



# 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 Items #14(a) & (b) at 7:00 PM

### TOWN COUNCIL MEETING REGULAR MEETING AGENDA

**DATE:** Tuesday, September 13, 2022  
**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](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 – August 2, 2022
  - b) Regular Town Council Meeting – August 9, 2022
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
  - a) Proclamation recognizing September 2022 as National Suicide Prevention Awareness Month
  - b) Proclamation recognizing September 2022 as National Childhood Obesity Awareness Month
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.

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2022 SEP -9 AM 10:05  
Elizabeth M. Guidera

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).

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
  - a) Robert Mullen – appointment to 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 resolution to update Ordinance amending Chapter 13 Article IV – Loitering, Littering and Public Consumption of Alcoholic Beverages to include Public Consumption of Cannabis Prohibited.
  - b) Consideration and action on a resolution to update Ordinance amending Chapter 3 Alcoholic Beverages.
15. NEW BUSINESS
  - a) Consideration and action on a resolution authorizing replacement of the 2010 John Deere Roadside Mower using the Capital Non-Recurring account funds dedicated to this vehicle
  - b) Consideration and action on a resolution authorizing the Town Manager to execute an MOU with the Town Hall union regarding salary adjustments for fiscal year 2022-2023
  - c) Consideration and action on a resolution to set the date of October 11, 2022 for a public hearing on the proposal to authorize the Town Manager to expend \$100,000 of American Rescue Act Funding for the Windham 4-H Dam repair project.
  - d) Consideration and action on a resolution to set the date of October 11, 2022 for a public hearing on the proposal to authorize the Town Manager to expend \$200,500 of American Rescue Act Funding for the Fire Department Life Safety and Communication Upgrade.

- e) Consideration and action on a resolution to introduce and set the date of October 11, 2022 for a public hearing on a proposed ordinance to authorize acceptance from David and Josephine Tripodi of a Permanent Drainage Easement and Rights to Drain for Drainage Improvements at 249 Bailey Hill Road
  - f) Consideration and action on a resolution to introduce and set the date of October 11, 2022 for a public hearing on a proposed ordinance to authorize acceptance from Tammy Rainville and Robert Labonte of a Permanent Drainage Easement and Rights to Drain for Drainage Improvements at 146 Pineville Road
- 16. COUNCIL MEMBER REPORTS AND COMMENTS
  - 17. EXECUTIVE SESSION
  - 18. ADJOURNMENT

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

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. Kerttula attended the Fiscal Subcommittee meeting and the Red, White, and Blue celebration. He also reported on the PBC meeting.

Mr. Anderson attended the Personnel Subcommittee meeting.

Ms. George reported on the Conservation Commission meeting.

Ms. Wakefield reported on the Borough Council meeting and the EDC meeting.

Ms. Tiik-Barclay attended the Fiscal Subcommittee meeting and reported on the P&Z meeting.

**17. Executive Session: None**

**18. Adjournment:**

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:42 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** Tuesday, August 2, 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, August 2, 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. Jamie Gervais – Agricultural Commission

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. Presentations of Student Achievements

1. KHS Redline Newspaper
    2. Girls Lacrosse Team
    3. KHS Football Team

- b. Conservation Commission and Open Space Land Acquisition joint meeting, Liaison Ann-Marie Aubrey, and Jonathan Blake

7. **Executive Session – None**

8. **Adjournment**

1. Chairman Anderson called the Special Meeting to order at 7:00 p.m.
2. On Roll Call, all counselors were present. Town Manager Calorio was also present.
3. Interviews for Boards/Commissions:

- 3a. Jamie Gervais – Agricultural Commission

Councilors interviewed Jamie Gervais, 40 Green Hollow Road, Danielson. Ms. Gervais is interested in being appointed to be a Regular Member of the Agricultural Commission. The Regular Term runs for 3 years. The available terms would run as follows: from 11/1/2021 through 10/31/2024, from 11/1/2020 through 10/31/2023, and from 11/1/2019 through 10/31/2022.

4. Citizens' Statements and Petitions

There were no Public Comments.

5. Old Business - None

6. New Business

- 6a. Presentations of Student Achievements

- 6a1. KHS Redline Newspaper

Mr. Anderson congratulated the KHS Redline Newspaper on their achievements this year.

- 6a2. Girls Lacrosse Team

Mr. Anderson congratulated the Girls Lacrosse Team on their achievements this year.

- 6a3. KHS Football Team

Ms. Wakefield congratulated the KHS Football Team on their achievements this year.

Mr. Anderson asked for a moment of silence in honor of Joyce Ricci, a past Council Member and teacher in the Killingly Public School System.

6b. Conservation Commission and Open Space Land Acquisition joint meeting, Liaison Ann-Marie Aubrey, and Jonathan Blake

Donna Bromwell, Marie Aubrey and Jonathan Blake updated the Council on activities of the Conservation Commission and Open Space Land Acquisition.

7. Executive Session – None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:10 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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Mr. Anderson asked for a moment of silence in honor of Joyce Ricci, a past Council Member and teacher in the Killingly Public School System.

**6b. Conservation Commission and Open Space Land Acquisition joint meeting, Liaison Ann-Marie Aubrey, and Jonathan Blake**

Donna Bromwell, Marie Aubrey and Jonathan Blake updated the Council on activities of the Conservation Commission and Open Space Land Acquisition.

**7. Executive Session – None**

**8. Adjournment**

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:10 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
REGULAR MEETING**

**DATE:** TUESDAY, Aug 9, 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, Aug 9, 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 MEETINGS**
  - a) Special Town Council Meeting – July 5, 2022
  - b) Regular Town Council Meeting – July 12, 2022
- 6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
- 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**

**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
- b) town Manager Evaluation

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

**15. NEW BUSINESS**

- a) Consideration and action on a resolution to introduce and set the date of September 13, 2022, for a public hearing on an Ordinance amending Chapter 13 Article IV – Loitering, Littering and Public Consumption of Alcoholic Beverages to include Public Consumption of Cannabis Prohibited
- b) Consideration and action on a resolution to introduce and set the date of September 13, 2022, for a public hearing on an Ordinance amending Chapter 3 Alcoholic Beverages
- c) Consideration and action on a resolution to adopt the revised Policy for the Sale of Town-owned Property
- d) Consideration and action on a resolution opting out of the State of Connecticut Statute Section 8-2o regarding Zoning regulations for accessory apartments
- e) Consideration and action on a resolution authorizing the Town Manager to execute a contract with CT DEEP for the Urban Green & Community Garden Grant Program

**16. COUNCIL MEMBER REPORTS AND COMMENTS**

**17. EXECUTIVE SESSION**

**18. ADJOURNMENT**

**REGULAR MEETING**

- 1. Chairman Anderson called the meeting to order at 7:00 p.m.
- 2. Prayer by Mr. Anderson.
- 3. Pledge of Allegiance to the flag.
- 4. Upon roll call all Councilors were present except Mr. Grandelski, who was absent with notification. Also present were Town Manager Calorio, Finance Director Hawkins and Council Secretary Buzalski.
- 5. Adoption of minutes of previous meetings
- 5a. & 5b. Special Town Council Meeting – July 5, 2022, and Regular Town Council Meeting – July 12, 2022

Mr. Wood made a motion, seconded by Ms. George, to adopt the minutes of the Special Town Council Meeting of July 5, 2022, and the Regular Town Council Meeting of July 12, 2022.



Discussion followed.

Voice Vote: Unanimous. Motion passed.

6. Presentations, proclamations, and declarations: None

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions:

There were no written statements received.

Mike Christina, Cutler Rd, Dayville, asked who he would talk to about repairs to the pickleball courts behind the school.

Jane Rider, 303 Snake Meadow Rd, spoke in support of the Dam project at the 4-H camp.

Barry Rider, 303 Snake Meadow Rd, gave an update on the Dam project at the 4-H camp.

Carol Cooper-Riley, 100 Cook Hill Rd, spoke in support of the 4-H camp.

Mike Goulston, 15 Amanda Lane, spoke in support of the 4-H camp.

9. Council/Staff Comments:

Mr. Anderson asked the Town Manager about the status of the pickleball courts. Town Manager Calorio responded.

10. Appointments to Boards and Commissions:

10a) Jamie Gervais – Appointment to the Agricultural Commission

Ms. George made a motion, seconded by Ms. Tiik-Barclay, to appoint Jamie Gervais as a Regular Member of the Agricultural Commission. The term would run from 11/1/2021 through 10/31/2024.

Discussion followed.

Voice vote: Unanimous. Motion passed.

10b) Appointment of Town Council Member to the Board of Education Negotiation Committee

Mr. Kerttula made a motion, seconded by Ms. Tiik-Barclay, to appoint Patty George as the Liaison to the Board of Education Negotiating Committee.

Discussion followed.

Voice vote: Majority, Ms. George abstained. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

No report.

11b. Report from the Borough Liaison:

No report.

12. Discussion and Acceptance of Monthly Budget Reports:

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

Ms. George 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:

No report.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

13b. Town Manager Evaluation

Town Manager Calorio remarked on the process for the Town Manager Evaluation and the deadline for submission.

14. Unfinished Business for Town Council Action: None

15. New Business:

15a. Consideration and action on a resolution to introduce and set the date of September 13, 2022, for a public hearing on an Ordinance amending Chapter 13 Article IV – Loitering, Littering and Public Consumption of Alcoholic Beverages to include Public Consumption of Cannabis Prohibited

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

**A RESOLUTION TO INTRODUCE AND SET THE DATE OF SEPTEMBER 13, 2022 FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 13 ARTICLE IV – LOITERING, LITTERING AND PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES TO INCLUDE PUBLIC CONSUMPTION OF CANNABIS PROHIBITED**

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, September 13, 2022, at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**AN ORDINANCE AMENDING CHAPTER 13 ARTICLE IV OF THE CODE OF ORDINANCES TO INCLUDE PUBLIC CONSUMPTION OF CANNABIS PROHIBITED**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 3 Section 3-1 of the Town of Killingly Code of Ordinances be adopted:

**ARTICLE IV. LOITERING, LITTERING, AND PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES and CANNABIS**

**Section 13-81 Purpose**

The purpose of this article is to ensure the safety, good order, peace and health and to protect the property rights of the owners and residents of the town; to ensure the free access and movement of the public at Town owned facilities, on sidewalks and streets; ~~and to save the public from inconvenience, annoyance or alarm.~~ (Ord. of 8-9-88, § 1)

**Section 13-82 Definition**

For the purpose of this article, "street" shall mean any state highway, town highway or any other highway or road open to the general public even though said highway may not be formally accepted by the town as a town road. (Ord. of 8-9-88, § 2)

**Section 13-83 Consumption of alcoholic beverages prohibited**

No person shall, at any time, consume alcoholic beverages upon any street located within the confines of the town nor upon any premises over which the general public has a right-of-way, including sidewalks, parking lots, Town owned facilities or any open areas where the general public may have reason to pass, or in any area where any property owner has posted his property with a clearly visible sign stating, "No trespassing or loitering." (Ord. of 8-9-88, § 3)

**Section 13-84 Consumption of cannabis prohibited**

No person shall, at any time, consume cannabis, in any form, upon any street located within the confines of the town nor upon any premises over which the general public has a right-of-way, including sidewalks, parking lots, Town owned facilities or any open areas where the general public may have reason to pass,

or in any area where any property owner has posted his property with a clearly visible sign stating, "No trespassing or loitering."

### **Section 13-~~8584~~ Loitering**

No person shall, at any time, congregate with other persons on or about the streets, sidewalks, parking lots or where the general public has access, or in any area where any property owner has posted his property with a clearly visible sign stating "No trespassing or loitering"; and cause inconvenience, annoyance or alarm to any person, obstruct pedestrian or vehicular traffic. (Ord. of 8-9-88, § 4)

### **Section 13-~~8685~~ Littering**

No person shall throw, scatter, spill or place or cause to be blown, scattered, spilled or placed within the streets or sidewalks or upon areas within the town, any trash, papers or offensive materials, glass, crockery, scrap metal, wire or substance of like nature. (Ord. of 8-9-88, § 5)

### **Section 13-~~8786~~ Penalty for article violation**

A violation of this article shall be punishable by a fine of not more than fifty dollars (\$50.00). (Ord. of 8-9-88, § 7)

### **Section 13-~~8887~~ Exception**

This article shall not affect the consumption of alcoholic beverages within or upon any premises licensed by the State of Connecticut by authority of the state liquor control commission. (Ord. of 8-9-88, § 6)

**BE IT FURTHER ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the amendment shall be published in summary with full copies available at the Town Clerk, Town Manager and Public Library for public inspection.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

b) Consideration and action on a resolution to introduce and set the date of September 13, 2022, for a public hearing on an Ordinance amending Chapter 3 Alcoholic Beverages

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

**A RESOLUTION TO INTRODUCE AND SET THE DATE OF SEPTEMBER 13, 2022, FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 3 ALCOHOLIC BEVERAGES**

**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, September 13, 2022, at 7:00 P.M. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**AN ORDINANCE AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES TO REMOVE THE HOUR OF SALE RESTRICTION**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 3 Section 3-1 of the Town of Killingly Code of Ordinances be adopted:

**~~ALCOHOLIC BEVERAGES~~**

**~~Section 3-1 — Hours of sale restricted~~**

~~The town hereby permits the sale of alcoholic liquor on Sundays between the hours of 12:00 noon and 1:00 a.m. on Monday in hotels, restaurants, cafes, bowling establishments, clubs, golf country clubs and places operating under charitable organization permits, a university permit, a coliseum permit, a coliseum concession permit, a special sporting facility restaurant permit, a special sporting facility employee recreational permit, a special sporting facility guest permit, a special sporting facility concession permit or a special sporting facility bar permit. (Ord. of 7-22-35; Ord. of 10-14-89)~~

**BE IT FURTHER ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the amendment shall be published in summary with full copies available at the Town Clerk, Town Manager and Public Library for public inspection.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

c) Consideration and action on a resolution to adopt the revised Policy for the Sale of Town-owned Property

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

**RESOLUTION TO ADOPT THE REVISED POLICY FOR  
THE SALE OF TOWN-OWNED PROPERTY**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the Policy for the Sale of Town-owned property shall be revised as follows:

- A. The sale of Town-owned property shall be finalized in accordance with Section 1008 of the Killingly Town Charter.
- B. The general procedures to publicly offer a Town-owned property for sale should be initiated with a Town Council resolution, either **upon** a written request or on its own, that specifies the Town-owned property to be sold.
- C. ~~Prior to conducting a Town Council approved sale, the Planning and Zoning Commission shall be notified of and approve the proposed sale in accordance with Connecticut General Statutes, Section 8-24. Town Department Heads and appropriate boards and commissions shall also be notified of the proposed sale to determine if there are any internal concerns or constraints to the sale. (This wording is now found under current letter E below)~~

- C. Real Estate Acquired and Maintained by the Town for the Purposes of, and/or Designated as Open Space, Conservation or Recreation. Whether such real estate was acquired by the Town through purchase, gift, subdivision approval process, or any other means said real estate should not be sold by the Town in part or entirely. Properties meeting these designations may be considered for sale after the following reviews: In addition to Planning & Zoning Commission 8-24 review, if the Land was reserved for Open Space or Conservation, the Conservation Commission and Open Land Space Acquisition Commission need to agree with the sale. If the land was reserved for Recreational Use, the Board of Recreation need to agree with the sale. Any sold properties shall maintain the restrictions of Open Space and Conservation, held by the Town of Killingly.
- D. Real Estate Acquired by the Town from Tax Sale or through other means and said Real Estate was NOT Acquired for Open Space, Conservation or Recreation. Provided said real estate was NOT acquired for Open Space, Conservation or Recreation purposes, the Town may offer for sale said real estate upon a positive finding of the Planning Zoning Commission (PZC) as outlined in Connecticut General Statutes Section 8-24. The PZC may request the input of the Conservation Commission and the Board of Recreation, through the Directors of each Department that staffs said Commissions, prior to submitting their findings to the Town Council. When the Town Council notifies the PZC, it shall also notify all Town Department Heads of the proposed sale, to determine if there are any internal concerns or constraints with the proposed sale.
- E. One of the following methods shall be used to conduct the sale:**
1. By soliciting public bids for the sale of the property. Public notice of the bid procedure shall be provided by posting a notice in Town Hall a minimum of 14 days prior to the date for opening of bids and by publishing of a notice in a newspaper of local circulation for a minimum of 14 days prior to the date for opening of bids. The notice shall describe the time, date and place for publically opening the bids and all bid terms.
  2. By conducting a limited public sale among parties who directly abut the property. This limited method of sale should be primarily used to address public concerns which may be harmed if the property were made available for sale to all members of the public. By way of example only, harm to public concerns could include where a lot does not conform to present minimum lot size standards and where this situation could be addressed by requiring merger with the abutting property(ies); where a Town-owned lot has no road frontage or other means of access; or, where soils on an abutting lot are too poor for on-site septage disposal. All abutters to any Town-owned lot to be offered for sale shall be invited to bid and shall be provided notice of the bid invitation at least 14 days prior to the date for opening of bids. The notice to abutters shall describe the time, date, and place of the opening of bids and the bid terms. Bids may be accepted from more than one abutter and each abutter submitting a bid may be permitted to purchase only a portion of the property, provided this property is merged with the bidders' property.



