANCIAL SUMMARY: Mr. and Mrs. Dandeneau have agreed to grant the Town this easement for no financial consideration.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Easement Description
- Map of Easement area

Resolution #21

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING FOR AUGUST 10, 2021 ON A PROPOSED ORDINANCE TO AUTHORIZE ACCEPTANCE FROM JAMES AND DEBORAH DANDENEAU OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following Ordinance be introduced and set down for Public Hearing on Tuesday, August 10, 2021 at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

ORDINANCE TO AUTHORIZE ACCEPTANCE FROM JAMES AND DEBORAH DANDENEAU OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Drainage and Access Easement for the CHASE ROAD PAVING PROJECT for property in substantially the same form as described in "Easement" as attached hereto, granted to the Town by James V. and Deborah A. Dandeneau to provide for drainage and access easement, right to discharge storm water and right to grade on Chase Road.

BE IT FURTHER ORDAINED that the Town Manager is authorized to enter into any contracts or agreements related to the acceptance of the Easement and to have said Easement filed with the Town Clerk's Office.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 13th day of July 2021

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on July 13, 2021 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect. I further certify that Mary T. Calorio now holds the office of the Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk,

Date

(Seal)

Return to:

Town of Killingly
Attention: Town Manager

**DRAINAGE AND ACCESS EASEMENT, RIGHT TO DISCHARGE STORM WATER
AND RIGHT TO GRADE**

KNOW ALL MEN BY THESE PRESENTS that **JAMES V. DANDENEAU and DEBORAH A. DANDENEAU**, individuals with an address of 80 Chase Road, Killingly, Connecticut (hereinafter collectively, “Grantor”), for and in consideration of One Dollar and other good and valuable consideration to it in hand paid by **THE TOWN OF KILLINGLY**, a municipal corporation located in the County of Windham and State of Connecticut (hereinafter referred to as “Grantee”) at or before the ensealing of and delivery of these presents, the receipt of which is hereby acknowledged, does hereby give and grant unto the Grantee, its successors and assigns forever, with warranty covenants, a full and perpetual drainage easement and right to drain storm water under, over and across the Grantor’s property, and rights to grade as more particularly described below:

A certain drainage easements, rights to drain and rights to grade located on the easterly side of Chase Road in the Town of Killingly, County of Windham and State of Connecticut, which easement is shown as “Proposed Drainage Easement and Right to Grade in Favor of the Town of Killingly – Area = 10,821 S.F.” on a plan entitled “Easement Map Showing Easement Area to be Granted to the Town of Killingly Across the Property of James V. Dandeneau & Deborah A. Dandeneau – 80 Chase Road - Killingly, CT” prepared by Killingly Engineering Associates, 114 Westcott Road, P. O. Box 421, Killingly, CT 06241 - Job No. 20093 - Date: March 2, 2021 - Scale 1” = 40’ – Sheet 1 of 1” which map is on file or to be filed herewith in the Killingly Land Records, which area is hereinafter referred to as the “Easement Area.”

AND THE GRANTOR FURTHER GRANTS unto the Grantee, its successors and assigns forever, a full and perpetual right and privilege (1) to discharge and drain stormwater and surface water within and across the Easement Area; (2) to pass and repass over other land of the Grantor to access the Easement Area; (3) to do all things within the Easement Area necessary or ancillary to any right or privilege created herein, including, but not limited to, the construction, repair, inspection or replacement of any apparatus, structure or improvement for the discharge and

drainage of stormwater and surface water within the area described herein; (4) to maintain and operate a stormwater and surface water management system, including plunge pools, pipes, basins, ditches, swales and the like; and (5) the right to grade, within the area described herein.

THE GRANTOR HEREIN RESERVES the right to themselves, their heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any use and purpose which does not directly or indirectly interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purpose for which this easement is granted.

