



# TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

172 Main Street

Killingly, CT 06239

Tel: 860-779-5300, ext. 7 Fax: 860 779-5382

## TOWN COUNCIL MEETING REGULAR MEETING AGENDA

**DATE:** Tuesday, July 12, 2022  
**TIME:** 7:00 PM  
**PLACE:** Town Meeting Room  
172 Main Street, Killingly

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2022 JUL -8 AM 8:58  
Elizabeth M. Dineen

**Meeting will be in person. It can also be viewed on Facebook Live or Channel 22. Go to [www.killinglyct.gov](http://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 7, 2022
  - b) Regular Town Council Meeting – June 14, 2022
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](mailto: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](http://www.killinglyct.gov).

Visit us at: [www.Killingly.org](http://www.Killingly.org)

This institution is an equal opportunity provider and employer.

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
  - a) David Griffiths- Reappointment to Northeast Department District of Health
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
  - b) NECCOG FY 2023 Work Plan and Budget Summary
  - c) Board of Education Memo regarding Non-Lapsing Fund
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
15. NEW BUSINESS
  - a) Consideration and action on a recommendation authorizing the Town Manager to execute a Tower Cell Site Lease Agreement with DISH Wireless, LLC for use of the 79 Putnam Pike cell tower.
  - b) Consideration and action on a resolution authorizing the salary adjustments for non-union employees and management staff for fiscal year 2022-2023
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

1. All real estate and personal property taxes over \$100 are due in quarterly installments on July 1, 2022; October 1, 2022; January 1, 2023; and, April 1, 2023.
2. Real estate and personal property taxes under \$100 and all motor vehicle taxes will be due in full on July 1, 2022.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 7<sup>th</sup> day of June 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

7. Executive Session – None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:26 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
PUBLIC HEARING  
REGULAR MEETING**

**DATE:** TUESDAY, June 14, 2022  
**TIME:** 7:00 P.M.  
**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL

**PUBLIC HEARING**

The Town Council of the Town of Killingly held a Public Hearing on Tuesday, June 14, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut at which time interested persons were heard on the following ordinance:

**Agenda item 14a:**

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO EXPEND  
FUNDS UNDER THE AMERICAN RESCUE ACT FUNDING.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is herein authorized to expend funds under the American Rescue Plan Act Funding as follows:

1. WPCA – Reynolds Street Sewer Replacement Project	\$ 795,510
2. Police – Office Building Improvements/Relocation	800,000
3. Economic Dev – Phase II Environmental Assessment	155,000
4. QV Senior Ctr – HVAC repairs	4,700
5. TVCCA – Facility Improvements	20,000
6. ARC – Organizational Study	7,500
7. Access Agency – Window replacements	<u>21,000</u>
Total appropriation	\$1,803,710

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 14<sup>th</sup> day of June 2022

There were no public comments.  
The Public Hearing was closed at 7:01 p.m.

**KILLINGLY TOWN COUNCIL  
REGULAR MEETING**

**DATE:** TUESDAY, June 14, 2022  
**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 14, 2022, 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 MEETING**
  - a) Regular Town Council Meeting – April 12, 2022
  - b) Special Town Council Meeting – April 14, 2022

- c) Special Town Council Meeting – April 19, 2022
- d) Special Town Council Meeting – May 3, 2022
- e) Regular Town Council Meeting – May 10, 2022
- 6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
  - a) Proclamation recognizing June as Post Traumatic Stress Syndrome Month
  - b) Proclamation recognizing June as National Dairy Month
- 7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
- 8. **CITIZEN’S STATEMENTS AND PETITIONS**

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 (45) minutes 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](mailto: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 2 p.m. the day of the meeting. Written public comment will be posted on the Town’s website, [www.killinglyct.gov](http://www.killinglyct.gov).
- 9. **COUNCIL/STAFF COMMENTS**
- 10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
  - a) Richard Miller appointed to Agricultural Commission
  - b) Donald Aubrey appointed to Water Pollution Control Authority
- 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**
  - a) Consideration and action on a resolution to authorize the Town Manager to expend funds under the American Rescue Act Funding
- 15. **NEW BUSINESS**
  - a) Discussion lead by Rich Roberts, Halloran & Sage, regarding Council member conduct at Boards/Commission meetings
  - b) Consideration and action on a resolution confirming the appointment of Matthew Lohbusch as the Parks & Recreation Director
  - c) 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
- 16. **COUNCIL MEMBER REPORTS AND COMMENTS**
- 17. **EXECUTIVE SESSION**
- 18. **ADJOURNMENT**

### **REGULAR MEETING**

- 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. Also present were Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski.

5. Adoption of minutes of previous meetings

5a., 5b., 5c., 5d., 5e

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to adopt the minutes of the Regular Town Council Meeting of April 12, 2022, the Special Town Council Meeting of April 14, 2022, the Special Town Council Meeting of April 19, 2022, the Special Town Council Meeting of May 3, 2022, and the Regular Town Council Meeting of May 10, 2022.

Discussion followed.

Mr. Kerttula noted an omission on page 473, in that Chairman Anderson called the meeting to order at 7:03 p.m.

Voice Vote: Unanimous. Motion passed, with corrections.

6. Presentations, proclamations, and declarations:

6a. Proclamation recognizing June as Post Traumatic Stress Disorder Awareness Month

Mr. Anderson read the following:

**Proclamation for Posttraumatic Stress Disorder (PTSD) Awareness Month**

**Whereas**, Posttraumatic 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 our 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 month of June as PTSD Awareness Month.

**Now, Therefore, Be It Resolved** that The Killingly Town Council does hereby recognize June 2022 as Posttraumatic Stress Disorder Awareness Month to bring awareness to those with PTSD and to encourage people to reach out to their fellow citizens to provide support and remove the stigma associated with this disorder.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut  
this 14<sup>th</sup> day of June 2022.

6b. Proclamation recognizing June as National Dairy 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 2022 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 14<sup>th</sup> day of June 2022.

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions

There were three written statements received before the meeting, all in support of the Windham Tolland 4H Camp ARPA funding request. They were from Rena Mason, owner of Tunk City Revival, 100 Main St, Danielson, Jane Rider, President, Windham County 4-H Foundation, Inc., and Jane & Ronald Smith, 91 Reynolds St, Danielson.

Norm Ferron, Squaw Rock Rd, expressed his displeasure with Counselor Grandelski's behavior at recent Board of Education meetings.

Lynn LaBerge, 28 E. Franklin St, felt that the Transfer Station procedures were not adequately communicated to the users.

9. Council/Staff Comments:

Town Manager Calorio responded to Ms. LaBerge's comments about the Transfer Station by saying they are working on educating the users about proper recycling.

Mr. Grandelski responded to Mr. Ferron's statement. Ms. George made a motion, seconded by Ms. Murphy, to suspend the rules, allowing Mr. Ferron to speak.

Majority in favor, Mr. Grandelski opposed, Mr. Wood abstained. Motion passed.

Mr. Ferron spoke more about the meetings in question.

Mr. Whitehead made a motion, seconded by Ms. George, to move agenda item 15a forward.

Discussion followed.

Voice vote: Unanimous. Motion passed.

15a. Discussion lead by Rich Roberts, Halloran & Sage, regarding Council member conduct at Board/Commission meetings

Councilors had a discussion with Rich Roberts about proper member conduct during meetings.

10. Appointments to Boards and Commissions:

10a. Richard Miller appointed to the Agricultural Commission

Mr. Wood made a motion, seconded by Mr. Grandelski, to appoint Richard Miller as a Regular Member of the Agricultural Commission for a term that would run from November 2021 through October 2024.

Discussion followed.

Voice vote: Unanimous.

10b. Donald Aubrey appointed to Water Pollution Control Authority

Mr. Grandelski made a motion, seconded by Ms. Tiik-Barclay, to appoint Donald Aubrey as a Regular Member of the Water Pollution Control Authority for a term to run from November 1, 2019, through October 31, 2022.

Discussion followed.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

Board of Education Liaison Napierata reported on activities of the Board of Education and the Schools and responded to questions and comments from Councilors.

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. Wood made a motion, seconded by Mr. Kerttula, 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:

Ms. George made a motion, seconded by Mr. Wood 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:

14a. Consideration and action on a resolution to authorize the Town Manager to expend funds under the American Rescue Act Funding

Mr. Kerttula made a motion, seconded by Mr. Wood, to adopt the resolution presented during the Public Hearing.

Discussion followed.

Voice vote: Unanimous. Motion passed.

15. New Business:

15b. Consideration and action on a resolution confirming the appointment of Matthew Lohbusch as the Parks & Recreation Director

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

**RESOLUTION CONFIRMING THE APPOINTMENT OF  
MATTHEW LOHBUSCH AS PARKS AND RECREATION DIRECTOR**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager's appointment of Matthew Lohbusch as the Parks and Recreation Director at a starting salary of \$82,000 per annum be confirmed.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 14<sup>th</sup> day of June 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15c. 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. Kerttula, to adopt the following:

**CONSIDERATION AND ACTION ON A RESOLUTION  
ENDORING 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 14<sup>th</sup> day of June 2022.

Discussion followed. Voice vote: Unanimous.  
Motion passed.

16. Council Member Reports and Comments:

Mr. Grandelski reported on the Conservation Commission meeting.

Ms. Murphy reported on the WPCA meeting.

Mr. Wood attended the Personnel Subcommittee meeting, reported on the ZBA meeting and the Historic District meeting.