**F.** The Town Manager shall open all bids received and shall ensure the bidder submitting the highest bid has the ability to satisfy all bid conditions within 60 calendar days. When the ability to satisfy all bid conditions has been confirmed, the Town Manager shall submit to the Town Council an ordinance to authorize the sale of the property in accordance with Section 1008 of the Town Charter.

**G.** The Town Council shall reserve the right to accept or reject any and all bids submitted and to act in the best interests of the Town.

**H.** These general procedures shall not be applied to the sale of Town-owned property for economic development purposes where such a sale may be by negotiated settlement.

**I.** A quit claim deed shall be issued to convey title to any property which is disposed of by public sealed bid auction.

BE IT FURTHER RESOLVED that this revision shall be effective immediately and the Town Manager is authorized to update said policy to reflect these revisions.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9th day of August 2022  
Discussion followed.

Voice vote: Unanimous. Motion passed.

d) Consideration and action on a resolution opting out of the State of Connecticut Statute Section 8-2o regarding Zoning regulations for accessory apartments

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

**RESOLUTION OPTING OUT OF THE STATE OF CONNECTICUT  
STATUTE SECTION 8-20 REGARDING ZONING FOR ACCESSORY  
APARTMENTS.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town of Killingly hereby opts out of the State of Connecticut's Statute Section 8-2o (entitled Zoning Regulations re Accessory Apartments – Municipal Opt-Out; exception) as outlined in Section 8-2o(f).

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of August 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

e) Consideration and action on a resolution authorizing the Town Manager to execute a contract with CT DEEP for the Urban Green & Community Garden Grant Program

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

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE  
A CONTRACT WITH CT DEEP FOR THE URBAN GREEN &  
COMMUNITY GARDEN GRANT PROGRAM**

WHEREAS the Town of Killingly has applied for and received a grant award for financial assistance from the State Urban Green and Community Garden Grant Program, administered under the State Open Space and Watershed Land Acquisition Grant Program by the State of Connecticut Department of Energy and Environmental Protection (DEEP), pursuant to Section 7-131d of the Connecticut General Statutes.

RESOLVED, that Mary T. Calorio as Town Manager of the Town of Killingly be and hereby is authorized to execute and enter into on behalf of the Town of Killingly a grant funding contract and agreement with DEEP for a project to enhance public open green space pursuant to Section 7-131d of the Connecticut General Statutes.

BE IT FURTHER RESOLVED, that Mary T. Calorio was appointed Town Manager. Her term of office began on March 11, 2019. As the Town Manager, Mary T. Calorio serves as the Chief Executive Officer for the Town of Killingly and is duly authorized to enter into agreements and contracts on behalf of the Town of Killingly.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of August 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

**16. Council Member Reports and Comments:**

Mr. Whitehead reported on the Solid Waste Subcommittee meeting.

Ms. Murphy attended the WPCA meeting and reported on the Community Garden.

Mr. Kerttula attended the Solid Waste meeting and reported on the PBC meeting.

Mr. Anderson reported on the P&Z meeting.

Ms. George attended the Conservation Commission meeting.

Ms. Wakefield reported on the Rec Commission.

**17. Executive Session: None**

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:12 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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Item: 6A

**Proclamation Recognizing the Month of September 2022 as  
National Suicide Prevention Awareness Month**

**WHEREAS**, September is National Suicide Prevention Awareness Month. The week of September 4, 2022 is National Suicide Prevention Week and is intended to promote awareness of Suicide Prevention resources available to our community. The goal is to learn how to help those around us how to talk about suicide without increasing the risk of harm. If you or someone you know is in an emergency, call [The National Suicide Prevention Lifeline](#) at 800-273-TALK (8255) or call 911 immediately; and

**WHEREAS**, Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and according to the CDC, each year more than 48,000 people die by suicide with an average of 132 suicides daily; and

**WHEREAS**, suicide is the second leading cause of death for people 10 to 34 years of age, the fourth leading cause for people 35 to 54 years of age and the eighth leading cause among people 55 to 64 years of age; and

**WHEREAS**, each and every suicide directly impacts a minimum of 100 additional people, including family, friends, co-workers, neighbors, and community members;

**WHEREAS**, the benefits of preventing and overcoming mental health challenges, suicide attempts and loss, and substance abuse are significant and valuable to individuals, families, and our community at large; it is essential that we educate our community about suicide, mental health and substance abuse problems and the ways they affect all people in the community

**WHEREAS**, we encourage all residents to take the time to inquire about the wellbeing of their family, friends, and neighbors regularly and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. A simple phone call, message, handshake, or hug can go a long way towards helping someone realize that suicide is not the answer.

**NOW, THEREFORE, BE IT PROCLAIMED** the Killingly Town Council does hereby declare the month of September 2022, as National Suicide Prevention Awareness Month.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 2022

**Proclamation Recognizing the Month of September 2022 as  
National Childhood Obesity Awareness Month**

**WHEREAS**, September 2022 is National Childhood Obesity Awareness Month; and during the past four decades, obesity rates have soared in children and teens from 19% pre-pandemic to 22%, an increase that hasn't been experienced since CDC starting tracking pediatric obesity in 1999; and

**WHEREAS**, 31.8% or 23 million children and teenagers ages 2-19 are obese or overweight, a statistic that health and medical experts consider an epidemic; and significant disparities exist among the obesity rates of children based on ethnicity and economic status; and

**WHEREAS**, childhood obesity poses a financial threat to our economy and health care system, carrying up to \$14 billion per year in direct health care costs, with people in the United States spending about 9 percent of their total medical costs on obesity-related illnesses; and

**WHEREAS**, childhood and adolescent obesity have lasting negative social and mental health effects and pose academic challenges that could follow them into adulthood. Educating children and teens to participate in physical activity, having proper nutrition, reducing screen time, and having proper sleep will not only benefit body weight, but also blood pressure and bone strength, preventing chronic diseases. If current trend does not change one in three children (and nearly one in two minority children) born in the year 2000 will develop type 2 diabetes at some point in their lifetime; and

**WHEREAS**, many efforts are being made by public, community-based, and private sector organizations, and individuals to decrease childhood obesity in the United States by publishing educational materials, media campaigns, websites, policies, healthier food options, and greater opportunities for physical activity; and

**WHEREAS**, the Town of Killingly is proud of our parks and recreational facilities and programs and their contribution to building healthy active lifestyles to recreate, play, build self-esteem and confidence, which improves the quality of life in our community;

**NOW, THEREFORE BE IT PROCLAIMED**, The Killingly Town Council does hereby declare the Month of September as National Childhood Obesity Awareness Month and encourage our citizens to act by learning about and engaging in activities that promote healthy eating and seeking greater physical activity that assist our community's children in being healthier.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,  
this 13th day of September 2022

## Interview Candidates for Boards and Commissions

### **Conservation Commission**

There is currently 1 Regular Member and 2 Alternate vacancies available.

The Regular Term runs for 5 years. The available terms would run as follows:

1. from 03/01/2020 through 2/28/2025

The Alternate Terms runs for 2 years. The available terms would run as follows:

1. 11/01/2020 through 10/31/2022
2. 11/01/2021 through 10/31/2023

### **Robert Mullen, 1627 North Road, Dayville**

Mr. Mullen is interested in being appointment to be a Regular Member of the Conservation Commission.



# 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: July 20, 2022

Name: Robert L. Mullen

Residence Address: 1627 North Road Dayville, CT 06241

Mailing Address: Same

Occupation: Land Surveyor, Retired

Phone Number: Home: \_\_\_\_\_ Business: \_\_\_\_\_ Cell: 860-608-4835

E-Mail Address: robertmullen47@gmail.com

1. How long have you lived in Killingly? 32 years

2. Are you a registered voter of the Town of Killingly? ☒ Yes ☐ No:

3. What is your party affiliation? ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

4. Which Board or Commission appointment are you seeking? Conservation Commission

5. Would you prefer a **regular** position, **alternate** position, or **it doesn't matter**. (Please circle one)

6. Why are you seeking appointment to this Board or Commission? I have the time and the interest

7. What is your experience or knowledge regarding this Board or Commission? Being a surveyor has put me in the field & woods and have gained knowledge of open space & easements

8. State your philosophy in regard to this Board or Commission: You can't develop every parcel of land. Towns need space for passive recreation. People need to get out and enjoy nature while we still have it.

9. 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

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? 2 or 3

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: Sterling Planning Commission in late 70's and early 80's

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

August 31, 2022

To: Mary Calorio, Town Manager

### August 2022 Revenues

For the first month of the Town's fiscal year 2022-2023 collections appear to be within expectations at 39.45% of the overall budget for general town revenue. In the prior year, August 2021 revenue collections represented 38.44%. Significant receipts in August relate to building permits and miscellaneous income. Certain permits were collected related to expansion projects at Frito Lay. Miscellaneous receipts included a member equity distribution from CIRMA, our insurance provider.

### August 2022 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 10.64% for the month of August 2022, compared to 9.87% in the prior year (August 2021). As we enter the new fiscal year, many subscriptions and services with annual renewal become due and payable and several other services are subject to a payment schedule which results in the payment of the first of four quarterly installments. Those expenditure line items with significant month to date utilization, but remain within budgeted expectations, are as follows:

### ***Current Month Discussion:***

1. Town Manager - Contractual Services

Year to date costs represent annual dues and subscriptions which become due and payable for the entire fiscal year. The year to date budget to actual is consistent with expectations and the prior year.

2. Assessor – Contractual Services

Consistent with budget expectations, year to date budget to actual includes costs related to knowledge and reference materials, such as motor vehicle pricing guides, necessary for departmental operations.

3. Registration/Elections - Contractual Services

Current expenditures represent the costs associated with the annual maintenance contract for the Town's voter/elections systems is renewable each fiscal year in July.

4. Recreation Admin and Program - Contractual

Consistent with budget expectations, year to date budget to actual includes costs related to summer programs and are consistent with the prior year.

## **August 2022 Expenditures (Continued)**

### ***Prior Month(s) Discussion:***

1. **Town Council - Contractual Services**

Year to date costs represent annual dues for the Town's memberships and affiliations which become due and payable in July for the entire fiscal year. The year to date budget to actual is consistent with expectations and the prior year.

2. **Town Commissions and Service Agencies**

Current expenditures are paid quarterly, semi-annually or as requested for the Town's Commissions and Service Agencies.

3. **Information Technology – Contractual Services**

Current expenditures for information technology included certain annual and quarterly installments for many of the Town's IT software products. Current costs to date remain with budgeted expectations.

4. **Recreation Admin and Program - Personnel Services**

Consistent with budget expectations, year to date budget to actual includes the seasonal staff for summer programs and these costs are also consistent with the prior year.

5. **Recreation Admin and Program - Contractual**

Consistent with budget expectations, year to date budget to actual includes costs related to summer programs and are consistent with the prior year.

6. **Public Library - Contractual Services**

Costs related to data processing are renewed annually and are within budget expectations.

7. **Animal Control – Contractual Services**

Animal control services are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.

8. **Human Service Subsidies**

A majority of the Town's human service subsidy contracts are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.

9. **Employee Benefits**

The Town's portion of the contributions made to certain employee's health savings accounts as required by contract are made in July and January each year. Current costs do date remain consistent within budgeted expectations.