GRANTEE agrees for itself, its successors and assigns, to restore the Premises to as near its present condition at any time that it is necessary to disturb the surface thereof in connection with the surfacing, repairing or replacing said drainage pipes, culverts and other appurtenances thereto, except that the Grantee shall be under no obligation to replace trees, shrubs, planting materials or personal property or structures placed within the Premises.

TO HAVE AND TO HOLD the Premises for the purpose aforesaid unto the Town of Killingly, its successors and assigns forever.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this _____ day of June, 2021.

Signed, sealed and delivered
in the presence of:

Witness

James V. Dandeneau

Witness

Witness

Deborah A. Dandeneau

Witness

STATE OF CONNECTICUT)
)
COUNTY OF WINDHAM)

ss: _____

On this the _____ day of June, 2021, before me personally appeared James V. Dandeneau, signer and sealer of the foregoing Instrument and acknowledged the same to be his free act and deed, before me.

Notary Public/My Commission Expires:
Commissioner of the Superior Court

STATE OF CONNECTICUT)
)
COUNTY OF WINDHAM)

ss: _____

On this the _____ day of June, 2021, before me personally appeared Deborah A. Dandeneau, signer and sealer of the foregoing Instrument and acknowledged the same to be her free act and deed, before me.

Notary Public/My Commission Expires:
Commissioner of the Superior Court

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set a Public Hearing for August 10, 2021, on a proposed ordinance to authorize acceptance from Brad and Dominique Rabitor of a Drainage and Access Easement for the Chase Road paving project

ITEM PREPARED BY: David Capacchione, Town Engineer
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: July 13, 2021

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item is to introduce and schedule a Public Hearing on a proposed ordinance to accept easements deemed necessary to the Chase Road paving project. The property owner is agreeable to granting the Town of Killingly a drainage and access easement for storm water and grading purposes. The value of this easement is estimated at \$35 which is less than \$5,000 and therefore, in accordance with Section 1008 of the Town Charter, the Town Council may approve acceptance of the easements following a Public Hearing. This item would introduce the Ordinance and set a Public Hearing to consider the easements.

FINANCIAL SUMMARY: Mr. and Mrs. Rabitor have agreed to grant the Town this easement for no financial consideration.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Easement Description
- Map of Easement area

Resolution #21

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING FOR AUGUST 10, 2021 ON A PROPOSED ORDINANCE TO AUTHORIZE ACCEPTANCE FROM BRAD AND DOMINIQUE RABITOR OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following Ordinance be introduced and set down for Public Hearing on Tuesday, August 10, 2021 at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

ORDINANCE TO AUTHORIZE ACCEPTANCE FROM BRAD AND DOMINIQUE RABITOR OF A DRAINAGE AND ACCESS EASEMENT FOR THE CHASE ROAD PAVING PROJECT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Drainage and Access Easement for the CHASE ROAD PAVING PROJECT for property in substantially the same form as described in "Easement" as attached hereto, granted to the Town by Brad T. and Dominique L. Rabitor to provide for drainage and access easement, right to discharge storm water and right to grade on Chase Road.

BE IT FURTHER ORDAINED that the Town Manager is authorized to enter into any contracts or agreements related to the acceptance of the Easement and to have said Easement filed with the Town Clerk's Office.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 13th day of July 2021

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on July 13, 2021 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect. I further certify that Mary T. Calorio now holds the office of the Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk,

Date

(Seal)

Return to:

Town of Killingly
Attention: Town Manager

**DRAINAGE AND ACCESS EASEMENT
AND RIGHT TO DISCHARGE STORM WATER**

KNOW ALL MEN BY THESE PRESENTS that **BRAD T. RABITOR and DOMINIQUE L. RABITOR**, individuals with an address of 99 Chase Road, Killingly, Connecticut (hereinafter collectively, “Grantor”), for and in consideration of One Dollar and other good and valuable consideration to it in hand paid by **THE TOWN OF KILLINGLY**, a municipal corporation located in the County of Windham and State of Connecticut (hereinafter referred to as “Grantee”) at or before the ensembling of and delivery of these presents, the receipt of which is hereby acknowledged, does hereby give and grant unto the Grantee, its successors and assigns forever, with warranty covenants, a full and perpetual drainage easement and right to drain storm water under, over and across the Grantor’s property as more particularly described below:

Certain drainage easements and rights to drain located on the westerly side of Chase Road in the Town of Killingly, County of Windham and State of Connecticut, which easements are shown as “Easement Area 1 - Proposed 30’ Wide Drainage Easement in Favor of the Town of Killingly – Area = 900 S.F.” and “Easement Area 2 - Proposed 30’ Wide Drainage Easement in Favor of the Town of Killingly – Area = 826 S.F.” on a plan entitled “Easement Map Showing Easement Area to be Granted to the Town of Killingly Across the Property of Brad T. Rabitor & Dominique L. Rabitor – 99 Chase Road - Killingly, CT” prepared by Killingly Engineering Associates, 114 Westcott Road, P. O. Box 421, Killingly, CT 06241 - Job No. 20093 - Date: March 2, 2021 - Scale 1” = 60’ – Sheet 1 of 1” which map is on file or to be filed herewith in the Killingly Land Records, which areas are hereinafter referred to as the “Easement Areas.”

AND THE GRANTOR FURTHER GRANTS unto the Grantee, its successors and assigns forever, a full and perpetual right and privilege (1) to discharge and drain stormwater and surface water within and across the Easement Area; (2) to pass and repass over other land of the Grantor to access the Easement Area; (3) to do all things within the Easement Area necessary or ancillary to any right or privilege created herein, including, but not limited to, the construction, repair, inspection or replacement of any apparatus, structure or improvement for the discharge and

drainage of stormwater and surface water within the area described herein; and (4) to maintain and operate a stormwater and surface water management system, including plunge pools, pipes, basins, ditches, swales and the like, within the area described herein.

THE GRANTOR HEREIN RESERVES the right to themselves, their heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any use and purpose which does not directly or indirectly interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purpose for which this easement is granted.

GRANTEE agrees for itself, its successors and assigns, to restore the Premises to as near its present condition at any time that it is necessary to disturb the surface thereof in connection with the surfacing, repairing or replacing said drainage pipes, culverts and other appurtenances thereto, except that the Grantee shall be under no obligation to replace trees, shrubs, planting materials or personal property or structures placed within the Premises.

TO HAVE AND TO HOLD the Premises for the purpose aforesaid unto the Town of Killingly, its successors and assigns forever.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this _____ day of June, 2021.

Signed, sealed and delivered
in the presence of:

Witness

Brad T. Rabitor

Witness

Witness

Dominique L. Rabor

Witness

STATE OF CONNECTICUT)
)
COUNTY OF WINDHAM) ss: _____

On this the _____ day of June, 2021, before me personally appeared Brad T. Rabor, signer and sealer of the foregoing Instrument and acknowledged the same to be his free act and deed, before me.

Notary Public/My Commission Expires:
Commissioner of the Superior Court

STATE OF CONNECTICUT)
)
COUNTY OF WINDHAM) ss: _____

On this the _____ day of June, 2021, before me personally appeared Dominique L. Rabor, signer and sealer of the foregoing Instrument and acknowledged the same to be her free act and deed, before me.

Notary Public/My Commission Expires:
Commissioner of the Superior Court

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set a Public Hearing and Special Town Meeting for August 10, 2021, on a proposed ordinance to authorize the conveyance of a Gas Distribution Easement

ITEM PREPARED BY: David Capacchione, Town Engineer
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: July 13, 2021

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item is to introduce and schedule a Public Hearing and Special Town Meeting on a proposed ordinance to convey the gas distribution easement to Yankee Gas Company for the natural gas connection to the Killingly High School. The easement grants Yankee Gas the ability to access and maintain the natural gas line. The natural gas line was installed from Route 12 to the building during original construction. The value of this easement is estimated at \$7,920. However, there is no financial consideration for this transaction. As part of the easement Yankee Gas will maintain the gas line and be responsible for any repairs or upgrades. This alleviates the Town's future investment in the infrastructure of the pipeline connection to the street.