Mr. Kerttula reported on the Permanent Building Commission meeting and the Open Space Land Acquisition meeting.

Mr. Anderson attended the Personnel Sub-committee meeting.

Ms. George reported on the NECOG meeting

Ms. Wakefield reported on the Borough meeting and Parks & Rec.

Ms. Tiik-Barclay reported on the P&Z meeting and the Housing Authority meeting.

17. Executive Session: None

18. Adjournment:

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to adjourn the meeting.

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:19 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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Ms. George reported on the Conservation Commission meeting and the BofEd meeting.

Mr. Anderson attended the Fiscal Subcommittee meeting.

Mr. Kerttula reported on the PBC meeting

Mr. Wood attended the Fiscal Subcommittee meeting.

Ms. Murphy reported on the Ag Commission and the WPCA meetings.

17. Executive Session:

17a. Potential sale of Town-owned property

17b. Contract Negotiations – PILOT agreement

Mr. Wood made a motion, seconded by Ms. Murphy, to move to Executive session with Town Manager Calorio, Finance Director Hawkins, Economic Development Director St. Clair, Town Attorney Roberts, Matthew Sansoucy, George Sansoucy, Jim Wheeler and Ransom Cook to discuss the potential sale of Town-owned property and contract negotiations for the PILOT agreement.

Voice vote: Unanimous. Motion passed.

The Council moved to Executive Session at 8:20 p.m.

Ms. Wakefield left the meeting at 9:55 p.m.

Mr. Cook left at 9:15 p.m.

The Executive Session ended at 11:06 p.m.

18. Adjournment:

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to adjourn the meeting.

Voice Vote: Unanimous. Motion passed.

The meeting ended at 11:06 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** Tuesday, June 7, 2022

**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 7, 2022, 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. Richard Miller – Appointment to the Agriculture Commission
- b. Donald Aubrey – Appointment the Water Pollution Control Authority

### 4. Citizens' Statements and Petitions

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](mailto:publiccomment@killinglyct.gov) or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment must be received prior to 2 p.m. the day of the meeting. Public comment will be posted on the Town's website [www.killinglyct.gov](http://www.killinglyct.gov)

### 5. Old Business - None

### 6. New Business

- a. Consideration and action on a resolution setting the property tax mill rate for fiscal year 2022-2023.

### 7. Executive Session – None

### 8. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:03 p.m.
2. On Roll Call, all counselors were present. Finance Director Hawkins and Council Secretary Buzalski were also present.
3. Interviews for Boards/Commissions:
  - 3a. Richard Miller – Appointment to the Agriculture Commission  
Councilors interviewed Richard Miller, 107 Broad Street, Danielson. Mr. Miller is interested in being appointed as a Regular Member of the Agricultural Commission. There are currently 3 Regular Member and 2 Alternate vacancies available.
  - 3b. Donald Aubrey – Appointment the Water Pollution Control Authority  
Councilors interviewed Donald Aubrey, 463 Wauregan Rd, Danielson. Mr. Aubrey is interested in being appointed as a Regular Member of the Water Pollution Control Authority. There are currently 3 Regular Member and 2 Alternate vacancies available.
4. Citizens' Statements and Petitions  
There were no Public Comments.
5. Old Business - None
6. New Business
  - 6a. Consideration and action on a resolution setting the property tax mill rate for fiscal year 2022-2023

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

### **RESOLUTION SETTING THE PROPERTY TAX MILL RATE FOR FISCAL YEAR 2022-2023**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that a tax rate of 25.14 mills be set for the fiscal year July 1, 2022, to June 30, 2023.

BE IT FURTHER RESOLVED that taxes for the fiscal year July 1, 2022, to June 30, 2023, shall be due and payable as follows:

1. All real estate and personal property taxes over \$100 are due in quarterly installments on July 1, 2022; October 1, 2022; January 1, 2023; and, April 1, 2023.
2. Real estate and personal property taxes under \$100 and all motor vehicle taxes will be due in full on July 1, 2022.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut  
this 7<sup>th</sup> day of June 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

7. Executive Session – None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:26 p.m.

Respectfully submitted,

Elizabeth Buzalski

Council Secretary

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## Interview Candidates for Boards and Commissions

### **Reappointments:**

#### **Northeast District Department of Health**

**David A. Griffiths – 70 Griffiths Rd, Killingly, CT 06239** is reapplying as Killingly's representative to the Northeast District Department of Health.

His term expires July 18, 2022. The term would run for 3 years and expire on July 18, 2025.



# 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: 6/20/2022

NAME: DAVID A. GRIFFITHS

Physical Address:

70 GRIFFITHS Rd,

Mailing Address:

70 GRIFFITHS Rd Killingly CT 06239

Best phone contact: Cell: \_\_\_\_\_ Home: 860-779-0321

\*EMAIL: \_\_\_\_\_

PARTY AFFILIATION: ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

Currently a member of the (name commission) \_\_\_\_\_

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

David A. Griffiths  
(signature)

### TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year \_\_\_\_\_ Attendance Previous Year \_\_\_\_\_



## Northeast District Department of Health

69 South Main Street, Unit 4, Brooklyn, CT 06234  
860-774-7350 / Fax 860-774-1308 [www.nddh.org](http://www.nddh.org)

June 15, 2022

Ms. Mary Calorio  
Town Manager  
172 Main Street  
Killingly, CT 06239

Dear Ms. Calorio:

The following terms of service on the Board of Directors for the Northeast District Department of Health will soon expire. Please note the following expiration date:

Representative	David A. Griffiths	July 18, 2022
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According to the NDDH's By-Laws, participating municipalities shall provide official notice to the Board of the selection of any official representatives or alternates by submitting a certified statement of such appointment by the clerk of such municipality. In the event that any participating municipality fails to provide such notice or to appoint at least one representative to the Board, the Board shall allow the chief elected official of such municipality to vote as a member of the Board.

The term of office for members and alternate members of the Board shall be *three (3) years* as written in the By-Laws. Members and alternate members may be re-appointed for successive terms.

It is extremely important that all towns have proper representation on the Board of Directors. Our next Board meeting is scheduled for September 8, 2022.

Thank you for your attention to this matter. If you should have any questions, please do not hesitate to contact me at (860) 774-7350 x132.

Sincerely,

Linda Buisson  
Administrative Assistant  
(860) 774-7350 ext. 132  
[lbuisson@nddh.org](mailto:lbuisson@nddh.org)



MEMO: Robert Angeli, Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Monthly Financial Report (May 2022)

DATE: June 17, 2022

Attached please find the financial report for the month of May, the eleventh month of fiscal year 2021-2022, which reflects expenditures and encumbrances of \$37,096,917 or 82.38% of the \$45,029,798 budget. This compares to the financial report for the same time last year 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, the projection of expenditures indicates that approximately \$2.5M of the 2021-2022 budget will be unexpended. The projected balance includes expenditures to mitigate reductions of \$829,183 made to the 2022-2023 budget. Projected costs for special education outplacements as of 5/31/22 are expected to be within the budgeted line items, requiring no application of excess cost reimbursement. Excess cost reimbursement is estimated between \$680,000 and \$730,000 depending on the cap with any unapplied portion being retained by the Town. Further discussion of the placements and their costs is included in the **OTHER** section below. Commentary follows on several account groups worthy of note for their current or expected status.

#### **SALARIES:**

The expenditures include twenty-four payroll periods (out of 26) or 92.31% for our full year (twelve-month) employees.

Salary accounts in total are projected to net a positive balance of approximately \$1.5M. Unexpended salaries for school administration, teachers, tutors, non-certified personnel, paraprofessionals, operations and maintenance personnel and temporary personnel are the largest contributors to the balance.

Projections of School Administration (5112) salaries show a current budget surplus of approximately \$60,000 resulting from employee turnover.

Analysis of the Teachers' Salaries (5113) accounts as of 5/31/22 shows a projected budget surplus of approximately \$1,070,000. Placeholders have been included for positions not yet filled or filled with uncertified staff. During the month of May, position changes continued, resulting in the \$70K increase to the budget surplus over last month. An offset to the budget surplus from teacher vacancies and teacher absences can be seen in the increased use of substitutes. The Substitutes (5126) line item, for both short-term and long-term substitutes, reflects 167% of the budget expended as of 5/31/22. The rate of

spending for substitutes increased in May with the average daily spend increasing from \$4,800 in April to \$5,587 in May. Additional discussion on the status of substitutes follows in Substitutes (5126). Changes can be expected to continue as positions are vacated and filled.

Non-Certified Salaries (5120)- Projections of the non-certified staff salaries reflect a budget surplus of approximately \$83,000. Hourly non-certified staff such as speech language pathology assistants, physical therapy assistant and registered behavior technicians contributed salary savings due to an unpaid medical leave and differences in budgeted to actual payroll. Additional savings resulted from an unfilled campus security position for the entire year and an unpaid medical leave at Killingly High School.

Secretarial/Clerical (5121)- Projection of secretarial salaries as of 5/31/22 reflects a line-item deficit of (\$23,000) primarily for substitute coverage paid for a medical leave, as well as additional clerical time worked in the transportation department.

Paraprofessionals (5122)- The salary projections as of 5/31/22 have been expanded to include bus aides and special education summer school paraprofessionals not expected to expend funds prior to 6/30/22. A budget surplus of approximately \$396K is anticipated primarily due to staff turnover and position vacancies. Continued turnover and vacancies can be expected to result in additional budget savings. As of the end of May, approximately twenty-four special education paraprofessional positions were open.