10. **Insurance**

Insurance contracts are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through August 31, 2022**

REVENUE ITEM	Fiscal Year 2022-2023		
	Budget	August	Percent
<b>TAXES</b>			
Current Property Taxes	37,509,792	16,713,163	44.56%
Back Taxes	520,000	99,873	19.21%
Penalty Fees	6,500	1,274	19.60%
Tax Interest	275,000	29,148	10.60%
Supplemental Motor Vehicle	375,000	-	0.00%
Remediation Financing	(150,595)	-	0.00%
<b>TOTAL</b>	<b>\$38,535,697</b>	<b>16,843,458</b>	<b>43.71%</b>
<b>LICENSES &amp; PERMITS</b>			
Building Permits	235,000	336,642	143.25%
P&Z Permits	17,000	3,620	21.29%
Other Permits	12,000	1,780	14.83%
Airplane Tax	1,500	450	30.00%
<b>TOTAL</b>	<b>\$265,500</b>	<b>\$342,492</b>	<b>129.00%</b>
<b>FINES &amp; FEES</b>			
Library Fines & Fees	10,000	1,096	10.96%
Alarm Reg Fees and Fines	6,000	425	7.08%
Dog Licenses	500	893	178.60%
<b>TOTAL</b>	<b>\$16,500</b>	<b>\$2,414</b>	<b>14.63%</b>
<b>USE OF MONEY &amp; PROPERTY</b>			
Interest Income	85,000	13,499	15.88%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Sewer Plant Lease	-	8,000	100.00%
Communication Tower Lease	116,000	17,375	14.98%
<b>TOTAL</b>	<b>\$201,090</b>	<b>\$38,873</b>	<b>19.33%</b>
<b>STATE GRANTS IN LIEU OF TAXES</b>			
State-Owned Property	237,555	-	0.00%
Disability Exemption	5,096	-	0.00%
Veteran's Exemption	9,916	-	0.00%
Municipal Stabilization Grant	268,063	-	0.00%
	<b>\$520,630</b>	<b>\$0</b>	<b>0.00%</b>
<b>OTHER STATE GRANTS</b>			
Pequot/Mohegan Fund Grant	-	-	0.00%
Municipal Grants - In - Aid	1,228,578	-	0.00%
Connecticard	-	-	0.00%
Adult Education	109,923	78,598	71.50%
<b>TOTAL</b>	<b>\$1,338,501</b>	<b>\$78,598</b>	<b>5.87%</b>



**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through August 31, 2022**

REVENUE ITEM	Fiscal Year 2022-2023		
	Budget	August	Percent
<b>CHARGES OF SERVICE</b>			
Community Development	65,000	-	0.00%
Town Clerk	200,000	24,780	12.39%
Conveyance Tax	260,000	82,045	31.56%
Elderly Housing - Sewer PILOT	29,498	-	0.00%
Recreation	136,000	3,812	2.80%
District Collections	15,286	-	0.00%
<b>TOTAL</b>	<b>705,784</b>	<b>110,637</b>	<b>15.68%</b>
<b>OTHER REVENUES</b>			
Miscellaneous	85,000	61,824	72.73%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	2,280,023	-	0.00%
PILOT - Telecommunications	43,000	-	0.00%
Law Enforcement - SRO Reimbursement	84,000	-	0.00%
School Capital Contribution	213,750	-	0.00%
<b>TOTAL</b>	<b>2,720,773</b>	<b>61,824</b>	<b>2.27%</b>
<b>GENERAL TOWN REVENUE</b>	<b>\$44,304,475</b>	<b>\$17,478,297</b>	<b>39.45%</b>
<b>SCHOOL</b>			
Educational Cost Sharing	15,245,633	-	0.00%
Vocational Agriculture	645,860	183,446	28.40%
Non-Public School - Health	24,357	-	0.00%
Tuition:			
Regular	1,381,965	-	0.00%
Special Ed-Voluntary	250,000	-	0.00%
Vocational-Agriculture	941,574	-	0.00%
<b>TOTAL</b>	<b>\$18,489,389</b>	<b>183,446</b>	<b>0.99%</b>
Fund Balance	2,045,000	-	0.00%
<b>TOTAL REVENUES</b>	<b>64,838,864</b>	<b>17,661,743</b>	<b>27.24%</b>

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through August 31, 2022**

Expenditure	Fiscal Year 2022-2023			
	Budget	Transfers	August	Percent
<b><u>GENERAL GOVERNMENT</u></b>				
Town Council				
Personnel Services	13,500	-	2,625	19.44%
Contractual Services	30,500	-	11,179	36.65%
Materials and Supplies	800	-	0	0.00%
Total	<u>\$44,800</u>	<u>\$0</u>	<u>\$13,804</u>	<u>30.81%</u>
Town Manager				
Personnel Services	268,305	-	40,238	15.00%
Contractual Services	23,850	-	4,218	17.68%
Materials and Supplies	2,500	-	5	0.20%
Total	<u>\$294,655</u>	<u>\$0</u>	<u>\$44,461</u>	<u>15.09%</u>
Legal Services				
Contractual Services	99,200	-	16,665	16.80%
Total	<u>\$99,200</u>	<u>\$0</u>	<u>\$16,665</u>	<u>16.80%</u>
Town Clerk				
Personnel Services	168,010	-	32,189	19.16%
Contractual Services	32,250	-	5,302	16.44%
Materials and Supplies	1,800	-	45	2.53%
Total	<u>\$202,060</u>	<u>\$0</u>	<u>\$37,536</u>	<u>18.58%</u>
Finance				
Personnel Services	250,070	-	54,382	21.75%
Contractual Services	55,710	-	606	1.09%
Materials and Supplies	1,600	-	103	6.44%
Total	<u>\$307,380</u>	<u>\$0</u>	<u>\$55,091</u>	<u>17.92%</u>
Assessor				
Personnel Services	184,105	-	37,529	20.38%
Contractual Services	7,620	-	1,482	19.45%
Materials and Supplies	1,300	-	203	15.61%
Total	<u>\$193,025</u>	<u>\$0</u>	<u>\$39,214</u>	<u>20.32%</u>
Revenue Collection				
Personnel Services	200,925	-	38,981	19.40%
Contractual Services	33,660	-	1,535	4.56%
Materials and Supplies	2,000	-	183	9.17%
Total	<u>\$236,585</u>	<u>\$0</u>	<u>\$40,699</u>	<u>17.20%</u>
Registration/Elections				
Personnel Services	57,000	-	11,009	19.31%
Contractual Services	15,750	-	8,738	55.48%
Materials and Supplies	500	-	110	22.01%
Total	<u>\$73,250</u>	<u>\$0</u>	<u>\$19,857</u>	<u>27.11%</u>
Town Comm. & Service Agencies				
Contractual Services	82,282	-	9,795	11.90%
Total	<u>\$82,282</u>	<u>\$0</u>	<u>\$9,795</u>	<u>11.90%</u>

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through August 31, 2022**

Expenditure	Fiscal Year 2022-2023			
	Budget	Transfers	August	Percent
Planning and Development				
Personnel Services	257,090	-	48,333	18.80%
Contractual Services	6,800	-	94	1.38%
Materials and Supplies	1,000	-	227	22.70%
Total	\$264,890	\$0	\$48,654	18.37%
Information Technology				
Contractual Services	227,340	-	86,331	37.97%
Total	\$227,340	\$0	\$86,331	37.97%
Town Hall Building				
Personnel Services	18,500	-	3,353	18.12%
Contractual Services	67,180	-	13,538	20.15%
Materials and Supplies	3,700	-	201	5.44%
Capital Outlay	20,569	-	-	0.00%
Total	\$109,949	\$0	\$17,092	15.55%
Economic Development				
Personnel Services	90,000	-	17,660	19.62%
Contractual Services	9,100	-	294	3.23%
Materials and Supplies	500	-	171	34.25%
Total	\$99,600	\$0	\$18,125	18.20%
Highway Division Supervision				
Personnel Services	205,145	-	35,352	17.23%
Contractual Services	6,070	-	715	11.78%
Materials and Supplies	600	-	-	0.00%
Capital Outlay	11,714	-	-	0.00%
Total	\$223,529	\$0	\$36,067	16.14%
Engineering				
Personnel Services	416,153	-	67,119	16.13%
Contractual Services	14,550	-	696	4.78%
Materials and Supplies	10,000	-	762	7.62%
Capital Outlay	11,274	-	-	0.00%
Total	\$451,977	\$0	\$68,577	15.17%
Central Garage				
Personnel Services	245,975	-	46,585	18.94%
Contractual Services	123,800	-	6,922	5.59%
Materials and Supplies	310,200	-	42,202	13.60%
Capital Outlay	6,067	-	-	0.00%
Total	\$686,042	\$0	\$95,709	13.95%
Highway Maintenance				
Personnel Services	892,850	-	141,954	15.90%
Contractual Services	55,250	-	5,700	10.32%
Materials and Supplies	74,750	-	5,668	7.58%
Capital Outlay	1,659,145	-	16,825	1.01%
Total	\$2,681,995	\$0	\$170,147	6.34%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through August 31, 2022**

Expenditure	Fiscal Year 2022-2023			
	Budget	Transfers	August	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	-	0.00%
Contractual Services	9,000	-	-	0.00%
Materials and Supplies	260,000	-	-	0.00%
Total	\$384,000	\$0	\$0	0.00%
Recreation Admin. & Program				
Personnel Services	392,940	-	132,438	33.70%
Contractual Services	54,250	-	16,770	30.91%
Materials and Supplies	15,400	-	1,505	9.77%
Capital Outlay	3,053	-	-	0.00%
Total	\$465,643	\$0	\$150,713	32.37%
Parks and Grounds				
Personnel Services	180,520	-	48,223	26.71%
Contractual Services	46,275	-	6,326	13.67%
Materials and Supplies	39,200	-	4,780	12.19%
Capital Outlay	34,313	-	-	0.00%
Total	\$300,308	\$0	\$59,329	19.76%
Public Library				
Personnel Services	454,616	-	80,767	17.77%
Contractual Services	127,450	-	50,963	39.99%
Materials and Supplies	12,400	-	1,517	12.24%
Capital Outlay	3,901	-	-	0.00%
Total	\$598,367	\$0	\$133,247	22.27%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	18,000	-	3,435	19.08%
Contractual Services	78,350	-	10,049	12.83%
Materials and Supplies	7,050	-	745	10.56%
Total	\$103,400	\$0	\$14,229	13.76%
Other Town Buildings				
Contractual Services	14,635	-	2,098	14.34%
Materials and Supplies	700	-	-	0.00%
Total	\$15,335	\$0	\$2,098	13.68%
Building Safety & Inspections				
Personnel Services	326,540	-	62,561	19.16%
Contractual Services	8,175	-	806	9.86%
Materials and Supplies	1,450	-	-	0.00%
Capital Outlay	22,871	-	-	0.00%
Total	\$359,036	\$0	63,368	17.65%
Animal Control				
Contractual Services	58,535	-	14,634	25.00%
Materials and Supplies	60	-	-	0.00%
Total	\$58,595	\$0	14,634	24.97%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through August 31, 2022**

Fiscal Year 2022-2023				
Expenditure	Budget	Transfers	August	Percent
Law Enforcement				
Personnel Services	670,500	-	93,103	13.89%
Contractual Services	465,600	-	5,251	1.13%
Materials and Supplies	41,400	-	3,006	7.26%
Capital Outlay	72,144	-	-	0.00%
Total	\$1,249,644	\$0	\$101,360	8.11%
Community Development				
Personnel Services	122,855	-	14,908	12.13%
Contractual Services	6,300	-	423	6.71%
Materials and Supplies	500	-	7	1.48%
Total	\$129,655	\$0	\$15,338	11.83%
Human Service Subsidies				
Contractual Services	640,650	-	104,371	16.29%
Total	\$640,650	\$0	\$104,371	16.29%
Employee Benefits				
Contractual Services	1,691,130	-	350,764	20.74%
Total	\$1,691,130	\$0	\$350,764	20.74%
Insurance				
Contractual Services	712,000	-	165,396	23.23%
Total	\$712,000	\$0	\$165,396	23.23%
Special Reserves & Programs				
Contractual Services	387,000	-	-	0.00%
Total	\$387,000	\$0	\$0	0.00%
<b>General Town Operating Expenditures</b>	<b>\$13,376,822</b>	<b>\$0</b>	<b>\$1,992,671</b>	<b>14.90%</b>
Debt Service	4,552,762	-	115,129	2.53%
Total	\$4,552,762	\$0	\$115,129	2.53%
Solid Waste Disposal Fund Subsidy	234,801	-	-	0.00%
	234,801	\$0	\$0	0.00%
Capital Projects Fund	1,300,000	-	-	0.00%
	1,300,000	\$0	\$0	0.00%
Due To CNR Education	344,680	-	-	0.00%
	344,680	\$0	\$0	0.00%
<b>TOTAL OPERATIONS &amp; DEBT SERVICE</b>	<b>\$19,809,065</b>	<b>\$0</b>	<b>\$2,107,800</b>	<b>10.64%</b>
General Fund - Education	45,029,799	-	1,577,024	3.50%
	45,029,799	\$0	\$1,577,024	3.50%
<b>Total Expenditures</b>	<b>\$64,838,864</b>	<b>\$0</b>	<b>\$3,684,823</b>	<b>5.68%</b>

Town of Killingly  
Town Manager's Report  
September 13, 2022

1. Drought Conditions - Update

As of my last report in August the Town was in a Stage 2 Drought. Shortly after that meeting, the State declared a Stage 3 Drought for all of Windham County. CT Water issued guidance to restrict water usage. With the rain over the last 2 weeks the drought conditions have improved. As of 9/9/22, Killingly is classified in a Stage 1 drought. We are still seeing areas around us that are in Stage 2 or 3 drought. This means that any significant period without precipitation will edge us back into worsening drought conditions. Also, much of our vegetation is stressed from this dry season. So, the following recommendations are still applicable:

- Reduce automatic outdoor irrigation
- Postpone the planting of any new lawns or vegetation
- Minimize overall water use by fixing leaky plumbing and fixtures

Updates on drought conditions can be viewed at <https://portal.ct.gov/Water/Drought/Drought-Home>. We continue to monitor weather conditions for improvements.

2. New CTDOT Bridge Investment Formula Program

CT Department of Transportation has introduced a new bridge funding program. The current local bridge funding program is an 80/20 program in which the Federal funds 80% and the Town funds 20%. The new program is funded 100% by federal and state funds. There is no cost to the municipality. The State administers the full project, from design to construction. Bridges must meet certain requirements to be eligible. I've attached the information slides on the program for greater detail. Killingly has several bridges that qualify for the program:

Wright Road over the Quandock Brook,  
Peep Toad Road over Whetstone,  
North Street over Five Mile,  
North Road over Five Mile,  
Cotton Bridge Road over Quinebaug,  
Ballouville Road over canal,  
Ballouville Road over Five Mile.

We have submitted applications for all eligible bridges to the program.

3. Cell Tower

Sprint and T-Mobile merged. We received notice that Sprint is terminating their lease and is removing their equipment from the tower. DISH has filed the necessary application to the Siting Council for installation of their equipment/service on the tower. We anticipate the Siting Council will act on that application shortly and DISH will begin installation of their equipment on the tower.

4. Hutchinson Precision Lease

Hutchinson Precision entered into a lease agreement with the Town of Killingly for the use of a portion of the former borough treatment plant for the processing of their wastewater. As part of that lease

agreement, Hutchinson agreed to provide public parking access for the Little League fields and continue water service to the ball fields. Earlier this year, Hutchinson notified the Town they would be closing the plant entirely. Hutchinson Precision has fully decommissioned their site on Wauregan Road. All equipment has been moved and buildings secured. They have worked with Town staff in closing out the use of the former borough treatment plant space. It has been fully cleaned and the pipe to the facility has been capped. In negotiating the termination of their lease agreement, we have continued access to parking space for the ball field and they will continue water connection to the facility. The Town is exploring alternative water sources for the ball fields.

5. Meetings Attended

Bi-weekly KMS Project planning meeting

CIRMA Investment Committee Meeting

CIRMA O&U Committee Meeting

Kickoff Meeting – Westfield Ave/Community Center Project

# Connecticut Department of Transportation Bridge Investment Formula Program for Municipalities and Towns



Overview of the Federal  
Local Bridge Program  
(FLBP)  
and the new **100%**  
**Funding Availability**

*Presentation by  
James Barrows II, P.E.*





# Division of Bridges – Bridge CLE Design

Bartholomew P. Sweeney, P.E., *Division Chief of Bridges*

Louis D. Bacho, P.E., *Transportation Principal Engineer*

## FEDERAL LOCAL BRIDGE PROGRAM TEAM



Priti Bhardwaj, P.E.  
Project Manager



Marc Byrnes, P.E.  
Project Manager



James Barrows II, P.E.  
Project Engineer



Andrew Shields, E.I.T.  
Project Engineer



## Agenda

- Introduction of the Federal Local Bridge Program
- Overview of Traditional Projects
- Overview of Design Managed by State (DMS) Projects
- Upcoming changes to program funding
- Eligibility requirements for new 100% funding
- Q&A



## Federal Local Bridge Program

- Program administered through the Department's Bridge Consultant Design unit
- **Objective:** To keep municipally owned bridges in a state of good repair
- Oversee federal funding for municipally owned bridges
- Currently two avenues for project funding:
  - Municipality administered (Traditional) projects
  - State administered or Design Managed by State (DMS) projects



## What Are The Differences?

**State  
Administered  
FLBP  
(DMS)**

**Municipal  
Administered  
FLBP  
(Traditional)**



# Traditional Projects (Municipality Administered)

The Municipality administers and manages the design, Rights-of-Way, and construction phases of bridge project.