FINANCIAL SUMMARY: There is no financial consideration for this easement.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Easement Description
- Map of Easement area

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING AND SPECIAL TOWN MEETING FOR AUGUST 10, 2021 ON A PROPOSED ORDINANCE TO THE CONVEYANCE OF A GAS DISTRIBUTION EASEMENT TO YANKEE GAS SERVICES COMPANY FOR THE KILLINGLY HIGH SCHOOL NATURAL GAS LINE CONNECTION

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following Ordinance be introduced and set down for Public Hearing and a Special Town Meeting on Tuesday, August 10, 2021 at 7:00 p.m. and 8:00 p.m. respectively, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

ORDINANCE TO AUTHORIZE THE CONVEYANCE OF A GAS DISTRIBUTION EASEMENT TO YANKEE GAS SERVICES COMPANY FOR THE KILLINGLY HIGH SCHOOL NATURAL GAS LINE CONNECTION

WHEREAS, the Town wishes to grant a Gas Distribution Easement unto Yankee Gas Services Company dba Eversource Energy;

WHEREAS, pursuant to Section 1008 of the Town Charter, the Town Manager has determined the value of said Gas Distribution Easement is in excess of Five Thousand Dollars (\$5,000.00)

NOW, THEREFORE, BE IT ORDAINED, that this Town grant and convey unto Yankee Gas Services Company dba Eversource Energy, a specially chartered Connecticut corporation having its principal office in the Town of Berlin in the State of Connecticut, its successors and assigns, the non-exclusive perpetual right to install, operate, maintain and repair natural gas lines over, under and across land of the Company situated in the Town of Killingly, County of Windham and State of Connecticut, as set forth in the proposed easement presented to this meeting, which is hereby ordered filed with the records of this meeting; and

BE IT FURTHER ORDAINED that the Town Manager is authorized to execute and deliver in the name of the Town an easement as presented to this meeting and to do any and all other acts necessary to effectuate the foregoing.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 13th day of July 2021

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on July 13, 2021 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded or revoked, and is, at present, in full force and effect. I further certify that Mary T. Calorio now holds the office of the Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk,

Date

(Seal)

File No. E21054
Please Return to:
Real Estate Department
Eversource
63R Myrock Avenue
Waterford, CT 06385

GAS DISTRIBUTION EASEMENT

For a valuable consideration, receipt of which is acknowledged, **the Town of Killingly** (Grantor), grants unto Yankee Gas Services Company dba Eversource Energy, a specially chartered Connecticut corporation with offices in Connecticut, its successors and assigns (Grantee), with WARRANTY COVENANTS, the non-exclusive perpetual right to construct, operate, maintain, repair, replace, relocate, remove and rebuild, across, under and through those portions of the Grantor's lands described herein (Easement Area(s)), distribution systems for gas, consisting of pipes, valves, fixtures and other appurtenances useful for providing gas services and for any other purpose connected with the services or operations of a Public Service Company as defined in the Connecticut General Statutes (Facilities), including underground pipes running from such Facilities and Easement Area(s) to any structures on the Grantor's lands (Services); the right to provide gas service to the Grantor and to others including abutters by means of the same, and the non-exclusive right to enter the Grantor's lands for the purpose of inspecting, maintaining, repairing, replacing, relocating, rebuilding or removing said Facilities and Services. Together also with the non-exclusive right, after consultation with the Grantor, when practicable, to trim and keep trim, cut and remove such trees or shrubbery as in the reasonable judgment of the Grantee are necessary to maintain said Facilities, Services and appurtenances.