Projection of Operations & Maintenance (5124) salaries indicates a budget surplus of approximately \$73,000 due to employees on unpaid disability and medical leaves.

Transportation (5125)- The current projection of transportation salaries includes salaries as paid during 2021-2022 pursuant to the Memorandum of Agreement for bus drivers to be paid \$25.00 per hour for regularly scheduled trips or special trips through 6/30/22. This rate exceeds the collective bargaining agreement rates for bus drivers of \$19.14-\$21.09 depending on date of hire. Grant support for the hourly pay differential of approximately \$4.00-\$6.00 was included in the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) budget in a \$229,000 placeholder. The transportation salaries are projected to exceed the budgeted line-item by \$12,000. Based on the status of the overall budget, the application of grant reimbursement has not been made to the transportation salaries for this analysis.

Substitutes (5126)- As noted in the Teachers' Salaries (5113) comments, substitute spending has exceeded the budget allocation with 167% expended as of 5/31/22. After five months of increased average daily expenditures, May's average daily expenditure for substitutes increased from \$4,800 to \$5,587. However, using the most recent activity in projecting total expenditures results in a line-item deficit of (\$379,283), an increase of \$22,588 over last month's projection. Unfortunately, the historical perspective of spending for substitutes is not particularly useful in determining the expected spending for the current year. The last "normal" year – 2018-2019 – had significantly lower substitute pay rates at \$95/day for non-certified and \$110/day for certified compared to current rates of

\$150/\$175. Longer-term substitute stints for teacher vacancies usually mean higher rates of pay and overall spending. Conditions resulting in absences have also changed and add to the usual sick days and FMLA and child-rearing absences experienced historically.

A purely mathematical projection of Substitutes based on current year spending of \$667,119 at 5/31/22 indicates that the line item could be over budget by \$352K by 6/30/22. This calculated amount represents a \$32,000 increase over the same calculation presented last month but is not necessarily predictive of expenditures for the balance of the year. A projection based on the daily expenditure for substitutes in the latest payroll indicates that the line item could be over budget by \$379K, a significant difference in the projection. The increase in substitute pay expenditures correlates to the increase in the surplus reported for Teachers' Salaries (5113) of \$1.1M and may be considered an offset in expenditures. Since the nature of the expense itself is uncertain, it requires continued monitoring for changes in both absences and replacements and their effect on the budget.

Temporary (5128)- This line-item provides funding for substitute personnel for nursing, operations and maintenance and transportation. It is projected that \$101,000 of the line-item will be unexpended due to the inability to procure substitutes for these positions. This has resulted in additional hours worked by existing staff or additional 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 \$4.5M, with a line-item surplus of \$776,000 expected from budgeted insurance packages not taken by employees and enrollment changes through the year. A small provision in the projection has been made for possible enrollments within the last month of the year, due to qualifying events in employees' families.

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. Any additional contributions should not reduce the \$85,607 line-item by more than \$500 by year end.

Disability Insurance (5217)- The full year premium for the Board of Education's share (66%) of administrator disability insurance has been encumbered, resulting in 73% of the account balance expended.

HRA Funding (Health Reimbursement Account) (5218)- HRA funding is provided as an alternative to HSA contributions for employees enrolled in Medicare and ineligible to contribute to a health savings account. 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. Health reimbursement account expenditures are recorded in the month incurred. As of 5/31/22, the line-item balance is

\$1,818. If all enrolled participants use their maximum contributions and rollover balances from the prior year, there will be a line-item budget deficit of (\$4,785) at year-end.

Pension (5231)- Contribution to the defined benefit pension plan for non-certified staff is actuarially determined and will be booked by the Town by year-end.

Unemployment Compensation (5250)- As of 5/31/22 unemployment compensation charges of \$9,645 have been paid. The 75% credit for reimbursement extended through the American Rescue Plan on claim weeks ending 4/10/21 through 9/4/21 has been fully applied. The April invoice for unemployment compensation reflected credits exceeding the claims, requiring no net payment. These credits are believed to be the result of contested claims and reimbursements from prior year payments. Bills for the remainder of the year are projected at \$2,500, leaving a line-item surplus of \$38,500.

Workers' Compensation (5260)- The full year premium has been encumbered for 2021-2022, leaving an available balance of \$20,528.40. This balance is not expected to change by 6/30/22.

**OTHER:**

Technology-Related Repairs/Maintenance (5432)- To date there have been no expenditures in this line-item which is budgeted for the repair services for KHS student devices. Almost 75% of the line-item funding has been transferred for technology supplies for in-house repairs, as outsourced repair services are not anticipated to the extent budgeted.

Pupil Transportation (5510)- Expenditures and encumbrances of \$43,576 as of the 5/31/22 report reflect both our current needs and anticipated needs for outside transportation providers to meet several special education runs. For the most part, we are currently covering the regular education runs with in-district staffing. As the driver availability and student transportation needs change, these costs could change significantly in either direction. The 2021-2022 line-item budget of \$30,000 was prepared with the assumption that most runs would be covered with in-district staffing. Efforts to recruit and incentivize bus drivers include widespread advertising and temporary hourly pay increases. Based on these efforts, we have been able to reduce, but not eliminate, our reliance on outside providers.

Communications (5530)- Expenditures include software subscriptions and licenses of \$420,000 in this account, with an unexpended balance of \$47,000 reflecting changes in anticipated needs during remote learning and return to in-person learning.

Tuition (5560)- Tuition costs for four magnet schools, including Eastconn's Quinebaug Middle College (QMC), Arts at the Capitol Theater (ACT), Windham's CH Barrows STEM, and LEARN's Regional Multicultural Magnet School (RMMS), are currently projected to total \$335,377, leaving a line-item surplus of \$85,173. During May there were no changes in enrollment or services. Included are the base tuition charges and additional charges for special education and related services for the remaining 47 students.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the May 31 report reflect balances of \$161,786 and (\$131,500) respectively. A full review of projected outplacement costs was not performed for 5/31/22. However, local and agency outplacement costs reported as of 5/31/22 do not exceed the budgeted appropriation. If there are additional unrecorded costs, it is not anticipated they would exceed available excess cost reimbursement. Based on the March 1<sup>st</sup> filing, excess cost reimbursement to be received ranges from \$682,372 based on a cap of 25% to \$729,183 based on a preliminary cap of 19.97% (the 2020-2021 preliminary cap was 16.52% and the final cap was 19.69%).

The Supplies (56XX) and Equipment (57XX) line-items reflect the impact where expenditures have been made to mitigate the 2022-2023 budget reductions, in some cases resulting in negative balances. These line-items include Instructional Supplies (5612), Textbooks (5641), Computer Software & Supplies (5695), Non-Instructional Equipment (5730), Instructional Equipment (5731), Vehicles (5732), and Computer Hardware (5734).

Heat Energy (5620)- Oil and propane costs of \$257,821 have been incurred as of 5/31/22. The contracted gallons of oil have been exceeded. Based on market prices and estimated deliveries, a line-item deficit of (\$76,571) is expected. Future oil deliveries will be at market price, estimated at \$4.50/gallon for 10,000 gallons and propane deliveries have been estimated at \$2.50/gallon for 1,600 gallons through 6/30/22.

2. **BUDGET TRANSFERS:** The following transfers were made in May:

One transfer in excess of \$10,000 approved by the Board of Education at the May 25, 2022 meeting was made:

From: 100-150-00-22300-5430 IT- Repairs and Maintenance Services	\$ 9,600.00
From: 100-150-10-10000-5432 IT- Technology-Related Repairs/Maint Svcs	\$ 2,971.96
To: 100-150-00-22300-5420 IT- Contracted Maintenance Services	\$12,571.96

To transfer Information Technology department funds for initial payment on Apple Financial lease #017 to start in 2021-2022, rather than 2022-2023, to align with 2022-2023 budget

Following are additional budget transfers made:

From: 100-110-10-24000-5890 KHS- Other Objects	\$ 130.00
To: 100-110-10-24000-5440 KHS- Rentals	\$ 130.00

To transfer KHS Administrative funds for rentals of portable toilets for outside graduation exercises

From: 100-110-10-10110-5612 KHS- Instructional Supplies	\$ 31.00
To: 100-110-10-10110-5530 KHS- Communications	\$ 31.00

To transfer KHS Math department funding for price increase on the purchase of KUTA software

From: 100-140-00-12000-5326 PPS- Testing	\$ 6,000.00
From: 100-140-00-12000-5430 PPS- Repairs and Maintenance Services	\$ 2,000.00
To: 100-140-00-21000-5330 PPS- Professional/Technical Services	\$ 8,000.00

To transfer PPS department funds for unanticipated special education psychological evaluations

From: 100-110-10-10130-5530 KHS- Communications	\$ 1,260.00
From: 100-110-10-10130-5530 KHS- Communications	\$ 922.16
To: 100-110-10-10130-5731 KHS- Instructional Equipment	\$ 1,260.00
To: 100-110-10-10130-5612 KHS- Instructional Supplies	\$ 922.16

To transfer KHS Science department funds for the purchase of two Elmo document projectors and electronic supplies to work with new Viewboards

From: 100-110-10-10130-5530 KHS- Communications	\$ 960.00
To: 100-110-10-10130-5612 KHS- Instructional Supplies	\$ 260.00
To: 100-110-10-10130-5731 KHS- Instructional Equipment	\$ 700.00

To transfer KHS Science department funds for purchase of storage items for prep room organization