## Design Phase

- FLBP oversees the design to make sure it meets federal funding requirements
- Typical design time: ~48 months
- 80% federal, 20% municipal funding

## Rights-of-Way (ROW) Phase

- 80% federal, 20% municipal

## Construction Phase

- 80% federal, 20% municipal



# Challenges of Traditional Projects



**Our role is to educate each municipality on the design process and help manage the project designer.**

## **Why delays occur:**

- Lack of understanding of the design process
- Lack of oversight, different priorities, staff and resources
- Budgetary--sign letter of commitment, but do not have funding for 20% share
- Consultant selection--have difficulties finding panel members, reviewing RFQs, selecting designers
- Consultant workload--sometimes project is not priority if the consultant is overextended, or gives priority to state projects
- Permits, fisheries coordination, ROW issues



## Design Managed by State Projects (State Administered)

The Department will administer and manage the entire design, rights-of-way, and construction phases of bridge project at no cost to the municipality.

### Design Phase

- Department utilizes on-call design consultants
- Typical design time ~24-36 months
- **100% funded** during design phase with federal and state funds

### Rights-of-Way (ROW) Phase

- **100% funded** during ROW phase with federal and state funds

### Construction Phase

- **100% funded** during construction phase with federal and state funds
- Department utilizes District Construction to inspect construction phase





## DMS = Partnership

**Municipalities  
are involved throughout  
the design process**

- CTDOT and municipality meet prior to initiating the Rehabilitation Study Report (RSR)
- CTDOT and municipality conducts joint Public Informational Meeting
- Town will be given the opportunity to review and provide input during all phases of design:
  - Rehabilitation Study Report
  - 60% Design Submission
  - 90% Design Submission







## DMS vs. Traditional Projects

- Accelerated project design delivery (48 months vs. 24-36)
  - Streamlined design time and increased efficiency in FLBP
- Greater partnership with towns
- Bring municipal bridges to State of Good Repair faster
- Zero cost to municipalities



## Major Changes to DMS Projects with Bridge Investment Program

- Funding will be 100% covered for ALL phases: design, Rights-of-Way, and construction
  - Two funding sources will be utilized:
    - Surface Transportation Block Grant (STBG) with state match
    - Bridge Investment Formula Program (BFP)
- Construction inspection will be conducted by the Department's Office of Construction
- The town will continue to hold and maintain the contract for construction



## Effective Dates for Bridge Investment Program

- Bridge Investment Formula Program (BFP) is the funding source under Bipartisan Infrastructure Law (or Infrastructure Investment and Jobs Act)
- Any projects obligated on or after July 1, 2022, will be eligible
  - Existing DMS projects will be converted if the design completion is after July 1, 2022
- Funding will be available through Federal Fiscal Year 2026





## Projects Eligible for 100% Funding

- Bridge must be listed on the National Bridge Inventory (NBI)
  - Must be a minimum span length of 20 feet
- Must be municipality owned and/or maintained
- Must be either structurally deficient, scour critical, or functionally obsolete
- Carry a public road classified by federal guidelines as an “urban local” road, a “rural local” road, or a “rural minor collector” road
- Must not have an active commitment from the state to fund the project under a different program
- Projects already in the DMS program with existing commitments to fund will be converted to the 100% funding
- Project must go through the DMS route rather than Traditional



*List of eligible bridges:*

*[portal.ct.gov/DO T/Local-Bridge-Program/Local-Bridge-Program](https://portal.ct.gov/DO T/Local-Bridge-Program/Local-Bridge-Program)*

## Ineligible Projects for 100% Funding

- Preservation/minor structure rehabilitation projects
- Projects that have had design completion prior to July 1, 2022
- Projects currently in construction
- Projects that are currently in design through the Traditional program



## What Can Municipalities Do Next?

- Review eligibility requirements in the Local Bridge Program Manual and the Eligible Bridge List
- Consult Function Classification maps
  - [portal.ct.gov/DOI/PP\\_PP\\_SysInfo/Functional-Classification-Maps](https://portal.ct.gov/DOI/PP_PP_SysInfo/Functional-Classification-Maps)
- Submit a Preliminary Application
  - [portal.ct.gov/-/media/DOI/documents/dbridgedesign/localbridgeprogram/DocumentsAndForms/Preliminary-Application-Form---March-2022.pdf](https://portal.ct.gov/-/media/DOI/documents/dbridgedesign/localbridgeprogram/DocumentsAndForms/Preliminary-Application-Form---March-2022.pdf)
- Not sure? Contact [DOT-FLBP@ct.gov](mailto:DOT-FLBP@ct.gov) with questions



# Thank You

---



**FLBP Contact**  
**[DOT-FLBP@ct.gov](mailto:DOT-FLBP@ct.gov)**

**Mr. Marc P. Byrnes, P.E.**  
**[Marc.Byrnes@ct.gov](mailto:Marc.Byrnes@ct.gov)**

**Mr. James R. Barrows II, P.E.**  
**[James.Barrows@ct.gov](mailto:James.Barrows@ct.gov)**

**Mr. Andrew C. Shields, E.I.T.**  
**[Andrew.Shields@ct.gov](mailto:Andrew.Shields@ct.gov)**





## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an Ordinance amending Chapter 13 Article IV – Loitering, Littering and Public Consumption of Alcoholic Beverages to include Public Consumption of Cannabis Prohibited.

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

**FOR COUNCIL MEETING OF:** September 13, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** Chapter 13 Article IV outlines the prohibition on loitering, littering and public consumption of alcoholic beverages. The proposed amendment adds the prohibition on the public consumption of cannabis. This amendment prohibits the consumption, in any form, of cannabis on public property. The same prohibition the Town currently has regarding public consumption of alcoholic beverages. As both substances are intoxicating, prohibiting the consumption of them on public property allows for management of public safety.

The Ordinance subcommittee reviewed the proposed amendment at its July 28, 2022 meeting and voted unanimously to recommend this to the Council for adoption.

**FINANCIAL SUMMARY:** N/A

**STAFF RECOMMENDATION:** Approval of the Ordinance

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:**

- Ordinance

## ORDINANCE #22-01

### AN ORDINANCE AMENDING CHAPTER 13 ARTICLE IV OF THE CODE OF ORDINANCES TO INCLUDE PUBLIC CONSUMPTION OF CANNABIS PROHIBITED

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 13 Article IV of the Town of Killingly Code of Ordinances be adopted:

#### **ARTICLE IV. LOITERING, LITTERING, AND PUBLIC CONSUMPTION OF ALCOHOLIC BEVERAGES and CANNABIS**<sup>1 2</sup>

##### **Section 13-81 Purpose**

The purpose of this article is to ensure the safety, good order, peace and health and to protect the property rights of the owners and residents of the town; to ensure the free access and movement of the public at Town owned facilities, on sidewalks and streets; ~~and to save the public from inconvenience, annoyance or alarm.~~ (Ord. of 8-9-88, § 1)

##### **Section 13-82 Definition**

For the purpose of this article, "street" shall mean any state highway, town highway or any other highway or road open to the general public even though said highway may not be formally accepted by the town as a town road. (Ord. of 8-9-88, § 2)

##### **Section 13-83 Consumption of alcoholic beverages prohibited**

No person shall, at any time, consume alcoholic beverages upon any street located within the confines of the town nor upon any premises over which the general public has a right-of-way, including sidewalks, parking lots, Town owned facilities or any open areas where the general public may have reason to pass, or in any area where any property owner has posted his property with a clearly visible sign stating, "No trespassing or loitering." (Ord. of 8-9-88, § 3)

##### **Section 13-84 Consumption of cannabis prohibited**

No person shall, at any time, consume cannabis, in any form, upon any street located within the confines of the town nor upon any premises over which the general public has a right-of-way, including sidewalks, parking lots, Town owned facilities or any open areas where the general public may have reason to pass, or in any area where any property owner has posted his property with a clearly visible sign stating, "No trespassing or loitering."

##### **Section 13-~~85~~84 Loitering**

No person shall, at any time, congregate with other persons on or about the streets, sidewalks, parking lots or where the general public has access, or in any area where any property owner has posted his property with a clearly visible sign stating "No trespassing or loitering"; and cause inconvenience, annoyance or alarm to any person, obstruct pedestrian or vehicular traffic. (Ord. of 8-9-88, § 4)

##### **Section 13-~~86~~85 Littering**

No person shall throw, scatter, spill or place or cause to be blown, scattered, spilled or placed within the streets or sidewalks or upon areas within the town, any trash, papers or offensive materials, glass, crockery, scrap metal, wire or substance of like nature. (Ord. of 8-9-88, § 5)

##### **Section 13-~~87~~86 Penalty for article violation**

A violation of this article shall be punishable by a fine of not more than fifty dollars (\$50.00). (Ord. of 8-9-88, § 7)

##### **Section 13-~~88~~87 Exception**

This article shall not affect the consumption of alcoholic beverages within or upon any premises licensed by the State of Connecticut by authority of the state liquor control commission. (Ord. of 8-9-88, § 6)

<sup>1</sup> Editor's note – An ordinance adopted Aug. 9, 1988, did not specifically amend this code; hence codification of §§ 1–7 of said ordinance as §§ 13-81 – 13-87 was at the editor's discretion.

<sup>2</sup> Cross reference—Alcoholic beverages, Ch. 3.

**BE IT FURTHER ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the amendment shall be published in summary with full copies available at the Town Clerk, Town Manager and Public Library for public inspection.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 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 September 13, 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  
(Seal)

\_\_\_\_\_  
Date

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an Ordinance amending Chapter 3 Alcoholic Beverages.

**ITEM SUBMITTED BY:**

Mary T. Calorio, Town Manager

**FOR COUNCIL MEETING OF:**

September 13, 2022

**TOWN MANAGER APPROVAL:**

A handwritten signature in blue ink that reads "Mary T. Calorio". The signature is written over a horizontal line.

**ITEM SUMMARY:**

Chapter 3 regards hours of sale for alcoholic beverages. This ordinance restricted the hours of sale for liquor store. The proposed change is to remove the language completely. The State Statutes changed several years ago allowing for the sale of alcoholic beverages on Sunday. The existing businesses in town follow the State Statutes. My recommendation is to remove the Ordinance language as it conflicts with State Statute.

The Ordinance subcommittee reviewed the proposed amendment at its July 28, 2022 meeting and voted unanimously to recommend this to the Council for adoption.

**FINANCIAL SUMMARY:**

N/A

**STAFF RECOMMENDATION:**

Approval of the Ordinance

**TOWN ATTORNEY REVIEW:**

Reviewed

**COUNCIL ACTION DESIRED:**

Action on the Ordinance

**SUPPORTING MATERIALS:**

- Ordinance

**ORDINANCE #22-02**

**AN ORDINANCE AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES TO REMOVE THE HOUR OF SALE RESTRICTION**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 3 Section 3-1 of the Town of Killingly Code of Ordinances be adopted:

**~~ALCOHOLIC BEVERAGES<sup>i,ii</sup>~~**

**~~Section 3-1 — Hours of sale restricted~~**

~~The town hereby permits the sale of alcoholic liquor on Sundays between the hours of 12:00 noon and 1:00 a.m. on Monday in hotels, restaurants, cafes, bowling establishments, clubs, golf country clubs and places operating under charitable organization permits, a university permit, a coliseum permit, a coliseum concession permit, a special sporting facility restaurant permit, a special sporting facility employee recreational permit, a special sporting facility guest permit, a special sporting facility concession permit or a special sporting facility bar permit. (Ord. of 7-22-35; Ord. of 10-14-80)~~

**BE IT FURTHER ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the amendment shall be published in summary with full copies available at the Town Clerk, Town Manager and Public Library for public inspection.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 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 September 13, 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  
(Seal)

\_\_\_\_\_  
Date

<sup>i</sup> State law reference -- Authority, G.S. § 30-91(a) [(a)] (1).

<sup>ii</sup> Cross reference -- Possession, consumption or influence of intoxicating liquor prohibited in public places, § 13-62(x).

May T. Ca

- Resolution

Resolution #22-40

**RESOLUTION AUTHORIZING REPLACEMENT OF THE 2010 JOHN DEERE  
MOWER USING THE CAPITAL NON-RECURRING ACCOUNT FUNDS  
DEDICATED TO THIS VEHICLE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager be herein authorized to replace the 2010 John Deere Roadside Mower with a new mower not to exceed \$95,329 from Capital Non-Recurring account funds which have been previously appropriated in annual Town Operating Budgets and dedicated to the replacement of said vehicle.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13th day of September 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 September 13, 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 Calorio now holds the office of Town Manager and that he has held that office since March 11, 2019.

---

Elizabeth Wilson, Town Clerk, Town of Killingly, Connecticut

---

Date  
(Seal)

## Agenda Item #15b

## AGENDA ITEM COVER SHEET

**ITEM: Consideration and action on a resolution authorizing the Town Manager to execute an MOU with the Town Hall union regarding salary adjustments for fiscal year 2022-2023**

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

**FOR COUNCIL MEETING OF:** September 13, 2022

**TOWN MANAGER APPROVAL:**

**ITEM SUMMARY:** The Town Hall union negotiated their current union contract two years ago. The negotiated wage adjustment each year of the contract is 2.25% which at the time was higher than the other wage increases. This was done to begin to address the market gap in wages for the employees within this unit. This item proposes modifying the wage increase for FY 22-23 from 2.25% to 2.75% due to the significant rise in inflation. The other units received a 3% and 2.5% increase respectively and the non-union staff received 2.5% increase. The Town Hall union did NOT request this increase. I am proposing to forgo any increase in my salary this year to provide the financial resource to make this adjustment. To hold this unit at the negotiated 2.25% will only further compound the salary gap for the employees and continue to make hiring and retention challenging for the Town.

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 reviewed this item at its August 16, 2022, meeting and voted unanimously to recommend this to the Council for adoption.

**FINANCIAL SUMMARY:** This item would authorize a transfer of approximately \$3,600 from the contingent account to the various personnel services and employee benefit accounts impacted by the proposed increases in compensation. This amount was budgeted for in the budget process as the increase for the Town Manager's salary. The Contingency Account has a current balance of \$172,000. If approved, the balance after this transfer will be \$168,400.

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** N/A

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

### SUPPORTING MATERIALS:

- Resolution



Resolution #22-41

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AN  
MOU WITH THE TOWN HALL UNION REGARDING SALARY  
ADJUSTMENTS 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 execute an MOU with the Town Hall Union in substantially the same form as the attached to increase the unit's compensation from 2.25% to 2.75%, effective July 1, 2022.

BE IT FURTHER RESOLVED that the Town Manager is herein authorized to transfer a total amount not to exceed \$3,600 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 13<sup>th</sup> day of September 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 September 13, 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 COVER SHEET

**ITEM:** Consideration and action on a resolution to set the date of October 11, 2022 for a public hearing on the proposal to authorize the Town Manager to expend \$200,500 of American Rescue Act funding for the Fire Departments Life Safety and Communication Upgrade.

