



TOWN OF KILLINGLY

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

TOWN COUNCIL MEETING

DATE: Tuesday, April 14, 2020
TIME: 7:00 PM
PLACE: Microsoft Office Teams - Virtual

Public can view the meeting on Facebook Live. Go to www.killinglyct.gov click on Facebook Live

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - a) Special Town Council Goal Setting Meeting: 2/8/2020
 - b) Regular Town Council Meeting: 2/11/2020
 - c) Special Town Council Meeting: 3/3/2020
 - d) Regular Town Council Meeting: 3/10/2020
 - e) Special Town Council Meeting: 4/1/2020
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION
8. Citizens' Statements and Petitions

Pursuant to Governor's Executive Order 7B, all public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov.
9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS

RECEIVED
TOWN CLERK, KILLINGLY, CT
2020 APR -9 PM 3:08
Elizabeth M. Wilson

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
15. NEW BUSINESS
 - a) Consideration and action on a resolution to introduce and set the date of June 9, 2020 for a public hearing on an ordinance amending Chapter 14 of the Code of Ordinances for the revision the Property Tax Relief Policy for the Exemption of Ambulance-type Vehicles
 - b) Consideration and action on a resolution to introduce and set the date of June 9, 2020 for a public hearing on an ordinance amending Chapter 6 of the Code of Ordinances for the revision of the Town Council term of office to reflect the revised Town Charter language
 - c) Consideration and action on a resolution to approve the participation in the Deferment Program as per Governor's Executive Order 7S Section 6
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

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

7. Executive Session: None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:43 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL GOAL SETTING MEETING**

Date: Saturday, February 8, 2020

Time: 9:00 a.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 Saturday, August 6, 2020 at 9:00 a.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. Citizens' Comments**
- 4. Discussion of Council's 2020-21 Goals**
- 5. Adjournment**

1. Chairman Anderson called the special meeting to order at 9:04 a.m.
2. On Roll Call, all counselors were present except Ms. Brackenwagen and Ms. Walsh, who were absent with notification and Mr. LePrade, who was absent. Town Manager Calorio and Council Secretary Buzalski were also present.
3. Citizens' Comments: None
4. Discussion of Council's 2020-21 Goals
Councilors discussed 2020-21 goals as follows:

1. Locate all Town underground infrastructure (i.e. sewer, drainage and electrical on Main Street)

2. Employee training focused on Customer Service and Confidentiality. Training for Boards and Commissions.
3. Town Council to receive a quarterly review of all legal matters
4. Install an electronic sign at Owen Bell
5. Designate the Town of Killingly as a 2nd Amendment Sanctuary Town
6. Support and grow Constabulary – possibly receive regular reports as to number of calls
7. Support NTE project
8. Support and work with Board of Education to improve school infrastructure. Meet with Board of Education more frequently to better understand the challenges.
9. Improve Town's image – fill downtown store fronts. Support efforts to encourage business development. Support efforts of KBA. Evaluate possible development agreements
10. Evaluate services provided by NECCOG.
11. Support the KMS modular replacement project and the Community Center relocation project
12. Vacancies on Boards & Commissions.
13. Complete the Town Manager's annual review in a timely manner.
14. Investigate the request to have a streetlight installed at Wyndham Landing on Route 12
15. Investigate the request to have a crosswalk installed on Route 12 near Big Y and the WPCA
16. Channel 22 – Better video quality and availability for playback of meetings
17. Explore the elimination of duplicate road names
18. Elderly, disabled and veterans tax reduction - awareness for citizens; user friendly
19. Blight enforcement
20. Spending plan for use of tax stabilization and CEBA funding from NTE project.
21. Road and bridge infrastructure improvements
22. Transfer station – investigate what the next steps are.
23. Consider infrastructure needed for the expansion of business development (i.e. water, sewer, electric, roads). Evaluate funding sources.

Top 5 Goals

1. Economic Development – support business development and explore incentives
2. Support and work with the Board of Education on overall operations and capital projects to improve the infrastructure.
3. Support and grow the Constabulary
4. Evaluate NECCOG services
5. Expansion of community awareness – improve Channel 22 access and explore other options.

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:27 a.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:27 a.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

TOWN COUNCIL REGULAR MEETING

DATE: TUESDAY, February 11, 2020

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, February 11, 2020 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: 01/02/20
 - b) Special Town Council Meeting: 01/07/20
 - c) Regular Town Council Meeting: 01/14/20
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Proclamation recognizing the week of February 22nd – 29th as National FFA Week
 - b) Proclamation recognizing February as Teen Dating Violence Prevention and Awareness Month
 - c) Proclamation recognizing February as Black History Month
 - d) Wright Investors' Service Holdings Inc (WISH) – Killingly dams
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.

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
14. **UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION**
 - a) Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate \$16,550, 000 for improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an addition and authorize the issuance of bonds and notes in the same amount.
 - b) Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate \$16,100,000 for improvements to Westfield Avenue School, including renovations needed to serve as the Community Center, and authorize the issuance of bonds and notes in the same amount
15. **NEW BUSINESS**
 - a) Consideration and action on a resolution authorizing the appropriation of State LoCIP grant funds for the resurfacing of the Owen Bell Park playground in the amount of \$80,000
 - b) Consideration and action on a resolution to endorse the RPIP grant applications submitted by NECCOG
 - c) Consideration and action on a resolution authorizing the Town Manager to execute the registration documents as the Authorizing Authority for the Town's website domain .GOV.
 - d) Discussion on Wright Investors' Service Holding Inc (WISH) proposal.
16. **COUNCIL MEMBER REPORTS AND COMMENTS**
17. **EXECUTIVE SESSION**
18. **ADJOURNMENT**

KILLINGLY TOWN COUNCIL

1. Chairman Anderson called the meeting to order at 7:00 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present except Ms. George and Mr. LaPrade, who were absent with notification and Ms. Brakenwagen, who was absent. Also present were Town Manager Calorio and Council Secretary Buzalski.

5. Adoption of minutes of previous meetings

5a, b, c. Mr. Grandelski made a motion, seconded by Ms. Walsh, to adopt the minutes of the Special Town Council Meeting of January 2, 2020, the minutes of the Special Town Council Meeting of January 7, 2020, and the minutes of the Regular Town Council Meeting of January 14, 2020.

Voice Vote: Unanimous. Motion passed.

6. Presentations, proclamations and declarations:

6a. Proclamation recognizing the week of February 22nd – 29th as National FFA Week

Chairman Anderson read the following:

**PROCLAMATION RECOGNIZING NATIONAL FFA WEEK
FEBRUARY 22 – 29, 2020**

WHEREAS, the FFA and agricultural education programs provide a strong foundation for the youth of America and the future of the food, fiber and natural resources systems; and

WHEREAS, FFA promotes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success among its members; and

WHEREAS, agricultural education and FFA ensures a steady supply of young professionals to meet the growing needs science, business and technology of agriculture; and

WHEREAS, the FFA moto “Learning to Do, Doing to Learn, Earning to Live, Living to Serve” gives direction of purpose to these students who take an active role in succeeding in agricultural education; and

WHEREAS, FFA promotes volunteerism, citizenship, patriotism and cooperation;

NOW, THEREFORE, BE IT PROCLAIMED BY THE KILLINGLY TOWN COUNCIL that the week of February 22-29, 2019 be recognized as FFA Week.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 11th day of February 2020

6b. Proclamation recognizing February as Teen Dating Violence Prevention and Awareness Month

Chairman Anderson read the following:

**PROCLAMATION RECOGNIZING THE MONTH OF FEBRUARY 2020 AS
TEEN DATING VIOLENCE PREVENTION AND AWARENESS MONTH
IN THE TOWN OF KILLINGLY**

WHEREAS, Teen Dating Violence Prevention and Awareness Month is a national effort to raise awareness about abuse in teen and 20-something relationships and promotes programs that prevent this abuse during the month of February; and

WHEREAS, teen dating violence is a wide-spread problem, affecting youth in every community across the nation; and

WHEREAS, one in three young people are affected by physical, sexual, or verbal dating violence; one in ten in a serious relationship have reported being slapped, pushed, hit, threatened or coerced by their partner, and recognizing breakups are a time of greater risk, even when a relationship was never physically abusive; and

WHEREAS, young people can choose better relationships when they understand that healthy relationships are based on respect and learn to identify early warning signs of an abusive relationship; and

WHEREAS, elimination of dating violence must be achieved through cooperation of individuals, organizations, and communities and young people across the nation have organized to put a stop to dating abuse and work alongside their adult allies to educate young people about this violence; and

WHEREAS, Dating Violence Prevention and Awareness Month provides an excellent opportunity for citizens to learn more about preventing dating violence and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to victims; now

THEREFORE, the Killingly Town Council does hereby proclaim the month of February 2020, as Dating Violence Prevention and Awareness Month in the Town of Killingly.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 11th day of February 2020

6c. Proclamation recognizing February as Black History Month
Chairman Anderson read the following:

**PROCLAMATION RECOGNIZING THE MONTH OF FEBRUARY 2020 AS
BLACK HISTORY MONTH
IN THE TOWN OF KILLINGLY**

WHEREAS, Black History Month is observed annually across the United States in February. We celebrate the many achievements and contributions made by African Americans to our economic, cultural, spiritual and political development; and

WHEREAS, In 1915, Dr. Carter Godwin Woodson, a noted historian and author, second African American to earn a PH.D. from Harvard University, founded the Association for the Study of Negro Life and History, which was later renamed the Association for the Study of African American Life and History (ASALH); and

WHEREAS, Dr. Woodson initiated Black History Week on February 12, 1926; and for many years, the second week of February, chosen to coincide with the birthdays of Frederick Douglas and Abraham Lincoln, has been celebrated by African Americans in the United States;

WHEREAS, in 1976, President Gerald Ford officially declared Black History Month as part of the nation's bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all across North America; and, in our current year of 2020, we celebrate 150 years since the ratification of the Fifteenth Amendment granting African American men the right to vote;

NOW, THEREFORE, the Killingly Town Council does hereby proclaim the month of February 2020, as Black History Month which is a time for honoring the significant achievements, inspirations and contributions African Americans have made to our town, state and nation.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,
this 11th day of February 2020

6d. Wright Investors' Service Holdings Inc (WISH) – Killingly dams

Representatives from Wright Investors' Service Holdings Inc (WISH) Harold Kong and Oric Defossie gave a presentation regarding the Killingly dams currently owned by WISH.

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions:

Donna Bromwell, Bailey Hill Rd, was disappointed that the Conservation Commission was not notified of the presentation by WISH. She hopes that the Conservation Commission will be kept in the loop going forward.

Lynn LaBerge, 28 East Franklin St, spoke in support of the playground resurfacing project at Owen Bell.

Lydia Rivera-Abrams, 45 Mason Hill Rd, spoke in support of both the KMS and Westfield projects. She also feels that the KMS project should be a priority and that students and staff should not be in the building during construction. If the students and staff are present during construction, she feels that anyone in the building during construction should sign a waiver to not hold the Town and Board of Ed liable for any respiratory diseases that they may suffer for the next ten years. On the issue of the turf field, she feels that due process was violated when the project was presented to the Facilities Subcommittee and defeated. After it was defeated, it was transferred to the Fiscal Committee so that it would be approved. She feels the turf field is not supported by the Board of Ed and should not be supported by the Town Council.

Mary Colensic, 294 Broad St, spoke against the town of Killingly becoming a Second Amendment Sanctuary City.

John Sarantopoulos, 37 Tunk City Rd, said that nobody really knows what the Second Amendment is. He believes that the Sanctuary City issue does not belong before the Council.

9. Council/Staff Comments:

Mr. Lee commented on Ms. Rivera-Abrams comments about the construction projects. He also disagreed that people are getting information through the grapevine. He said that the Council

complies with all reporting requirements. He asked the Town Manager to clarify the turf field situation.

Town Manager Calorio explained some more aspects of the KMS and Westfield projects and explained the turf field situation.

Mr. Anderson said that if the two projects get tabled, he would still like to have the Public Meetings. He also asked about the possibility of asbestos in the KMS building.

Town Manager Calorio responded that during the removal of the modular classrooms, the rest of the building would be sectioned off. There is not a lot of renovation being done to the remaining building.

Mr. Wood apologized to Ms. Bromwell for not getting notice. He feels that all meetings are well-publicized. Regarding the Second Amendment Sanctuary City, he explained his position and reason for suggesting it.

10. Appointments to Boards and Commissions:

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to reappoint Marcel Lussier to the Permanent Building Commission as a Regular Member. The new term would run 12/2019 thru 12/2024.

Discussion followed.

Voice vote: Unanimous. Motion passed.

Mr. Grandelski made a motion, seconded by Mr. Lee, to reappoint Stewart Rivers to the Permanent Building Commission as a Regular Member. The new term would run 12/16/2019 thru 12/15/2024.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

No report.

11b. Report from the Borough Liaison:

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

12. Discussion and Acceptance of Monthly Budget Reports:

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

No report due to the timing of the meetings.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

14. Unfinished Business for Town Council Action:

14a. Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate \$16,550,000 for improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and

construction of an addition and authorize the issuance of bonds and notes in the same amount.
Mr. Kerttula made a motion, seconded by Ms. Walsh, to adopt the following:

RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO KILLINGLY MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE STRUCTURES, SITE RECONFIGURATION, UPGRADES TO EXISTING STRUCTURE, ADDITION OF AN ELEVATOR, AND CONSTRUCTION OF AN ADDITION AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT:

AN ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO KILLINGLY MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE STRUCTURES, SITE RECONFIGURATION, UPGRADES TO EXISTING STRUCTURE, ADDITION OF AN ELEVATOR, AND CONSTRUCTION OF AN ADDITION AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) for costs associated with improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an approximately 18,950 square foot addition, substantially as described as Site Concept A3, dated September 25, 2019, prepared by Silver/Petrucelli & Associates. The appropriation may be spent for design and construction costs, site improvements, demolition, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued

pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary

notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Board of Education is authorized on behalf of the Town to apply for and accept state grants for the project. The Board of Education is authorized to file applications with the State Board of Education, to execute grant agreements for the project, and to file such documents as may be required by the State Board of Education to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, the Board of Education, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Discussion followed.

Mr. Lee made a motion to modify the language of the resolution removing the words "to be adjourned to machine vote". There was no second.

On the original motion, voice vote: Majority for, Mr. Anderson opposed. Motion passed.

14b. Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate 100,000 for improvements to Westfield Avenue School, including renovations needed to serve as the Community Center, and authorize the issuance of bonds and notes in the same amount

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

RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A

**COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND
NOTES IN THE SAME AMOUNT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT:

ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) for costs associated with improvements to Westfield Avenue School, including (1) renovation of the areas utilized by the Board of Education for Central Administration Offices and the EASTCONN program of Westfield Avenue School to include roof replacement, repair of the brick veneer, boiler replacement, new HVAC controls, windows and doors, fire panel, ADA compliant restrooms, replace exterior lighting, and (2) renovation of the former Vo-Ag wing and rear hall of the building to serve as a Community Center, including expansion of the parking lot and lighting, installation of HVAC system, painting, flooring, ceilings, ADA bathrooms, installation of administration offices and staff breakroom/restroom. The appropriation may be spent for design and construction costs, site improvements, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Town Manager, is authorized on behalf of the Town to apply for and accept state grants for the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Discussion followed.

Voice vote: Majority for, Mr. Anderson opposed. Motion passed.

15. New Business:

15a. Consideration and action on a resolution authorizing the appropriation of State LoCIP grant funds for the resurfacing of the Owen Bell Park playground in the amount of \$80,000

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

**RESOLUTION AUTHORIZING THE APPROPRIATION OF LOCIP GRANT
FUNDING IN THE AMOUNT OF \$80,000 FOR THE CAPTIAL PROJECT TO
RESURFACE THE OWEN BELL PARK PLAYGROUND AREA.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager submit a LOCIP grant application in the amount of \$80,000 for the resurfacing of the Owen Bell Park playground.

BE IT FURTHER RESOLVED that the Killingly Town Council hereby authorizes the appropriation of \$80,000 of State LoCIP grant funds for said project.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution to endorse the RPIP grant applications submitted by NECCOG

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

RPIP 2020 Resolution of Endorsement

Whereas, the State of Connecticut has made certain grant funds available through Connecticut General Statute 4-124s known commonly as the Regional Performance Incentive Program (RPIP) to regional councils of governments for the: for: (1) The joint provision of any service that one or more participating municipalities of such council, educational service center or agency currently provide but which is not provided on a regional basis, (2) a planning study regarding the joint provision of any service on a regional basis, or (3) shared information technology services; and

Whereas the Town of Killingly is a member of the Northeastern Connecticut Council of Governments (NECCOG) - a regional council of governments; and

Whereas, NECCOG has submitted two RPIP grant proposals addressing the study of a Regional Environmental Depot and the expansion and renovation of the Regional Animal Shelter; and

Whereas, the Legislative Body, which is considered the Town Council for purposes of this act, is required to pass a resolution demonstrating support for each RPIP application, and;

Whereas, the Town Council of the Town of Killingly has determined that the applications submitted by NECCOG for RPIP funding are in the best interests of the Town of Killingly

Now, be it Resolved by the Killingly Town Council, that it does hereby express its support and endorsement of (one or both) NECCOG's 2020 RPIP Grant Application.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Discussion followed.

Voice vote: Majority in favor, Mr. Grandelski and Mr. Wood opposed. Motion passed, 4-2.

15c. Consideration and action on a resolution authorizing the Town Manager to execute the registration documents as the Authorizing Authority for the Town's website domain .GOV.

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

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE THE
REGISTRATION DOCUMENTS AS THE AUTHORIZING AUTHORITY FOR THE
TOWN'S WEBSITE DOMAIN .GOV.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, in accordance with Section 602 of the Killingly Town Charter, the Town Council may authorize the Town Manager to enter into and deliver to the United States Government or any agency thereof, the State of Connecticut or any agency or political subdivision thereof, or any other body politic or corporate any and all documents which it deems to be necessary or appropriate; and

BE IT FURTHER RESOLVED that Town Manager Mary T. Calorio, Chief Executive Officer for the Town of Killingly, is hereby authorized to execute registration documents as the Authorizing Authority for the Town's website domain .GOV and all related documents on behalf of the Town of Killingly and to do and perform all acts and duties deemed necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15d. Discussion on Wright Investors' Service Holding Inc (WISH) proposal.

Councilors discussed the proposal by WISH.

Mr. Kerttula made a motion, seconded by Mr. Grandelski, to suspend the rules to allow Conservation Commission Chair Bromwell to speak.

Voice vote: Unanimous. Motion passed.

Ms. Bromwell spoke about the proposal from a conservation perspective.

16. Council Member Reports and Comments:

Mr. Grandelski reported on the WPCA.

Mr. Wood reported on Public Safety

Mr. Lee reported on the Solid Waste Subcommittee.

Mr. Kerttula reported on the Permanent Building Committee.

Mr. Anderson reported on the Fiscal Subcommittee.

Ms. Walsh reported on the Historic District Commission and the Board of Rec.

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 10:00 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:00 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Tuesday, March 3, 2020

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, March 3, 2020 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**
- 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.