From: 100-110-10-10120-5530 KHS- Medical/Dental Supplies	\$ 700.00
To: 100-110-10-10120-5612 KHS- Instructional Supplies	\$ 700.00

To transfer KHS Music department funds for the purchase of additional music at various ability levels

From: 100-125-25-10140-5530 KMS- Communications	\$ 1,036.00
From: 100-125-25-24000-5550 KMS- Printing and Binding	\$ 283.00
To: 100-125-25-10000-5730 KMS- Non-Instructional Equipment	\$ 1,319.00

To transfer KMS funds for purchase of staff room chairs and trash cans

From: 100-130-30-10000-5330 KCS- Professional/Technical Services \$ 1,000.00  
To: 100-130-30-10000-5612 KCS- Instructional Supplies \$ 1,000.00

To transfer KCS funds for the purchase of materials for Family Night

From: 100-155-00-22101-5322 II- Instructional Improvement \$ 950.00  
To: 100-140-00-12000-5530 PPS- Communications \$ 950.00

To transfer Instructional Improvement department funds to PPS for three months of autism assessment software support for ten special education students

From: 100-110-10-10030-5530 KHS- Communications \$ 800.00  
To: 100-110-10-10030-5612 KHS- Instructional Supplies \$ 800.00

To transfer KHS Business Education department funds for the purchase of a large calendar board and accounting simulations

From: 100-110-10-10110-5612 KHS- Instructional Supplies \$ 120.00  
To: 100-110-10-10110-5530 KHS- Communications \$ 120.00

To transfer KHS Math department funds for the price increase of KUTA software license

From: 100-115-15-10160-5530 Ag-Ed- Communications \$ 1,066.00  
To: 100-115-15-10160-5530 Ag-Ed- Printing and Binding \$ 1,066.00

To transfer Ag-Ed department funds for the production and purchase of signs for graduating seniors and incoming first-year students

From: 100-110-10-10130-5530 KHS- Communications \$ 1,227.89  
To: 100-110-10-10130-5612 KHS- Instructional Supplies \$ 1,227.89

To transfer KHS Science department funds for the purchase of supplies for hands-on learning experiences for Science 9 course

From: 100-125-25-24000-5530 KMS- Printing and Binding \$ 50.00  
To: 100-125-25-10000-5890 KMS- Other Objects \$ 50.00

To transfer KMS Administrative funds for the overrun costs of field day refreshments

3. **FOOD SERVICE MANAGEMENT COMPANY RFP:** Fiscal year 2020-2021 marked the end of our fourth and final contract amendment with Whitsons New England Inc. The Connecticut State Department of Education (CSDE) 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. A new contract must be in place prior to July 1, 2022. During April, the Request for Proposals (RFP) was issued, and the pre-proposal conference was held with proposals due by May 11, 2022. Evaluation of the proposals, negotiations with the selected bidder, and review and approval of the contract by CSDE, will conclude with a recommendation to the Board of Education of the selected vendor to be made at the second June 2022 Board of Education meeting.
  
4. **2022-2023 BUDGET:** The Town Council reduced the Board of Education's proposed budget of \$45,644,997 by \$615,198 to \$45,029,799 that was passed at referendum held on May 10, 2022. Line-item adjustments were made to reflect the approved budget and were presented for adoption at the June 8th Board of Education meeting.
  
5. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, the following substantial donations were reported to the Business Office during May 2022:

Re/Max Bell Park Realty	\$ 500.00	Donation	KHS Golf
Carrie Vargas	\$ 500.00	Donation	KHS Boys' Soccer

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



# Killingly Public Schools

## System Object

Report # 110188

Statement Code: Sys Object

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Remaining	Percent Expended
	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 5/31/2022		7/1/2021 - 5/31/2022	7/1/2021 - 5/31/2022	
5111 Central Administration	\$349,243.17	\$0.00	\$349,243.17	\$0.00	\$0.00	\$309,769.41	\$39,473.76	88.70%
5112 School Administration	\$1,906,644.40	\$0.00	\$1,906,644.40	\$0.00	\$0.00	\$1,695,981.07	\$210,663.33	88.95%
5113 Teachers' Salaries	\$15,664,049.73	\$(47,600.00)	\$15,616,449.73	\$0.00	\$0.00	\$11,690,674.18	\$3,925,775.55	74.86%
5114 Finance/HR/Computer	\$392,402.90	\$0.00	\$392,402.90	\$0.00	\$0.00	\$343,174.03	\$49,228.87	87.45%
5115 Tutoring	\$120,120.00	\$0.00	\$120,120.00	\$0.00	\$0.00	\$29,482.89	\$90,637.11	24.54%
5119 Co-Curricular Stipends	\$366,780.09	\$0.00	\$366,780.09	\$0.00	\$0.00	\$258,527.16	\$108,252.93	70.49%
5120 Non-Certified Salaries	\$351,008.98	\$0.00	\$351,008.98	\$0.00	\$0.00	\$220,831.79	\$130,177.19	62.91%
5121 Secretarial/Clerical	\$1,274,539.01	\$0.00	\$1,274,539.01	\$0.00	\$0.00	\$1,187,381.17	\$87,157.84	93.16%
5122 Para-Professionals	\$2,281,254.10	\$0.00	\$2,281,254.10	\$0.00	\$0.00	\$1,648,901.10	\$632,353.00	72.28%
5123 Medical/Health	\$570,166.06	\$0.00	\$570,166.06	\$0.00	\$0.00	\$466,590.03	\$103,576.03	81.83%
5124 Operations & Maintenance	\$1,742,035.01	\$0.00	\$1,742,035.01	\$0.00	\$0.00	\$1,531,342.71	\$210,692.30	87.91%
5125 Transportation	\$1,130,357.64	\$0.00	\$1,130,357.64	\$0.00	\$0.00	\$1,046,539.49	\$83,818.15	92.58%
5126 Substitutes	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$667,119.12	\$(267,119.12)	166.78%
5127 Student Services	\$22,000.00	\$(2,044.00)	\$19,956.00	\$0.00	\$0.00	\$5,177.50	\$14,778.50	25.94%
5128 Temporary	\$154,800.00	\$0.00	\$154,800.00	\$0.00	\$0.00	\$39,760.55	\$115,039.45	25.69%
5130 Overtime	\$190,400.00	\$0.00	\$190,400.00	\$0.00	\$0.00	\$161,999.65	\$28,400.35	85.08%
5131 Computer Maintenance	\$203,548.50	\$0.00	\$203,548.50	\$0.00	\$0.00	\$173,497.27	\$30,051.23	85.24%

# Killingly Public Schools

## System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 5/31/2022	Requisitions	Expenditures 7/1/2021 - 5/31/2022	Amount Remaining 7/1/2021 - 5/31/2022	Percent Expended
<b>5200 Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5210 Health/Dental Insurance</b>	\$5,236,940.90	\$0.00	\$5,236,940.90	\$0.00	\$0.00	\$4,088,004.64	\$1,148,936.26	78.06%
<b>5212 HSA Contributions</b>	\$535,129.58	\$0.00	\$535,129.58	\$0.00	\$0.00	\$449,522.83	\$85,606.75	84.00%
<b>5213 Life Insurance</b>	\$33,681.00	\$0.00	\$33,681.00	\$0.00	\$0.00	\$24,535.42	\$9,145.58	72.85%
<b>5214 Benefits- Early Retirees</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5215 Post-Employment Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5217 Disability Insurance</b>	\$7,170.84	\$0.00	\$7,170.84	\$447.73	\$0.00	\$4,776.11	\$1,947.00	72.85%
<b>5218 HRA Funding</b>	\$11,625.00	\$0.00	\$11,625.00	\$0.00	\$0.00	\$9,807.13	\$1,817.87	84.36%
<b>5220 FICA</b>	\$449,637.37	\$0.00	\$449,637.37	\$0.00	\$0.00	\$357,974.58	\$91,662.79	79.61%
<b>5225 Medicare</b>	\$388,780.21	\$0.00	\$388,780.21	\$0.00	\$0.00	\$290,629.99	\$98,150.22	74.75%
<b>5230 ERIP Contributions</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5231 Pension</b>	\$153,826.00	\$0.00	\$153,826.00	\$0.00	\$0.00	\$0.00	\$153,826.00	0.00%
<b>5232 Annuity Contributions</b>	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$4,758.30	\$2,241.70	67.98%
<b>5250 Unemployment Compensation</b>	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$9,645.23	\$40,354.77	19.29%
<b>5260 Workers' Compensation</b>	\$360,000.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$339,469.65	\$20,530.35	94.30%
<b>5322 Instructional Improvement</b>	\$30,350.00	\$(1,101.45)	\$29,248.55	\$750.77	\$0.00	\$9,770.70	\$18,727.08	35.97%
<b>5323 Pupil Services</b>	\$130,126.00	\$0.00	\$130,126.00	\$19,296.00	\$0.00	\$89,054.39	\$21,775.61	83.27%