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

**FOR COUNCIL MEETING OF:** September 13, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** This item schedules the public hearing on the proposed use of American Rescue Act Funding to purchase a life safety tool and communication upgrade for each Killingly fire department. This proposal replaces the application submitted by Attawaugan Fire Department for a full communications upgrade. After review of that application, it was determined the equipment requested would not be suitable for the department. I had met with the Fire Chief and discussed creating a town-wide fire department equipment funding request. The Fire Marshal worked with all the Fire Chiefs to determine what equipment would be most beneficial. The proposal supplies each department with 3 Dual Band UHF & 7/800MHZ remote mobile radios and 1 LUCAS 3 Chest Compression System. The mobile radios will allow for interoperability with any Federal, State or local partners. The department's will be responsible for the installation of the radios into their vehicles.

The Fiscal Subcommittee met on August 16, 2022 and recommended this application for approval by the Town Council.

**FINANCIAL SUMMARY:** The Town has received a total \$3,943,245.55 in American Rescue Plan Act Funding. In June 2022, the Town appropriated \$1,803,710 of the available funding. This leaves a remaining funding balance of \$2,139,535.55. The funding is required to be committed by December 2024 and fully expended by December 31, 2026.

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:** Resolution  
ARPA Application

**RESOLUTION TO SET THE DATE OF OCTOBER 11, 2022 FOR A  
PUBLIC HEARING ON THE PROPOSAL TO AUTHORIZE THE  
TOWN MANAGER TO EXPEND \$200,500 OF AMERICAN  
RESCUE ACT FUNDING FOR THE FIRE DEPARTMENTS LIFE  
SAFETY AND COMMUNICATION UPGRADE.**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the following resolution be set down for a public hearing on Tuesday, October 11, 2022 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO EXPEND  
\$200,500 OF AMERICAN RESCUE ACT FUNDING FOR THE FIRE  
DEPARTMENTS LIFE SAFETY AND COMMUNICATION UPGRADE.**

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 in the amount of \$200,500 for the Fire Departments Life Safety and Communication project.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 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 September 13, 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

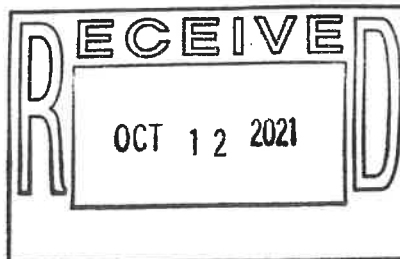
(Seal)

item: 4A



# Windham County 4-H Foundation, Inc.

326 Taft Pond Road • Pomfret Center, CT 06259



To the Killingly Town Council,

Enclosed is our American Rescue Funding Request for help with our dam replacement project. Our non-profit which qualifies for funds from the American Rescue Plan is based in Pomfret, Connecticut but has been a regional resource since 1953.

You may ask how a summer camp and environmental program based in Pomfret has anything to do with Killingly. Killingly school children have taken field trips to our Ragged Hill Woods Programs since the 1980's and from 2012-2019 alone, 516 children from Killingly attended our summer camp and we assisted families from Killingly with \$21, 200 in camperships.

Due to COVID 19 restrictions our summer programs were canceled in 2020, but we have persevered and were back in business in 2021 with strict COVID protocols and testing and families lined up at the front gate in their cars every Sunday waiting to get in. Our outdoors Ragged Hill Woods Program is thriving with school groups booked through the fall season, but as with all businesses, recovery takes time.

Our campus may be located in Pomfret, but our 501 c (3) is a regional resource, dedicated to providing quality children's programs, licensed by the state of Connecticut and with American Camp Association accreditation.

Thank you for your consideration,

  
Jane Rider

President, WC 4-H Foundation, Inc

Killingly resident

Foundation Office &  
Registrar  
860-974-3379

Summer Camp Office  
860-974-1122

Fax: 860-974-3327

email:  
wc4hfounders@gmail.com

www.4hcampct.org

Jane E. Rider  
PRESIDENT

John Dinsdale  
VICE PRESIDENT

Sandra J. Ahola  
TREASURER

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Kristen Xeller, MD  
Bonnie Burr

YOUTH PROGRAM  
DIRECTOR  
Heather Logee

EMERITUS  
Barbara Anderson  
Nancy Belden  
Beverly Champany  
Eileen Fritz  
Aili Galasyn  
Val Galasyn, M.D.  
Lillian Gray

*Serving generations of youth through the Windham-Tolland 4-H Camp  
and the Ragged Hill Woods Environmental Education Program*





# Windham County 4-H Foundation, Inc.

326 Taft Pond Road • Pomfret Center, CT 06259

August 16, 2021

Ms. Mary Calorio, Town Manager  
172 Main St  
Danielson, CT 06239

Dear Ms. Town Manager Calorio,

We are writing to request your consideration for awarding a grant from Killingly's American Rescue Plan funds to the Windham County 4-H Foundation for the purpose of rebuilding our dam at the Windham-Tolland 4-H camp property located on Taft Pond Rd in Pomfret. American Rescue Plan Funds were granted specifically to assist economic recovery from COVID 19, including assistance to non-profits. We were encouraged to write to local towns requesting this support by staff from Joe Courtney's office who we have been working with to identify available funds for dam repairs.

As noted on page 9 in the CCM Toolkit, the loss of revenue has drained non-profits of resources, impacting their ability to pay for capital project investments. ARP funding for these one-time capital investments frees up available nonprofit dollars to be used for services and improve the community in which they work. **Our stewardship of this beautiful 270 acre property contributes to the regional commitment to open space at no cost to its taxpayers.** In 2020, we lost \$55,000 in rental and fund-raising income and cashed in \$135,000 in cash reserves to refund registrations and pay for ongoing expenses, including those for the dam. We carried over \$81,000 in registrations paid in 2020 to 2021, which reduces our 2021 income by that amount. Due to COVID protocols and difficulty in recruiting staff, partially because of the lack of international staff, we ran our camp program at reduced capacity this year. We expect to just break even in 2021 as opposed to our usual budgeted surplus of \$50,000 to invest in capital expenses to keep improving our camp facilities or add to our reserve funds which took us many years to build and are now totally exhausted.

In 2018, seepage was observed on the downstream face of the dam embankment in close proximity to the low level drain and several sink holes were identified. This was reported to DEEP and since then the camp has been working with engineers from the firm of Wright Pierce to diagnose the issues and come up with possible solutions. DEEP has given us approval to keep the pond full this summer with daily monitoring of the seepage area to ensure that the stability of the embankment is not degrading. It is holding firm thus far even under the recent onslaught of heavy rains.

Foundation Office /  
Registrar  
860-974-3379

Summer Camp Office  
860-974-1122

Fax: 860-974-3327

email:  
wc4hfunders@gmail.com

www.4hcampct.org

Jane E. Rider

PRESIDENT

John Dinsdale

VICE PRESIDENT

Sandra J. Ahola

TREASURER

Carol Hagen

RECORDING SECRETARY

#### ADVISORY

Mark Brouillard, Esq.

Marc Cournoyer

Dr. Michael Coyle

MaryAnn Fusco-Rollins

Anne Miller

Kristen Xeller, MD

Bonnie Burr

#### YOUTH PROGRAM

DIRECTOR

Heather Logee

#### EMERITUS

Barbara Anderson

Nancy Belden

Beverly Champany

Eileen Fritz

Alli Galasyn

Val Galasyn, M.D.

Lillian Gray

*Serving generations of youth through the Windham-Tolland 4-H Camp  
and the Ragged Hill Woods Environmental Education Program*



We have recently submitted a three year plan to DEEP with monitoring for the next two summers to give us time to raise the approximate 1 – 1.2 million dollars expected to do all the design, permitting and construction costs to replace the current dam. They have not yet approved this plan and have indicated that they are not very comfortable continuing the monitoring program in place this year.

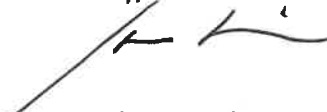
Having the finances in place is crucial in our efforts to lobby for approval of this three year plan with DEEP. We have officially begun a W-T 4-H Camp Dam Aid Fundraising Program with a kickoff event scheduled for September 10 and 11. We will be doing grass roots fundraising mailings, plus a number of other events dedicated to this effort ***but are reaching out to you and other sending towns in the area for grants at a substantial level to help us achieve our fundraising goal for this project.***

Our ACA accredited camp is a regional asset enjoyed by over 1500 campers over the course of the summer when fully operational. In the past five years alone, our Foundation has raised and distributed \$366,890 in campership grants to ensure that kids of all economic backgrounds can enjoy the life changing benefits of a week of camp. We have invested in thousands of kids from Northeast Connecticut by providing an affordable camp program since 1954. ***From 2012 – 2019 alone, just 8 of our 67 years in operation, 516 Killingly children attended Windham-Tolland 4-H Camp. During that same time period, Killingly families applied for and received \$21,200 in camperships for their children! Imagine how many other children have had a fun & learning experience here from Killingly since 1954 because of our campership support.***

The pond is the jewel in the center of our camp and is the site of both a beautiful natural setting for fish and wildlife and for all of our water-sports programs. It is inconceivable to think of camp without it shining in the sun, or watching the fire-bringer coming across it by canoe on closing ceremony nights. If we are forced to drain it forever, it will be a financial and programmatic disaster for this program which provides an affordable outdoor education and recreation program for local youth and others from throughout the state and beyond its borders.

Support from the town of Killingly would be a huge help in getting us to reach our fundraising goals for this project. We very much appreciate your consideration of our request and would be happy to meet with you at any time to discuss it or provide you with any additional information you may require.

Sincerely,



Jane Rider, President

Windham County 4-H Foundation, Inc. Dam Campaign Committee: Sandra Ahola, Steve Curry,  
Judy Buell, Deb and Randy Halbach, Heather Logee, Eileen Nelson, Jessica Tracy

**Additional Notes:**

- Our 501 (c)(3) Foundation has already expended over \$75,000 since 2018 to pay engineering and environmental surveys and tests required to diagnose the problem. \$10,000 of this amount was provided by a Community Enrichment Grant from the Last Green Valley which we received in 2019, the maximum amount possible from that program.
- We have been in search of other federal, state and local grant funding programs for this project since 2018 and have found nothing available.
- We have been consulting with the local USDA Natural Resources Division Office staff to determine if they will be able to help us with partial funding for the dam rebuild. They are currently not able to help with design services. It is not clear at this point if the final dam design will fit into the practice scenarios they have available to pay for very specific construction prerequisites. Our discussions with them are ongoing.
- Our foundation maintains very clear accounting trails as to the receipt and expenditure of funds for our dam restoration fund. Our funds are audited yearly which will further ensure that your contribution will be used for the intended purpose – to rebuild the dam and save our pond.

**Town of Killingly**  
**American Rescue Plan Funding Request**

**Project Name:** Dam Replacement Project

**Organization Name:** Windham County 4-H Foundation

**Address:** 326 Taft Pond Rd., Pomfret Center, CT 06259

**Type of Organization:** Non-profit 501(c)3

**Organization EIN number:** 06-6044157

**DUNS No:** 833487663

**Provide a brief outline of the organization and services performed for the Town of Killingly:**

The Foundation was incorporated in 1953 for the purpose of raising funds to purchase a property on which to establish a permanent 4-H summer camp in Windham County. Since the original purchase of 28 acres, one hunting cabin and a pond, our all volunteer foundation board members are now the stewards of 260 acres, and a total of 43 buildings including our recently renovated lodge, a nature lodge, a two barn horse camp area, low and high ropes and archery courses and a zip line. Our camp is licensed by the state of Connecticut and ACA accredited and has been operating every summer since 1954 with the exception of 2020. We currently host over 1500 campers every summer. From 2012 – 2019, just eight years of our sixty seven, 516 children from Killingly attended camp and in that time period alone received \$21,200 in campership support provided by the camp and the foundation. The camp experience builds confidence and develops leadership skills and returns its campers back to their sending towns as better citizens for the experience.

**Section A. Project Information**

**Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged person/families (qualified census tract or direct benefit) and how you will keep required documentation. If capital project, attach plans.**

Seepage on the downstream face of the dam embankment in close proximity to the low level drain and several sink holes were identified in 2018. We have since been working with the DEEP and the firm of Wright Pierce to diagnose the issues and come up with possible solutions. The Foundation has already paid just under \$80,000 for these services. The conclusion at this point is that replacement, rather than repair is the viable option. We need to proceed with design and permitting services immediately as well as starting a construction fund while looking for other potential sources for construction costs as well. All of the camp's watersports programs use the pond and it is a resource for fish and wildlife that use it year round. Offering a full camp program to residents from Killingly depends on having a viable pond.

Our Foundation maintains very clear accounting trails as to the receipt and expenditure of funds for our dam restoration fund which is set up as a specific program in our accounting system. Our funds are extensively audited yearly by an accredited CPA firm.



## **Section B. Eligibility**

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

Review the Interim Final Rule and FAQ documents for more details.

**Outline how your proposed project meets the above eligibility requirements:**

Our project meets the first statutory category of eligibility - **To respond to the COVID-19 public health emergency or its negative economic impacts.** The interim final rule further states that local governments may provide assistance to small businesses to mitigate financial hardship such as declines in revenues or impacts of periods of business closure which has drained them of resources impacting their ability to pay for capital project investments. In 2020 we were unable to operate our usual summer camp program. We lost \$55,000 in rental and fund-raising income and cashed in \$135,000 in cash reserves to refund registrations and pay for ongoing expenses, including those for the dam. We carried over \$81,000 in registrations paid in 2020 to 2021, which reduces our 2021 income by that amount. Due to COVID protocols and difficulty in recruiting staff, we had to run this year's camp at reduced capacity. We have no available operating fund surpluses this year to put into the capital project investment into the design and future replacement of our earthen dam.

## **Section C: Costs**

**Provide a detailed budget. Complete and attach the budget form.**

**Is this project a one-time investment or an on-going program?** One time investment

**Is this a regional project?** Yes.

**If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.**

We have requested funding from all towns in Windham and Tolland Counties who together make up 85% of our camper population. We have provided each town with statistics for how many children from their town

have attended the camp program for the period from 2012 – 2019, just 8 years of our 67 years of operation. In addition we have provided each town with the amount of campership support that the Foundation has provided to families from that town during the same time period. In the past five years alone our Foundation has raised and distributed \$366,890 in campership grants to ensure that children of all economic backgrounds from Windham County and beyond can enjoy the life changing benefits of a week of camp. We have not requested a specific amount from any town, but rather have used the term “a substantial contribution” given the size of the funding needs for this project. Awards of \$50,000 or more would certainly go a long way to getting us to the level of funding we need to accomplish this project, especially from towns like Killingly that send a larger number of campers and receive a larger amount of campership funding (\$21,200 in the 8 year period referenced above). A grant in any amount however can only help us to get to where we need to be and would be much appreciated.