5. Old Business

6. New Business:

- a) Consideration and action on a resolution to authorize the Town Manager to apply for the Office of Community Oriented Policing Services (COPS), FY2020 Hiring Grant to partially fund a School Resource Officer Position and a Community Officer Position**
- b) Discussion and action regarding the machine vote date for the KMS and Westfield Ave projects.**
- c) Housing Authority joined meeting, Chair Carol Greene**

7. Executive Session

8. Adjournment

1. Chairman Anderson called the special meeting to order at 7:00 p.m.
2. On Roll Call, all counselors were present except Mr. LaPrade, who was absent with notification. Town Manager Calorio and Council Secretary Buzalski were also present.
3. Interviews for Boards/Commissions:
Councilors interviewed Joseph Higgins, III. Mr. Higgins is seeking reappointment to the Water Pollution Control Authority as a Regular Member. The new term would run 11/2019 thru 10/2022.
4. Citizens' Statements and Petitions
Chris Glynn, 11 Huntley Rd, spoke in support of the KMS project.
5. Old Business: None
6. New Business
6a) Consideration and action on a resolution to authorize the Town Manager t apply for the Office of Community Oriented Policing Services (COPS). FY2020 Hiring Grant to partially fund a School Resource Officer Position and a Community Officer Position

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

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO APPLY TO THE
UNITED STATES DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY
ORIENTED POLICING SERVICES (COPS),
FOR A FY2020 COPS HIRING PROGRAM (CHP) GRANT TO PARTIALLY
FUND A STUDENT RESOURCE OFFICER PROGRAM AND A COMMUNITY
OFFICER**

WHEREAS, CHP provides funding directly to law enforcement agencies to hire new law enforcement officers in an effort to create new jobs, and to increase their community policing capacity and crime-prevention efforts; and

WHEREAS, the CHP grant would cover up to 75% of the entry-level salary and fringe benefits of each newly-hired, full-time, sworn career law enforcement officer for 36 months. The Town would be required to provide a local match for the 36-month grant period, and as a condition of the grant, to provide 100% of the salary and benefits for those positions for not less than 12 months; and

WHEREAS, the Town desires to seek grant funding for a new Student Resource Officer position and a new Community Officer position through the FY2020 CHP;

NOW, THEREFORE, BE IT RESOLVED by the Town of Killingly Town Council that the Town Manager, or her designee, hereby is authorized to apply to the United States Department of Justice CHP for a FY2020 CHP Grant for a Student Resource Officer position and a new Community Officer position; and

BE IT STILL FURTHER RESOLVED, that the Town Manager, or her designee, is authorized to execute any documents deemed necessary and appropriate to effectuate this transaction.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 3th day of March 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

6b) Discussion and action regarding the machine vote date for the KMS and Westfield Ave projects

Councilors discussed the machine vote date for the KMS and Westfield Ave projects.

6c) Housing Authority joined meeting. Chair Carol Greene

Housing Authority Executive Director Carol Greene, Housing Authority Chair Roxanne Pappas, and Vice Chair David Smith discussed Housing Authority activities with Councilors.

7. Executive Session: None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:23 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

BE IT STILL FURTHER RESOLVED, that the Town Manager, or her designee, is authorized to execute any documents deemed necessary and appropriate to effectuate this transaction.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 3th day of March 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

6b) Discussion and action regarding the machine vote date for the KMS and Westfield Ave projects

Councilors discussed the machine vote date for the KMS and Westfield Ave projects.

6c) Housing Authority joined meeting. Chair Carol Greene

Housing Authority Executive Director Carol Greene, Housing Authority Chair Roxanne Pappas, and Vice Chair David Smith discussed Housing Authority activities with Councilors.

7. Executive Session: None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:23 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**TOWN COUNCIL
KILLINGLY TOWN COUNCIL
PUBLIC HEARING**

DATE: TUESDAY, March 10, 2020

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

The Town Council of the Town of Killingly held a Public Hearing on Tuesday, March 10, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, Killingly, Connecticut at which time interested persons were heard on the following ordinances:

**RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND
SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN
ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO KILLINGLY**

**MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE STRUCTURES,
SITE RECONFIGURATION, UPGRADES TO EXISTING STRUCTURE, ADDITION
OF AN ELEVATOR, AND CONSTRUCTION OF AN ADDITION AND AUTHORIZING
THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT:

**AN ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO
KILLINGLY MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE
STRUCTURES, SITE RECONFIGURATION, UPGRADES TO EXISTING
STRUCTURE, ADDITION OF AN ELEVATOR, AND CONSTRUCTION OF AN
ADDITION AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE
SAME AMOUNT**

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) for costs associated with improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an approximately 18,950 square foot addition, substantially as described as Site Concept A3, dated September 25, 2019, prepared by Silver/Petrucelli & Associates. The appropriation may be spent for design and construction costs, site improvements, demolition, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000). The notes shall be issued pursuant to Section

7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Board of Education is authorized on behalf of the Town to apply for and accept state grants for the project. The Board of Education is authorized to file applications with the State Board of Education, to execute grant agreements for the project, and to file such documents as may be required by the State Board of Education to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, the Board of Education, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

AND,

RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT:

ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) for costs associated with improvements to Westfield Avenue School, including (1) renovation of the areas utilized by the Board of Education for Central Administration Offices and the EASTCONN program of Westfield Avenue School to include roof replacement, repair of the brick veneer, boiler replacement, new HVAC controls, windows and doors, fire panel, ADA compliant restrooms, replace exterior lighting, and (2) renovation of the former Vo-Ag wing and rear hall of the building to serve as a Community Center, including expansion of the parking lot and lighting, installation of HVAC system, painting, flooring, ceilings, ADA bathrooms, installation of administration offices and staff breakroom/restroom. The appropriation may be spent for design and construction costs, site improvements, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the

particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable

or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Town Manager, is authorized on behalf of the Town to apply for and accept state grants for the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

John Sarantopoulos, 37 Tunk City Rd, asked if we convert Westfield Ave, what happens with the State reimbursements.

David Griffiths, 70 Griffiths Rd, said Westfield Ave must be fixed but he does not agree to turning it over to the Rec Dept. He does not support the KMS project. The asbestos-coated water pipes need to be fixed. He feels that we should keep Killingly affordable.

Lynn LaBerge, East Franklin St, supports both projects and the old building on Broad St could be sold.

Donna Bromwell, Bailey Hill Rd, supports the KMS upgrade, She feels the town should keep Broad St and not do the project at Westfield Ave because there would be no reimbursement from state.

Lidia Rivera-Abrams, 45 Mason Hill, supports the KMS project on a delay for Westfield. She feels we need to breath between referendums. She asked the Council to consider the financial and safety aspects of the projects.

Chris Malarkey, 61 Kenneth Dr, supports both the KMS and Westfield Ave projects.

Dan Litke, Brooklyn, CT feels the schools needs upgrades and he supports both projects.

Dave Jarvais, representative of the Carpenters Local 326, supports both projects as they are based on need.

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to close Public Comment.

Voice vote: Unanimous. Motion passed.

The Public Hearing ended, and the Town Council meeting began at 7:17 p.m.

REGULAR MEETING

DATE: TUESDAY, March 10, 2020

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, March 10, 2020 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: 01/25/20
 - b) Regular Town Council Meeting: 02/04/20
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Proclamation recognizing March as Women's History Month and the Centennial of the Woman's right to vote, 19th Amendment
 - b) Presentation of FY 18-19 Municipal Audit Report by Mahoney and Sabol Company, LLP
 - c) Presentation of Turf Fields
7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
 - a) Consideration and action on an ordinance to appropriate \$16,550,000 for improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an addition and authorize the issuance of bonds and notes in the same amount.
 - b) Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate \$16,100,000 for improvements to Westfield Avenue School, including renovations needed to serve as the Community Center, and authorize the issuance of bonds and notes in the same amount
8. **CITIZEN 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.
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) Resignation from Coleen Brakenwagen

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

- a) Consideration and action on a resolution to accept the Town's Basic Financial Statements and Related Audit Reports for the fiscal year ended June 30, 2019 and to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2019-2020
- b) Consideration and Action on a Resolution to introduce to introduce and set a Public Hearing and Special Town Meeting on an ordinance Authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds account
- c) Consideration and action on a resolution to introduce and set a public hearing and special town meeting on an ordinance Authorizing an Appropriation of \$300,000 from the General Fund Unassigned Fund Balance to the Turf Field Capital Project
- d) Consideration and action on a resolution setting the dates, times and places of the public hearing, the Annual Town Meeting, and the adjourned Annual Town Meeting machine vote on the 2020-2021 budget ordinance
- e) Consideration and action on a resolution to introduce and set a date for a public hearing on an ordinance amending Chapter 2, 8.1, 12.5 and 15 of the Code of Ordinances for Board and Commissions
- f) Consideration and action on a resolution to introduce and set a date for a public hearing on an ordinance amending Chapter 14 of the Code of Ordinances for the revision the Property Tax Relief Policy for Public Safety Volunteers
- g) Consideration and action on a resolution approving a memorandum of understanding with the Board of Education regarding the management of space, allocation of costs and maintenance of 79 Westfield Avenue

16. COUNCIL MEMBER REPORTS AND COMMENTS**17. EXECUTIVE SESSION**

- a) Potential Sale of Town property

18. ADJOURNMENT**KILLINGLY TOWN COUNCIL**

1. Chairman Anderson called the meeting to order at 7:17 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present except Mr. LaPrade who was absent with notification. Also present were Town Manager Calorio and Council Secretary Buzalski.
5. Adoption of minutes of previous meetings
- 5a. Special Town Council Meeting: 01/25/20 and 5b. Regular Town Council Meeting: 02/04/20

Mr. Grandelski made a motion, seconded by Mr. Wood, to adopt the minutes of the Special Town Council Meeting of January 25, 2020 and the Special Town Council Meeting of February 4, 2020.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

Mr. Grandelski made a motion, seconded by Mr. Kerttula, to move agenda item 8, Citizen Statements and Petitions up.

Voice vote: Unanimous. Motion passed.

8. Citizens' Statements and Petitions:

Justin Baker, 19 Davis Street, Danielson, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Emma Carpenter, 23 White Brook Drive, Brooklyn, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Ryan Miller, 390 Lake Road, Killingly, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Sage Lamparelli, 109 Laurel Drive, Dayville, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Sophia Moore, 25 King Street, Danielson, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Christopher Jax, 15 Hickory Lane, Brooklyn, CT, a student-athlete at KHS, spoke in favor of the Turf field.

Alan Carpenter, Brooklyn, CT, asked the Council to not take the students' leaving as a sign of disinterest. They need to get home and get ready for school tomorrow.

Steven Reef, 61 Old Voluntown Rd, Griswold, said his son will be attending KHS and spoke in favor of the Turf field.

Patrick Riley, 26 Deerwood Dr, Killingly, supports the Turf field because it will help youth sports.

Chad Neil, 20 Pleasant St, Putnam, Head Football Coach at KHS, spoke about the benefits of the Turf field.

6. Presentations, proclamations and declarations:

6a. Proclamation recognizing March as Women's History Month and the Centennial of the Woman's right to vote, 19th Amendment

Mr. Anderson read the following:

PROCLAMATION RECOGNIZING THE MONTH OF MARCH 2020 AS WOMEN'S HISTORY MONTH OF THE CENNTENIAL ON THE 19TH AMENDMENT WITH THE WOMAN'S RIGHT TO VOTE IN THE TOWN OF KILLINGLY

WHEREAS American women of every race, class, and ethnic background have made historic and heroic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways;

WHEREAS American women have played a unique role throughout the history of our Nation by fighting for equality while continuing to be instrumentally critical to their economic and cultural growth while combating discrimination and still fulfilling social roles and the labor force both inside and outside of the home;

WHEREAS American women have served our country courageously amongst our military branches, obtain higher graduate degrees, become great leaders of companies and to serve in our governmental offices, and were influential in the passing of the 19th Amendment allowing women the right to vote in 1920;

WHEREAS despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching, and study of American history;

WHEREAS, in 1980, president Carter officially declared the week of March 8th to be National Women's History Week. Due to growing popularity and increased education and Congressional Resolutions, in 1987 President Ronald Reagan passed a proclamation that March will be Women's History Month;

NOW, THEREFORE BE IT Proclaimed, the Killingly Town Council does hereby recognize the month of March 2020 as Women's History Month, which is a time for expressing gratitude, a time to honor their strength, defeats and triumphs and their passion to stand up for equality. The contributions women have made to our towns, states, and nation are heroic.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
This 10th day of March 2020

Mr. Grandelski made a motion, seconded by Mr. Lee, to move agenda items 7a and 7b up.
Voice vote: unanimous. Motion passed.

7. Unfinished Business for Town Meeting Action:

7a. Consideration and action on an ordinance to appropriate \$16,550,000 for improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an addition and authorize the issuance of bonds and notes in the same amount.

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

RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO KILLINGLY MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE STRUCTURES, SITE RECONFIGURATION, UPGRADES TO EXISTING STRUCTURE, ADDITION OF AN ELEVATOR, AND CONSTRUCTION OF AN ADDITION AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting

will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT:

**AN ORDINANCE APPROPRIATING \$16,550,000 FOR IMPROVEMENTS TO
KILLINGLY MEMORIAL SCHOOL INCLUDING REMOVAL OF PORTABLE
STRUCTURES, SITE RECONFIGURATION, UPGRADES TO EXISTING
STRUCTURE, ADDITION OF AN ELEVATOR, AND CONSTRUCTION OF AN
ADDITION AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE
SAME AMOUNT**

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) for costs associated with improvements to Killingly Memorial School, including removal of portable structures, site reconfiguration, upgrades to existing structure, addition of an elevator, and construction of an approximately 18,950 square foot addition, substantially as described as Site Concept A3, dated September 25, 2019, prepared by Silver/Petrucelli & Associates. The appropriation may be spent for design and construction costs, site improvements, demolition, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$16,550,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the

provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Board of Education is authorized on behalf of the Town to apply for and accept state grants for the project. The Board of Education is authorized to file applications with the State Board of Education, to execute grant agreements for the project, and to file such documents as may be required by the State Board of Education to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer,

the Board of Education, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Voice vote: Majority for, Mr. Anderson opposed. Motion passed, 6-1.

7b. Consideration and action on a resolution to introduce and set a date for a public hearing and special Town Meeting, to be adjourned to machine vote, on an ordinance to appropriate \$16,100,000 for improvements to Westfield Avenue School, including renovations needed to serve as the Community Center, and authorize the issuance of bonds and notes in the same amount

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

RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING AND SPECIAL TOWN MEETING, TO BE ADJOURNED TO MACHINE VOTE, ON AN ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD

AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and a Special Town Meeting on Tuesday, March 10, 2020. The Public Hearing will begin at 7:00 p.m., and the Town Meeting will convene immediately following the Public Hearing, in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut; said Special Town Meeting to be adjourned to a machine vote to be held on Tuesday, March 17, 2020, between the hours of 6:00AM and 8:00PM, at the Killingly Public Library, 25 Westcott Road, Killingly, CT;

ORDINANCE APPROPRIATING \$16,100,000 FOR IMPROVEMENTS TO WESTFIELD AVENUE SCHOOL, INCLUDING RENOVATIONS NEEDED TO SERVE AS A COMMUNITY CENTER, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE SAME AMOUNT

BE IT HEREBY ORDAINED,

Section 1. That the Town of Killingly appropriate SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) for costs associated with improvements to Westfield Avenue School, including (1) renovation of the areas utilized by the Board of Education for Central Administration Offices and the EASTCONN program of Westfield Avenue School to include roof replacement, repair of the brick veneer, boiler replacement, new HVAC controls, windows and doors, fire panel, ADA compliant restrooms, replace exterior lighting, and (2) renovation of the former Vo-Ag wing and rear hall of the building to serve as a Community Center, including expansion of the parking lot and lighting, installation of HVAC system, painting, flooring, ceilings, ADA bathrooms, installation of administration offices and staff breakroom/restroom. The appropriation may be spent for design and construction costs, site improvements, engineers' and other consultants' fees, administrative fees, legal fees and other professional fees, equipment, materials, net temporary interest and other financing costs, and other costs related to the project and its financing. The Killingly Permanent Commission on Public Buildings shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

Section 2. That the Town issue bonds or notes in an amount not to exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000) to finance the appropriation for the project. The amount of bonds or notes authorized to be issued shall be reduced by the amount of grants received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

Section 3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed SIXTEEN MILLION ONE HUNDRED THOUSAND DOLLARS (\$16,100,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of said General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

Section 4. That the Town Manager and the Town Treasurer shall sign the bonds, notes or obligations by their manual or facsimile signatures. The Treasurer shall keep a record of the bonds, notes or obligations. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or obligations. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or obligations; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or obligations; to provide for the keeping of a record of the bonds, notes or obligations; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds, notes or obligations at public or private sale; to deliver the bonds, notes or obligations; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or obligations.

Section 5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

Section 6. That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

Section 7. That the Town Manager, is authorized on behalf of the Town to apply for and accept state grants for the project. Any grant proceeds may be used to pay project costs or principal and interest on bonds, notes or temporary notes.

Section 8. That the Town Council, the Chairman of the Town Council, the Vice Chairman of the Town Council, the Town Manager, the Treasurer, the Director of Finance, the Town Engineer, the Killingly Permanent Commission on Public Buildings and other proper officers and officials of the Town are each authorized to take any other action which is necessary or desirable to enable the Town to complete the project and to issue bonds, notes or temporary notes to finance the aforesaid appropriation.

Section 9. That this Ordinance shall become effective on a date fifteen (15) days after publication of the title of this Ordinance in a newspaper having a general circulation in the Town of Killingly after final adoption by the voters of the Town at a Special Town Meeting and referendum called for such purpose.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of February 2020

Voice vote: Ms. Walsh- yes, Mr. Kerttula – yes, Ms. George – yes, Mr. Grandelski – no, Mr. Lee – no, Mr. Anderson – no, Mr. Wood – abstain. Motion failed.

At 8:00 p.m., Mr. Anderson called a recess to convene the Special Town Meeting.
The Special Town Meeting ended at 8:06 p.m. and the Town Council Meeting resumed.

6b. Presentation of FY 18-19 Municipal Audit Report by Mahoney and Sabol Company, LLP
Michael VanDeventer, CPA, gave the presentation of FY 18-19 Municipal Audit Reports by Mahoney and Sabol Company, LLP and responded to Councilors' questions and comments.

6c. Presentation of Turf Fields

Superintendent Rioux, Athletic Director Marcoux, Alan Carpenter, and Andrew Dyjak gave a presentation to the Council on the Artificial Turf Field at KHS and responded to Councilor's questions and comments.

9. Council/Staff Comments:

Ms. Walsh supports the Turf field and said that the students were watching to see what happens.

10. Appointments to Boards and Commissions:

Mr. Grandelski made a motion, seconded by Mr. Lee, to reappoint Joseph Higgins, III to the Water Pollution Control Authority as a Regular Member. The new term would run 11/2019 thru 10/2022.

Voice vote: unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

No report.

11b. Report from the Borough Liaison:

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

12. Discussion and Acceptance of Monthly Budget Reports:

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

13b. Resignation from Coleen Brakenwagen

Mr. Anderson read the resignation letter from Coleen Brakenwagen.

14. Unfinished Business for Town Council Action: None

15. New Business:

15a. Consideration and action on a resolution to accept the Town's Basic Financial Statements and Related Audit Reports for the fiscal year ended June 30, 2019 and to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2019-2020

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

RESOLUTION TO ACCEPT THE TOWN'S BASIC FINANCIAL STATEMENTS AND RELATED AUDIT REPORTS FOR THE FISCAL YEAR ENDED JUNE 30, 2019 AND

TO APPOINT MAHONEY SABOL & COMPANY, LLP, CERTIFIED PUBLIC ACCOUNTANTS, TO PERFORM THE TOWN'S AUDIT FOR FISCAL YEAR 2019-2020

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town's *Basic Financial Statements, Independent Auditor's Report, Supplemental Statements and Federal and State Single Audit Reports* as prepared by Mahoney Sabol & Company, Certified Public Accountants, LLP for the fiscal year ended June 30, 2019 be hereby accepted, and

BE IT FURTHER RESOLVED that pursuant to Section 510 of the Town Charter, Mahoney Sabol & Company, LLP, Certified Public Accountants, LLP, are hereby designated to be the Town's Independent Auditors for the fiscal period July 1, 2019 to June 30, 2020.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Voice vote: unanimous. Motion passed.

15b. Consideration and Action on a Resolution to introduce to introduce and set a Public Hearing and Special Town Meeting on an ordinance Authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds account

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

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING AND SPECIAL TOWN MEETING ON AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$436,849 TO THE ESTABLISHED UNEXPENDED EDUCATION FUNDS ACCOUNT

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and Special Town Meeting on Tuesday, April 14, 2020 at 7:00 p.m. and 8:00 p.m. respectively in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$436,849 TO THE ESTABLISHED UNEXPENDED EDUCATION FUNDS ACCOUNT

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that a transfer of up to \$436,849 for the fiscal year July 1, 2018 to June 30, 2019 be transferred to the established Unexpended Education Funds account.

BE IT FURTHER ORDAINED that said transfer be herein submitted to a Special Town Meeting for adoption on April 14, 2020 at 8:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut, and

BE IT FURTHER ORDAINED that the source of said transfer shall be up to \$436,849 from the 2018-2019 fiscal year anticipated surplus be transferred to the established Unexpended Education Funds account.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Voice vote: unanimous. Motion passed.