## Killingly Public Schools

### System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 5/31/2022	Requisitions	Expenditures 7/1/2021 - 5/31/2022	Amount Remaining 7/1/2021 - 5/31/2022	Percent Expended
5324 Field Trips	\$112,525.00	\$(6,707.50)	\$105,817.50	\$0.00	\$0.00	\$19,452.80	\$86,364.70	18.38%
5326 Testing	\$41,650.00	\$(6,400.00)	\$35,250.00	\$1,291.95	\$0.00	\$14,518.29	\$19,439.76	44.85%
5330 Professional/Technical Services	\$463,600.00	\$68,336.24	\$531,936.24	\$67,590.50	\$0.00	\$353,346.02	\$110,999.72	79.13%
5410 Utilities	\$1,249,370.02	\$0.00	\$1,249,370.02	\$0.00	\$0.00	\$983,598.51	\$265,771.51	78.73%
5420 Contracted Maintenance Services	\$884,968.19	\$12,041.96	\$897,010.15	\$35,067.02	\$0.00	\$829,393.25	\$32,549.88	96.37%
5430 Repairs & Maintenance Services	\$488,082.00	\$(25,238.04)	\$462,843.96	\$100,031.58	\$0.00	\$254,728.34	\$108,084.04	76.65%
5432 Technology-Related Repairs/Maintenance	\$20,000.00	\$(14,835.10)	\$5,164.90	\$0.00	\$0.00	\$0.00	\$5,164.90	0.00%
5440 Rentals	\$23,650.00	\$130.00	\$23,780.00	\$5,827.85	\$0.00	\$10,180.65	\$7,771.50	67.32%
5510 Pupil Transportation	\$30,000.00	\$0.00	\$30,000.00	\$4,462.00	\$0.00	\$39,114.00	\$(13,576.00)	145.25%
5520 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$16,375.00	\$1,625.00	90.97%
5530 Communications	\$482,923.78	\$(17,015.44)	\$465,908.34	\$12,107.53	\$0.00	\$406,694.99	\$47,105.82	89.89%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$21,342.61	\$4,657.39	82.09%
5532 Telephone	\$74,544.00	\$0.00	\$74,544.00	\$119.97	\$0.00	\$60,113.85	\$14,310.18	80.80%
5540 Advertising	\$12,448.00	\$0.00	\$12,448.00	\$0.00	\$0.00	\$6,879.29	\$5,568.71	55.26%
5550 Printing & Binding	\$28,458.00	\$(717.00)	\$27,741.00	\$6,649.95	\$0.00	\$6,766.20	\$14,324.85	48.36%
5560 Tuition	\$420,550.00	\$0.00	\$420,550.00	\$0.00	\$0.00	\$335,376.67	\$85,173.33	79.75%

# Killingly Public Schools

## System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 5/31/2022	Requisitions	Expenditures 7/1/2021 - 5/31/2022	Amount Remaining 7/1/2021 - 5/31/2022	Percent Expended
5561 Local Placement Tuition	\$4,354,411.97	\$0.00	\$4,354,411.97	\$762,424.68	\$0.00	\$3,430,201.08	\$161,786.21	96.28%
5562 Agency Placement Tuition	\$190,000.00	\$0.00	\$190,000.00	\$40,342.52	\$0.00	\$281,157.96	\$ (131,500.48)	169.21%
5580 Travel	\$64,106.00	\$ (1,218.00)	\$62,888.00	\$0.00	\$0.00	\$32,145.23	\$30,742.77	51.12%
5590 Other Purchased Services	\$218,324.16	\$0.00	\$218,324.16	\$0.00	\$0.00	\$96,888.12	\$121,436.04	44.38%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$56,109.45	\$0.00	\$39,810.00	\$ (40,919.45)	174.40%
5612 Instructional Supplies	\$127,432.23	\$17,471.03	\$144,903.26	\$281,545.10	\$14,735.87	\$123,824.34	\$ (260,466.18)	279.75%
5613 Custodial & Maintenance Supplies	\$155,000.00	\$0.50	\$155,000.50	\$63,204.12	\$0.00	\$48,354.84	\$43,441.54	71.97%
5620 Heat Energy	\$230,249.50	\$0.00	\$230,249.50	\$0.00	\$0.00	\$257,820.57	\$ (27,571.07)	111.97%
5626 Motor Fuels & Oils	\$183,560.00	\$0.00	\$183,560.00	\$0.00	\$0.00	\$125,584.11	\$57,975.89	68.42%
5627 Transportation Supplies	\$97,300.00	\$0.00	\$97,300.00	\$1,929.41	\$228.00	\$90,448.68	\$4,921.91	94.94%
5641 Textbooks	\$0.00	\$250.00	\$250.00	\$6,930.23	\$0.00	\$4,419.50	\$ (11,099.73)	4,539.89%
5642 Library Books/Periodicals	\$48,263.29	\$ (1,244.81)	\$47,018.48	\$6,856.16	\$0.00	\$16,604.44	\$23,557.88	49.90%
5691 Office Supplies	\$26,521.40	\$0.00	\$26,521.40	\$8,153.89	\$0.00	\$13,373.74	\$4,993.77	81.17%
5692 Health Supplies	\$18,000.00	\$ (3,007.96)	\$14,992.04	\$0.00	\$0.00	\$7,286.20	\$7,705.84	48.60%
5695 Computer Software & Supplies	\$30,000.00	\$17,395.34	\$47,395.34	\$27,022.74	\$0.00	\$49,466.59	\$ (29,093.99)	161.39%
5730 Non-Instructional Equipment	\$38,517.00	\$1,413.31	\$39,930.31	\$61,687.37	\$259.00	\$25,041.13	\$ (46,798.19)	217.20%
5731 Instructional Equipment	\$34,323.00	\$14,057.80	\$48,380.80	\$88,866.27	\$3,502.72	\$33,594.37	\$ (74,079.84)	253.12%

# Killingly Public Schools

## System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 5/31/2022	Requisitions	Expenditures 7/1/2021 - 5/31/2022	Amount Remaining 7/1/2021 - 5/31/2022	Percent Expended
5732 Vehicles	\$0.00	\$0.00	\$0.00	\$41,870.90	\$0.00	\$0.00	\$(41,870.90)	---
5734 Computer Hardware	\$51,000.00	\$0.00	\$51,000.00	\$36,862.35	\$0.00	\$60,615.71	\$(46,478.06)	191.13%
5810 Dues & Fees	\$112,200.97	\$(5,217.37)	\$106,983.60	\$834.00	\$370.00	\$70,963.21	\$35,186.39	67.11%
5890 Other Objects	\$105,202.50	\$1,250.49	\$106,452.99	\$5,370.93	\$50.00	\$33,085.82	\$67,996.24	36.13%
5900 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
100 General Fund	\$45,029,797.50	\$0.00	\$45,029,797.50	\$1,743,652.97	\$19,145.59	\$35,353,264.20	\$7,932,880.33	82.38%
GRAND TOTAL	\$45,029,797.50	\$0.00	\$45,029,797.50	\$1,743,652.97	\$19,145.59	\$35,353,264.20	\$7,932,880.33	82.38%



# TOWN OF KILLINGLY

## FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

## Finance June 30, 2022

**To: Mary Calorio, Town Manager**

### **June 2022 Revenues**

As of June 2022, year to date collections for the Town's fiscal year 2021-2022 continue to be within expectations at 99.65%, consistent with the Town's overall historical collection rates of prior years (99.65% in June 2021). As management continues to close out accounts for June 30, 2022, 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 2022 Expenditures**

Budget to actual results for total Town operations and debt service expenditures are currently at 95.28% for the month of June 2022 compared to 89.68% in the prior year (June 2021). 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

At this time management expects budgeted expenditures to remain within budget as the June 30, 2022 final close out procedures are performed.

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through June, 2022**

REVENUE ITEM	Fiscal Year 2021-2022		
	Budget	June	Percent
<b>TAXES</b>			
Current Property Taxes	36,264,881	36,275,801	100.03%
Back Taxes	500,000	519,982	104.00%
Penalty Fees	4,500	7,931	176.24%
Tax Interest	200,000	345,293	172.65%
Supplemental Motor Vehicle	375,000	450,500	120.13%
Remediation Financing	(150,595)	(150,595)	100.00%
<b>TOTAL</b>	<b>\$37,193,786</b>	<b>37,448,912</b>	<b>100.69%</b>
<b>LICENSES &amp; PERMITS</b>			
Building Permits	240,000	226,098	94.21%
P&Z Permits	13,000	21,866	168.20%
Other Permits	8,000	17,930	224.13%
Airplane Tax	2,050	1,275	62.20%
<b>TOTAL</b>	<b>\$263,050</b>	<b>\$267,169</b>	<b>101.57%</b>
<b>FINES &amp; FEES</b>			
Library Fines & Fees	10,000	10,240	102.40%
Alarm Reg Fees and Fines	5,000	6,600	132.00%
Dog Licenses	500	525	105.00%
<b>TOTAL</b>	<b>\$15,500</b>	<b>\$17,365</b>	<b>112.04%</b>
<b>USE OF MONEY &amp; PROPERTY</b>			
Interest Income	100,000	81,239	81.24%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Sewer Plant Lease	42,000	42,000	100.00%
Communication Tower Lease	101,000	110,141	109.05%
<b>TOTAL</b>	<b>\$243,090</b>	<b>\$233,380</b>	<b>96.01%</b>
<b>STATE GRANTS IN LIEU OF TAXES</b>			
State-Owned Property	149,332	230,398	154.29%
Disability Exemption	4,583	5,096	111.20%
Veteran's Exemption	9,694	9,916	102.29%
Municipal Stabilization Grant	268,063	268,063	100.00%
	<b>\$431,672</b>	<b>\$513,473</b>	<b>118.95%</b>
<b>OTHER STATE GRANTS</b>			
Pequot/Mohegan Fund Grant	94,184	94,184	100.00%
Municipal Grants - In - Aid	976,064	1,228,578	125.87%
Connecticard	-	5,951	100.00%
Adult Education	106,734	112,090	105.02%
<b>TOTAL</b>	<b>\$1,176,982</b>	<b>\$1,440,803</b>	<b>122.42%</b>