#### **Section D: Timeline**

**Provide a start and end date for the project/program. Include major milestones with proposed dates:**

<u>Action</u>	<u>Timeline</u>
1. Camp Operations/Monitoring seepage areas	June to Dec 2021
Initiated June 2021 on daily basis	
Camper Letters to Legislatures and OPM campaign begins	July 2021
Awareness event: Teen “Camp In”w/fundraising initiatives are put in action*	
	Sept. 11&12, 2021
2. Foundation Board Decision to move forward with design	Sept 2021
3. Apply for ARPA Funds from towns in Windham&Tolland counties	Sept/Oct 2021
4. Project Design Kick-off	Oct 2021
Announce Honorary Chair w/event	
Annual Appeal direct mailing	
5. Concept /Plans/Pre-application with DEEP	Feb 2022
6. Fundraising Event “Dam Good Time”	March 2022
Hosted by Honorary chair Craig Gates	
7. Preliminary Design Plans and Permitting	April 2022
8. Year 2 Camp Operation/Monitoring	May -Sept 2022
Two day fundraising event (May)	
5k Camper Scamper fundraiser	(April)
9. Permits Received	Oct 2022
Annual Appeal/finalize securement of funding through donations/bonding/loans**	
10. Final Design	Jan 2023

**11. Project Bidding/Contractor Procurement\*\*\***

**March -April 2023**

**Camper Scamper 5K fundraiser**

**Two day annual auction/tag sale fundraiser**

**12. Year 3 Camp Operation/Monitoring**

**May – August 2023**

**13. Construction**

**Sept 2023- April 2024**

**\*A series of fundraising activities will be initiated via campers/alumni/local media and on sight events and will be ongoing and have already begun.**

**\*\*We were pursuing a possible loan with USDA three years ago and have been working with USDA natural resources division for possible help with construction costs.**

**\*\*\* Assuming Funds are available and work can be completed in late summer/fall and winter months**

## Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs (Design Documents)	50,000	50,000 - 75,000	100,000 - 125,000
Construction Contingency (15%)		600,000 - 800,000 106,500 - 136,500	600,000 - 800,000 106,500 - 136,500
Administration		110,000	110,000
Total	\$ 50,000	866,500 - 1,121,500	916,500 - 1,171,500

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please see attached memo from Wright-Pierce dated 1/15/20 for project plan details. The \$50,000 we are requesting is for partial payment of the completion of actual design plans for the project. It has been estimated that these costs will be between \$100,000 to \$125,000.00.

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Administration costs listed include \$70,000 in engineering costs, \$35,000 for specialty inspections and \$5,000 in surveying costs.

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<b>TO:</b>	<b>Barry Rider</b>	<b>DATE:</b>	<b>1/15/2020</b>
<b>FROM:</b>	<b>Todd Ritchie, PE</b>	<b>PROJECT NO.:</b>	<b>13371C</b>
<b>SUBJECT:</b>	<b>Windham County 4H Outdoor Center – Lower Pond Dam</b>		

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The purpose of this memorandum is to provide an overview of the Lower Pond Dam at the Windham County 4H Outdoor Center including a summary of proposed repairs and preliminary estimate of budgetary construction costs.

### **BACKGROUND**

Lower Pond Dam is located at 326 Taft Pond Road in the Town of Pomfret, Connecticut. The dam impounds Lyon Brook to create Lower Pond, which is used for recreational purposes as part of the Windham County 4H Outdoor Center. According to records at the Connecticut Department of Energy and Environmental Protection (CT DEEP), the dam is identified as having a hazard classification of "BB", or Moderate Hazard Potential, which if it were to fail would result in damage to normally unoccupied storage structures, damage to low volume roadways (less than 500 average daily traffic) and moderate economic loss. According to CT DEEP records, the dam was last modified during a reconstruction project circa 1978 at which time the slopes of the dam were flattened, the low-level pond drain intake structure was reconstructed, and a toe drain was installed along the base of the downstream slope.

An inspection of the dam was completed by Wright-Pierce in 2015 which included recommendations for various maintenance and repairs as well as ongoing monitoring of the conditions of the dam. At the end of 2018, during regular maintenance and inspection of the dam by Windham County 4H staff, seepage was observed on the downstream face of the embankment in close proximity to the low-level drain. The seepage was reviewed and reported to CT DEEP staff and in December 2018, CT DEEP issued a request for engineering and maintenance work to Windham County 4H related to the reported deficiencies including noted seepage. The conditions of the dam embankment, spillway and low-level drain have since been inspected and documented by civil engineers at Wright-Pierce and geotechnical engineers at S.W. Cole and a dam repair strategy has been developed.

### **DAM REPAIR STRATEGY**

The preliminary dam repair strategy for the Lower Pond Dam includes repair and replacement of the low-level drain and intake valve, reconstruction of the toe drain system, stabilization of the embankment and repair to masonry and concrete associated with principal spillway. This strategy has been developed based on our understanding of the observed issues, review of available historical information associated with the construction of the dam, and collaboration by the engineering team. Key tasks for the repair to the dam are as follows:

Memo To: Barry Rider

Subject: Windham County 4H Outdoor Center – Lower Pond Dam

1/15/2020

Page 2 of 2

1. Construction of a temporary cofferdam and flow bypass to provide a dry work area in the area of the upstream dam embankment.
2. Excavate and dewater down to approximately 20 feet below crest of dam at location of existing low-level pond drain to remove and replace the pipe and install anti-seepage pipe collar. Dispose of excavated material at an alternate onsite location.
3. Reconstruct the existing intake valve and structure associated with the low-level pond drain and connect with replaced pipe.
4. Backfill excavation with engineered soil material and key into existing dam material.
5. Reconstruct toe drain.
6. Re-stabilize disturbed and eroded embankment areas. Stabilization is anticipated to include rip-rap and vegetated methods.
7. Complete masonry and concrete repairs to the spillway training walls and the center pier that is supporting the bridge spanning the spillway.

#### BUDGETARY COST ESTIMATE

The following is a preliminary budgetary cost estimate for construction of the anticipated dam repairs. Costs are based on an anticipated three-month construction schedule.

Task No.	Task Name	Description	Estimated Cost
1	Dam Repairs	E&S controls, cofferdam earthwork, low-level drain and intake replacement, spillway repairs, slope stabilization, site restoration.	\$600,000 to \$800,000
2	Resident Engineer	Qualified dam construction engineer to provide daily observation of construction activities.	\$50,000
3	Specialty Inspections	Onsite field testing and sampling and laboratory analysis of dam construction materials by a qualified service provider.	\$35,000
4	Engineering During Construction	Regulatory coordination, submittal reviews, meetings, record drawings, final certification.	\$20,000
5	Surveying	Field survey and as-built site plan following completion of construction.	\$5,000
Subtotal			\$710,000 to <del>\$998,000</del> 910,000
Contingency (15%)			\$106,500 to <del>\$149,700</del> 136,500
Total Cost Estimate (rounded)			<del>\$800,000 to \$1,150,000</del> 816,500 / 1,046,500

## Section E. Certifications

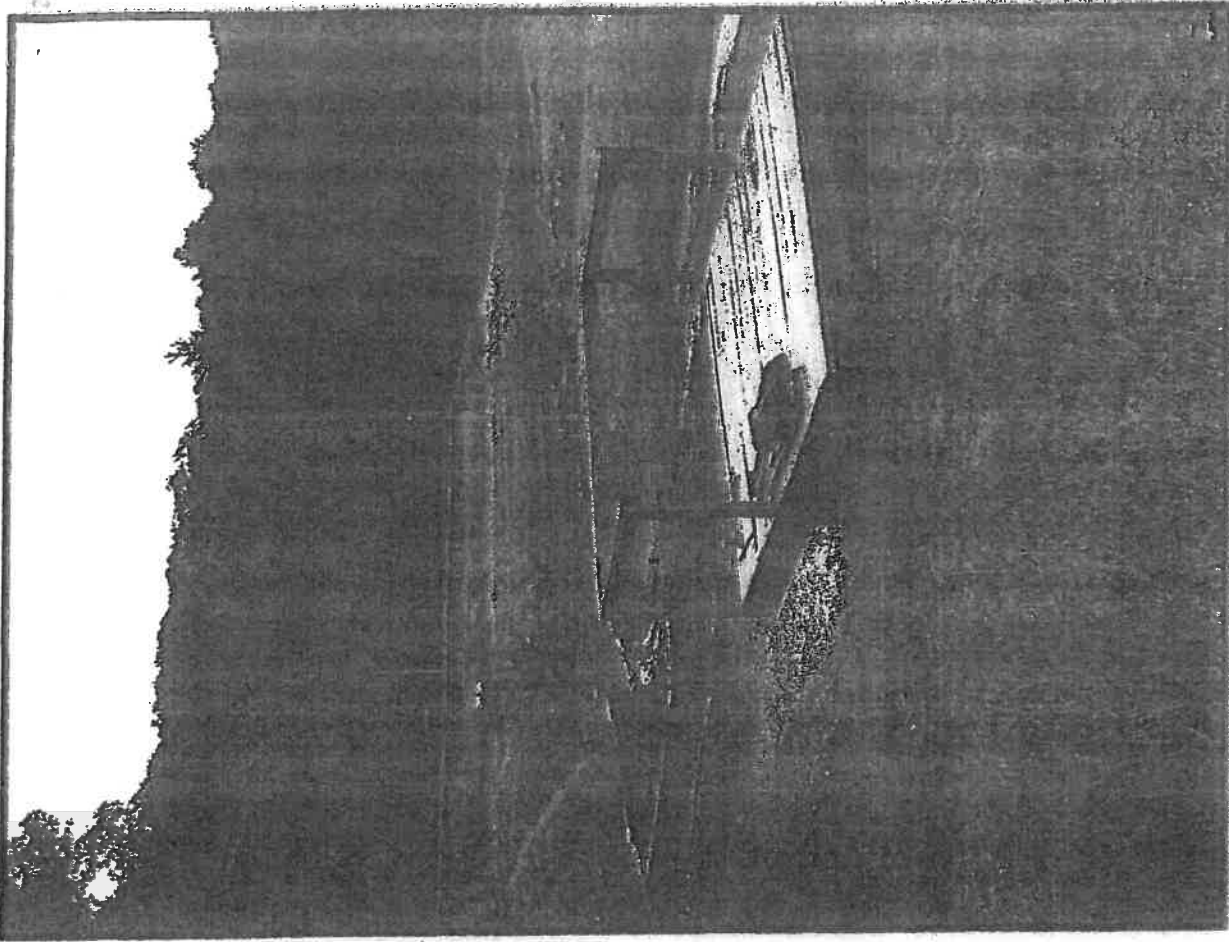
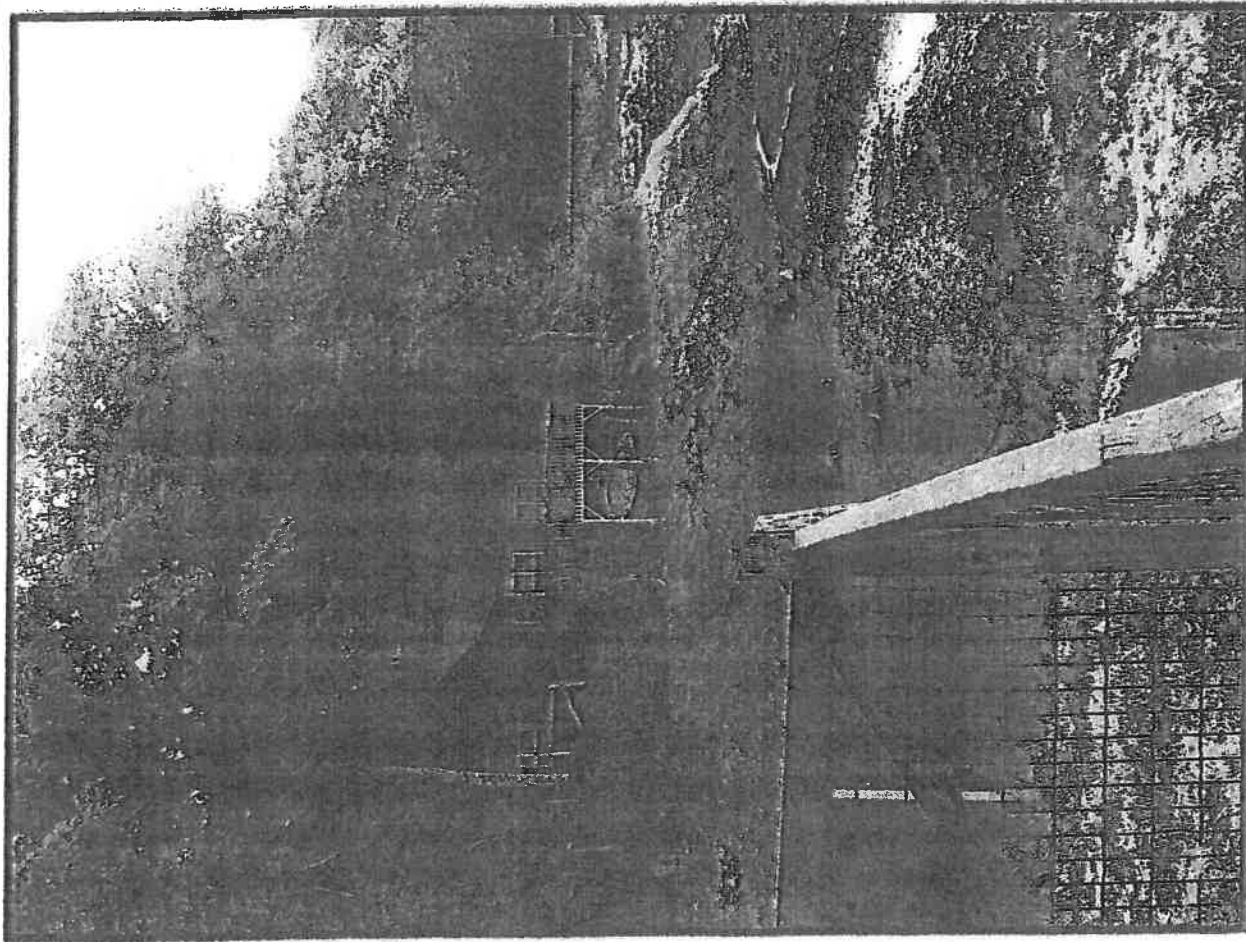
1. I certify that WC 4-H Fdtn. Dam Replacement is eligible under the  
Project/Program  
American Rescue Plan (ARPA). JR Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for  
this program. JR Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the  
project/program including beneficiaries and monies expended. JR Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if  
they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. JR Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Jane E. Rider Jane E. Rider  
Name

12 OCT 2021  
Date

President, Windham County 4-H Foundation  
Title



Summer 2020 The earthen dam looks solid from the water side and on the top surface. The outer bank is where shallow sink holes have appeared indicating the internal erosion. A video camera inserted through the valve pipe and sample core borings from the top down have disclosed the sand and gravel content of the interior structure is not the correct material, it does not contain the necessary amount of clay for sustainability.





Heather Logee &lt;campdirector@4hcampct.org&gt;

**Fwd: Dam Repair Project Windham-Tolland 4-H Camp**

1 message

**Betty Merow** <betty.merow@gmail.com>  
To: Heather Logee <campdirector@4hcampct.org>

Thu, Jun 16, 2022 at 7:15 PM

Sent from my iPhone

Begin forwarded message:

**From:** Betty Merow <betty.merow@gmail.com>  
**Date:** June 16, 2022 at 7:03:40 PM EDT  
**To:** publiccomment@killinglyct.gov  
**Subject:** Re: Dam Repair Project Windham-Tolland 4-H Camp

On Sat, Jun 11, 2022 at 5:15 PM Betty Merow <betty.merow@gmail.com> wrote:  
To the Members of the Killingly Town Council,

I am writing to ask that the Killingly Town Council financially support the Dam Repair Project at the Windham-Tolland 4-H Camp in Pomfret Ct. As a lifelong resident of Killingly I have personally experienced and witnessed the benefits of this camp. I was a camper in the early 1960's. The memories, life lessons and appreciation for nature have served me well all of my life. I am a better person because of the time I spent at 4-H Camp.