15c. Consideration and action on a resolution to introduce and set a public hearing and special town meeting on an ordinance Authorizing an Appropriation of \$300,000 from the General Fund Unassigned Fund Balance to the Turf Field Capital Project

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

**MEETING ON AN ORDINANCE AUTHORIZING AN APPROPRIATION OF
\$300,000 FROM THE GENERAL FUND UNASSIGNED FUND BALANCE TO
THE TURF FIELD CAPITAL PROJECT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for a public hearing and Special Town Meeting on Tuesday, April 14, 2020 at 7:00 p.m. and 8:00 p.m. respectively in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**AN ORDINANCE AUTHORIZING AN APPROPRIATION OF \$300,000 FROM THE
GENERAL FUND UNASSIGNED FUND BALANCE TO THE TURF FIELD
CAPITAL PROJECT**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that an appropriation of \$300,000 be transferred to the Turf Field Capital Project account.

BE IT FURTHER ORDAINED that said transfer be herein submitted to a Special Town Meeting for adoption on April 14, 2020 at 8:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut, and

BE IT FURTHER ORDAINED that the source of said appropriation shall be from Unassigned Fund Balance of the General Fund.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Roll call vote: Ms. George – no, Mr. Grandelski – yes, Mr. Kerttula – no, Mr. Lee – yes, Ms. Walsh – yes, Mr. Wood – no, Mr. Anderson – yes. Motion passed, 4-3.

15d. Consideration and action on a resolution setting the dates, times and places of the public hearing, the Annual Town Meeting, and the adjourned Annual Town Meeting machine vote on the 2020-2021 budget ordinance

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

**RESOLUTION SETTING THE DATES, TIMES AND PLACES OF THE PUBLIC
HEARING, ANNUAL TOWN MEETING AND ADJOURNED ANNUAL TOWN
MEETING ALL-DAY MACHINE VOTE ON THE
2020-2021 BUDGET ORDINANCE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Sections 701, 1005 and 1007 of the Town Charter, the following dates, times and places be set for public hearing, Annual Town Meeting, and an all-day machine vote on the 2020-2021 General Government and Education Budgets ordinance, as adjourned from the Town Meeting of May 4, 2020 and such other questions as required by the Town Charter:

Public Hearing: Thursday, April 9, 2020, Killingly High School Auditorium,
226 Putnam Pike, Killingly, 7:00 p.m.

Annual Town Meeting: Monday, May 4, 2020, Killingly High School Auditorium,
226 Putnam Pike, Killingly, 7:00 p.m.

Adjourned Town Meeting (all-day machine vote):

Date: Tuesday, May 12, 2020

Time: 6:00 a.m. to 8:00 p.m.

Places: Districts 1, 3 & 5: Board of Education Central Office (Cafeteria)
79 Westfield Ave
Killingly, CT 06239

Districts 2 & 4: Killingly High School (Gymnasium)
226 Putnam Pike
Killingly, CT 06241

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Voice vote: unanimous. Motion passed.

15e. Consideration and action on a resolution to introduce and set a date for a public hearing on an ordinance amending Chapter 2, 8.1, 12.5 and 15 of the Code of Ordinances for Board and Commissions

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

**A RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING ON AN
ORDINANCE AMENDING CHAPTERS 2, 8.1, 12.5 AND 15 OF THE CODE OF ORDINANCES
FOR BOARDS AND COMMISSIONS**

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, April 14, 2020 at 7:00 p.m., in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**AN ORDINANCE AMENDING CHAPTERS 2, 8.1, 12.5 AND 15 OF THE CODE OF
ORDINANCES FOR BOARDS AND COMMISSIONS**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, the following amendments as shown in underline or strike through to Chapters 2, 8.1, 12.5 and 15 of the Town of Killingly Code of Ordinances be adopted:

Chapter 2

ADMINISTRATION¹

- Art. I. In General**
- Art. II. Officers and Employees**
 - Division 1—Generally
 - Division 2—Social Security
- Art. III. Killingly Agriculture Commission and Right to Farm**
- Art. IV. Conservation Commission**
- Art. V. Economic Development Commission**
- Art. VI. Historic District Commission**
- Art. VII. Housing Authority**
- Art. VIII. Inland Wetlands and Watercourses Commission**
- Art. IX. Permanent Commission on Public Buildings**
- Art. X. Planning and Zoning Commission**
- Art. XI. Public Safety Commission**
- Art. XII. Board of Recreation**
- Art. XIII. Regional Planning**
 - Division 1 Generally
 - Division 2 Regional Resource Recovery Authority
- Art. XIV. Zoning Board of Appeals**
- Art. XV. Water Pollution Control Authority**
- Art. X. ~~Special Commission on Consolidation of Services~~**

¹ Cross references -- Building official, § 4-2; building-board of appeals, § 4-3; courts, Chapter 5; elections, Chapter 6; historic district commission, § 8.1-18 et seq.; library department created, § 9-1; taxation, Chapter 14; water pollution control authority, § 15-18; water pollution hearing board, § 15-23; inland wetlands regulations, App. A; subdivision regulations, App. B; zoning regulations, App. C.

- ~~Art. XI. Special Commission on the Maintenance of Buildings~~
Art. XVI. Open Space Land Acquisition Fund
Art. XVII. Capital Reserve Fund
 Division 1 General Conditions of Use
 Division 2 Disbursements
Art. XVIII. Procurement Code

ARTICLE I. IN GENERAL

Section 2-1 Board of Education; number^{2 3}

The board of education of the town shall consist of nine (9) members. (Ord. of 5-2-1898)

Section 2-2 Town Seal

The design shown in this section shall be the official Seal of the Town of Killingly.



(Ord. of 9-13-05)

~~Section 2-3 2-16~~ Reserved

ARTICLE II. OFFICERS AND EMPLOYEES

~~DIVISION 1 GENERALLY~~

~~Section 2-17 Sick leave~~

~~The town shall grant on account of sickness or accident disability, to its covered employees who have furnished satisfactory proof of such sickness or accident disability, sick leave with pay.~~

~~Such sick leave shall be excluded from wages for which social security contributions are made in accordance with section 209(b) of the Social Security Act and permitted in Connecticut P.A. 79-529, section 2. (Ord. of 4-18-80)~~

Section 2-18³ Defense of town employees

The town shall defend and save harmless from any judgments rendered against them all members of any town boards or commissions, its officers, servants, agents and employees who are sued or against whom a claim is made arising from the conduct of their official duties on behalf of the town, provided that such individual was acting in the performance of his duties and within the scope of his employment and that such claim does not arise as a result of any willful or wanton act of such employee.

Notwithstanding any of the foregoing, this section shall not in any way enlarge the liability of the Town of Killingly or the members of any boards or commissions, its officers, servants, agents and employees nor shall it obviate or lessen any defense available to the town or any of the aforementioned individuals; and the town expressly reserves the defense of governmental immunity and all other proper defenses to any such action.

This section shall not apply to physical injury to a person caused by an employee to a fellow employee while both employees are engaged in the scope of their employment for such municipality or for any other

³ Charter reference—Board of education, § 401.

⁶ State law reference—Authority to determine number, G.S. § 9-203.

individual or office named in this section if the employee or other individual suffering such injury has a right to benefits of compensation under Chapter 568 by reason of such injury.
(Ord. of 3-11-86)

~~Sections 2-19 — 2-29~~ Reserved

~~DIVISION 2 — SOCIAL SECURITY~~

~~Section 2-30 — Application for; excluded employees~~

~~The town shall apply for membership in and participate in the Old Age and Survivors Insurance System under Title II of the Social Security Act as amended, in accordance with sections 7-452 through 7-459, General Statutes, for all its employees with the exception of employees of an emergency nature and the employees excluded by section 7-454, General Statutes. (Ord. of 5-7-52)~~

~~Section 2-31 — Withholding~~

~~The town treasurer is hereby authorized and directed to make deductions from the wages of the employees participating in the Old Age and Survivors Insurance System as provided by section 7-456 of the General Statutes and to forward the amount thereof with the contribution of the town to the state retirement commission in the manner and form prescribed by law. (Ord. of 5-7-52)~~

~~Sections 2-32 — 2-48~~ Reserved.

Article III KILLINGLY AGRICULTURE COMMISSION AND RIGHT TO FARM ORDINANCE

~~Section 2-13110~~ Agriculture Commission; Established; Composition

- a) There shall be an Agriculture Commission composed of five (5) regular members and up to three (3) alternate members who shall be residents of the Town. ~~Insofar as practical,~~ Members shall be appointed in accordance with the Connecticut General Statutes by majority vote of the Town Council and shall be representative of all groups interested in the management, protection and regulation of agriculture as defined by Connecticut General Statutes 1-1(q), particularly those directly involved in agriculture. Members of the Commission may be removed in accordance with Section 811 of the Killingly Town Charter. In addition to the five (5) regular members and three (3) alternate members, the Town Manager, or a designated representative, shall be an ex-officio member of the Commission.
- b) To establish the commission, the Town Council shall initially appoint two (2) regular members to serve for three (3) years; two (2) regular members to serve for two (2) year terms; one (1) regular member to serve for one (1) year. Thereafter, members will be appointed for three (3) year terms or to fill an unexpired term in case of a vacancy. The alternate members shall be appointed for three (3) year terms.
- c) Within thirty (30) days after appointment of the original members, and annually thereafter, the regular members shall elect from its membership a chairperson, vice-chairperson and secretary.

~~Section 2-13211~~ Agriculture Commission Duties

- a) The Agriculture Commission shall be an advisory commission to the Town Council and other Town officials on matters related to farming.
- b) The general duties of the Commission shall be to:
 1. Foster agricultural viability and preservation of agricultural land in Killingly.
 2. Serve as a conduit between local farmers and non-profit agencies, civic organizations, municipal boards, commissions and committees, elected officials, and non-farm residents.
 3. Advocate for agriculture before land use and other relevant boards, commissions and/or committees.
 4. Act as a resource for agricultural information.
 5. Promote keeping Town-owned farmland in agricultural production.

6. Serve as a resource for information and non-binding advice for residents, established town committees and departments concerning the resolution of agriculture related issues.
- c) The Commission shall provide for education and outreach services as follows:
 1. To increase awareness of agricultural enterprises in the community.
 2. To promote the value of viable agriculture to the Town in the areas of employment, property taxes, environment and farmland preservation.
 3. To provide information and guidance on agriculture-related issues such as zoning, inland wetlands, public works and others to town departments and other boards, committees and residents as necessary.
 4. To support young farmers by supporting local, regional, and state vocational agricultural education and 4-H programs.
 5. To recognize and support new farming operations.
 6. To act as a sounding board and provide review to Town departments, boards and committees concerning the impact of proposed Town policies on agricultural activities.
 7. To promote opportunities for Killingly's agricultural products and service providers to collaborate and coordinate activities with each other and with other product and service providers in the region.
 8. To encourage and promote generally accepted management practices for farming and celebrate successful ones.
- d) The Commission shall investigate educational opportunities as follows:
 1. To identify opportunities to preserve and expand agriculture in Killingly.
 2. To promote opportunities for residents and local businesses to support agriculture.
 3. To provide information regarding available financial support related to agricultural viability.

Section 2-13312 Right to Farm Policy; Preamble

- a) Agriculture plays a significant role in Killingly's character and way of life. Killingly's Right to Farm ordinance has been adopted to encourage preservation of agriculture, promote agriculture-based economic opportunities, and seek to protect prime farmland within Killingly by allowing agricultural uses and related activities to function with minimal conflict from abutters and Town agencies.
- b) Killingly recognizes the importance of farming to its historical, cultural, social, scenic, and ecological value. It also recognizes the value it brings to its tax base, and economic development through food security and other agricultural products.
- c) Pursuant to the powers conferred by Connecticut General Statutes (CGS), Section 7-148 (c) (7) (e), (8), and (10) (A), and in furtherance of the goals of CGS Section 19a-341, the Town of Killingly adopts this ordinance to recognize the importance of protecting prime farmland, to identify those parcels for which preservation is a priority, and to foster farming as a way of life by declaring this municipality's support of the farmer's right to farm.
- d) The definitions applicable to this policy are defined by the Connecticut State Definition of Agriculture CGS 1-1 (q)

Section 2-13413 Right to Farm Policy

- a) Notwithstanding, any general statute or municipal ordinance or regulation pertaining to nuisances to the contrary, no agricultural or farming operation, place, establishment or facility, or any of its appurtenances, or the operation thereof, shall be deemed to constitute a nuisance, either public or private, due to alleged objectionable:
 1. Odor from livestock, manure, fertilizer or feed.
 2. Noise from livestock, or farm equipment used in normal, generally acceptable farming procedures.
 3. Dust created during plowing or cultivation operations.
 4. Use of herbicides and pesticides, provided such use and the method of their application conform to practices approved by the Commissioner of Energy and Environmental Protection, or, where applicable, Commissioner of Health Services or
 5. Water pollution from livestock or crop production activities, except the pollution of public or private drinking water supplies, provided such activities conform to acceptable management practices for pollution control approved by the Commissioner of Energy and Environmental Protection; provided such agricultural or farming operation, place, establishment or facility has been in operation for one

- year or more, and has not been substantially changed and such operation follows generally accepted agricultural practices.
- b) Inspection and approval of the agricultural or farming operation, place, establishment or facility by the Commissioner of Agriculture or his designee shall be prima facie evidence that such operation follows generally accepted agricultural practices.
 - c) The provisions of this ordinance shall not apply whenever a nuisance results from negligence or willful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility, or any of its appurtenances.
 - d) Nothing contained in this ordinance shall restrict the power of the Killingly Planning and Zoning Commission under Chapter 124 of the General Statutes. The Commission is urged to adopt regulations consistent with this ordinance and to make the permanent preservation of farmland within this municipality, a criterion in its planning and policy decisions. (Ord. of 10-9-12; Effective: 10-26-12)

Sections 2-14 - 2-19 Reserved

ARTICLE IV. CONSERVATION COMMISSION⁴

Section 12-5-21 2-20 Statutory Authority

This article, establishing a conservation commission (hereinafter called "the commission") for the town is enacted pursuant to the provisions of Section 7-131A of the General Statutes of Connecticut, and amendments thereto. (Ord. of 2-13-90)

Section 12-5-22 2-21 Purpose

The purpose of this article is to promote the development, conservation, supervision and regulation of natural resources, including water resources within the town, and other such purposes and objectives as set forth by the state statute and this article. (Ord. of 2-13-90)

Section 12-5-23 2-22 Conformance to Statute

The commission shall conform to and have such powers, purposes and objectives as set forth in Chapter 97, Section 7-131A of the general statutes and as provided in this article. (Ord. of 2-13-90)

Section 12-5-24 2-23 Terms of office; compensation; vacancies

The commission created by this article shall consist of five (5) regular members, all of whom shall be electors of the town holding no salaried town office. All members shall serve without compensation but shall be reimbursed for necessary expenses incurred in the performance of official duties. The members are to be appointed by the town manager with the advice and consent of the town council for five-year terms. The initial terms of appointment shall be fixed so that the terms of one-fifth (1/5) of the members shall expire each year. Any vacancy shall be filled for the unexpired portion of the term by appointment of the town manager with the advice and consent of the town council. There shall be two (2) alternate members appointed for three- year terms. (Ord. of 2-13-90)

Section 12-5-25 2-24 Appointment; election of officers; removal of members

The members shall be appointed within thirty (30) days of the effective date, March 1, 1990, of this article.

- (a) Appointment.
- (b) **Election of officers.** Within thirty (30) days after appointment of the original members, and annually thereafter, the regular members shall meet and elect from its membership a chairman, secretary and other necessary officers.
- (c) **Removal of members.** A member of the commission may be removed for cause by the town manager with advice and consent of the town council. If the member requests a public hearing, that member shall be removed only after a public hearing is held. The public hearing will give the member an

⁴ Editor's note—An ordinance adopted Feb. 13, 1990, did not specifically amend this Code; hence, inclusion of said ordinance as §§ 2-20 to 2-29 was at the editor's discretion.

opportunity to be heard in person or by counsel before the town manager. At least ten (10) days prior to the public hearing, the member shall have been given a copy of the charges against him/her. In the event of removal, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the town clerk.

(Ord. of 2-13-90)

Section 12.5-26 2-25 Quorum

The presence of three (3) members of the commission shall constitute a quorum to conduct business and no action shall become valid unless authorized by a vote of the majority of the total membership present and voting. (Ord. of 2-13-90)

Section 12.5-27 2-26 Powers and Duties

The commission shall have such powers and shall be subject to such limitations as shall from time to time be prescribed under the General Statutes of Connecticut. The commission shall adopt rules and procedure not inconsistent with the provisions of said statutes and this article. The commission shall be empowered to conduct researches into the utilization and possible utilization of land areas of the municipality and may coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare and distribute books, maps, charts, plans and pamphlets as necessary for its purposes. It shall keep an index of all open areas, publicly or privately owned, including open marshlands, swamps and other wetlands, for the purpose of obtaining information on the proper use of such areas, and may from time to time recommend to the planning and zoning commission, the inland wetlands and watercourses commission, the board of recreation and the town council plans and programs for the development and use of such areas. (Ord. of 2-13-90)

Section 12.5-28 2-27 Annual Report

The commission shall make an annual report to the town council summarizing the commission's activities. (Ord. of 2-13-90)

Section 12.5-29 2-28 Appropriations

Acting through the town manager and pursuant to the town's personnel rules and procedures and subject to town council appropriation, the commission may utilize staff and clerical assistance and employ consultants, and may accept money gifts or expend the same for the purposes provided for under state statute and this article.

(Ord. of 2-13-90)

Section 12.5-30 2-29 Meeting Attendance

Three (3) consecutive unexcused absences shall require notification to the member that he shall be recommended to the town manager for removal unless a proper explanation acceptable to the commission is received within twenty-one (21) days from notification.

ARTICLE VIII. ECONOMIC DEVELOPMENT COMMISSION⁵

Section 2-141 2-30 Statutory authority

This article, establishing an economic development commission (hereinafter called the commission) for the Town of Killingly, is enacted pursuant to the provisions of section 7-136 of the General Statutes of Connecticut, and amendments thereto. (Ord. of 7-23-87, § 1)

Section 2-142 2-31 Purpose

The purpose of this article is to promote and develop the economic resources of the town and other such purposes and objectives as set forth by state statute and this article. (Ord. of 7-23-87, § 2)

⁵ Editor's note -- Codification of §§ 1-11 of a non-amendatory ordinance adopted July 23, 1987, as Article V, §§ 2-30 -- 2-40, has been at the editor's discretion.

Section 2-143 2-32 Conformance to Statute

The commission shall conform to and have such powers, purposes and objectives as set forth in chapter 97, section 7-136 of the general statutes and as provided in this article. (Ord. of 7-23-87, § 3)

Section 2-144 2-33 Terms of office; compensation; vacancies

The commission created by this article shall consist of five (5) regular members and two (2) alternate members, all of whom shall be electors of the Town of Killingly holding no salaried town office. All members shall serve without compensation but shall be reimbursed for necessary expenses incurred in the performance of official duties. The members are to be appointed by the town manager for five-year terms, except that the alternate members shall be appointed for three-year terms. The initial terms of appointment, except for the two (2) alternate member positions, shall be fixed so that the terms of one-fifth of the members shall expire each year. Any vacancy shall be filled for the unexpired portion of the term by appointment of the town manager. (Ord. of 7-23-87, § 7; Ord. of 4-9-91, §§ 1 -- 3)

Section 2-145 2-34 Appointment

The members shall be appointed within thirty (30) days of the effective date of this article. (Ord. of 7-23-87, § 8)

Section 2-146 2-35 Quorum

The presence of three (3) members of the commission shall constitute a quorum to conduct business and no action shall become valid unless authorized by a vote of the majority of the total membership present and voting. (Ord. of 7-23-87, § 9)

Section 2-147 2-36 Election of officers

Within thirty (30) days after appointment of the original members, and annually thereafter, the regular members shall meet and elect from its membership a chairman, secretary and other necessary officers. (Ord. of 7-23-87, § 10)

Section 2-148 2-37 Powers and duties

The commission shall have such powers and shall be subject to such limitations as shall from time to time be prescribed under the General Statutes of Connecticut. The commission shall adopt rules of procedure not inconsistent with the provisions of said statutes and this article. The commission shall be empowered to conduct research into the economic conditions and trends of the town, shall make recommendations to appropriate officials and agencies of the town regarding action to improve the economic condition and development, shall seek to coordinate the activities of and cooperate with unofficial bodies organized to promote such economic development and may advertise and may prepare, print and distribute books, maps, charts and pamphlets which in its judgment will further official purposes. (Ord. of 7-23-87, § 4)

Section 2-149 2-38 Annual Report

The commission shall make an annual report to the town manager and the town council summarizing the commission's activities and recommendations for improving economic conditions and development of the town. (Ord. of 7-23-87, § 5)

Section 2-150 2-39 Appropriations

Acting through the town manager and pursuant to the town's personnel policies and procedures and subject to town council appropriation, the commission may utilize staff and clerical assistance and employ consultants, and may accept money gifts or expend the same for the purposes provided for under state statute and this article. The council may appropriate a sum to the commission not to exceed one-twentieth of one per cent of the last-completed grand list of taxable property. (Ord. of 7-23-87, § 6)

Section 2-151 2-40 Removal of members

A member of the commission may be removed for cause by the town manager. If the member requests a public hearing, that member shall be removed only after a public hearing is held. The public hearing will give the member an opportunity to be heard in person or by counsel before the town manager. At least ten (10) days prior to the public hearing, the member shall have been given a copy of the charges against

him/her. In the event of removal, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the town clerk. (Ord. of 7-23-87, § 11)

Sections 2-41 – 2-49 Reserved

ARTICLE VI. HISTORIC DISTRICT COMMISSION

Section 8-1-18 2-50 Historic District Commission—Established; composition

An historic district commission (hereinafter called "the commission") is hereby established to promote the purpose set forth in this article and to perform all functions as shall from time to time be prescribed under the General Statutes of Connecticut and as provided in this article. Said commission shall consist of five (5) regular members and three (3) alternate members, all of whom shall be electors of the town holding no salaried town office and all shall serve without compensation. The members shall be appointed within thirty (30) days of the effective date of this article by the town council. The historic district shall be represented on the commission by at least one (1) regular member who shall be a resident of the district.