Said Easement Area is located on the Grantor's lands on the **easterly** side of **Putnam Pike, Conn. Route 12** in the Town of **Killingly**, Connecticut, as more particularly described on a map entitled "**Compilation Plan Map Showing Easement Area to be Granted to Yankee Gas Services Company d.b.a. Eversource Energy Across the Property of Town of Killingly 226 Putnam Pike (Route 12) Killingly, Connecticut File No. E21054 Date: 5/19/2021 Scale: 1"=100'**" which map has been on or will be filed in the office of the town clerk of said Town of **Killingly**, Connecticut.

The Grantor agrees and acknowledges that Grantee shall have the right, with the necessary materials, vehicles, personnel and equipment, to access Grantor's lands including the Easement Areas and to locate, install and operate its Facilities and Services within and from the aforementioned Easement Areas. Grantor further agrees and acknowledges that, except with the written permission of the Grantee no building, structure, or other improvement or obstruction shall be located upon or within the bounds of the Easement and Services Areas, with the exception of: low growth minimal rooting plantings; impervious or other suitable cover for drive, walk and parking areas; or temporary/portable surface facilities such as trash dumpsters. Grantor further agrees that nothing shall be attached, at any time, to any property of the Grantee installed by virtue of this Easement. To facilitate the installation, inspection, repair, replacement, relocation, removal, rebuilding or maintenance of its Facilities and Services, the Grantee may in its reasonable judgment, at its option and without liability to and at the expense of the Grantor, remove and dispose of any of the aforesaid made or installed subsequent to the date hereunder which are contrary to the provisions of this Easement. In such event, Grantee shall, at the sole expense of the Grantor, restore the area disturbed to substantially the same condition as existed prior to such work.

By acceptance of this Easement, for as long as and to the extent that Grantee's Facilities, together with all Services and appurtenances located on the Grantor's lands pursuant to this Easement are used to provide gas distribution and service, but subject to the other provisions of this Easement, the Grantee shall install, repair, replace and maintain such Facilities, Services and appurtenances at its own expense. With regard to any installation, repair, replacement or maintenance (Restorations) of said Facilities, Services and appurtenances, the Grantee shall promptly restore the area disturbed to substantially the same condition as existed prior to such Restorations provided, however, that such other restoration shall not include any structures, other improvements or plantings made or installed contrary to the provisions of this Easement. Any relocation of said Facilities and/or Services caused by any action on the part of the Grantor shall be at the sole cost of the Grantor.

Any Easement Area herein described and granted, or any interest therein or part thereof, may be assigned by the Grantee, wholly, jointly or in part, to any communication company, public service company or to an entity associated with or succeeding to Grantee's business, and the Grantor hereby agrees to and ratifies any such assignment and acknowledges that the interest so assigned may be utilized by said assignee.

The terms "Grantor" and "Grantee" shall include lessees, heirs, executors, administrators, successors and assigns where the context so requires or permits.

If any third party having an interest in the Grantor's lands, as the same are represented herein, shall initiate an action that will adversely affect Grantee's rights and Easement interests as herein granted, then Grantor, at its sole cost and expense, shall pursue and acquire any legal remedies or instruments as may be required by the Grantee to secure Grantee's Easement interests. Grantor shall defend, indemnify and hold harmless the Grantee from and against any and all claims, costs, expenses, judgments, losses or liabilities whatsoever, including reasonable legal fees, arising from such actions.

TO HAVE AND TO HOLD the premises unto it, the said Grantee, its successors and assigns, forever.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal this ____ day of _____, 20__.

Signed, sealed and delivered in the presence of: TOWN OF KILLINGLY

Witness

Witness

By _____ (L.S.)

Mary T. Calorio
Town Manager

ACKNOWLEDGMENT

STATE OF _____

S.S. _____

COUNTY OF _____

On this ____ day of _____, 20__ before me, the undersigned officer, personally appeared _____ who acknowledged him/herself to be the person whose name is subscribed to the within instrument and acknowledged that they, being duly authorized to do so, executed the same for the purposes therein contained as said Grantor's free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand and the official seal.

Notary Public - Seal Required
My Commission Expires _____