The pond is instrumental to the camp experience. Swimming, boating and fishing are a few of the activities enjoyed by campers. Environmental education and respect for our world are an important part of what is learned at camp. The serenity of the water also calms the campers minds as they reflect on life during their daily "Time for Thoughts" moments. The quality of life of the residents of Killingly can be improved now and in the future by helping to maintain the water features at the camp through the repair of the dam.

My husband Gene and I appreciate your consideration. Your generous support can make a big difference in the future of Killingly families.

Sincerely,  
Betty Merow  
250 North Shore Road.  
Killingly, Ct. 06241

860-753-0514

July 2020

Dear Potential Donor,

I'm a first year counselor this year at W-T 4H camp. We always joke around saying I'm the "International Staff" because I'm from the mid-west. The thing about living in Wyoming is that there isn't a lot of water. I haven't spent a lot of time here, but I can tell that the spirit of this camp revolves around the pond. We spend a lot of time here fishing boating and swimming, and no matter what age range I have, those activities are always a fan favorite.

My personal favorite part of camp happens every day. It's called Time for Thought. The entire camp meets at a clearing and we have some silent reflection time, with some opportunities for sharing. During this time I watch the sunset over the lake and listen to these kids pour their souls out to 100+ used-to-be strangers. It's the purest form of trust & love that I've witnessed & all that stems directly from the pond.

Please consider donating to save not only the spirit of this camp, but the pond that keeps all our secrets.

Sincerely,

Caden Callaway  
20

To Whom it may concern,

I am writing this letter on behalf of the Windham Tolland 4H camp in Pomfret. Recently, their beloved pond has been damaged by the powerful rain storms this summer. The pond at Windham Tolland-4 H has been the center of camp life in the Quiet Corner. If you've ever been to summer camp, you know all the wonderful opportunities being a camper or counselor can afford you in life. Camp teaches you social skills, independence, life skills and allows for understanding of humanity and the world around you. To lose the pond at WT-4 H would devastate our beloved camp. Affording the enormous dollar price tag to fix the dam to save our camp would threaten the existence of camp as we know it.

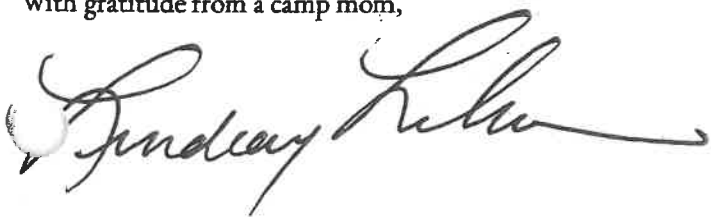
Camp life encourages lifelong learning. In a busy fast paced world, our children are inundated with social media, technology, and information overload as they scrap their way through school and life. They get caught up in their screens without realizing it and 4H camp allows them the opportunity to leave their phones behind, take a deep breath of fresh outdoor air, and have fun with their friends. They learn skills as counselors, how to take care of others and themselves. Campers and Counselors learn patience, teamwork and resilience. Losing camp would mean losing a connection with the great world we live in.

At the center of this 4 H camp is our beautiful pond, a pond that kids learn to fish in. A pond kids canoe and kayak and swim in. My daughter attends camp a few weeks each summer. She is 12 this year and it has been a difficult year with COVID and school regulations. My daughter, Rowan is an anxious child and getting outdoors at camp, being around friends, running, laughing and being active is so good for her psyche. Rowan has been raised with a pool in her yard and so swimming in fresh water is nerve wracking for her. She had a birthday party in the middle of July that she would need to swim in a pond at. I knew she was terrified. Rowan had 4H camp the week before the party and her counselor, Paige strongly recommended that everyone put on their suits and get in the water. The weather was hot and it was just before the hurricane came through New England and threatened the dam and pond. Rowan got in the water that first day because she adored her counselor. Counselors know everything- moms know nothing! She swam happily all week and even found a turtle. She found bravery that week at 4H camp and I will forever be indebted to her counselor for helping along that journey. Since, Rowan has been swimming in the ocean, a few lakes and even back at 4H camp this week. She is making memories for a lifetime because of the trust and connection she made at 4H.

Rowan is not alone in her love for the Windham Tolland 4H camp and their pond. My son is not a camp kid- he's 15 and has never had a love for camp. If you ask him his favorite part about camp he will tell you, in very few words: "the pond. The pond is my favorite part of camp. It's peaceful. It's beautiful. It's quiet. You can go out on a canoe and there isn't anything out there but the pond and the trees and the sky."

Please consider helping Windham Tolland 4H camp rebuild their dam and save their pond. The pond is the center of life at camp; a life that is crucial to the development of so many children who come from all around the country. Thank you for your consideration in helping with this project.

With gratitude from a camp mom,

A handwritten signature in cursive script, reading "Lindsey Kuhn". The signature is written in dark ink and is positioned below the typed name "Lindsey Kuhn".

To Whom it May Concern,

In the summer of 1964, I was working as the "kitchen helper" at the combined Windham, Tolland counties 4-H Senior Camp. I met a Windham camper, Karen English. I watched her describe a broom in her Public Speaking Interest Group, while I finished cleaning the dishwasher room. We discovered that we were both long time campers, starting at age nine and attending every year thereafter for at least one week per year. Karen had been Camp Spirit and we both had been selected as various "H-s". We were soon spending every spare moment together, living the classic camp romance. This included the tearful goodbye kiss and promises to write (no text or email then). With I in Tolland and Karen in Windham the logistics of writing, the cost of long-distance phone calls and attending different high schools, 35 miles apart, our ardor waned and we were not in touch for the next three years.

I attended UConn and as luck would have it, my freshman roommate was a classmate of Karen at Windham High. Reminded of our puppy-love and a local call away, I took a chance. We talked for two hours that first night and made a date for Winter Weekend (with a "meet ahead" date in case either of us chose to cancel the date).

We were married two years later and are still married 52 years later. We have two children, six grandchildren and two great grandchildren and, thankfully, good health.

Last year we took a "Covid-19" drive that included a stop at the 4-H Camp where we met. Imagine our shock when the idyllic vision of our memories was shattered by the sight of the empty pond. Everything else; the main lodge, the cabins, the hillside chapel and campfire area were almost exactly as we remembered. But the water that figured so much in our camp experience was gone. As we were leaving, the camp director, Heather Logee, told us about the problems with the dam and the need for major repairs.

Karen and I have had a full and satisfying life together only because 4-H Camp brought us together. How many more friendships, romances and lifelong relationships did or could begin at that same beautiful spot in Abington, CT? We were blessed with the love of our lives because of that chance encounter.

As an early riser (the kitchen crew started before dawn) I was a convenient choice to play Reveille every morning on my trumpet as well as Taps every night. Each time I stood at the edge of the pond, hung with mist in the morning; reflecting moonlight at night, I never dreamed that the pond might cease to exist.

We hope that with the support of caring and involved people and organizations the pond and the camp that were crucial to our life together can continue to inspire young people long after we are gone; perhaps to even nurture a lifelong romance.

With our full and heartfelt support,

Steve and Karen Jedrziwski

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Ned Lamont

My favorite activities are swimming and fishing around the pond. I wouldn't be able to fish and swim. I can make new friends and play with my old ones.

Anthony 14yr Killiney

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Governor LaMont,

As you may or may not already know, Windom Tolland 4H camp is struggling with their dam that makes the pond for us campers. If the dam breaks we will no longer have a pond. Without the pond we won't be able to do swimming or boating. Some of the most favored activities at our camp.

If you could find it in your heart to fund our dam repairs, the following years in camp will be as fun as they have been before! Our pond means a lot to our camp. There are many good memories, like learning how to swim for the first time, I would like other campers to experience.

All I ask is you consider it.

-Katie Smith

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Small business

I go to WT-4H Camp and like to swim in the Pond. I would not be happy if the Pond got drained. The Camp may have to drain the Pond if we do not raise enough money to fix the dam. Coming to Camp is fun because I like nature. We are trying very hard to fix the dam, and need to raise \$1 million. Please Consider the Fish and the Campers who like the Pond.

From,  
Sofia

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear, small buisness

My favorite activitie to do near or around the camp is swimming and fishing!! If the Pond was closed down many campers would lose one of their favorite activities, also all the animals living in the pond would also lose their home, and thats not fair. When I come to camp its like all the weight is lifted off my back, and I can just have fun! However, without the pond we will lose many activities, and the pond kind of ties in the camp. With all of this said can you please donate some money to WT-4H camp, to save

Our Camp!!

Thanks so much for listening, I hope you have a great day!!

Sincerely,  
Annie M!!

Vernon, CT

↓  
Belly flop





What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

doner

My favorite thing to do in the pond is swimming and boating. if the pond was gone there wouldn't be as much activities and camp might be a little boring without the pond. coming to camp is fun right now, but if the pond isn't here it might not be fun.

From

Cam '10 Eastford, CT

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Potential Donor

I enjoy going swimming in the pond because the pond can cool you off when you are hot. Also swimming is really fun. I like to fish in the pond because it is calm. If the pond was not here I would be upset because I would not be able to go swimming or go fishing. What camp means to me is a place to have fun and meet new friends.

Madelyn Woodward

12

Chaplin

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear potential donors

My favorite activity at the pond is fishing, if I couldn't fish I would be very sad, and ~~some~~ while I haven't swam a bunch of people love the pond to swim in. The pond also serves as a home for some animals, such as fish and turtles. Camp means a lot to me, I love going with my friends. I would tell it if you would donate to let us have fun in the pond, and keep the animals alive.

Camper, 13

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Governor

fishing is my favorite activity.  
If ~~the~~ pond is not here I can't catch fishes.  
camp means I can have fun without my  
phone.

Lucas

14

Pomfret

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Governor Lamont

Swimming, fishing, Stream walking are fun in the pond and without it we can't do that stuff. And it would mean a lot if you donated money to help us fix the dam.

Bri, 14, Pomfret

What is your favorite activities to do in or around the pond? How would you feel if the pond where no longer here? What does coming to camp mean to you?

Dear Potential Doner

I love fishing in the Pond i got  
15 fish in one day once if there was no  
Pond I would be sad and so many fish  
ill die I enjoy camp and hope you take the  
Donate.

camper 13

What is your favorite activities to do in or around the pond? How would you feel if the pond where no longer here? What does coming to camp mean to you?

Dear

Governor ~~\_\_\_\_\_~~

Hi, I go to a camp and our dam  
needs help being fixed. It would  
be appreciated if you could help  
in any way possible. Some of my favorite  
activities are swimming and fishing. Also  
the outdoors will be helped by it and

Dylan Age 13 Canterbury

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Potential Diner  
I believe that the pond is the most favored activity. everyone loves swimming and if it was gone then everyone would be sad. I know this camp is a sanctuary for all children and if the pond is gone then half of this camp would be gone with it.

Anthony age 14 Canterbury



my favorite activities with pond are  
What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

I would be sad if there  
camp means to me

Dear \_\_\_\_\_

fish  
pond

is

fish  
and  
stump  
like  
-hat.

putnam

10 phineas

What is your favorite activities to do in or around the pond? How would you feel if the pond where no longer here? What does coming to camp mean to you?

Dear

Gavin er lemont

I Love to swim in the pond.  
And looking at its beauty.  
I would be upset if I came back  
and saw a pit of some I love  
fishing! I caught 1 fish when I  
come to camp I feel excited!!  
😊

Jackson 10 longmeadow

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Governor in Mont  
my favorite activities  
around the pond are  
swim and fishing. I would  
be very sad if the pond  
was drained. camp means  
fun to me.

Nicholas, 10,  
Pomfret. Please keep the  
pond.

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Gov. Ned Lamont

My favorite thing to do in the pond is swimming when it's really hot you need to take a dip in the ~~the~~ pond. if the pond wasn't here, camp wouldn't be as fun and might ~~be~~ ~~be~~ a little boring.

From Cam age 10  
Town of Stafford

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Gov. Lambert

you should drain the  
pond because we swim  
in pond. we also fish in  
the pond. we keep it  
clean to and it looks  
clean. and is very cool

Pres  
cep  
the  
pond

Wyatt  
scotland R 9

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear potential-donor

going under water and doing a  
Flip. I would be very upset if the  
pond was gone. A lot because I  
have friends and I like it here.  
Mackenzie - 8 years old

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Potential Pond  
Dance masie. Swimming,  
Boating, Freetime.

Land on ☺!!!

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear

Potential

Honor one of the Best thing  
to get to do at camp is swimming  
and I think every one here  
will agree to. The kids here  
love the pond one of the  
only reasons I came here  
was to swim But then I  
met the nice counselors  
and J and Heather I  
believe that the pond should  
stay and I think if you  
help us then all the  
wild life will thank you  
Sincerely - Paige P



What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Potential donor

I like to swim and fish in the pond. Because when its cool we can fish. And when its hot or very hot we can swim. If the pond was not here anymore I would be very sad. Why I would be sad is because then when its cool we cannot fish. And when its hot we wouldnt be able to swim. Coming to camp means a get away from school and its a place where I excepted. Last I can cool off in the pond.

From Racheal 9 years old

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Potential

my favorite activity is swimming  
because swimming is fun.

how i feel when the pond was not here  
is sad because you can go boating.

what camp means to me is fishing  
because fishing ~~and~~ i can catch  
a fish.

from

brantley

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear potential donor

My favorite thing to do in the water is jumping off the diving board. My favorite thing doing around the pond is playing in the sand. If we did not have the pond I would be so sad. I would wish that we had a pool or some to jump to that is water. I am so glad that we have a pond here. Thank you for having a pond here so much. I have made a lot of friends here. I love this camp a lot. Thank you for building this camp.

Ayla 8 in 3-4

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on a resolution to set the date of October 11, 2022 for a public hearing on the proposal to authorize the Town Manager to expend \$200,500 of American Rescue Act funding for the Fire Departments Life Safety and Communication Upgrade.

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

**FOR COUNCIL MEETING OF:** September 13, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** This item schedules the public hearing on the proposed use of American Rescue Act Funding to purchase a life safety tool and communication upgrade for each Killingly fire department. This proposal replaces the application submitted by Attawaugan Fire Department for a full communications upgrade. After review of that application, it was determined the equipment requested would not be suitable for the department. I had met with the Fire Chief and discussed creating a town-wide fire department equipment funding request. The Fire Marshal worked with all the Fire Chiefs to determine what equipment would be most beneficial. The proposal supplies each department with 3 Dual Band UHF & 7/800MHZ remote mobile radios and 1 LUCAS 3 Chest Compression System. The mobile radios will allow for interoperability with any Federal, State or local partners. The department's will be responsible for the installation of the radios into their vehicles.

The Fiscal Subcommittee met on August 16, 2022 and recommended this application for approval by the Town Council.

**FINANCIAL SUMMARY:** The Town has received a total \$3,943,245.55 in American Rescue Plan Act Funding. In June 2022, the Town appropriated \$1,803,710 of the available funding. This leaves a remaining funding balance of \$2,139,535.55. The funding is required to be committed by December 2024 and fully expended by December 31, 2026.