(Ord. of 1-13-87, § 3; Ord. of 3-8-88, § 3; Ord. of 4-12-88, § 3; Ord. of 8-9-88, § 3)

Section 8-1-19 2-51 Same—Terms

The terms of the original members of the commission shall be arranged in such manner that the term of at least one (1) regular member and one (1) alternate member shall expire each year. Their successors shall be appointed by the town council for terms respectively of five (5) years for regular members and three (3) years for alternate members except that an appointment to fill a vacancy shall be for the duration of the unexpired term. (Ord. of 1-13-87, § 4; Ord. of 3-8-88, § 4; Ord. of 4-12-88, § 4; Ord. of 8-9-88, § 4)

Section 8-1-20 2-52 Same— Election of Officers

Within thirty (30) days after appointment of the original members of the commission, and annually thereafter, the regular members shall meet, and elect officers as specified in the Act. Alternate members shall not participate in the vote for election of officers of the commission.

(Ord. of 1-13-87, § 5; Ord. of 3-8-88, § 4; Ord. of 4-12-88, § 4; Ord. of 8-9-88, § 5)

Section 8-1-21 2-53 Same— Powers and limitations

The commission shall have such powers and shall be subject to such limitations as shall from time to time be prescribed under the General Statutes of Connecticut. The commission shall be empowered specifically to determine the appropriateness or inappropriateness of the external, visual aspects only of all erection, alteration, restoration, movement, or razing of all buildings and structures within the historic district. The style, material, size, and location of outdoor advertising signs and bill posters within the historic district shall also be under the control of the commission. The commission shall adopt rules of procedure and regulations not inconsistent with the provisions of said statutes and this article. The commission may, subject to appropriation, employ clerical and technical assistance or consultants and may accept money gifts or expend the same for the purposes of the Act and this article. (Ord. of 1-13-87, § 6; Ord. of 3-8-88, § 6; Ord. of 4-12-88, § 6; Ord. of 8-9-88, § 6)

**Section 8-1-22 2-54 Same— Liaison with other town offices; furnishing
Certificates of Appropriateness for properties within the district;
Annual Reports**

Said commission and other town offices or officers whose areas of concern may overlap or affect each other should maintain liaison for information and coordination in matters with which the commission may be dealing. With particular regard to such liaison between the commission and the building inspector of the town, the latter official will require a certificate of appropriateness from the commission prior to the issuance of any building permit for properties within the historic district which might affect the exterior architectural or visual aspects of such properties.

The commission should make reports at least annually. Such reports may be included in the annual town report and should be issued to all owners of real property in the district. The report should also be available to any other residents of the town. (Ord. of 1-13-87, § 7; Ord. of 3-8-88, § 7; Ord. of 4-12-88, § 7; Ord. of 8-9-88, § 7)

Section 8-1-23 2-55 ~~Same—Standards of appropriateness~~

Anticipating future new construction and change in the historic district, the exterior architectural aspect of which may require the approval of the commission under certain conditions specified in the Act and which the commission may in accordance with the Act decide to be detrimental and inappropriate to the interest of said historic district, the commission shall make known the standards of appropriateness or inappropriateness which it proposes to follow in passing upon proposals for new construction or change. Such standards of criteria shall not be such as to bind the historic district to any uniform or necessarily traditional style in new construction but shall look both to the protection of the old and to the interest and distinctiveness of those communities in the future when other generations will view styles and developments of the present day also as history.

(Ord. of 1-13-87, § 8; Ord. of 3-8-88, § 8; Ord. of 4-12-88, § 8; Ord. of 8-9-88, § 8)

Section 8-1-24 2-56 ~~Same—Meetings with residents~~

For the purpose of encouraging the responsiveness, securing the support, and drawing on the resources of interested residents of the historic district who are not members of the historic district commission, and apart from the provision in the Act for formal appeals from the commission decisions by aggrieved parties, and other than the required public hearings by the commission upon applications for certificates of appropriateness, the commission shall hold meetings with residents of the historic district if and when at least fifty (50) per cent of the owners of real property in the district make written petition for such meeting to discuss matters of policy or other matters that may be at issue between property owners and the commission. The commission shall call meetings so requested, shall not be bound by the meetings, but in formulating policy shall be responsive to the sentiments of the community insofar as its best judgment suggests and the powers and limitations derived from the General Statutes permit. (Ord. of 1-13-87, § 9; Ord. of 3-8-88, § 9; Ord. of 4-12-88, § 9; Ord. of 8-9-88, § 9)

Sections 2-57 – 2-59 Reserved

ARTICLE VII. HOUSING AUTHORITY

Section 2-60 Established

There shall be a Housing Authority established in accordance with general statutes Chapter 128.

Section 2-61 Responsibilities

Said Authority shall have all the powers and duties relating to housing imposed upon housing authorities by Chapter 128 of the General Statutes, as amended. It shall further be the duty of the Housing Authority to investigate and to conduct research on the condition of housing within the Town, and to coordinate the activities of the various other municipal departments, agencies, and authorities as they pertain to housing. Said Authority shall serve as a liaison and coordinating body between the Town and federal and state agencies and private enterprise in order to provide adequate housing within the Town and shall have such other powers and duties as the Council may prescribe. In the event of any conflict between the specific provisions of this Ordinance and the several federal governmental laws and regulations imposed upon local agencies with regard to housing such federal laws and regulations shall prevail.

Section 2-62 Membership

The authority created by this article shall be composed of five (5) members appointed by the town council and shall consist of members drawn from citizens at large. Members shall serve for overlapping terms of three (3) years. One member shall be a tenant commissioner as defined in Conn. Gen. Stat. Sec. 8-41

ARTICLE VIII. INLAND WETLANDS AND WATERCOURSES COMMISSION^{6 7}

Section 2-49 2-70 Established

There shall be an inland wetlands and watercourses commission established in accordance with general statutes sections 22a-36 through 22a-45. (Ord. of 3-14-74, § 1)

Section 2-50 2-71 Responsibilities

The commission established by this article shall have all the powers and responsibilities authorized under sections 22a-36 through 22a-45 of the general statutes. (Ord. of 3-14-74, § 2)

Section 2-51 2-72 Membership

- (a) The commission created by this article shall be composed of seven (7) members appointed by the town council and shall consist of members drawn from citizens at large or from applicable town boards and commissions.
- (b) Following the expiration of the original terms of appointment, all appointments or reappointments shall be for a period of three (3) years. In addition, the town council shall appoint two (2) alternate members to the inland wetlands and watercourses commission. Such alternates shall serve for terms of two (2) years and shall have those powers and responsibilities of regular members at those times when a regular member is absent or unable to act for any reason. (Ord. of 3-14-74, § 3; Ord. of 6-28-77)

Section 2-52 2-73 Vacancies

Any vacancy in the membership of the commission created by this article which may occur through death, resignation or otherwise shall be filled for the unexpired term of such member by the town council. In the event that a commission member misses three (3) consecutive meetings, the town council may remove the member and fill the vacancy thus created. (Ord. of 3-14-74, § 4)

Section 2-53 2-74 Aquifer Protection

(1) Designation and membership

- (a) In accordance with the provisions of Conn. Gen. Stat. §22a-354a, et seq. as amended, the Inland Wetlands and Watercourses Commission is designated as the Aquifer Protection Agency (hereinafter the "Agency") of the Town of Killingly to replace the Planning and Zoning Commission following the registration of all applications related to the Elmville Well Field. The staff of the Planning and Development Department shall serve as the staff of the Agency.
- (b) Members of the Inland Wetlands and Watercourses Commission shall serve coexisting terms on the Agency. The membership requirements of the Agency shall be the same as those of the Inland Wetlands and Watercourses Commission including, but not limited to the number of members, terms, method of selection and removal of members, and filling of vacancies.
- (c) At least one member of the Agency and/or staff of the Agency shall complete the course in technical training formulated by the Commissioner of Environmental Protection of the State of Connecticut, pursuant to Conn. Gen. Stat. § 22a-354v.

(2) Regulations to be adopted

- (a) The Agency shall adopt regulations in accordance with Conn. Gen. Stat. § 22a- 354p and R.C.S.A. § 22a- 354i-3. Said regulations shall provide for:
 - i. The manner in which boundaries of aquifer protection areas shall be established and amended or changed.
 - ii. Procedures for the regulation of activity within the area.
 - iii. The form for an application to conduct regulated activities within the area.
 - iv. Notice and publication requirements.
 - v. Criteria and procedures for the review of applications.
 - vi. Administration and enforcement.

(3) Inventory of Land Use

⁶ Cross references – Regulations for the protection and preservation of inland wetlands and watercourses, App. A.

⁷ State law reference – Authority to establish, G.S. 22a-42(c).

- (a) *In order to carry out the purposes of the Aquifer Protection Program, the Agency will conduct an inventory of land use within the area to assess potential contamination sources.*
- (b) *Not later than three months after approval by the Commissioner of the Connecticut Department of Environmental Protection of Level B Mapping of aquifers, the Agency will inventory land uses overlying the mapped zone of contribution and recharge areas of such aquifers in accordance with guidelines established by the Commissioner pursuant to Conn. Gen. Stat. § 22a-354f. Such inventory shall be completed not more than one year after authorization of the Agency. [Conn. Gen. Stat. § 22a-354e] (Ord. of 5-11-10)*

Sections 2-75 – 2-79 Reserved

ARTICLE IX. PERMANENT COMMISSION ON PUBLIC BUILDINGS^{8*}

Section 2-152 ~~2-80~~ Purpose

There is hereby established a Killingly Permanent Commission on Public Buildings for the purpose of consolidating the design and construction of all public buildings and building projects with a projected total cost of twenty-five thousand dollars (\$25,000.00) or more under one commission in order to provide the town with the best possible buildings and facilities at the lowest possible cost through the increased cooperation of all town officers, boards, commissions, and agencies. (Ord. of 8-8-95)

Section 2-153 ~~2-81~~ Membership

The Commission shall be composed of five (5) permanent members who are electors of the town to be appointed by majority vote of the town council, not more than three (3) of whom shall be members of the same political party. All of said permanent members of the Commission shall hold office as follows:

- (1) Within thirty (30) days from the effective date of this article, three (3) members shall be appointed to serve until December 15, 1997; and two (2) members shall be appointed to serve a term until December 15, 1999. The terms of each member shall commence on the day following their appointment, and each existing member of said Commission shall hold office until a successor is appointed and duly qualified.
- (2) As each term shall expire, the Town Council, by majority vote, shall appoint an elector of the Town to serve a four-year term running from December 16th of the odd number year until December 15th four (4) years later.
- (3) Any vacancy shall be filled by a majority vote of the Council to complete the unexpired term of the vacating member.
- (4) The then Chairman of the Town Council or a Council member designated in writing by the Chairman, the Town Manager or his written designee on the Town staff, and the Superintendent of Schools or his designee shall be ex-officio members of the Commission without the power to vote.
- (5) a. The Council may, by majority vote, appoint up to four (4) temporary members to the Commission to represent the "user's interest" and/or general citizens' interest in the project. Such temporary members shall serve until final completion and approval of the project by the Council and shall serve with vote only on matters relating to the specific assignment for which they were appointed. No more than two (2) members of such temporary members shall be of the same political party.
b. The Council may, upon the same terms and conditions as aforesaid, appoint such additional temporary members in multiples of two (2) to the Commission as it deems expedient and proper. All such temporary members shall be electors of the Town.
- (6) Each permanent member appointed by the Council shall be qualified by experience or training to contribute to the overall knowledge and ability of the Commission to carry out its mission.
- (7) The Council shall also appoint two (2) alternate members, no more than one (1) of whom shall be of the same political party, who shall serve for a term of four (4) years from the effective date of this Article to December 15, 1999. The alternates shall have the same qualifications as the permanent members, and whenever a permanent or temporary member is absent, the Chairman of the Commission shall designate an alternate to act. Vacancies and appointment of successor alternates shall be as set forth for the permanent members.

⁸ Cross reference – Buildings and building regulations, Ch. 4; regulations for the protection and preservation of inland wetlands and watercourses, App. A.

- (8) **Avoidance of conflicts of interest.** The provisions of section 1203 of the Town Charter regarding conflicts of interest shall apply to all members, whether permanent or temporary, of the Commission on Public Buildings. It is expressly found by the Town Council that for the purposes of this Article, participation by an employee of a contractor or subcontractor who has no direct financial interest in the business shall not be a violation of said Section, provided no such individual shall have participated or have voted, or shall participate or vote on any aspect of the contract which directly affects his or her employer, but shall be free to participate and vote on contractual or general matters even if he or she is employed by a contractor or subcontractor, who is working on a Town project, provided that the contract on said project was awarded as part of a public bid. (Ord. of 8-8-95)

Section 2-154 2-82 Powers and duties

- (a) **Officers; rules and regulations.** The Commission shall appoint its own Chairman and Secretary and establish its own rules and regulations for the conduct of its meetings. A copy of said rules and regulations shall be filed with the Town Clerk.
- (b) **Responsibility; limitation.** The Commission shall be responsible for the design and construction of only such public buildings or building projects as may be specifically authorized by resolution of the Council. A building project shall be defined as a project that involves the construction or renovation of a building requiring an architectural design and construction by the building trades. Building projects shall not include maintenance work such as the routine upkeep of plant or equipment; repair or replacement of equipment based on technical specifications such as boilers, chillers, other HVAC equipment, security and other similar equipment or repair or replacement of roofs except when required by Connecticut General Statutes. Building projects proposed in the capital improvement program and approved with an appropriation in the annual Capital Budget shall be presented to the Town Council prior to any expenditure of the appropriation for consideration of a resolution to specifically authorize responsibility for the design and construction of such public building or building projects to the Commission. The Commission may decline jurisdiction over any project if it feels that its assistance and oversight is unnecessary as to that particular project. It shall not decline jurisdiction over any project which requires as a matter of law a building commission to oversee it, and it shall give ten (10) days' prior notice to the Council of any proposed declination of jurisdiction.

Additional Duties The commission will assume the following additional duties:

- (1) The commission shall assure that the provisions of Section 2-206 of the Code of Ordinances are complied with. Prior to commencement of performance, and at any time after commencement of performance of the contract by the contractor, the commission may require submission of relevant documents and other relevant information related to the employment of tradesmen and laborers in performance of any specific contract with the town. The commission shall submit to the Town Manager its requests for documents and other information and the Town Manager shall obtain such documents and other information from the contractor and transmit the same to the commission. If the commission determines that a contractor is not in compliance with Section 2-206 O of the Code of Ordinances, it shall make a report of its findings to the Town Manager for transmittal to the Town Council with its recommendations as to whether corrective action should be required of the contractor, or whether the contract should be terminated.
- (2) If called by the commission, there will be a pre-bid conference with the Purchasing Agent, the architect of the project and/or, if applicable, the project engineer, to ensure that the procurement regulations of the Town are included in the bid document.
- (3) Prior to the monthly meeting of the commission, each contractor shall submit a copy of his monthly payroll and list of work force composition to the Town Manager or his designee for transmittal to the commission for the purpose of checking that the payroll is in compliance with area prevailing wages or rates and that residents of the Town are employed as tradesmen and laborers.
- (4) If the commission so decides, the apparent successful bidder and his major subcontractors shall attend a pre-award conference and submit a list of key personnel prior to award of the contract.
- (5) The commission shall hold a pre-construction conference with the designated contractor or subcontractor, at which time any contractor or subcontractor claiming to have key personnel must present a list of those key personnel.

- (6) If during construction, there is a dispute between the commission and the contractor or the subcontractor as to key personnel, there shall be a meeting to resolve said dispute with the commission and the contractor or subcontractor.
- (7) It shall be the duty of the Purchasing Agent to report to the commission all contracts pertaining to tradesmen and laborers. (Ord. of 12-11-07)
- (c) Feasibility studies.
 - (1) Upon the request of any other Town board, officer, agency, or Commission, the Commission may assist, without prior Council approval, such other town officer, board, agency, or commission in the development of feasibility studies of buildings or building projects which are a part of the Town's Capital Improvement Program. Any cost to be incurred, in excess of monies previously allocated by the Council for such studies, must be approved by the Council prior to making the study. All contracts for such studies must be in writing and approved by the Council prior to execution by the Town Manager.
 - (2) Reserved.
- (d) Design phase.
 - (1) The Commission shall study sites and building locations for such public buildings or building projects as may be assigned by the Council. In considering such sites and locations, the Commission shall coordinate and review its study with the Planning and Zoning Commission, the Inland Wetlands Commission, and other appropriate municipal land use agencies.
 - (2) Any appropriation needed for architectural or other professional services shall be requested of the Council and no expenditure shall be made unless and until said appropriation has been approved.
 - (3) The Commission shall select an architect, where necessary, for each public building or building project and for such other professional service as may be required. Except as may otherwise be provided by State statutes, comparative selection shall be made by inviting firms or individuals through adequate public notice of interviews for determination of their qualifications for the specific building or building project. The comparative selection process may be altered or waived by the Public Building Commission with the approval of the Town Council. The Commission shall recommend any proposed contract with architects or other third parties to the Town Council. All such contracts shall be subject to review by the Town Manager's office and the Town Attorney.
 - (4) The Commission shall prepare schematic design and reasonable cost estimates for each building or building project. The Commission shall also obtain the written approval of the schematic design from State and Federal agencies, commissions, boards, etc. where they are required by law. Written site plan review comments of the Planning and Zoning Commission, Inland Wetlands Commission, Water Pollution Control Authority and other applicable Town boards, commissions, agencies, officers, and committees shall also be obtained. The schematic design with reasonable cost estimates, together with the written approvals where required and written comments of the various town boards, commissions, and committees, shall be submitted to the council for its approval before proceeding with the design development phase of the building or building project.
 - (5) "Schematic design" is defined as the phase at which drawings graphically describe the scale and relationship of project components of the building or building project. It also shall represent the point at which no greater than fifteen (15) per cent of the estimated total fee for professional services for the building or building project shall be incurred.
 - (6) The Commission shall consider the necessary appropriations required for each public building or building project in whole or in part and make recommendations to the Council so that the necessary appropriations may be made by the Council. The Commission shall also advise the Council of any and all possibilities of available reimbursement of monies to the Town for the building or building project.
 - (7) Design development is defined as the point at which the documents fix and illustrate the size, arrangement and character of the project, stipulate the kinds of materials to be used, the type of structural system, mechanical and electrical systems and equipment, site development, and other information essential to a more detailed description of the building or building project. It also shall represent the point at which no greater than thirty-five (35) per cent of the estimated total fee for professional services for the building or building project shall be incurred.
 - (8) Upon completion of the design development phase of any building or building project, the Commission shall review it with the Council before proceeding with the construction phase.
- (e) Construction phase:

- (1) The Commission (subject to the applicable provisions of the Charter) shall prepare construction documents and seek competitive bids for construction of each building project. All bids obtained shall be referred to the Council with recommendations for its acceptance or rejection.
- (2) The Commission shall arrange for supervision of each project during construction. Such supervision shall include, but is not necessarily limited to, observing the work and materials as often as may be necessary with respect to the quality, suitability and adherence to the contract drawings, specifications and other contract documents so as to protect the Town against defects and deficiencies in the work of the contractor and materials supplied by the contractor.
- (3) The Commission shall make application for State or Federal funds for each project that may be eligible for such funds. In those cases where another agency, officer, board, or commission of the Town government is required by law to or in good practice should make such application, the commission shall request such action be taken and said appropriate agency, officer, board or commission shall make such application. All applications for State or Federal funds shall be coordinated through the Town Manager.
- (4) During the construction of each building project, the Commission shall make, in coordination with the Town Manager's office, a quarterly accounting to the Council of the financial receipts, commitments, and expenditures to date. The Commission shall notify the Council in writing during the initial 95% of construction of any building project when the remaining contingency on said project shall be reduced to less than one percent (1%) of the balance of construction and shall recommend procedures to address use of the remaining contingency.
- (5) Subsequent to substantial completion of each building project, the commission shall render to the council a written report concerning said project and an accounting to date of all income and expenses made under the related appropriation.
- (6) Upon approval of the commission's final accounting by the council at the final completion of each building project, the commission shall turn the project over to the appropriate town body and shall notify such body and the council of such acts in writing.
- (7) This article shall take effect on August 25, 1995 but shall not affect the continuing existence or validity of any previously established building committees. (Ord. of 8-8-95, Amending Ord. 2-9-2010)

ARTICLE V-X. PLANNING AND ZONING COMMISSION⁹

Section 2-86 2-90 Created

Chapter 124 of the General Statutes of the state, 1958 Revision as amended, is hereby adopted and a combined planning and zoning commission is hereby created in and for the town. (Ord. of 9-13-73, § 1)

Section 2-87 2-91 Powers

The commission created by this article, in addition to those powers granted to the town planning commission in section 804 of the town charter shall exercise the powers of chapter 124 of the general statutes of the state and shall have jurisdiction over all areas of the town. (Ord. of 9-13-73, § 2; Ord. of 7-14-87)

Section 2-88 2-92 Composition; terms; officers; rules; record of proceedings

The planning and zoning commission shall consist of five (5) members whose appointments shall be made pursuant to the provisions of chapter 124 of the general statutes of the state and the town charter. Three (3) alternates shall be designated in accordance with chapter 124 of the general statutes of the state and each shall serve for a three (3) year term. The commission shall elect a chairman, vice-chairman and secretary from its members, shall adopt rules for the transaction of business and shall keep a public record of its activities. (Ord. of 9-13-73, § 3)

Section 2-89 2-93 Vacancies

Vacancies on the planning and zoning commission arising from resignation or dismissal shall be filled by the town council for the unexpired portion of the term. (Ord. of 9-13-73, § 4)

⁹ Cross references -- Subdivision regulations, App. B; zoning regulations, App. C.