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through June, 2022**

REVENUE ITEM	Fiscal Year 2021-2022		
	Budget	June	Percent
<b>CHARGES OF SERVICE</b>			
Community Development	55,000	40,259	73.20%
Town Clerk	165,000	224,850	136.27%
Conveyance Tax	240,000	326,993	136.25%
Elderly Housing - Sewer PILOT	31,360	31,360	100.00%
Recreation	130,000	122,898	94.54%
District Collections	12,310	13,244	107.59%
<b>TOTAL</b>	<b>633,670</b>	<b>759,605</b>	<b>119.87%</b>
<b>OTHER REVENUES</b>			
Miscellaneous	85,000	94,868	111.61%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	2,901,066	2,901,329	100.01%
PILOT - Telecommunications	50,000	43,444	86.89%
Law Enforcement - SRO Reimbursement	82,942	87,289	105.24%
School Capital Contribution	234,828	253,804	108.08%
<b>TOTAL</b>	<b>3,368,836</b>	<b>3,380,735</b>	<b>100.35%</b>
<b>GENERAL TOWN REVENUE</b>	<b>\$43,326,586</b>	<b>\$44,061,441</b>	<b>101.70%</b>
<b>SCHOOL</b>			
Educational Cost Sharing	15,245,633	15,233,226	99.92%
Vocational Agriculture	645,860	655,860	101.55%
Non-Public School - Health	24,033	24,357	101.35%
Tuition:			
Regular	1,439,163	1,555,459	108.08%
Special Ed-Voluntary	250,000	172,659	69.06%
Vocational-Agriculture	743,707	750,530	100.92%
<b>TOTAL</b>	<b>\$18,348,396</b>	<b>18,392,091</b>	<b>100.24%</b>
Fund Balance	1,570,000	-	0.00%
<b>TOTAL REVENUES</b>	<b>63,244,982</b>	<b>62,453,533</b>	<b>98.75%</b>



**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through June, 2022**

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	June	Percent
<u>GENERAL GOVERNMENT</u>				
Town Council				
Personnel Services	13,500	-	11,750	87.04%
Contractual Services	31,800	-	26,261	82.58%
Materials and Supplies	1,000	-	978	97.83%
Total	<u>\$46,300</u>	<u>\$0</u>	<u>\$38,990</u>	<u>84.21%</u>
Town Manager				
Personnel Services	203,860	5,430	201,456	96.26%
Contractual Services	26,200	-	11,687	44.61%
Materials and Supplies	3,500	-	2,671	76.30%
Total	<u>\$233,560</u>	<u>\$5,430</u>	<u>\$215,814</u>	<u>90.30%</u>
Legal Services				
Contractual Services	99,200	-	63,421	63.93%
Total	<u>\$99,200</u>	<u>\$0</u>	<u>\$63,421</u>	<u>63.93%</u>
Town Clerk				
Personnel Services	164,505	1,670	160,155	96.38%
Contractual Services	28,175	-	28,175	100.00%
Materials and Supplies	1,800	-	1,800	100.00%
Total	<u>\$194,480</u>	<u>\$1,670</u>	<u>\$190,130</u>	<u>96.93%</u>
Finance				
Personnel Services	242,380	2,650	235,934	96.29%
Contractual Services	55,960	-	52,049	93.01%
Materials and Supplies	1,700	-	1,479	87.00%
Total	<u>\$300,040</u>	<u>\$2,650</u>	<u>\$289,462</u>	<u>95.63%</u>
Assessor				
Personnel Services	181,230	2,040	176,147	96.11%
Contractual Services	7,135	-	7,135	100.00%
Materials and Supplies	1,500	-	1,467	97.80%
Total	<u>\$189,865</u>	<u>\$2,040</u>	<u>\$184,749</u>	<u>96.27%</u>
Revenue Collection				
Personnel Services	196,795	1,895	191,679	96.47%
Contractual Services	33,450	-	29,682	88.74%
Materials and Supplies	2,000	-	1,326	66.31%
Total	<u>\$232,245</u>	<u>\$1,895</u>	<u>\$222,687</u>	<u>95.11%</u>
Registration/Elections				
Personnel Services	56,800	-	38,391	67.59%
Contractual Services	18,000	-	13,738	76.32%
Materials and Supplies	500	-	453	90.54%
Total	<u>\$75,300</u>	<u>\$0</u>	<u>\$52,582</u>	<u>69.83%</u>
Town Comm. & Service Agencies				
Contractual Services	84,598	-	78,051	92.26%
Total	<u>\$84,598</u>	<u>\$0</u>	<u>\$78,051</u>	<u>92.26%</u>

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through June, 2022**

Expenditure	Fiscal Year 2021-2022			Percent
	Budget	Transfers	June	
Planning and Development				
Personnel Services	254,245	1,930	236,992	92.51%
Contractual Services	7,270	-	4,152	57.11%
Materials and Supplies	1,000	-	544	54.41%
Total	\$262,515	\$1,930	\$241,689	91.39%
Information Technology				
Contractual Services	209,450	-	202,718	96.79%
Total	\$209,450	\$0	\$202,718	96.79%
Town Hall Building				
Personnel Services	18,500	-	17,994	97.26%
Contractual Services	63,480	-	63,988	100.80%
Materials and Supplies	3,900	-	2,406	61.68%
Capital Outlay	12,706	-	12,706	100.00%
Total	\$98,586	\$0	\$97,093	98.49%
Economic Development				
Personnel Services	128,735	780	107,238	82.80%
Contractual Services	9,600	-	8,825	91.93%
Materials and Supplies	500	-	283	56.69%
Total	\$138,835	\$780	\$116,347	83.33%
Highway Division Supervision				
Personnel Services	203,085	2,060	183,039	89.22%
Contractual Services	6,520	-	3,043	46.68%
Materials and Supplies	750	-	402	53.61%
Capital Outlay	11,714	-	11,714	100.00%
Total	\$222,069	\$2,060	\$198,198	88.43%
Engineering				
Personnel Services	341,725	5,685	333,351	95.95%
Contractual Services	13,600	-	10,141	74.57%
Materials and Supplies	11,200	-	6,684	59.68%
Capital Outlay	11,274	-	11,274	100.00%
Total	\$377,799	\$5,685	\$361,451	94.25%
Central Garage				
Personnel Services	237,570	-	217,347	91.49%
Contractual Services	117,800	-	108,049	91.72%
Materials and Supplies	285,700	-	251,804	88.14%
Capital Outlay	6,067	-	6,067	100.00%
Total	\$647,137	\$0	\$583,267	90.13%
Highway Maintenance				
Personnel Services	877,510	-	822,888	93.78%
Contractual Services	56,800	-	46,799	82.39%
Materials and Supplies	332,833	-	327,628	98.44%
Capital Outlay	434,367	-	434,367	100.00%
Total	\$1,701,510	\$0	\$1,631,682	95.90%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through June, 2022**

Expenditure	Fiscal Year 2021-2022			Percent
	Budget	Transfers	June	
Highway Winter Maintenance				
Personnel Services	115,000	-	108,984	94.77%
Contractual Services	9,000	-	7,958	88.42%
Materials and Supplies	250,000	-	242,461	96.98%
Total	\$374,000	\$0	\$359,403	96.10%
Recreation Admin. & Program				
Personnel Services	392,462	1,840	327,922	83.17%
Contractual Services	49,250	-	36,568	74.25%
Materials and Supplies	16,400	-	14,279	87.07%
Capital Outlay	3,053	-	3,053	100.00%
Total	\$461,165	\$1,840	\$381,822	82.47%
Parks and Grounds				
Personnel Services	158,650	-	158,650	100.00%
Contractual Services	53,725	-	38,793	72.21%
Materials and Supplies	41,100	-	31,898	77.61%
Capital Outlay	31,813	-	31,813	100.00%
Total	\$285,288	\$0	\$261,154	91.54%
Public Library				
Personnel Services	438,451	12,840	411,348	91.15%
Contractual Services	135,160	-	121,730	90.06%
Materials and Supplies	14,000	-	12,483	89.17%
Capital Outlay	3,901	-	3,901	100.00%
Total	\$591,512	\$12,840	\$549,462	90.92%
Civic & Cultural Activities				
Contractual Services	3,500	-	3,500	100.00%
Total	\$3,500	\$0	\$3,500	100.00%
Community Center				
Personnel Services	17,500	-	16,888	96.50%
Contractual Services	78,950	-	75,282	95.35%
Materials and Supplies	8,400	-	4,948	58.91%
Total	\$104,850	\$0	\$97,118	92.63%
Other Town Buildings				
Contractual Services	13,535	-	14,316	105.77%
Materials and Supplies	1,000	-	226	22.57%
Total	\$14,535	\$0	\$14,542	100.05%
Building Safety & Inspections				
Personnel Services	305,430	440	293,740	96.03%
Contractual Services	6,700	-	5,547	82.80%
Materials and Supplies	1,650	-	433	26.25%
Capital Outlay	22,871	-	22,871	100.00%
Total	\$336,651	\$440	322,592	95.70%
Animal Control				
Contractual Services	54,609	-	54,608	100.00%
Materials and Supplies	60	-	57	94.17%
Total	\$54,669	\$0	54,665	99.99%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through June, 2022**