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:** Resolution  
ARPA Application

**RESOLUTION TO SET THE DATE OF OCTOBER 11, 2022 FOR A  
PUBLIC HEARING ON THE PROPOSAL TO AUTHORIZE THE  
TOWN MANAGER TO EXPEND \$200,500 OF AMERICAN  
RESCUE ACT FUNDING FOR THE FIRE DEPARTMENTS LIFE  
SAFETY AND COMMUNICATION UPGRADE.**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the following resolution be set down for a public hearing on Tuesday, October 11, 2022 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO EXPEND  
\$200,500 OF AMERICAN RESCUE ACT FUNDING FOR THE FIRE  
DEPARTMENTS LIFE SAFETY AND COMMUNICATION UPGRADE.**

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 in the amount of \$200,500 for the Fire Departments Life Safety and Communication project.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of September 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 September 13, 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)

item: 4c

## Town of Killingly American Rescue Plan Funding Request

Project Name: Fire Department Life safety and communication upgrade

Organization Name: Killingly Fire Departments

Address: 172 Main Street Killingly Ct 06239

Type of Organization: ☐ Non-profit 501(c)3 ☐ Corporation

☐ Municipal ☒ Other: Fire Districts

Organization EIN or Tax ID number: 060913630 DUNS No: 088322474

Provide a brief outline of the organization and services performed for the Town of Killingly:  
The Killingly Fire Departments Provided Emergency services to the Town of Killingly Taxpayers. They Cover a vast array of services including but not limited to Fire, EMS, Hazardous Materials. Fire Prevention Education and public assistance.

### Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

### Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

During the Public health Emergency, Communication played a key role in coordination of social distancing and change in EMS protocols to prevent the Spread of Covid-19. A swat analysis found that upgrading interoperability of radio communications was a challenge. A vast array of State, Federal and local jurisdictions found that a common challenge was ability to all talk on one frequency. The State of Connecticut inner operability network created an MOU between DESPP and the Town of Killingly to connect to the Connecticut Land Mobile Radio Network. This network would allow all State, Federal and Local partners to connect directly for future events.

The Second part of this request relies on the function of Providing life safety measures during a time where proper Cardiopulmonary Resuscitation is needed the most. The Pandemic stretched the public safety organizations during the height of Covid. As cardiac emergencies grew in numbers, the need for first responders to perform CPR grew as well. The long strain of performing chest compressions on multiple patients takes a toll on anyone. A Swat analysis found a need for life saving measures that provides adequate chest compressions for the patient and sustainability in the ability for first responders to perform the tasks at hand. With the purchase of a chest compression system for the first responders, beneficial patient care and adequate CPR can be performed by first responders.

## Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? YES

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

Is this a regional project? X Yes        No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

The Killingly Fire Departments will each receive three Dual Band UHF & 7/800MHZ remote mobile radio that will State of Connecticut compliant to install in the departments first responding apparatus. The radio install will be funded by each department. Also, each department will receive One LUCAS 3 Chest Compression System and associated items to complete the portable system. The regional Departments included in this grant are, Williamsville Fire District, Danielson Fire Department, Attawaugan Fire Department, Dayville Fire District, East Killingly Fire District and South Killingly Fire Department.

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## Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

## Section E. Certifications

1. I certify that Fire Department Life safety and communication upgrade is eligible under the Project/Program

American Rescue Plan (ARPA).

RB RB \_\_\_\_ Initial

2. I certify that I will comply with all applicable State and federal procurement requirements for this program.

RB RB \_\_\_\_ Initial

3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended.


RB RB \_\_\_\_ Initial

4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.

RB RB \_\_\_\_ Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.



\_\_\_\_\_  
Name Randy Burchard  07/06/2022  
Date  
\_\_\_\_\_  
Title Emergency Management Director

### Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs			
Construction			
Administration			
Total			

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

### Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment	93,000.00		93,000.00
Supplies			
Contractual			
Other	107,418.12		107,418.12
Total Direct Charges			
Indirect Charges			
Total Project Costs	200,418.12		200,418.12

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

# J&S Radio Sales Inc.

1147 Main Street  
Willimantic, CT 06226  
860-456-2667  
860-456-4479 Fax  
tony@jsradiosales.com

## Quotation

Date	Quote #
7/6/2022	8821

Customer
Town of Killingly Finance Dept 172 Main Street Killingly, CT 06239

Ship To
Killingly Fire Marshal / Emergency Management Randy Burchard 860.234.9581 rburchard@killinglyct.gov

Terms	Rep
Net 30	

Qty	Item	Description	Price each	Total
		-- emailed P25 for review on 7/6/2022 --		
18	VM7930	VM7000 series - Dual band UHF & 7/800MHz remote mount mobile radio w/ single full featured KCH20 control head, standard microphone, DC power cable, ignition sense cable, 17 foot control cable, dual deck interface cable, KES-5A speaker, KCT-72 audio interface cable, MDC-1200 signaling, TrueVoice noise cancellation & State of CT CLMRN configuration package which includes P25 conventional, Phase 1 trunking, Phase 2 TDMA & OTAP. Standard 3 year warranty. List \$6437.00 *** State of CT Radio System Pricing - List minus 30% ***	4,505.90	81,106.20
18	CLMRN	EF Johnson / CLMRN configuration - Includes P25 conventional, Phase 1 trunking, Phase 2 TDMA & OTAP.	0.00	0.00
18	EFJ Labor	Labor to provision radio to meet State of CT CLMRN firmware and program.	47.50	855.00
18	Motorola	Mobile radio VHF/UHF/7-800MHz antenna Triplexer (EQ000103A02)	230.00	4,140.00

**Subtotal**

**Sales Tax (6.35%)**

**Total**

Customer Approval:

# J&S Radio Sales Inc.

1147 Main Street  
Willimantic, CT 06226  
860-456-2667  
860-456-4479 Fax  
tony@jsradiosales.com

## Quotation

Date	Quote #
7/6/2022	8821

Customer
Town of Killingly Finance Dept 172 Main Street Killingly, CT 06239

Ship To
Killingly Fire Marshal / Emergency Management Randy Burchard 860.234.9581 rburchard@killinglyct.gov

Terms	Rep
Net 30	

Qty	Item	Description	Price each	Total
18	NMOKH...	Larsen NMO Antenna Cable w/ Connector	32.00	576.00
18	Larsen	NMO150/450/758 Multi band NMO mobile antenna	80.00	1,440.00
36	Misc	Interface cable to go from tri-plexer to each radio chassis	30.00	1,080.00

			<b>Subtotal</b>	\$89,197.20
			<b>Sales Tax (6.35%)</b>	\$0.00
			<b>Total</b>	\$89,197.20

Customer Approval: \_\_\_\_\_



# QUOTATION

304 Boston Post Road  
Old Saybrook CT 06475

Phone: 860-388-4599 Fax: 860-388-4699 Email: orders@savelives.com

Quote Number

**5623**

Date

**07/05/22**

Page

**1/1**

Salesrep

**INT**

Terms

**Net 30**

**Quote Valid for 30 Days**

Bill-To

Attawagan Fire Dept  
20 Country Club Road  
Dayville CT 06241

Ship-To

Attawagan Fire Dept  
Chief Matt Desrosiers  
20 Country Club Road  
Dayville CT 06241

SKU	Description	Quantity	UoM	Price	Total
99576-000063	LUCAS 3, v3.1 Chest Compression System	6		15,937.16	95,622.96
11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	6		743.36	4,460.16
11576-000060	LUCAS Desk-Top Battery Charger	6		1,215.32	7,291.92
11576-000047	Lucas Chest Disposable Suction Cups 12/ Case	1	Each	43.08	43.08

If you have any questions or need any additional information please do not hesitate to contact us at orders@savelives.com or call us at 860-388-4599.

Returns for any reason must be made within 21 days of receipt of merchandise. Some items are not returnable, please contact us before you make any returns. If your original order was over \$150 and you received free freight when we shipped your order to you, the freight costs that we incurred shipping your order to you will be deducted from your credit.

Quotation Subtotal: **\$ 107,418.12**

Total Before Tax: **\$ 107,418.12**

Total Tax Amount: **\$ 0.00**

**Total Amount: \$ 107,418.12**

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on a resolution to introduce and set the date of October 11, 2022 for a public hearing on a proposed ordinance to authorize acceptance from David and Josephine Tripodi of a Permanent Drainage Easement and Rights to Drain for Drainage Improvements at 249 Bailey Hill Road

**ITEM PREPARED BY:**

Alec Ethier, Engineering Technician  
Mary T. Calorio, Town Manager

**FOR COUNCIL MEETING OF:**

September 13, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:**

249 Bailey Hill Road is a triangle shaped piece of property bounded by Bailey Hill Road to the northeast, Coomer Hill Road to the southeast, and former Old Bailey Hill Road to the northwest. Surface water travels from a large, wooded tract of land in a south westerly direction, crossing under Bailey Hill Road in a culvert, and then flowing in an open channel for approximately 250 feet until it meets a concrete pipe carrying water under Coomer Hill Road and ultimately to the outfall. The purpose of the project is to eliminate the open channel for ease of maintenance for both Town forces as well as the residents of 249 Bailey Hill Road. The value of the Tripodi 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. and Mrs. Tripodi have agreed to grant the easement to the Town for no financial consideration.

**STAFF RECOMMENDATION:**

Approval of the Resolution

**TOWN ATTORNEY REVIEW:**

Review of Description & Map

**COUNCIL ACTION DESIRED:**

Action on the Resolution

**SUPPORTING MATERIALS:**

- Resolution
- Easement Description
- Map of Easement area

Resolution #R22-44

**RESOLUTION TO INTRODUCE AND SET THE DATE OF OCTOBER 11, 2022 FOR  
A PUBLIC HEARING ON A PROPOSED ORDINANCE TO AUTHORIZE  
ACCEPTANCE FROM DAVID AND JOSEPHINE TRIPODI OF A PERMANENT  
DRAINAGE EASEMENT ADND RIGHTS TO DRAIN FOR DRAINAGE  
IMPROVEMENTS AT 249 BAILEY HILL ROAD**

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, October 11, 2022 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 DAVID AND JOSEPHINE  
TRIPODI OF A PERMANENT DRAINAGE EASEMENT AD RIGHTS TO DRAIN FOR  
DRAINAGE IMPROVEMENTS AT 249 BAILEY HILL ROAD**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Permanent Drainage and Maintenance Easement for Drainage Improvements at 249 Bailey Hill Road for property in substantially the same form as described in "Schedule A" as attached hereto, granted to the Town by David and Josephine Tripodi to provide for construction associated with Drainage Improvements to 249 Bailey Hill 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 13<sup>th</sup> day of September, 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 September 13, 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)



### Schedule A

A certain Drainage Easement and Rights to Drain upon property identified as 249 Bailey Hill Road, situated on the easterly side of Coomer Hill Road in the Town of Killingly, County of Windham and State of Connecticut, being more particularly shown as: **PROPOSED 30' DRAINAGE EASEMENT IN FAVOR OF THE TOWN OF KILLINGLY, AREA: 9450 +/- Sq. Ft.**, on a survey plan entitled:

**"Easement Survey Prepared For: Town of Killingly Land of David & Josephine Tripodi and Patrick & Kristina Warren, Bailey Hill Road & Coomer Hill Road Killingly, Connecticut, Prepared by Archer Surveying LLC, 18 Providence Road Brooklyn, CT 06234, Scale: 1" = 20', Dated April 15, 2022"**, said easement area being bound and described as follows:

Beginning at an iron pipe on the easterly street line of Coomer Hill Road, said iron pipe being the northwest corner of herein described easement and said iron pipe being the northwest corner of land of David & Josephine Tripodi;

Thence N 33° 17' 55" E for a distance of 94.36' to an iron pipe,

Thence N 35° 13' 36" E for a distance of 158.05' to an iron pipe,

Thence N 39° 26' 03" E for a distance of 39.46' to a point,

The last three courses being bound north westerly by land of Patrick & Kristina Warren,

Thence S 50° 33' 57" E for a distance of 22.89' to a point,

Thence in a southerly direction 27.38' along a curve to the left having a radius of 615.00', (the chord of said curve being S 15° 06' 44" W for a distance of 365.56') to a point;

Thence S 35° 13' 36" W for a distance of 156.45' to a point,

Thence S 33° 17' 36" W for a distance of 120.80' to a point in the easterly street line of Coomer Hill Road;

Thence N 14° 15' 41" W for a distance of 18.28' to a point,

Thence N 15° 11' 32" W for a distance of 22.03' to an iron pipe and the place of beginning.

Containing 9450 +/- Sq. Ft. As shown on the map referenced above.

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on a resolution to introduce and set the date of October 11, 2022 for a public hearing on a proposed ordinance to authorize acceptance from Tammy Rainville and Robert Labonte of a Permanent Drainage Easement and Rights to Drain for Drainage Improvements at 146 Pineville Road

**ITEM PREPARED BY:**

Alec Ethier, Engineering Technician  
Mary T. Calorio, Town Manager

**FOR COUNCIL MEETING OF:**

September 13, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:**

This drainage easement was proposed in response to a building plan for a two-bedroom residence and detached garage, which was approved on February 22, 2022. The configuration of the existing drainage system on Pineville Road would discharge stormwater directly to the proposed front yard and leech field of 146 Pineville Road. In order to discharge the stormwater to a more suitable location, the installation of two catch basins and a rip-rap protected outfall were recommended by Town Staff. The above outlined drainage improvements (application #22-1538) were reviewed and approved by Killingly Inland Watercourses & Wetlands Commission on February 7, 2022. The value of this 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:**

Ms. Rainville and Mr. Labonte have agreed to grant the easement to the Town 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 TO INTRODUCE AND SET THE DATE OF OCTOBER 11, 2022 FOR  
A PUBLIC HEARING ON A PROPOSED ORDINANCE TO AUTHORIZE  
ACCEPTANCE FROM TAMMY RAINVILLE AND ROBERT LABONTE OF A  
PERMANENT DRAINAGE EASEMENT AND RIGHTS TO DRAIN FOR DRAINAGE  
IMPROVEMENTS AT 146 PINEVILLE ROAD**

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, October 11, 2022 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 TAMMY RAINVILLE AND  
ROBERT LABONTE OF A PERMANENT DRAINAGE EASEMENT AND RIGHTS  
TO DRAIN FOR DRAINAGE IMPROVEMENTS AT 146 PINEVILLE ROAD**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town authorizes acceptance of the Permanent Drainage Easement and Rights to Drain for Drainage Improvements at 146 Pineville Road for property in substantially the same form as described in "Schedule A" as attached hereto, granted to the Town by Tammy Rainville and Robert Labonte to provide for construction associated with Drainage Improvements to 146 Pineville 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 13<sup>th</sup> day of September 2022

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 September 13, 2022 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.

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Elizabeth Wilson, Town Clerk,

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Date

(Seal)

## SCHEDULE A

A certain Drainage Easement and Rights to Drain upon property identified as 146 Pineville Road, situated on the southeasterly side of Pineville Road in the Town of Killingly, County of Windham and State of Connecticut, being more particularly shown as: PROPOSED 10' X 64' DRAINAGE EASEMENT AND RIGHTS TO DRAIN IN FAVOR OF THE TOWN OF .KILLINGLY, on a survey plan entitled: "Improvement Location & Topographic Survey "Subsurface Sewage Disposal System (SSDS) Design Plan, Prepared for Tammy Rainville & Robert LaBonte, 146 Pineville Road - Dayville, Connecticut, Scale: 1" = 20', Date: December 2021, Job I.D. No. 21-3089, Rev. "A" - Per Town Eng. Comments-2/7/22, Rev. "B" - For 3 Property Corners Set-3/14/22, Sheet No. 1/2" as prepared by Boundaries, LLC. Which Map has been recorded as Map No. 7312 in the Killingly Land Records on March 14, 2022.