Section 2-69 2-94 Alternate members¹⁰

- (a) *There shall be named to the planning commission of the town three (3) alternate members.*
- (b) *Such alternates shall be appointed by the town council and shall serve for terms of three (3) years.*
- (c) *Such alternates shall be eligible to act if a regular member of the planning commission is absent or disqualified in accordance with sections 8-19a and 8-21 of the general statutes, 1958 Revision, as amended.*
- (d) *Should any vacancy occur among the alternate members of the planning commission, the town council shall fill such vacancy. (Ord. of 7-12-73, §§ I – IV)*

Sections 2-95–2-99 Reserved

ARTICLE IV.5 XI. PUBLIC SAFETY COMMISSION

Section 2-78 2-100 Established; composition

- (a) There shall be a commission on public safety, composed of five (5) residents of the town to serve as an advisory commission to the town council on matters relating to public safety. Said five (5) members shall be persons who have expressed a concern and interest for and/or demonstrated expertise in public safety and issues related thereto. They shall be appointed by majority vote of the council subject to the rules of minority representation as set forth in the General Statutes of the State of Connecticut.
- (b) In addition to the five (5) regular members of the commission, the chairman of the town council, or designated representative, and the town manager, or a designated representative, shall be ex officio members of the commission. (Ord. No. 96-004, 4-9-96)

Section 2-79 2-101 Terms of members; filling of vacancies; removal

- (a) Within forty-five (45) days after adoption of this article, three (3) members shall be appointed to serve until April 30, 2000, and two (2) members to serve until April 30, 1998. Thereafter, all members shall be appointed for a term of four (4) years.
- (b) In the event of any vacancy, the council shall appoint, by majority vote, a successor to fill the unexpired portion of the vacant term.
- (c) Members of the commission may be removed or suspended by the town council in accordance with the provisions of the town charter.
- (d) There shall be two (2) alternate members appointed for two-year terms. Said members shall be appointed within forty-five (45) days following the adoption of this Ordinance No. 96-004. (Ord. No. 96-004, 4-9-96)

Section 2-80 2-102 Compensation

The members of the commission shall receive no compensation for their services as such but shall be reimbursed for their necessary expenses incurred in the performance of their duties with approval of the majority of the commission and provided for within their budget appropriation. (Ord. No. 96-004, 4-9-96)

Section 2-81 2-103 Duties

- (a) The commission shall appoint its own chairperson and secretary and establish its own rules and procedures for the conduct of its meetings. A copy of said rules and procedures shall be filed annually with the town clerk and the town council as defined in the Charter of the Town of Killingly.
- (b) The commission may make an annual budgetary appropriation request of the town council for the purpose of effectively carrying out its official duties.
- (c) The commission may interact as necessary with other town boards and commissions having an impact on public safety issues and may seek to coordinate the activities of and cooperate with responsible organizations concerned with promoting public safety. The commission may utilize the facilities of the Connecticut Safety Commission and the National Safety Council in promoting the objective of a community safety program.

¹⁰ State law reference – Authority to provide for alternate members, G.S. § 8-19a

(d) The commission shall be responsible to the council on matters relating to public safety and, as such, shall:

- (1) Research and evaluate all public safety issues referred to them from the town council, the town manager or from other such municipal officials such as the police chief and the fire marshal;
 - (2) Research and evaluate current and future public safety needs;
 - (3) Define and report on policies which establish a standard to be used in addressing and remediating public safety hazards;
 - (4) Make recommendations to the town council regarding measures to be taken to address identified hazards within the community;
 - (5) Support, supplement and conduct public safety education programs, support, stimulate and assist citizen groups in understanding and cooperating with municipal programs for public safety and stimulate public interest and support for official programs of safety and accident prevention.
- (e) Neither the commission nor any of its members shall give directives to the town manager or any of his administrative staff either publicly or privately.
- (f) The commission shall provide the council with an annual written report on or before September first of each fiscal year concerning commission activities and shall present short- and long-range recommendations for action to the town council and other appropriate officials of the town.
- (g) The commission shall assume any other matters relating to public safety as may be assigned to it by the council in such areas, but not limited to, vehicular safety, pedestrian safety, fire safety, water safety, and safety within public buildings. (Ord. No. 96-004, 4-9-96)

Section 2-104 – 2-119 Reserved

ARTICLE XII. BOARD OF RECREATION

Section 2-120 Created

There shall be a Board of Recreation. (Referendums of 11-6-73 and 11-3-81)

Section 2-121 Powers

The Board shall have all the powers and duties conferred or implied by the Town Council on recreation commissions and park commissions

Section 2-122 Composition; terms; officers; rules; record of proceedings

The Board of Recreation shall consist of five (5) members and shall serve for terms of two (2) years. Thereafter, the Council shall appoint, alternately, members to such Board. In addition to those members appointed by the Council, one member of the Council and one member of the Board of Education shall be appointed by such respective bodies to the Board of Recreation. Said appointees to serve indefinite terms at the pleasure of the Council and Board of Education respectively and to have voting powers. The Town Manager shall also serve but shall have no power to vote under any circumstances.

ARTICLE ~~VI~~ XIII. REGIONAL PLANNING.¹¹

DIVISION 1 GENERALLY

Section 2-105 2-130 Regional Council of Governments

The town hereby adopts sections 4-124i through 4-124p of the Connecticut General Statutes as amended, providing for the formation of a regional council of governments, and does hereby join such regional council of governments when and as such council is duly established in accordance with said statutes, upon the adoption of said statutes by not less than sixty (60) per cent of all municipalities within the Northeastern Connecticut Planning Region as defined by the secretary of the office of policy and management or his designee and upon certification by the secretary of the office of policy and management or his designee that a regional council of governments has been duly established.

¹¹ State law reference -- Regional planning, G.S. § 8-31a et seq.

In the absence of the chairman of the town council as the town's representative to the regional council of governments, the town council shall by majority vote designate one of its members as the chairman's alternate.¹² (Ord. of 4-14-87; Ord. of 1-12-88)

Section 2-106 2-131 Adoption of State Law

Pursuant to the provisions of chapter 127 of the general statutes, the town hereby adopts the provisions of such chapter and elects to participate in the regional planning agency now or henceforth existing under authority of such chapter in the Northeast Regional Planning Agency as defined by the Connecticut Development Commission pursuant to the provisions of such chapter.¹³ (Ord. of 4-23-68, § 1)

Section 2-107 2-132 Appointment of representatives

- (a) The Town of Killingly, having a population of sixteen thousand one hundred twenty-seven (16,127), according to the federal census of 2000, shall have two (2) representatives of the agency.
- (b) The town council shall appoint to the agency one elector of the town who shall serve for a term of two (2) years. The planning commission of the town, duly constituted, shall appoint one elector to the agency for a term of two (2) years.
- (c) Appointees shall serve for the term of their office and until their successors shall have been appointed. Appointees may be reappointed. Terms of office shall commence when the appointment is made or from the first organization meeting of the agency, whichever is later.¹⁴ (Ord. of 4-23-68, § 2; Ord. of 6-26-74)

Section 2-108 2-133 Vacancies

Vacancies created by resignation or inability to serve shall be filled by the town council for the remainder of the unexpired term, any representative who is absent from three (3) consecutive regular meetings of the regional planning agency and any intervening duly called special meetings thereof shall be considered to have resigned from such body, except that the requirements of this section may be waived by the town council for good cause.¹⁵ (Ord. of 4-23-68, § 3; Ord. of 6-26-74)

Sections 2-134 - 2-139 Reserved

DIVISION 2 REGIONAL RESOURCE RECOVERY AUTHORITY¹⁶

Section 2-111 2-140 Created

There is hereby created a regional resources recovery authority pursuant to section 7-273aa of the Connecticut General Statutes, to be known as the Northeastern Connecticut Regional Resource Recovery Authority, principal office address being P.O. Box 198, Brooklyn, Connecticut 06234, subject to the modifications and limitations set forth in this division. The Northeastern Connecticut Regional Resource Recovery Authority shall have all the powers and duties of a municipal authority and of a regional authority pursuant to chapters 103b, 446d (formerly 361a) and 446e (formerly 351b) of the Connecticut General Statutes. The first members of the authority are: The Town of Canterbury, Canterbury Town Hall, P.O. Box 26, Canterbury, Connecticut 06331, whose initial representative's term of office shall be one (1) year; the Town of Killingly, Killingly Town Hall, 127 Main Street, Danielson, Connecticut 06239, whose initial representative's term of office shall be two (2) years; the Town of Plainfield,

¹² Editor's note — Inclusion of certain substantive provisions of an ordinance adopted April 14, 1987, as § 2-105 was at the editor's discretion. Said ordinance further provided that: "When the regional council of governments is duly established and the transition period called for in section 4-124-1c of the Connecticut General Statutes as amended has been completed, then the town does hereby rescind sections 2-106 thru 2-108 of the Killingly Code of Ordinances which created the town's participation in the Northeastern Connecticut Regional Planning Agency."

¹³ Note — See the editor's note following § 2-105.

¹⁴ Note — See the editor's note following § 2-105.

¹⁵ Note — See the editor's note following § 2-105.

¹⁶ Editor's note — A nonamendatory ordinance of Oct. 14, 1986, §§ 1 -- 7, has been codified as division 2, §§ 2-111 -- 2-117, at the discretion of the editor.

Plainfield Town Hall, 8 Community Avenue, Plainfield, Connecticut 06374, whose initial representative's term of office shall be three (3) years; the Town of Pomfret, Pomfret Town Office Building, R.F.D. #1, Pomfret Center, Connecticut 06259, whose initial representative's term of office shall be one (1) year; the Town of Putnam, Putnam Town Hall, 126 Church Street, whose initial representative's term of office shall be two (2) years; and the Town of Thompson, Thompson Municipal Building, North Grosvenordale, Connecticut 06255, whose initial Representative's term of office shall be three (3) years. In the event that any of the above named municipalities do not adopt this ordinance [this division], the terms of office of the initial representatives as shown above shall be redefined according to section 2-~~142~~¹⁴³ of this division for any of the above named municipalities which adopt this ordinance [this division]. (Ord. of 10-14-86, § 1; Ord. of 2-10-87, §§ 1, 2)

Section 2-~~142~~ 2-141 Appointment of representatives

Membership in the authority shall consist of those municipalities that adopt this joint ordinance [this division] as set forth in section 2-~~145~~¹⁴⁶. The representative to the authority from each member town shall be appointed by the board of selectmen of each municipality except for the representative of the Town of Killingly which shall be appointed by the town council. The board of selectmen or town council of each member town shall be authorized to appoint an alternate representative who shall be authorized to attend meetings and vote in the place of an absent representative. Representatives shall serve without compensation but may be reimbursed by the authority for necessary expenses incurred in conducting authority business. Any representative may be removed with or without cause by a majority vote of the board of selectmen or town council of the town which appointed the representative. (Ord. of 10-14-86, § 2; Ord. of 2-10-87, § 3)

Section 2-~~143~~ 2-142 Number of representatives

Each member municipality shall be entitled to one (1) representative on the authority and to one (1) alternate, who may vote only in the absence of the regular representative. Representatives and alternates shall serve for three-year terms, except that the initial appointments shall be for one-, two- or three-year terms based on alphabetical assignment of those municipalities comprising the authority. Thereafter, initial terms for representatives of new municipal members shall rotate among one (1), two (2) and three (3) years in the order of adoption of the joint ordinance. All initial terms shall be deemed to begin on the day the authority is created. (Ord. of 10-14-86, § 3)

Section 2-~~144~~ 2-143 Voting and quorum

The Northeastern Connecticut Resource Recovery Authority shall operate with one hundred (100) voting units which shall be assigned to member municipalities in proportion to each municipality's share of the total population of all members of the authority as determined by the votes. Each municipality shall have a minimum of one (1) vote. The distribution of voting units among members shall be recomputed following each decennial federal census and upon the withdrawal or termination of any member municipality or the admission of a new member. Action by the authority shall require the affirmative action of at least sixty (60) per cent of the total voting units present and voting at a duly called meeting of the authority at which a quorum is present. The presence, at a meeting, of representatives from a majority of the member municipalities shall be necessary for a quorum. (Ord. of 10-14-86, § 4)

Section 2-~~145~~ 2-144 Liabilities of member towns

A member municipality shall not assume any liabilities or responsibilities of the Northeastern Connecticut Regional Resource Recovery Authority or created by the action of said authority, or be responsible for payment of any expenses of said authority unless an appropriation for the municipality's proportionate share of such expenses has been approved by the municipality or a contract setting forth such liabilities and responsibilities for expenses has been approved by the municipality. (Ord. of 10-14-86, §5)

Section 2-~~146~~ 2-145 Effective date

This ordinance [this division] shall take effect when it has been adopted by five (5) or more towns in the Northeastern Connecticut Planning Region. (Ord. of 10-14-86, § 6)

Section 2-117 2-146 Withdrawal from Authority

No municipality may withdraw its membership in the authority without a vote of its legislative body to withdraw from the authority and giving at least six (6) month's notice to each of the other participating municipalities and to the Northeastern Connecticut Regional Resource Recovery Authority. Such withdrawal of membership will not in any manner relieve the municipality of liabilities or responsibilities assumed prior to withdrawal, including, without limitation, contracts and agreements to supply municipal solid waste, to pay tipping fees or other charges, and to make landfill space available. (Ord. of 10-14-86, § 7; Ord. of 2-10-87, § 4)

Sections 2-147 – 2-149 Reserved

ARTICLE VII XIV. ZONING BOARD OF APPEALS¹⁷

Section 2-125 2-150 Created

The provisions of chapter 124 of the general statutes of the state, 1958 Revision as amended, are hereby adopted and a zoning board of appeals is hereby created in and for the town. (Ord. of 9-13-73, § I; Ord. of 7-14-87)

Section 2-126 2-151 Composition

The board created by this article shall consist of five (5) regular members and three (3) alternates who shall be electors of the town and shall not be members of any other board or commission. (Ord. of 9-13-73, § II)

Section 2-127 2-152 Terms—Regular members

Regular members of the board created by this article shall be appointed to serve by the town council for terms of five (5) years. Annually the council shall appoint one member to such board. (Ord. of 9-13-73, § III)

Section 2-128 2-153 Same—Alternate members

Alternate members of the board created by this article shall be appointed to terms of three (3) years. (Ord. of 9-13-73, § IV)

Section 2-129 2-154 Vacancies

Any vacancy on the board created by this article shall be filled by the town council. (Ord. of 9-13-73, § V)

Section 2-130 2-155 Power and duties

The board created by this article shall have all powers and duties of chapter 124 of the general statutes of the state, as amended, and all of its actions and proceedings, all appeals there from shall be subject to and in accordance with the provisions of such chapter 124 as amended. (Ord. of 9-13-73, § 6)

Sections 2-156 – 2-159 Reserved

ARTICLE XV. WATER POLLUTION CONTROL AUTHORITY

Section 2-160 Created

Pursuant to the general statutes of the state, chapter 103, section 7-246, as amended, and the Killingly Town Charter, Section 810, there is created an authority, to be known as the Water Pollution Control Authority of the Town of Killingly. Said Water Pollution Control Authority shall be an operating department of the Town, and the Superintendent of the Water Pollution Control Authority shall be appointed by the Town Manager with the advice and consent of the Water Pollution Control Authority and shall report to the Town Manager or his/her designee as to the day to day operation of the department. For purposes of

¹⁷ Cross reference – Zoning regulations, App. C.

employment and personnel policies, the employees of the Water Pollution Control Authority shall be employees of the Town of Killingly.

Section 2-161 Composition; terms; vacancies

The Authority created by this section shall consist of five (5) regular members to be appointed by the town council for terms of three (3) years and two (2) alternate members to be appointed by the town council for terms of two (2) years. Any vacancy shall be filled for the unexpired portion of the term by appointment by the town council.

Section 2-162 Officers; Compensation; Quorum

The Authority created by this section shall elect from its membership a chairman and secretary and shall appoint legal counsel, and other necessary personnel. The members of the authority shall serve without compensation but shall be reimbursed for necessary expenses. The presence of three (3) members of the authority will constitute a quorum to conduct business and not action of such authority shall be valid unless authorized by a vote of the majority of the members of the authority.

Section 2-163 Powers

The Authority created by this section shall conform to and have such powers, purposes and objectives as set forth in chapter 103 of the general statutes, as amend, except as specifically otherwise set forth herein.

Section 2-164 Records; annual report

The Authority shall maintain accurate accounting and financial records and shall make an annual report to the Town Manager and Council. Provided further that all functions regarding the issuance of bills and collection of revenues shall be performed by the Town Manager or his/her designee, and all funds shall be accounted for separately to the Authority in accordance with generally accepted municipal accounting principles.

Section 2-165 Annual Budget

- (a) The Authority shall file its budget with the Town Manager for submission to the Town Council no later than the first day of April, which budget shall include a detailed estimate of the expenditures to be made by the Authority and the revenue to be collected thereby in the ensuing fiscal year and such other information as may be required by the Council or the Manager.
- (b) The Council shall by resolution approve or reject such budget within fifty (50) days of receipt of the same. Should the budget be rejected by the Council, it shall be returned to the Authority together with a statement of the reason for the rejection. The Authority shall review the budget in light of the comments of the Council and shall resubmit the budget to the Council no later than five (5) days prior to the June meeting of the Council. The Council shall then approve the Authority's budget or amend and approve said budget. Should the Council fail to approve or amend and approve the last submitted budget by the close of the fiscal year, the last submitted budget shall be deemed to be approved by the Council.

Section 2-166 Removal of Members

A member of the authority may be removed in accordance with the provisions of Section 811 of the Killingly Town Charter.