Expenditure	Fiscal Year 2021-2022			Percent
	Budget	Transfers	June	
Law Enforcement				
Personnel Services	517,375	8,115	472,605	89.94%
Contractual Services	497,450	-	405,680	81.55%
Materials and Supplies	42,400	-	23,865	56.29%
Capital Outlay	46,544	-	46,544	0.00%
Total	\$1,103,769	\$8,115	\$948,694	85.32%
Community Development				
Personnel Services	140,430	2,425	105,404	73.78%
Contractual Services	9,300	-	3,607	38.78%
Materials and Supplies	650	-	173	26.60%
Total	\$150,380	\$2,425	\$109,184	71.45%
Human Service Subsidies				
Contractual Services	565,954	-	561,814	99.27%
Total	\$565,954	\$0	\$561,814	99.27%
Employee Benefits				
Contractual Services	1,584,411	6,400	1,590,811	100.00%
Total	\$1,584,411	\$6,400	\$1,590,811	100.00%
Insurance				
Contractual Services	686,000	-	682,450	99.48%
Total	\$686,000	\$0	\$682,450	99.48%
Special Reserves & Programs				
Contractual Services	367,000	(56,200)	234,213	75.36%
Total	\$367,000	(\$56,200)	\$234,213	75.36%
<b>General Town Operating Expenditures</b>	<b>\$11,797,173</b>	<b>\$0</b>	<b>\$10,939,756</b>	<b>92.73%</b>
Debt Service	5,195,193	-	5,192,000	99.94%
Total	\$5,195,193	\$0	\$5,192,000	99.94%
Solid Waste Disposal Fund Subsidy	234,801	-	234,801	100.00%
	234,801	\$0	\$234,801	100.00%
Capital Projects Fund	640,000	-	640,000	100.00%
	640,000	\$0	\$640,000	100.00%
Due To CNR Education	348,017	-	348,017	100.00%
	348,017	\$0	\$348,017	100.00%
<b>TOTAL OPERATIONS &amp; DEBT SERVICE</b>	<b>\$18,215,184</b>	<b>\$0</b>	<b>\$17,354,574</b>	<b>95.28%</b>
General Fund - Education	45,029,798	-	33,060,214	73.42%
	45,029,798	\$0	\$33,060,214	73.42%
<b>Total Expenditures</b>	<b>\$63,244,982</b>	<b>\$0</b>	<b>\$50,414,789</b>	<b>79.71%</b>

Town of Killingly  
Town Manager's Report  
July 12, 2022

1. Update – COVID-19

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
<b>Cases in Killingly</b>		
June 24, 2022	4,550	80
June 1, 2022	4,484	80
May 4, 2022	4,270	80
April 5, 2022	4,187	80
March 2, 2022	4,144	77
February 2, 2022	4,019	74
January 3, 2022	2,955	70
December 6, 2021	2,516	66
November 1, 2021	2,153	65

Below is the vaccine distribution by age group for the Town of Killingly with a month over month comparison:

Age Group	Percentage	Percentage
	Fully Vaccinated As of 6/30/22	Fully Vaccinated As of 5/26/22
5-11	23.69%	23.54%
12-17	50.94%	50.62%
18-24	59.35%	57.98%
25-44	54.27%	53.57%
45-64	68.2%	67.75%
65+	100%	100%

2. MyHomeCT

The Town will be partnering with the MyHomeCT program to provide property tax relief to eligible residents. This program is to assist homeowners impacted by COVID 19 to cure mortgage and tax delinquencies or foreclosures. The Revenue Office will be receiving additional program details, marketing materials and application information. Attached is the flyer outlining the program and benefits. Essentially the Town is spreading the word and referring people to the program.

3. Household Hazardous Waste Day

We will be holding a Household Hazardous Waste Collection Day on July 30<sup>th</sup>. The event is being held at the Killingly Intermediate School from 9am to 1pm (flyer attached). This event is for Killingly residents only and proof of residency is required. The event will run very similarly to the last event. Residents will remain in their vehicles. Event staff will confirm residency and what the resident is disposing. Staff will remove the material from the vehicle and place in the proper location for disposal. We will share the event information on the Town's website and Facebook page.

4. WPCA Operations Update

The operations of the Town's wastewater treatment facility successfully transitioned on June 30<sup>th</sup> from contractually operated to Town staff operated. All infrastructure, notifications, software, and equipment are fully functioning. The plant is in full compliance with all regulations. I appreciate all our staff's time and energy making this transition as smooth as possible.

5. Meetings Attended

Bi-weekly KMS Project planning meeting  
Permanent Building Commission Regular Meeting  
NECCOG Regular Meeting

NECCOG Special Meeting with CT DEEP  
Spirol Scholarship Presentation Ceremony

**The MyHomeCT Program offers help to eligible Connecticut homeowners by paying mortgage and/or other qualified housing expenses. This can include a reinstatement, up to 12 months of forward payments, or a combination of both.**



Connecticut has been awarded approximately \$123 million to establish MyHomeCT, a program established Under the American Rescue Plan Act of 2021, and funded by the Homeowner Assistance Fund. The goal of **MyHomeCT** is to cure mortgage delinquencies and prevent foreclosures among eligible homeowners that occurred as a result of the COVID-19 pandemic. The program also includes assistance for qualified non-mortgage expenses including, but not limited to, non-escrowed real estate taxes and insurance as well as condominium or homeowners' association fees.

The CT Department of Housing is the responsible entity for the program and has designated the Connecticut Housing Finance Authority (CHFA) to administer it on its behalf.

#### **ELIGIBILITY REQUIREMENTS:**

- Applicants must have experienced a COVID-19 related financial hardship after January 21, 2020, or experienced a financial hardship before January 21, 2020 which was then worsened/extended by the pandemic.
- Assistance for a delinquency existing from prior to January 21, 2020 is capped to three months so any amounts owed before October 2019 will not be eligible. Real estate property taxes that were assessed on the October 2018 Grand List and subsequent Grand Lists are eligible expenses.
- Homeowner must live in the state of Connecticut and occupy the property as their primary residence.
- Property must be an owner-occupied 1-to-4 unit house, condominium or manufactured home.
- Homeowners applying for mortgage assistance must have a mortgage that had a principal balance at or below the Federal Housing Finance Agency's conforming loan limits for Fannie Mae and Freddie Mac at the time of origination.
- Household income must be equal to or less than 150% area median income (AMI), adjusted for household size.

#### **THE PROGRAM CAN ASSIST WITH THE FOLLOWING:**

- Mortgage delinquencies
- non-escrowed (not included in mortgage payment) real estate taxes (2018 Grand List forward)
- non-escrowed (not included in mortgage payment) homeowners' insurance and flood insurance
- water and sewer liens
- ground lease or lot payments
- condominium and/or homeowners' association fees
- condominium and/or homeowners' association special assessments
- fees that were advanced by the loan servicer/mortgage company on behalf of an applicant with a reverse mortgage

*A homeowner may be eligible for one or more grants, not to exceed the MyHomeCT program maximum award of **\$30,000**.*

#### **LEARN MORE:**

To learn more, please visit [www.chfa.org/MyHomeCT](http://www.chfa.org/MyHomeCT).

# Town of Killingly Household Hazardous Waste Collection

## Killingly's Summer event!

Clean out your garage & basement!

**JULY 30, 2022**

### What To Bring

Household hazardous wastes no longer needed 20 gallons & 20 pounds per household. We reserve the right to refuse unidentified materials and large amounts of hazardous waste.

#### **EXAMPLES:**

- ◆ Latex & Oil Based Paints & Strippers
- ◆ Paint Thinner, Solvents, Stains & Varnishes
- ◆ Solvent Adhesives
- ◆ Lighter Fluid
- ◆ Waste Fuels: Kerosene, Gasoline
- ◆ Engine Degreaser
- ◆ Carburetor Cleaner, Brake Fluid
- ◆ Transmission Fluid
- ◆ Pesticides & Insecticides
- ◆ Weed Killers, Moth Balls
- ◆ Flea Powder
- ◆ Resins & Adhesives
- ◆ Rubber Cement, Airplane Glue
- ◆ Hobby Supplies, Artist Supplies
- ◆ Photo Chemicals, Chemistry Sets
- ◆ Furniture, Floor, Metal Polishes
- ◆ Oven, Toilet & Drain Cleaners
- ◆ Rug & Upholstery Cleaner
- ◆ Dry Cleaning Solvents
- ◆ Spot Removers
- ◆ Swimming Pool Chemicals
- ◆ Fluorescent Light Bulbs

### What Not To Bring

- ◆ Asbestos
- ◆ Ammunition, Fireworks, Explosives
- ◆ Radioactives, Smoke Detectors
- ◆ Infectious & Biological Wastes
- ◆ Prescription Drugs/Syringes
- ◆ Commercial or Industrial Waste
- ◆ Empty Containers
- ◆ Compressed Gas Cylinders



### For More Information Contact:

Killingly Engineer's Office

860-779-5360

Or visit the [www.killingly.org](http://www.killingly.org)

### How Do I Transport These

#### Materials Safely???

- Bring materials in original containers securely closed.
- Pack containers in sturdy upright boxes and pad with newspaper if necessary.
- Never mix chemicals together!
- Never smoke or eat while handling hazardous materials.
- Leaking or broken containers must be contained.
- Do not leave vehicles unless instructed to do so.