Sections 2-167 – 2-169 Reserved

ARTICLE XVI. SPECIAL COMMISSION ON CONSOLIDATION OF SERVICES

Section 2-164 Established; composition

- (a) ~~There shall be a seven (7) member Special Commission on Consolidation of Services to serve as an advisory commission to the Town Council and Board of Education on matters relating to the consolidation of operations.~~

- ~~(b) Said Commission shall sunset on June 30, 2016 unless otherwise extended by action of the Town Council and shall not be designated as a regular town commission.~~
- ~~(c) In addition to the seven (7) regular members of the commission, the Town Manager, or a designated representative, and the Superintendent of Schools, or a designated representative, shall be ex-officio members of the commission.~~

~~Section 2-165 Terms of members; filling of vacancies~~

- ~~(a) Within sixty (60) days after adoption of this article, the Town Council shall appoint the initial Commission members as follows:

 - ~~(1) Two (2) members who shall be current members of the Town Council.~~
 - ~~(2) Two (2) members who shall be current members of the Board of Education who shall have been recommended by the Board of Education.~~
 - ~~(3) Three (3) members who shall be citizens of the Town of Killingly and who shall have been jointly recommended by the Town Council and the Board of Education.~~
 - ~~(4) Each initial member shall serve until December 5, 2011.~~~~
- ~~(b) As each term shall expire, the Town Council shall reappoint or appoint new members maintaining the same apportionment among constituencies for terms of two (2) years commencing December 5, 2011.~~
- ~~(c) The Town Council shall appoint, from its membership, one (1) alternate member, and the Board of Education shall recommend for appointment, from its membership, one (1) alternate member; said alternate members shall serve from the effective date of this article until December 5, 2011; thereafter each term shall be for two (2) years.~~
- ~~(d) The Town Council shall fill any vacancy for the balance of the vacant term with an individual representing the constituency of the person who shall have created the vacancy.~~

~~Section 2-166 Duties~~

- ~~(a) The Commission shall appoint its own chairperson and vice chairperson and establish its own rules and procedures for the conduct of its meetings. A copy of said rules and procedures shall be filed annually with the Town Clerk.~~
- ~~(b) The Commission shall be responsible to both the Town Council and the Board of Education, in an advisory capacity, on matters relating to the consolidating of operations, including, but not limited to the following areas: facilities maintenance; central services; vehicle and equipment maintenance; energy conservation and library services.~~
- ~~(c) Neither the Commission nor any of its members shall give directives to the Town Manager, Superintendent of Schools or their administrative staff either publicly or privately.~~
- ~~(d) The Commission shall provide the Town Council and Board of Education with an annual written report on or before September first of each fiscal year concerning Commission activities and shall present short and long range recommendations. (Ord. No. C-11-09; 4-12-11)~~

~~Article XI. SPECIAL COMMISSION ON THE MAINTENANCE OF BUILDINGS~~

~~Section 2-167 Established; composition~~

- ~~a) There shall be a seven (7) member Special Commission to establish and oversee schedules for the maintenance of all Town of Killingly buildings, to advise the Town Council and Board of Education on the capital costs for such structural maintenance and to perform such other related matters for Town-owned buildings as may be requested by either the Town Council or Board of Education. Structural maintenance shall be defined as the routine upkeep of plant or building equipment; repair or replacement of equipment based on technical specifications such as boilers, chillers, other HVAC equipment, security and other similar equipment or the replacement of roofs except when a Building Commission is required by Connecticut General Statutes.~~
- ~~b) Said Committee shall sunset on December 31, 2013 unless otherwise extended by action of the Town Council and shall not be designated as a regular Town Committee.~~
- ~~c) In addition to the seven (7) regular members of the Commission, the Town Manager, or a designated representative, and the Superintendent of Schools, or a designated representative, shall be ex-officio members of the Committee.~~

~~Section 2-168~~ Terms of Members; filling of vacancies

- a) ~~Within forty-five (45) days after the effective date of this Article, the Town Council shall appoint the initial Committee members as follows:~~
 - 1. ~~Two (2) members who shall be current members of the Town Council to be designated by the Town Council Chairperson in accordance with the Town Council's Rules of Procedure regarding appointment of liaisons to Boards and Commissions.~~
 - 2. ~~Two (2) members who shall be current members of the Board of Education who shall be recommended by the Board of Education.~~
 - 3. ~~One (1) member who shall be a current member of the Permanent Building Commission to be designated by the Permanent Building Commission Chairperson.~~
 - 4. ~~Two (2) members who shall be citizens of the Town of Killingly to be appointed and who shall have been jointly recommended by the Town Council and the Board of Education.~~
- b) ~~Each initial member shall serve until November 11, 2011. As each term shall expire, the Town Council shall reappoint or appoint new members maintaining the same apportionment among constituencies for terms of two (2) years commencing December 1, 2012.~~
- c) ~~The Town Council shall appoint, from its membership, one alternate member, and the Board of Education shall recommend for appointment, from its membership, one alternate member; said alternate members shall serve from the effective date of this Article until December 31, 2011; thereafter each term shall be for two (2) years.~~
- d) ~~Vacancies—The Town Council shall fill any vacancy for the balance of the vacant term with an individual representing the constituency of the person who shall have created the vacancy.~~

~~Section 2-169~~ Duties

- a) ~~The Commission shall appoint its own chairperson, vice chairperson and secretary, and establish its own rules and procedures for the conduct of its meetings. A copy of said rules and procedures shall be filed annually with the Town Clerk.~~
- b) ~~The Commission shall be responsible to both the Town Council and the Board of Education, in an advisory capacity, on matters relating to the structural maintenance, schedule of capital funding for said maintenance and the review of schedules and contracts related to the structural maintenance of all Town-owned buildings. Neither the Commission nor any of its members shall give directions to the Town Manager, Superintendent of Schools or their administrative staff either publicly or privately. The administration of contracts to perform structural maintenance projects as herein defined shall be the responsibility of the Town Manager for buildings directly under the jurisdiction of the Town Council and shall be the responsibility of the Superintendent of Schools for buildings directly under the jurisdiction of the Board of Education.~~
- e) ~~The Commission shall provide the Town Council and Board of Education with an annual written report on or before September 1st of each fiscal year concerning Commission activities and shall present short and long range recommendations. (Ord. No. C10-02; 10-12-10)~~

ARTICLE XII. XVI Open Space Land Acquisition Fund

~~Section 2-170~~

Pursuant to the authority of Connecticut General Statute § 7-131r, there is hereby established the Killingly Open Space Land Acquisition Fund to be used solely for the purposes of the preservation of open space, the acquisition of land (or any interest in land, including but not limited to easements and development rights, associated surveying and legal fees) to be used for open space, natural resource protection, recreational or agricultural purposes. This fund is continuous and shall not lapse at the close of the municipal fiscal year.

~~Section 2-171~~

There shall be deposited into the Open Space Land Acquisition Fund such sums as the town may from time to time appropriate for that purpose. There shall also be deposited into the fund all payments in lieu of the provision of open space made pursuant to any regulations adopted by the Planning and Zoning Commission under the authority of Connecticut General Statutes §§ 8-25a and 8-25b and any other funds acquired by the town, whether by gift, bequest, grant or otherwise, for the purposes to be served by the

fund. By separate action annually, Council may also transfer unexpended funds from any Conservation, Inland Wetlands and Watercourses Commission and Agriculture Commissions budgeted funds remaining at the end of the fiscal year. (Ord. No. C14-05; 5-13-14; Effec. 5-28-14)

Section 2-172

The Town Manager shall appoint an Open Space Land Acquisition Committee to consist of two citizens at large and one member of each of the following: Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Economic Development Commission, Board of Recreation, Conservation Commission, and Agriculture Commission. The persons appointed shall serve at the pleasure of the Town Council. The Open Space Land Acquisition Committee shall elect its chairperson and a secretary and shall meet periodically, but not less frequently than bi-annually. Its charge shall be to identify and/or review potential acquisitions of land or interests in land for open space, natural resource protection, recreational or agricultural purposes, to make recommendations to the Town Council regarding acquisition of such land and other proper uses of the Open Space Land Acquisition fund and to perform such other tasks relating to the use and administration of the fund as the Town Council may direct. (Ord. No. C14-05; 5-13-14; Effec. 5-28-14)

Section 2-173

Appropriations from the fund for the purposes for which it is created shall be made upon the recommendation of the Conservation Commission, the Open Space Land Acquisition Committee and the approval of the Town Council, and, where the proposed appropriation is for the purpose of acquiring land (or any interest in land, including but not limited to easements and development rights) upon review by the Planning and Zoning Commission pursuant to Connecticut General Statute § 8-24, by any Annual or Special Town Meeting after due warning. (Ord. No. C00-023; 8-8-00)

Section 2-174–2-180 Reserved

Article XIII XVII CAPITAL RESERVE FUNDS

DIVISION 1 GENERAL CONDITIONS OF USE

Section 2-181

1. Expenditures

- a. Capital Projects - Expenditures may be made from said Fund to fund, in whole or in part, Town capital projects. Uses may include but shall not be limited to: municipal infrastructure construction and improvements, municipal, school, parks and recreation facilities construction and improvements and the acquisition of land. Funds may be expended for contractual services, materials, supplies, equipment and professional services; however, said Fund shall not be expended for normal, routine operating expenses of the Town.
 - b. Information Technology - Expenditures may be made from said Fund to fund, in whole or in part, technology equipment, computer software or hardware and any other expenditures related to utilizing information technology in support of Town functions. Said expenditures shall be segregated from other expenditures described herein and shall be supported by revenues derived from fees, charges and inter-fund transfers associated with information technology.
 - c. Geographic Information System - Expenditures may be made from said Fund to fund, in whole or in part, technology equipment, computer software or hardware and other expenditures related to utilizing the town's geographic information system in support of Town functions. Said expenditure shall be segregated from other expenditures described herein and shall be supported by revenues derived from fees, charges and inter-fund transfers associated with geographic information technology.
2. The sources of revenue of the Capital Revenue Fund may be any of the following as the Town Council shall, from time to time, determine: General Fund appropriations and contributions from other Town funds, as may be authorized by the Town Council.
 3. The Town Finance Department will maintain an accounting of the activity of the Fund.
 4. In the event of the dissolution of the Fund, any balance remaining in the Fund shall be transferred to the Fund

Balance of the General Fund.

DIVISION 2 DISBURSEMENTS

Section 2-182

1. All disbursements for Capital Projects and the Geographic Information System from this Fund shall be authorized by the Town Council upon a recommendation by the Town Manager.
2. All disbursements for information technology from this Fund shall be authorized by the Town Manager. (Ord. No. C00-025, 9-12-00) (Ord. 8-12-03; Amending Ord. of 8-9-05)

Section 2-183 - 2-200 Reserved

Article XIV XVIII PROCUREMENT CODE OF THE TOWN OF KILLINGLY

Chapter 8.1

ARTICLE II. DAYVILLE HISTORIC DISTRICT, DANIELSON HISTORIC DISTRICT – ACADEMY STREET, AND MISCELLANEOUS HISTORIC PROPERTIES¹⁸

~~Section 8.1-18 Historic District Commission—Established; composition~~

~~An historic district commission (hereinafter called "the commission") is hereby established to promote the purpose set forth in this article and to perform all functions as shall from time to time be prescribed under the General Statutes of Connecticut and as provided in this article. Said commission shall consist of five (5) regular members and three (3) alternate members, all of whom shall be electors of the town holding no salaried town office and all shall serve without compensation. The members shall be appointed within thirty (30) days of the effective date of this article by the town council. The historic district shall be represented on the commission by at least one (1) regular member who shall be a resident of the district. (Ord. of 1-13-87, § 3; Ord. of 3-8-88, § 3; Ord. of 4-12-88, § 3; Ord. of 8-9-88, § 3)~~

~~Section 8.1-19 Same—Terms~~

~~The terms of the original members of the commission shall be arranged in such manner that the term of at least one (1) regular member and one (1) alternate member shall expire each year. Their successors shall be appointed by the town council for terms respectively of five (5) years for regular members and three (3) years for alternate members except that an appointment to fill a vacancy shall be for the duration of the unexpired term. (Ord. of 1-13-87, § 4; Ord. of 3-8-88, § 4; Ord. of 4-12-88, § 4; Ord. of 8-9-88, § 4)~~

~~Section 8.1-20 Same – Election of Officers~~

~~Within thirty (30) days after appointment of the original members of the commission, and annually thereafter, the regular members shall meet, and elect officers as specified in the Act. Alternate members shall not participate in the vote for election of officers of the commission. (Ord. of 1-13-87, § 5; Ord. of 3-8-88, § 4; Ord. of 4-12-88, § 4; Ord. of 8-9-88, § 5)~~

~~Section 8.1-21 Same – Powers and limitations~~

~~The commission shall have such powers and shall be subject to such limitations as shall from time to time be prescribed under the General Statutes of Connecticut. The commission shall be empowered specifically to determine the appropriateness or inappropriateness of the external, visual aspects only of all erection, alteration, restoration, movement, or razing of all buildings and structures within the historic district. The style, material, size, and location of outdoor advertising signs and bill posters within the historic district shall also be under the control of the commission. The commission shall adopt rules of procedure and regulations~~

¹⁸ Editor's note—Codification of §§ 1–10 of a nonamendatory ordinance adopted Jan. 13, 1987, as article II, §§ 8.1-16-8.1-25, was at the editor's discretion. Said ordinance was effective April 1, 1987.

~~not inconsistent with the provisions of said statutes and this article. The commission may, subject to appropriation, employ clerical and technical assistance or consultants and may accept money gifts or expend the same for the purposes of the Act and this article. (Ord. of 1-13-87, § 6; Ord. of 3-8-88, § 6; Ord. of 4-12-88, § 6; Ord. of 8-9-88, § 6)~~

~~Section 8.1-22 Same – Liaison with other town offices; furnishing Certificates of Appropriateness for properties within the district; Annual Reports~~

~~Said commission and other town offices or officers whose areas of concern may overlap or affect each other should maintain liaison for information and coordination in matters with which the commission may be dealing. With particular regard to such liaison between the commission and the building inspector of the town, the latter official will require a certificate of appropriateness from the commission prior to the issuance of any building permit for properties within the historic district which might affect the exterior architectural or visual aspects of such properties.~~

~~The commission should make reports at least annually. Such reports may be included in the annual town report and should be issued to all owners of real property in the district. The report should also be available to any other residents of the town. (Ord. of 1-13-87, § 7; Ord. of 3-8-88, § 7; Ord. of 4-12-88, § 7; Ord. of 8-9-88, § 7)~~

~~Section 8.1-23 Same Standards of appropriateness~~

~~Anticipating future new construction and change in the historic district, the exterior architectural aspect of which may require the approval of the commission under certain conditions specified in the Act and which the commission may in accordance with the Act decide to be detrimental and inappropriate to the interest of said historic district, the commission shall make known the standards of appropriateness or inappropriateness which it proposes to follow in passing upon proposals for new construction or change. Such standards of criteria shall not be such as to bind the historic district to any uniform or necessarily traditional style in new construction, but shall look both to the protection of the old and to the interest and distinctiveness of those communities in the future when other generations will view styles and developments of the present day also as history.~~

~~(Ord. of 1-13-87, § 8; Ord. of 3-8-88, § 8; Ord. of 4-12-88, § 8; Ord. of 8-9-88, § 8)~~

~~Section 8.1-24 Same Meetings with residents~~

~~For the purpose of encouraging the responsiveness, securing the support, and drawing on the resources of interested residents of the historic district who are not members of the historic district commission, and apart from the provision in the Act for formal appeals from the commission decisions by aggrieved parties, and other than the required public hearings by the commission upon applications for certificates of appropriateness, the commission shall hold meetings with residents of the historic district if and when at least fifty (50) per cent of the owners of real property in the district make written petition for such meeting to discuss matters of policy or other matters that may be at issue between property owners and the commission. The commission shall call meetings so requested, shall not be bound by the meetings, but in formulating policy shall be responsive to the sentiments of the community insofar as its best judgment suggests and the powers and limitations derived from the General Statutes permit. (Ord. of 1-13-87, § 9; Ord. of 3-8-88, § 9; Ord. of 4-12-88, § 9; Ord. of 8-9-88, § 9)~~

Chapter 12.5

PLANNING AND DEVELOPMENT¹⁹

ARTICLE II. CONSERVATION COMMISSION²⁰

Section 12.5-21 Statutory Authority

~~This article, establishing a conservation commission (hereinafter called "the commission") for the town is enacted pursuant to the provisions of Section 7-131A of the General Statutes of Connecticut, and amendments thereto. (Ord. of 2-13-90)~~

Section 12.5-22 Purpose

~~The purpose of this article is to promote the development, conservation, supervision and regulation of natural resources, including water resources within the town, and other such purposes and objectives as set forth by the state statute and this article. (Ord. of 2-13-90)~~

Section 12.5-23 Conformance to Statute

~~The commission shall conform to and have such powers, purposes and objectives as set forth in Chapter 97, Section 7-131A of the general statutes and as provided in this article. (Ord. of 2-13-90)~~

Section 12.5-24 Terms of office; compensation; vacancies

~~The commission created by this article shall consist of five (5) regular members, all of whom shall be electors of the town holding no salaried town office. All members shall serve without compensation but shall be reimbursed for necessary expenses incurred in the performance of official duties. The members are to be appointed by the town manager with the advice and consent of the town council for five-year terms. The initial terms of appointment shall be fixed so that the terms of one-fifth (1/5) of the members shall expire each year. Any vacancy shall be filled for the unexpired portion of the term by appointment of the town manager with the advice and consent of the town council. There shall be two (2) alternate members appointed for three-year terms. (Ord. of 2-13-90)~~

Section 12.5-25 Appointment; election of officers; removal of members

~~The members shall be appointed within thirty (30) days of the effective date, March 1, 1990, of this article.~~

~~(a) Appointment.~~

~~(b) Election of officers. Within thirty (30) days after appointment of the original members, and annually thereafter, the regular members shall meet and elect from its membership a chairman, secretary and other necessary officers.~~

~~(c) Removal of members. A member of the commission may be removed for cause by the town manager with advice and consent of the town council. If the member requests a public hearing, that member shall be removed only after a public hearing is held. The public hearing will give the member an opportunity to be heard in person or by counsel before the town manager. At least ten (10) days prior to the public hearing, the member shall have been given a copy of the charges against him/her. In the event of removal, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the town clerk.~~

~~(Ord. of 2-13-90)~~

Section 12.5-26 Quorum

~~The presence of three (3) members of the commission shall constitute a quorum to conduct business and no action shall become valid unless authorized by a vote of the majority of the total membership present and voting. (Ord. of 2-13-90)~~

¹⁹ Cross references—Administration, Ch. 2; buildings and building regulations, Ch. 4; streets and sidewalks, Ch. 13; water generally, § 15-128 et seq.; inland wetlands and watercourses regulations, App. A; subdivisions, App. B.

²⁰ Editor's note—An ordinance adopted Feb. 13, 1990, did not specifically amend this Code; hence, inclusion of said ordinance as §§ 12.5-21—12.5-30 was at the editor's discretion.

~~Section 12.5-27 Powers and Duties~~

~~The commission shall have such powers and shall be subject to such limitations as shall from time to time be prescribed under the General Statutes of Connecticut. The commission shall adopt rules and procedure not inconsistent with the provisions of said statutes and this article. The commission shall be empowered to conduct researches into the utilization and possible utilization of land areas of the municipality and may coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare and distribute books, maps, charts, plans and pamphlets as necessary for its purposes. It shall keep an index of all open areas, publicly or privately owned, including open marshlands, swamps and other wetlands, for the purpose of obtaining information on the proper use of such areas, and may from time to time recommend to the planning and zoning commission, the inland wetlands and watercourses commission, the board of recreation and the town council plans and programs for the development and use of such areas. (Ord. of 2-13-90)~~

~~Section 12.5-28 Annual Report~~

~~The commission shall make an annual report to the town council summarizing the commission's activities. (Ord. of 2-13-90)~~

~~Section 12.5-29 Appropriations~~

~~Acting through the town manager and pursuant to the town's personnel rules and procedures and subject to town council appropriation, the commission may utilize staff and clerical assistance and employ consultants, and may accept money gifts or expend the same for the purposes provided for under state statute and this article. (Ord. of 2-13-90)~~

~~Section 12.5-30 Meeting Attendance~~

~~Three (3) consecutive unexcused absences shall require notification to the member that he shall be recommended to the town manager for removal unless a proper explanation acceptable to the commission is received within twenty-one (21) days from notification.~~

~~Sections 12.5-31 - 12.5-40 Reserved~~

Chapter 15

WATER, SEWERS AND SEWAGE DISPOSAL²¹

~~Section 15-18 Water Pollution Control Authority - Generally²²~~

- ~~(a) **Created.** Pursuant to the general statutes of the state, chapter 103, section 7-246, as amended, and the Killingly Town Charter, Section 810, there is created an authority, to be known as the Water Pollution Control Authority of the Town of Killingly.~~
- ~~(b) **Powers.** The Authority created by this section shall conform to and have such powers, purposes and objectives as set forth in chapter 103 of the general statutes, revision of 1958, and amendments thereto.~~
- ~~(c) **Composition; terms; vacancies.** The Authority created by this section shall consist of five (5) regular members to be appointed by the town council for terms of three (3) years and two (2) alternate members to be appointed by the town council for terms of two (2) years. Any vacancy shall be filled for the unexpired portion of the term by appointment by the town council.~~
- ~~(d) **Officers.** The authority created by this section shall elect from its membership a chairman and secretary and shall appoint legal counsel, and other necessary personnel.~~
- ~~(e) **Compensation.** The members of the authority created by this section shall serve without compensation but shall be reimbursed for necessary expenses.~~

²¹ Cross references—Buildings and building regulations, Ch. 4; garbage, trash and refuse, Ch. 8; inland wetlands regulations, App. A; subdivision regulation, App. B; zoning regulations, App. C.

²² Cross reference—Administration generally, Ch. 2.

- (f) ~~**Quorum.** The presence of three (3) members of the authority created by this section will constitute a quorum to conduct business and no action of such authority shall be valid unless authorized by a vote of the majority of the members of the authority.~~
- (g) ~~**Records; annual report.** The authority created by this section shall maintain accurate accounting and financial records and shall make an annual report to the town manager and council.~~
- (h) ~~**Removal of members.** A member of the authority created by this section may be removed in accordance with the provisions of Section 8-11 of the Killingly Town Charter.~~
- (i) ~~The Water Pollution Control Authority shall submit an annual operating budget in accordance with the provisions of Section 8-10 of the Killingly Town Charter.~~
- ~~(Ord. of 8-25-70, §§ 1-8; Ord. of 6-26-74; Ord. of 4-10-79; Ord. of 9-14-82, §§ 1, 2; Ord. of 10-12-82, § 1; Amending Ord. of 5-10-95)~~

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 10th day of March 2020

Voice vote: unanimous. Motion passed.

15f. Consideration and action on a resolution to introduce and set a date for a public hearing on an ordinance amending Chapter 14 of the Code of Ordinances for the revision the Property Tax Relief Policy for Public Safety Volunteers

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

A RESOLUTION TO INTRODUCE AND SET A DATE FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES FOR REVISION THE PROPERTY TAX RELIEF POLICY FOR PUBLIC SAFETY VOLUNTEERS

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, April 14, 2020 at 7:00 p.m., in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES FOR REVISION THE PROPERTY TAX RELIEF POLICY FOR PUBLIC SAFETY VOLUNTEERS

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, the following amendments as shown in underline or strike through to Chapter 14 of the Town of Killingly Code of Ordinances be adopted:

*DIVISION 1 PROPERTY TAX RELIEF POLICY FOR PUBLIC SAFETY
VOLUNTEERS*

Sections 14-45 Purpose

The purpose of this Ordinance is to provide property tax relief for public safety volunteers pursuant to Section 12-81w (24) of the Connecticut General States, as amended, said Ordinance being effective

commencing with the October 1, 2000 Grand List and subject to review after one year of implementation. This program will be granted in the form of an exemption abatement pursuant to the aforementioned State Statutes,

Sections 14-46 Qualifications

Any volunteer member in good standing of the fire departments and ambulance services located in the Town of Killingly with one or more years of active service who owns real property located in the Town of Killingly or who is liable for the payment of taxes shall be entitled to tax relief in accordance with this Ordinance.

Annually on or before December 15, the individual fire chiefs or president of each volunteer fire department and ambulance service located in the Town of Killingly shall submit a certified eligibility list to the Town Assessor. Such list shall contain the name, address, and amount of the exemption expressed in terms of equivalent tax dollars for each member.

The program will be subject to funding authorized in the annual budget process. In the event the program is not funded or is funded at less than 100%, then the program shall be implemented proportionately to the funding allocated to the program.

Section 14-47 Member Eligibility

The following criteria would be used to determine a member's status as a "member in good standing" with Killingly area Fire Departments and Ambulance Service:

a²³. Active fire department members would earn points for every call, drill, training session, meeting and work detail they attend as follows:

- 5 points per drill/training session
- 3 points per fire call
- 3 points per EMS call
- 2 points per department meeting attended
- 1 point per service call/work detail

An active volunteer fire department member will be considered to be in good standing and eligible for tax relief based upon his/her attendance at calls, drills, training, and meetings each year. Attendance requirements vary from department to department, based upon the call volume of a particular department.

Attendance requirements are as follows:

- | | |
|---|----------------------------|
| 1. Departments with 800 or more calls per year: | 10% attendance is required |
| 2. Departments with 600 - 799 or more calls per year: | 15% attendance is required |
| 3. Departments with 400 - 599 or more calls per year: | 20% attendance is required |
| 4. Departments with less than 400 calls per year: | 25% attendance is required |

b. Active volunteer members of the KB Ambulance Corp, Inc would earn eligibility points as follows:

- 1. provide fifty (50) hours of scheduled ambulance duty coverage per quarter
- 2. attend eighty (80) percent of all ambulance corps meetings
- 3. attend eighty (80) percent of all ambulance corps training sessions
- 4. participate in one (1) public event the ambulance service provides medical coverage for,

for example: Springtime Festival, July 4th, EMS week, school visits, etc.

The criteria used for KB Ambulance Corps, Inc. personnel is necessary because this facility has scheduled duty shifts during the evening for volunteer coverage. Also, paid employees provide daytime coverage. Thus, volunteer personnel are not able to respond to all dispatched ambulance calls.

c. Eligibility also includes the following:

- 1. any volunteer member located in the Town of Killingly with one or more years of active service;
- 2. amount of exemption based on member's years of active service;

²³ History – Ordinance C17-06 amended Section 14-47a replacing "To be considered a Member in good standing, a member of area fire department would have to obtain a total of twenty-five (25%) percent of the total points possible" approved at TCM 8-8-17.

3. years of active service as a member in good standing may be transferred between fire departments located in the Town of Killingly;
4. Chief or administrative officer of the individual fire departments or ambulance service determine the criteria for member qualification as Member in Good Standing

Section 14-48 Property Eligibility

- a. ~~exemption~~ **abatement** may only be applied to taxable property located in the Town of Killingly and in the ownership of the eligible member as of October 1 preceding the December 15 filing of the eligible list with the Assessor;
- b. an ~~exemption~~ **abatement** under this ordinance shall be applicable to any real or personal property in common with one or more other persons. Leased vehicles or property owned by corporations including, but not limited to, LLC's and trusts are not considered the property of the eligible member;
- c. the ~~exemption~~ **abatement** cannot exceed the total assessment of the eligible property.

Section 14-49 Tax Relief

Tax relief shall be in the form of an abatement of property taxes due for any fiscal year in accordance with CGS Section 12-81w, as amended. The below percentages shall be applied to the maximum allowable abatement.

1-2	Years Active Service as a Member in Good Standing	\$200 20% Equivalent tax dollars
3-5	Years Active Service as a Member in Good Standing	\$400 40% Equivalent tax dollars
6-10	Years Active Service as a Member in Good Standing	\$600 60% Equivalent tax dollars
11-15	Years Active Service as a Member in Good Standing	\$800 80% Equivalent tax dollars
16+	Years Active Service as a Member in Good Standing	\$1,000 100% Equivalent tax dollars

Section 14-50 Exemption

~~Calculation of the exemption is pursuant to the provisions of subdivision (21) of CGS Section 12-81. (Ord. & Exhibit A adopted 11-8-00)~~

BE IT FURTHER ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINLGY 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 10th day of March 2020

Discussion followed.

Voice vote: unanimous. Motion passed.

15g. Consideration and action on a resolution approving a memorandum of understanding with the Board of Education regarding the management of space, allocation of costs and maintenance of 79 Westfield Avenue

No action.

16. Council Member Reports and Comments:

Mr. Grandelski reported on the WPCA.

Mr. Wood reported on the Public Safety Commission.

Mr. Lee reported on the Economic Development Commission

Mr. Kerttula reported on the Permanent Building Commission and the KBA meeting.

Ms. George attended the Economic Development Commission meeting and the Ordinance Subcommittee meeting.

Mr. Anderson attended the Board of Education meeting.

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:53p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Wednesday, April 1, 2020

Time: 7:00 p.m.

Place: Microsoft Office Teams - Virtual

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Virtual Special Meeting on Wednesday, April 1, 2020 at 7:00 p.m. using Microsoft Office Teams. The agenda was as follows:

1. Call to Order

2. Roll Call

3. Citizens' Statements and Petitions

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

4. New Business:

- a) **Consideration and action on the suspension of the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19**
- b) **Consideration and action on setting the dates and times of the revised budget presentation, public hearing and budget deliberation of the FY 2020-2021 budget pursuant to Governor's Executive Orders 7B, 7C and 7I**
- c) **Consideration and action on a resolution authorizing the submission of a Small Cities Community Development Block Grant Application to Rehabilitate the Birchwood Terrace Housing Complex**

5. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:00 p.m.

2. On Roll Call, all counselors were present except Mr. LaPrade. Town Manager Calorio, Assistant Town Manager Hopkins, Finance Director Hawkins and Council Secretary Buzalski were also present.

3. Citizens' Statements and Petitions

There were no public comments.

4. New Business

4a. Consideration and action on the suspension of the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19

Ms. Walsh made a motion, seconded by Mr. Kerttula, to suspend the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

4b. Consideration and action on setting the dates and times of the revised budget presentation, public hearing and budget deliberation of the FY 2020-2021 budget pursuant to Governor's Executive Orders 7B, 7C and 7I

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

RESOLUTION SETTING THE DATES AND TIMES OF THE REVISED BUDGET PRESENTATION, PUBLIC HEARING AND BUDGET DELIBERATION OF THE 2020-2021 BUDGET, PURSUANT TO GOVERNOR'S EXECUTIVE ORDER NO. 7B, 7C and 7I.

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Governor Lamont's Executive Order No. 7B, 7C AND 7I issued in response to the COVID-19 pandemic, the Town of Killingly hereby extends the 2020-2021 development process as follows:

Budget Step	New Date
Budget Presentation to Town Council	April 25
Public Hearing - virtual	May 14
Publication of Town Council Proposed Budget	May 19
Town Council Budget Deliberations	June 1-6

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

4c. Consideration and action on a resolution authorizing the submission of a Small Cities Community Development Block Grant Application to Rehabilitate the Birchwood Terrace Housing Complex

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

RESOLUTION AUTHORIZING THE SUBMISSION OF A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO REHABILITATE THE BIRCHWOOD TERRACE HOUSING COMPLEX

WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Housing as the Connecticut Small Cities Community Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Housing is authorized to disburse such federal monies to local municipalities; and

WHEREAS, the Town wishes to provide financial assistance to the Killingly Housing Authority to complete capital improvements to the Birchwood Terrace Housing Complex; and

WHEREAS, the Town of Killingly conducted public hearings to receive citizen comments on housing and community development needs, prioritizing housing improvements as a community need; and

WHEREAS, it is desirable and in the public interest that the Town of Killingly make application to the State for up to \$1,500,000 in order to undertake a Small Cities Community Development project and to execute an Assistance Agreement, therefore, should one be offered;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY:

1. That it is cognizant of the conditions and prerequisites for the State financial assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and,
2. That the filing of an application for State financial assistance by the Town of Killingly in an amount not to exceed \$1,500,000 is hereby approved and that Mary Calorio, Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Housing; to provide such additional information; to execute such other documents as may be required by the Commissioner; to execute an Assistance Agreement with the State of Connecticut for financial assistance if such an agreement is offered; to execute any amendments, rescissions, and revisions thereto; to implement project activities, if approved, and to act as the authorized representative of the Town of Killingly and to execute any other agreement or contract relative to said project.
3. That it adopts or has adopted on behalf of the Town of Killingly a policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the "contractor" is the Town of Killingly and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited

to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract, such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 1st day of April 2020

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

5. Adjournment

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

Roll Call vote: unanimous yes. Motion passed.

The meeting ended at 7:29 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Wednesday, April 1, 2020

Time: 7:00 p.m.

Place: Microsoft Office Teams - Virtual

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Virtual Special Meeting on Wednesday, April 1, 2020 at 7:00 p.m. using Microsoft Office Teams. The agenda was as follows:

1. Call to Order

2. Roll Call

3. Citizens' Statements and Petitions

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

4. New Business:

- a) **Consideration and action on the suspension of the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19**
- b) **Consideration and action on setting the dates and times of the revised budget presentation, public hearing and budget deliberation of the FY 2020-2021 budget pursuant to Governor's Executive Orders 7B, 7C and 7I**
- c) **Consideration and action on a resolution authorizing the submission of a Small Cities Community Development Block Grant Application to Rehabilitate the Birchwood Terrace Housing Complex**

5. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:00 p.m.

2. On Roll Call, all counselors were present except Mr. LaPrade. Town Manager Calorio, Assistant Town Manager Hopkins, Finance Director Hawkins and Council Secretary Buzalski were also present.

3. Citizens' Statements and Petitions

There were no public comments.

4. New Business

4a. Consideration and action on the suspension of the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19

Ms. Walsh made a motion, seconded by Mr. Kerttula, to suspend the regularly scheduled Special Town Council Meetings for April, May and June during COVID-19

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

4b. Consideration and action on setting the dates and times of the revised budget presentation, public hearing and budget deliberation of the FY 2020-2021 budget pursuant to Governor's Executive Orders 7B, 7C and 7I

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

RESOLUTION SETTING THE DATES AND TIMES OF THE REVISED BUDGET PRESENTATION, PUBLIC HEARING AND BUDGET DELIBERATION OF THE 2020-2021 BUDGET, PURSUANT TO GOVERNOR'S EXECUTIVE ORDER NO. 7B, 7C and 7I.

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Governor Lamont's Executive Order No. 7B, 7C AND 7I issued in response to the COVID-19 pandemic, the Town of Killingly hereby extends the 2020-2021 development process as follows:

Budget Step	New Date
Budget Presentation to Town Council	April 25
Public Hearing - virtual	May 14
Publication of Town Council Proposed Budget	May 19
Town Council Budget Deliberations	June 1-6

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of March 2020

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

4c. Consideration and action on a resolution authorizing the submission of a Small Cities Community Development Block Grant Application to Rehabilitate the Birchwood Terrace Housing Complex

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

RESOLUTION AUTHORIZING THE SUBMISSION OF A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO REHABILITATE THE BIRCHWOOD TERRACE HOUSING COMPLEX

WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Housing as the Connecticut Small Cities Community Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Housing is authorized to disburse such federal monies to local municipalities; and

WHEREAS, the Town wishes to provide financial assistance to the Killingly Housing Authority to complete capital improvements to the Birchwood Terrace Housing Complex; and

WHEREAS, the Town of Killingly conducted public hearings to receive citizen comments on housing and community development needs, prioritizing housing improvements as a community need; and

WHEREAS, it is desirable and in the public interest that the Town of Killingly make application to the State for up to \$1,500,000 in order to undertake a Small Cities Community Development project and to execute an Assistance Agreement, therefore, should one be offered;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY:

1. That it is cognizant of the conditions and prerequisites for the State financial assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and,
2. That the filing of an application for State financial assistance by the Town of Killingly in an amount not to exceed \$1,500,000 is hereby approved and that Mary Calorio, Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Housing; to provide such additional information; to execute such other documents as may be required by the Commissioner; to execute an Assistance Agreement with the State of Connecticut for financial assistance if such an agreement is offered; to execute any amendments, rescissions, and revisions thereto; to implement project activities, if approved, and to act as the authorized representative of the Town of Killingly and to execute any other agreement or contract relative to said project.
3. That it adopts or has adopted on behalf of the Town of Killingly a policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the "contractor" is the Town of Killingly and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited

to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract, such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 1st day of April 2020

Discussion followed.

Roll Call vote: unanimous yes. Motion passed.

5. Adjournment

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

Roll Call vote: unanimous yes. Motion passed.

The meeting ended at 7:29 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

MEMO: Steve Rioux, Superintendent of Schools
FROM: Christine Clark, Manager of Business Affairs
RE: Monthly Financial Report (March 2020)
DATE: April 3, 2020

Attached please find the financial report for the month of March, the ninth month of fiscal year 2019-2020, which reflects expenditures and encumbrances of \$32,359,091 or 73.46% of the \$44,047,273 budget.

1. **BUDGET STATUS:** The closure of school due to the COVID 19 pandemic on March 16 and the introduction of remote learning have impacted and will continue to impact the budget as we proceed to the fiscal year-end. As a result of the changes in the learning environment, spending is unlike any previous year. With the uncertain nature and duration of the situation, projections to 6/30/20 have been prepared using the following assumptions: salaries will be paid to all contracted employees, benefits will continue to be funded, contractual obligations for services or services which continue regardless of student attendance will be paid, costs for outplacements will continue as contracted, and supplies and equipment purchases will be modified and perhaps reduced. Based on these assumptions, it is projected that approximately \$1.5M of the 2019-2020 budget would be unexpended. Should additional unanticipated needs associated with remote learning or government mandates arise, this balance would be subject to change. Likewise, if schools should reopen within the next three months, the financial results would be quite different. Based on a review of the system object report, there are several account groups worthy of note for their potential status as follows:

SALARIES:

The expenditures include twenty payroll periods (out of 26) or 76.92% for our full year (twelve month) employees. Salary accounts for Central Administration (5111) and Finance/HR/Computer (5114) are at the expected expenditure levels. School Administration (5112) salaries are slightly higher due to acting principal pay at Killingly Central School for twenty-three days.

Analysis of the Teachers' Salaries (5113) accounts as of 3/31/20 shows a budget surplus of approximately \$195K, an increase over prior months based on the assumption that only contracted salaries will be paid. Several mid-year vacancies and replacements have been included within the estimates, which may be subject to change through the balance of the year.

Secretarial/Clerical (5121) salaries are projected to exceed the budget by approximately \$(37,000) as previously anticipated, with \$24,000 due to transportation clerical and

dispatching needs. The need for substitute clerical help at Killingly High School contributes \$12,000 of the additional expenditures.

Previously expected to be over expended, Para-Professional (5122) salaries based on current staffing and contracted hours alone, are now expected to yield a projected surplus of approximately \$113,000. The majority of this balance is due to non-contracted hours for bus aides of \$97,000 which will not be expended.

Medical/Health (5123) salaries are projected to exceed the budget by \$(26,516) for the addition of a 1:1 nurse for a special education student. The need was not anticipated during the 2019-2020 budget preparation process.

Transportation (5125) salaries have been projected based on current staffing and contracted hours, resulting in an anticipated surplus of \$110,000. Also related to transportation services are unexpended balances in Temporary (5128) salaries of approximately \$90,000 which had been budgeted for substitute and temporary bus drivers. Due to the challenges in transportation staffing, we were unable to retain substitutes and instead contracted services with outside providers as discussed in the OTHER section under Pupil Transportation (5510). The budget surplus here partially offsets the line item deficit of \$(119,000) anticipated in Pupil Transportation (5510).

Substitutes (5126) salaries are expected to decrease substantially if school remains closed, resulting in a line item balance of \$105,000. Some substitute teachers have been contracted for the remainder of the year and will continue to be paid.

BENEFITS:

Health/Dental Insurance (5210)- Without regard to the school closure, contributions to the self-insurance fund for health/dental insurance for all enrolled employees will continue to be made. As previously anticipated, a substantial line item surplus of \$430,000 is still expected due to budgeted insurance packages which were not taken by employees and enrollment changes through the year. A small provision has been made for possible enrollments within the last two months of the year due to qualifying events in employees' families, such as the loss of insurance benefits due to COVID 19 job loss.

H S A Contributions (5212)- As of the end of January most H.S.A. account holders have received 100% of their annual contributions, with the exception of employees who have frozen accounts to which the contributions cannot be made and newly hired employees. Any additional contributions should not reduce the \$59,000 line item balance by more than \$5,000 by year-end.