Killingly Engineering Office  
Department of Public Works  
Solid Waste Sub-committee  
Town Council





## FY '23 Work Plan and Budget Summary

## Programs and Projects

### COVID-19 Response and Recovery

- COVID-19 Response - General
- Economic Recovery and Resilience Plan - EDA
- Disaster Recovery Support for Region IV - EDA
- Entrepreneurial Enhancement - EDA
- On-Line Presence to Assist in the Economic Recovery - EDA

### General

- Intergovernmental Relations
- Town Administrative Services Pilot (new)
- Town Technical Assistance
- Crumbling Foundations
- Regional Property Revaluation Program
- Regional Elections Monitor

### GIS Services

- Regional Viewer
- Assessor Property Viewer/Updates
- General Mapping Services
- Asset Management Pilot

### Public Safety

- Paramedic Intercept Program
- Pre-Hospital Emergency Care Implementation
- DEMHS Region IV Emergency Planning
- Tier II Viewer

### Natural Hazard Mitigation and Resource Protection

- Natural Hazard Mitigation Plan
- Environmental Depot

### Animal Services Program

- Regional ASP
- Trap, Neuter, Release and Maintain Program

### Human Services Coordination Program

- Regional Human Services Coordination Council
- Regional Human Services/Veteran's Navigator
- Veteran's Transportation

### Planning and Engineering Services

- Regional Engineering Program
- Regional Plan of Conservation and Development
- Statutory Referrals
- Land Use Technical Assistance

### Economic Development

- Comprehensive Economic Development Strategy/Economic Development District
- Eastern Connecticut Enterprise Corridor Administration

### Grants Management

- ARPA, RPIA, IIA, LOCTCIP, Small Cities and more

### Northeastern Connecticut Transit District

- Transit District Administration
- Deviated Fixed Route Services
- Elderly/Disabled Services

### Transportation Planning and Technical Assistance

- UPWP- Administration, Planning and Technical Assistance and Public Participation

### New Programs

- Town Assessor Service Pilot
- Town Administration Pilot

### NECCOG Administration

- Administration
- NECCOG 2022-23 Budget
- NECTD 2022-23 Budget
- 2022-23 Assessments
- Total Operational Budget
- Organization Chart

# NECCOG Proposed FY '23 Budget

Items	Projected Revenues	Items	Projected Expenses
Local Assessments	\$104,859	Personnel, Taxes, Fringe	1,165,044
Regional Services Grant	\$250,337	Insurance (WC and LAP)	\$25,000
EDA Special Grant	\$187,500	Professional Fees (legal, audit, CPA)	\$35,000
Transit Management	\$150,000	Mortgage	\$19,250
Veteran's 5310 Grant	\$143,000	Advertising	\$4,500
Animal Services Assessments	\$506,184	Office Supplies	\$15,000
Animal Services Fees	\$15,000	Telephone/Internet	\$5,000
Professional Services, Planning	\$55,000	Membership Fees	\$7,500
Professional Services, Special Projects	\$39,000	Project/Meeting Expense	\$5,000
GIS Basic Services	\$15,344	Books/Publications/Software	\$10,000
Transportation Planning	\$158,750	Postage	\$1,500
Engineering Program	\$69,252	Website Maintenance	\$8,000
Paramedic Intercept Program	\$269,000	Paramedic Program	\$269,000
Regional Revaluation	\$143,455	Animal Control (non-payroll)	\$250,000
Shared Social Services/Veteran Services Advocate	\$8,151	Regional Revaluation	\$143,455
ARPA Administration	\$28,417	GIS License and Maintenance	\$32,000
		Travel/Conferences/Professional	\$5,000
		Veteran's Transportation	\$143,000
<b>All Revenues</b>	<b>\$2,143,249</b>	<b>All Expenses</b>	<b>\$2,143,249</b>

# NECTD Proposed FY '23 Budget

Projected Revenues		Projected Expenses	
Items		Items	
Local Assessments	\$129,972	Drivers	\$278,029
State Funding	\$186,830	Fringe Benefits	\$35,000
Federal Funding	\$395,494	Bus Maintenance	\$80,000
Advertising	\$3,600	Fuel	\$105,000
Fares	\$15,000	Tires	\$10,000
Municipal/State Funds	\$106,283	Insurance	\$30,000
<b>All Revenues</b>	<b>\$837,179</b>	Land Lease to Neccog	\$9,450
		Management	\$150,000
		Facility Maintenance	\$15,000
		Professional Services	\$35,000
		Snow/Lawn Services	\$15,000
		Electric	\$16,000
		Oil	\$20,000
		Sewer	\$1,700
		Postage/Lease	\$3,000
		Office Operations	\$20,000
		Advertising	\$8,000
		License/Uniform/Training	\$6,000
		<b>All Expenses</b>	<b>\$837,179</b>



## NECCOG and NECTD Combined Proposed FY '23 Budget

Items	Projected Revenues
NECCOG	2,143,249
NECTD	837,179
<b>Total</b>	<b>\$2,980,428</b>

Items	Projected Expenses
NECCOG	2,143,249
NECTD	837,179
<b>Total</b>	<b>2,980,428</b>

# KILLINGLY PUBLIC SCHOOLS



*Great Things Happen Here!*

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on a recommendation authorizing the Town Manager to execute a Tower Cell Site Lease Agreement with DISH Wireless, LLC for use of the 79 Putnam Pike cell tower.

**ITEM SUBMITTED BY:** Mary T. Calorio, Town Manager

**FOR COUNCIL MEETING OF:** July 12, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** DISH Wireless, LLC approached the Town in May 2021 requesting to negotiate a lease for tower space at the Town's cell tower on 79 Putnam Pike. The Fiscal Subcommittee met on June 7, 2021 in Executive Session to evaluate the proposal and provide me with negotiating authority.

The proposed lease is for an initial term of 5 years and has four additional 5-year renewal periods. The Town will receive rent in the amount of \$2,650/month in the first year. The rent escalates 3% for each Renewal Period.

The Fiscal Subcommittee unanimously recommended approval of the lease to the Town Council at their July 6, 2022

**FINANCIAL SUMMARY:** This lease will provide the Town with additional rental income of \$31,600 annually for the first 5-years of the agreement.

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** N/A

**COUNCIL ACTION DESIRED:** Action on the Resolution

**SUPPORTING MATERIALS:**

- Resolution
- Proposed Tower Cell Site Lease Agreement

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO  
EXECUTE THE TOWER CELL SITE LEASE AGREEMENT  
WITH DISH WIRELESS, LLC FOR USE OF THE TOWN'S  
COMMUNICATIONS FACILITY AT 79 PUTNAM PIKE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is herein authorized to execute the proposed Tower Cell Site Lease Agreement in substantially the same form as the attached document from DISH Wireless, LLC regarding a lease agreement for use of the Town's communication facility at 79 Putnam Pike.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 12<sup>th</sup> day of July 2022

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on July 12, 2022, at which a quorum was present and acting throughout, and that the 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 Town Manager and that she has held that office since March 11, 2019.

\_\_\_\_\_  
Elizabeth Wilson, Town Clerk

\_\_\_\_\_  
Date

(Seal)



### Agenda Item #15(b)

## AGENDA ITEM COVER SHEET

**ITEM: Consideration and action on a resolution authorizing the salary adjustments for non-union employees and management staff for Fiscal Year 2022-2023**

**ITEM SUBMITTED BY:** Mary T. Calorio, Town Manager

**FOR COUNCIL MEETING OF:** July 12, 2022

**TOWN MANAGER APPROVAL:**

**ITEM SUMMARY:** This item proposes to increase by 2.50% for FY 22-23 the compensation of part-time and full-time employees of the Town not affiliated with a collective bargaining unit (not including the Town Manager).

This proposal is based upon the positive operational results from the budget management of all the management staff. A performance evaluation system was implemented this past year. All non-union staff have received performance reviews in accordance with the evaluation approved by the Personnel Subcommittee. The proposed increase is for cost-of-living increase.

No Town employee should be discussed during consideration of this item as individual municipal employees have the right to be present for discussions regarding them and further may request that said discussion be held in either executive session or open session.

The Personnel Subcommittee unanimously recommended this item for approval to the Town Council at their July 6, 2022 meeting.

**FINANCIAL SUMMARY:** This item would authorize a transfer of approximately \$51,000 from the contingent account to the various personnel services and employee benefit accounts impacted by the proposed increases in compensation. The Contingency Account has a current balance of \$223,000. If approved, the balance after this transfer will be \$172,000

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** N/A

COUNCIL ACTION DESIRED:	Action on the Resolution
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### SUPPORTING MATERIALS:

- Resolution

**RESOLUTION AUTHORIZING SALARY ADJUSTMENTS FOR NON-UNION  
EMPLOYEES AND MANAGEMENT STAFF FOR FISCAL YEAR 2022-2023**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to implement a compensation increase of 2.50% for part-time and full-time employees Town employees who are not represented by a collective bargaining unit (not including the Town Manager), and for department heads, effective July 1, 2022.

BE IT FURTHER RESOLVED that the Town Manager is herein authorized to transfer a total amount not to exceed \$51,000 from the contingent account (63-50241) to the Personnel Services and related employee benefits accounts impacted by the herein proposed increases in compensation.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
This 12<sup>th</sup> day of July 2022

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on July 12, 2022, at which a quorum was present and acting throughout, and that the 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 Town Manager and that she has held that office since March 11, 2019.

\_\_\_\_\_  
Elizabeth Wilson, Town Clerk

\_\_\_\_\_  
Date

(Seal)