HRA Funding (5218)- Health Reimbursement Account (HRA) funding provides for employees enrolled in high-deductible health plans who are also covered by Medicare and unable to benefit from the tax advantages of the Health Savings Account (H S A). In lieu of the 50% funding of the health plan deductible, health expenditures up to the annual contribution amount are paid through an administrative service agreement with Stirling

Benefits. Due to unanticipated participants ineligible for H S A funding, there is a potential \$4,000 budget deficit in this line item.

FICA (5220) and Medicare (5225)- Payroll taxes computed on projected salaries reflect balances of \$29,821 and \$22,477 commensurate with the savings in salaries. Any additional salaries paid will result in increases to the payroll taxes.

Workers' Compensation (5260)- Premiums for the full year have been paid and the 2018-2019 payroll audit completed, resulting in a line item balance of \$37,457.

OTHER:

In general, the balances in the services accounts (53XX through 55XX) reflect the anticipated decrease in services due to the school closure. Where services are still necessary or already contracted, they will continue to be paid.

Pupil Transportation (5510)- As of 3/31/20 payments to outside transportation providers are projected to exceed the line item budget of \$20,000 by \$(119,000). Although the services are not being utilized during the school closure, we have contracted the services and anticipate the continued need for the services upon the reopening of school. Three daily runs are included in the projected costs. Transportation staffing is expected to remain a challenge requiring the outsourcing of runs. While the transportation needs were budgeted, the extent of outsourcing was not anticipated. As noted in the Transportation (5125) salaries section, Temporary (5128) salaries were budgeted to cover these needs. Since they will be unexpended, the surplus of \$90,000 is available to partially offset the line item deficit in Pupil Transportation.

Tuition (5560)- Tuition for three magnet schools, including Eastconn's Quinebaug Middle College, Arts at the Capitol Theater, and Windham's CH Barrows STEM is projected to total \$412,749, resulting in a line item deficit of \$(25,471), an increase over the prior month due to the enrollment of four additional students, two with special education charges. Included are the base tuition charges and additional charges for special education and related services. Any changes in enrollment or services will affect the projection through year-end.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the March 31 report reflect balances of \$(980,279) and \$106,222 respectively. For purposes of estimating excess cost reimbursement, a per pupil expenditure amount of \$18,851 is being applied to agency placements and 4.5 times or \$84,831 is being applied to local placements. The first payments of \$372,674 and \$54,186 or 75% of the preliminary reimbursements were made in February based on the December 1st filing. The March 1st filing of placements and their estimated costs will be the basis for the final reimbursement amounts, regardless of the amounts actually expended. At this time, CSDE indicates that the excess cost grant will be administered as usual. Any

difference in the expenditures at year-end from those reported on March 1 will result in an adjustment to the grant which will be reconciled in the April 2021 ECS payment. Excess local outplacement costs were reported as \$671,319 and agency outplacements as \$116,596. Reimbursement on the reported outplacements totals \$551,540 using a cap of 30% (the 2018-2019 cap was 26.38% and the 2019-2020 preliminary cap was 25.2% in December). This results in an account balance of \$(555,756) for local outplacements and \$157,839 for agency outplacements, or net \$(397,917). This represents a decrease in the line item deficit of \$30,500 over last month. Enrollments and their estimated costs are still subject to change through year-end.

The line item budget impact is calculated based on the stated assumptions as follows:

As of March 31, 2020	
Budgeted Local Placement Costs	\$4,032,482
Total Projected Local Placement Costs	\$5,058,161
Excess Cost Reimbursement-Local Placements	\$469,923
Net Local Placements	\$(555,756)
Budgeted Agency Placement Costs	\$383,500
Total Projected Agency Placement Costs	\$307,278
Excess Cost Reimbursement-Agency Placements	\$81,617
Net Agency Placements	\$157,839
Net Outplacements	\$(397,917)

In general, the balances in the Supplies (56XX) and Equipment (57XX) line items reflect the anticipated decrease in expenditures due to the school closure. Some provisions have been made for additional expenses for remote learning.

Vehicles (5732)- In January two student transportation vehicles (one 81 passenger school bus and one 31 passenger wheelchair bus) were ordered totaling \$212,665. Student transportation vehicles have been budgeted within the Town's capital non-recurring fund. The Town's allocation for 2019-2020 purchases was \$204,000. The excess, or \$8,665, was encumbered from the Board's budget, resulting in a line item deficit of \$(5,048).

2. **BUDGET TRANSFERS:** No transfers in excess of \$10,000 requiring BOE approval were made during the month. The following transfers were approved during March:

From: 100-145-00-21300-5692 Medical/Health- Medical/Dental Supplies	\$	50.00
To: 100-145-00-21300-5730 Medical/Health- Medical Equipment	\$	50.00

To transfer Medical/Health department funds for the purchase of a replacement refrigerator

From: 100-152-10-22200-5612 Library-KHS- Instructional Supplies	\$	1,000.00
To: 100-152-10-22200-5642 Library-KHS- Library Books/Periodicals	\$	1,000.00

To transfer KHS Library funds for subscription to the Junior Library Guild

From: 100-110-10-24000-5612 KHS- Instructional Supplies	\$	169.00
To: 100-110-10-24000-5730 KHS- Non-Instructional Equipment	\$	169.00

To transfer KHS administrative funds for the purchase of a conference room refrigerator for NEAS&C visitors

From: 100-110-10-10101-5810 KHS- Dues and Fees	\$	330.00
To: 100-110-10-10101-5580 KHS- Travel	\$	330.00

To transfer Video Technical Education department funds left from convention fees for travel expenses to the Student Television Network convention

From: 100-110-10-10060-5810 KHS- Dues and Fees	\$	50.00
To: 100-110-10-10060-5642 KHS- Library Books/Periodicals	\$	50.00

To transfer KHS World Language department funds for a magazine subscription for Spanish 4 classroom

3. **2018-2019 STATUS:** A request for the transfer of \$436,849 to the Unexpended Education Funds Account was made in July 2019. With the audit completed, the transfer is now pending approval at a public hearing, expected to be held in April. If the transfer is approved, the difference of \$322,388 will revert to fund balance.

4. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, there were no substantial donations reported to the Business Office during March 2020.

5. **QUARTERLY REPORTS ON EXPENDITURES AND REVENUES:** Pursuant to Section 290 of Public Act 19-117, the third quarterly report for 2019-2020 expenditures and revenues has been prepared for submission to the Town.

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

Killingly Public Schools System Object

Report # 95113

Statement Code: Sys Object

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 3/31/2020	Requisitions	Expenditures 7/1/2019 - 3/31/2020	Amount Remaining 7/1/2019 - 3/31/2020	Percent Expended
5111 Central Administration	\$336,305.00	\$0.00	\$336,305.00	\$0.00	\$0.00	\$157,349.24	\$78,955.76	76.52%
5112 School Administration	\$1,737,408.21	\$0.00	\$1,737,408.21	\$0.00	\$0.00	\$1,369,617.67	\$367,790.54	78.83%
5113 Teachers' Salaries	\$15,240,569.58	\$0.00	\$15,240,569.58	\$0.00	\$0.00	\$9,628,485.80	\$5,612,083.78	63.18%
5114 Finance/HR/Computer	\$376,440.14	\$0.00	\$376,440.14	\$0.00	\$0.00	\$187,851.52	\$88,588.62	76.47%
5115 Tutoring	\$122,120.00	\$0.00	\$122,120.00	\$0.00	\$0.00	\$60,147.64	\$61,972.36	49.25%
5119 Co-Curricular Stipends	\$323,253.34	\$0.00	\$323,253.34	\$0.00	\$0.00	\$206,511.15	\$116,742.19	63.89%
5120 Non-Certified Salaries	\$164,861.28	\$0.00	\$164,861.28	\$0.00	\$0.00	\$101,367.38	\$63,493.90	61.49%
5121 Secretarial/Clerical	\$1,176,668.43	\$0.00	\$1,176,668.43	\$0.00	\$0.00	\$938,665.21	\$238,003.22	79.77%
5122 Para-Professionals	\$2,212,933.11	\$0.00	\$2,212,933.11	\$0.00	\$0.00	\$1,404,614.76	\$718,318.35	67.54%
5123 Medical/Health	\$446,000.01	\$0.00	\$446,000.01	\$0.00	\$0.00	\$304,918.67	\$141,081.34	68.37%
5124 Operations & Maintenance	\$1,687,893.34	\$0.00	\$1,687,893.34	\$0.00	\$0.00	\$1,253,648.04	\$434,245.30	74.27%
5125 Transportation	\$1,088,938.92	\$0.00	\$1,088,938.92	\$0.00	\$0.00	\$729,028.61	\$359,910.31	66.95%
5126 Substitutes	\$381,869.00	\$0.00	\$381,869.00	\$0.00	\$0.00	\$224,431.02	\$157,437.98	58.77%
5127 Student Services	\$18,100.00	\$0.00	\$18,100.00	\$0.00	\$0.00	\$10,244.74	\$7,855.26	56.60%
5128 Temporary	\$150,700.00	\$0.00	\$150,700.00	\$0.00	\$0.00	\$51,755.26	\$98,944.74	34.34%
5130 Overtime	\$178,000.00	\$0.00	\$178,000.00	\$0.00	\$0.00	\$128,397.53	\$49,602.47	72.13%
5131 Computer Maintenance	\$207,690.00	\$0.00	\$207,690.00	\$0.00	\$0.00	\$132,401.36	\$75,288.64	63.75%

Killingly Public Schools System Object

Report # 95113

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 3/31/2020	Requisitions	Expenditures 7/1/2019 - 3/31/2020	Amount Remaining 7/1/2019 - 3/31/2020	Percent Expended
5200 Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5210 Health/Dental Insurance	\$5,647,213.06	\$0.00	\$5,647,213.06	\$0.00	\$0.00	\$3,898,501.44	\$1,748,711.62	69.03%
5212 HSA Contributions	\$447,160.00	\$0.00	\$447,160.00	\$0.00	\$0.00	\$337,516.67	\$59,583.33	86.67%
5213 Life Insurance	\$27,326.78	\$0.00	\$27,326.78	\$0.00	\$0.00	\$20,168.96	\$7,157.82	73.81%
5214 Benefits- Early Retirees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5215 Post-Employment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5217 Disability Insurance	\$6,564.96	\$0.00	\$6,564.96	\$1,631.07	\$0.00	\$4,893.21	\$40.68	99.38%
5218 WRA Funding	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,076.82	\$(-76.82)	107.68%
5220 FICA	\$418,974.36	\$0.00	\$418,974.36	\$0.00	\$0.00	\$278,656.56	\$140,317.80	66.51%
5225 Medicare	\$367,671.93	\$0.00	\$367,671.93	\$0.00	\$0.00	\$230,228.80	\$137,443.13	62.62%
5230 ERIP Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5231 Pension	\$126,159.00	\$0.00	\$126,159.00	\$0.00	\$0.00	\$0.00	\$126,159.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$6,084.00	\$916.00	86.91%
5250 Unemployment Compensation	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$40,852.74	\$9,147.26	81.71%
5260 Workers' Compensation	\$360,000.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$322,536.99	\$37,463.01	89.59%
5312 Instructional Improvement	\$20,300.00	\$1,300.00	\$30,500.00	\$3,109.00	\$0.00	\$13,207.33	\$14,183.67	53.58%
5323 Pupil Services	\$96,994.00	\$0.00	\$96,994.00	\$5,572.72	\$0.00	\$78,357.83	\$13,113.45	86.48%

Killingly Public Schools System Object

Report # 95113

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 3/31/2020	Requisitions	Expenditures 7/1/2019 - 3/31/2020	Amount Remaining 7/1/2019 - 3/31/2020	Percent Expended
5324 Field Trips	\$111,510.00	\$0.00	\$111,510.00	\$0.00	\$0.00	\$82,674.96	\$28,835.04	74.14%
5326 Testing	\$36,060.00	\$(-4,920.00)	\$31,140.00	\$396.00	\$0.00	\$8,358.94	\$22,385.06	28.11%
5330 Professional/Technical Services	\$452,971.24	\$(-2,044.50)	\$450,926.74	\$34,238.87	\$11,205.15	\$288,846.52	\$127,841.35	71.65%
5410 Utilities	\$1,273,333.00	\$0.00	\$1,273,333.00	\$1,936.00	\$0.00	\$753,790.02	\$517,606.98	59.35%
5420 Contracted Maintenance Services	\$1,196,178.16	\$3,456.20	\$1,199,634.36	\$56,221.70	\$0.00	\$1,070,007.81	\$73,404.84	93.88%
5430 Repairs & Maintenance Services	\$471,272.00	\$6,266.56	\$477,537.56	\$77,958.16	\$166.28	\$272,368.35	\$127,311.05	73.34%
5440 Rentals	\$17,500.00	\$3,798.98	\$11,298.98	\$3,587.21	\$0.00	\$8,409.91	\$9,381.86	55.95%
5510 Pupil Transportation	\$28,000.00	\$0.00	\$28,000.00	\$56,000.00	\$0.00	\$59,882.67	\$(-95,882.67)	579.41%
5520 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$14,000.00	\$4,000.00	77.78%
5530 Communications	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	100.00%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$25,706.23	\$293.77	98.87%
5532 Telephone	\$77,820.00	\$0.00	\$77,820.00	\$74.97	\$0.00	\$45,684.68	\$32,060.35	58.80%
5540 Advertising	\$11,700.00	\$0.00	\$11,700.00	\$0.00	\$2,240.00	\$4,848.80	\$6,851.20	41.44%
5550 Printing & Binding	\$27,086.50	\$256.80	\$27,342.50	\$1,001.20	\$0.00	\$9,010.74	\$17,330.56	36.62%
5560 Tuition	\$387,278.00	\$0.00	\$387,278.00	\$15,412.58	\$0.00	\$397,336.46	\$(-25,470.96)	106.58%
5561 Local Placement Tuition	\$4,032,482.00	\$0.00	\$4,032,482.00	\$1,588,253.08	\$0.00	\$3,424,127.59	\$(-989,278.59)	134.31%

Killingly Public Schools System Object

Report # 95113

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 3/31/2020	Requisitions	Expenditures 7/1/2019 - 3/31/2020	Amount Remaining 7/1/2019 - 3/31/2020	Percent Expended
5562 Agency Placement Tuition	\$383,500.00	\$0.00	\$383,500.00	\$105,717.20	\$0.00	\$171,560.99	\$106,221.81	72.30%
5580 Travel	\$59,806.00	\$3,530.00	\$65,336.00	\$0.00	\$0.00	\$36,589.39	\$28,746.61	56.00%
5590 Other Purchased Services	\$123,396.00	\$0.00	\$123,396.00	\$0.00	\$0.00	\$97,730.58	\$25,565.42	79.27%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$27,214.36	\$27,785.64	49.48%
5612 Instructional Supplies	\$375,684.29	\$ (4,071.29)	\$371,613.00	\$24,609.49	\$6,581.73	\$230,636.76	\$116,366.75	68.69%
5613 Custodial & Maintenance Supplies	\$234,590.00	\$ (7,600.80)	\$226,989.20	\$798.35	\$475.29	\$79,461.41	\$146,639.44	35.37%
5620 Heat Energy	\$251,100.00	\$0.00	\$251,100.00	\$0.00	\$0.00	\$202,407.57	\$48,632.43	80.63%
5626 Motor Fuels & Oils	\$224,300.00	\$0.00	\$224,300.00	\$0.00	\$0.00	\$105,504.81	\$118,795.19	47.04%
5627 Transportation Supplies	\$142,300.00	\$0.00	\$142,300.00	\$37.05	\$0.00	\$113,508.32	\$28,754.63	79.79%
5641 Textbooks	\$44,790.00	\$ (2,759.00)	\$42,031.00	\$445.50	\$0.00	\$11,473.45	\$30,112.05	28.36%
5642 Library Books/Periodicals	\$38,678.00	\$505.00	\$39,183.00	\$8,108.96	\$0.00	\$25,507.38	\$8,566.66	85.79%
5691 Office Supplies	\$25,341.40	\$160.80	\$25,442.20	\$2,119.52	\$0.00	\$11,027.64	\$12,295.04	51.67%
5692 Health Supplies	\$16,500.00	\$ (1,022.56)	\$15,477.44	\$0.00	\$0.00	\$12,631.47	\$2,845.97	81.61%
5695 Computer Software & Supplies	\$16,994.00	\$3,497.90	\$20,491.90	\$6,815.92	\$4,994.50	\$19,688.69	\$ (6,012.71)	129.34%
5730 Non-Instructional Equipment	\$48,578.85	\$2,916.29	\$51,495.14	\$0.00	\$259.97	\$18,577.39	\$32,917.75	36.08%
5731 Instructional Equipment	\$125,988.65	\$ (3,949.97)	\$122,038.68	\$393.28	\$1,927.10	\$67,416.05	\$54,229.35	55.56%
5732 Vehicles	\$30,000.00	\$0.00	\$30,000.00	\$8,665.00	\$0.00	\$26,383.80	\$ (5,048.80)	116.83%

Killingly Public Schools System Object

Report # 95113

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 3/31/2020	Requisitions	Expenditures 7/1/2019 - 3/31/2020	Amount Remaining 7/1/2019 - 3/31/2020	Percent Expended
5734 Computer Hardware	\$72,400.00	\$(-5,457.90)	\$66,942.10	\$36,370.25	\$0.00	\$4,335.50	\$26,236.35	60.81%
5810 Dues & Fees	\$98,840.46	\$750.62	\$99,591.08	\$166.00	\$2,130.00	\$70,702.79	\$28,728.29	71.15%
5890 Other Objects	\$85,530.00	\$3,398.67	\$88,928.67	\$11,664.96	\$0.00	\$48,603.79	\$28,659.92	67.77%
5900 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
100 General Fund	\$44,047,273.00	\$0.00	\$44,047,273.00	\$2,051,437.88	\$29,980.12	\$30,307,652.78	\$11,688,182.34	73.46%
GRAND TOTAL	\$44,047,273.00	\$0.00	\$44,047,273.00	\$2,051,437.88	\$29,980.12	\$30,307,652.78	\$11,688,182.34	73.46%



TOWN OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

Finance Department Budget Review

March 31, 2020

To: Mary Calorio, Town Manager

March 2020 Revenues

The Town's fiscal year 2019-2020 collections appear to be within expectations at 79.46% of the overall budget for General Town revenue. In the prior year, March 2019 revenue collections represented 79.40%. Favorable year to date receipts include revenues for property taxes, licenses, permits and charges for services. Intergovernmental grants for both Town and Education remain to be collected, however receipts of these funds are expected in future months during the fiscal year as these items are remitted by the State at certain times throughout the fiscal year. Specifically, the State grant for Municipal Grant in Aid (\$706,717) and our final installment on Education Cost Sharing (ECS) (\$7.6M) will likely not be received until June 2020. Based on current 2020 State budget communications all revenues as budgeted by the Town for State grants due to the Town's General Fund remain intact. At the current time, due to impact of the COVID-19 situation it is likely that revenue collections will slow or be delayed as we enter the last quarter of the fiscal year, however the Town's current cash position should provide the Town with the ability to continue to operate and satisfy any necessary obligations over the next few months.

March 2020 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 55.24% for the month of March 2020, compared to 54.06% in the prior year (March 2019). Many subscriptions and services with annual renewal become due and payable within the first few months of the fiscal year and several other services are subject to a payment schedule due in quarterly installments.

Current Month Discussion:

As of March 31 2020, there were no new additional items in the current month that had significant utilization or were over budget. To date, the Town has not incurred any significant costs related to COVID-19. However, FEMA funds will be available at a 75% reimbursement rate for certain eligible costs, and the Town has started the process of identifying and tracking such costs.

March 2020 Expenditures (Continued)

Prior Month Discussion:

Below is a summary discussion of expenditure line items with significant year to date utilization outlined in the prior month(s) budget reports, but remain within budgeted expectations:

1. **Town Manager - Contractual Services**

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

2. **Town Manager – Materials and Supplies**

Several office chairs within the Town Manager office suite needed repair and as such new chairs were purchased. While a transfer will be needed to cover these additional costs, it is anticipated that these costs will be offset by savings in other line items of this departmental budget.

3. **Legal Services**

Year to date legal costs are related to are related to labor, tax appeals and land use matters. At the current time year to date legal costs are within expectations but we will continue to monitor as we enter the second half of the fiscal year.

4. **Town Commissions & Service Agencies – Contractual Services**

Budgeted expenditures remain consistent with expectations. Year to date utilization of budget is higher than overall budget expectations due to the timing of payments due each year for the activities related to Town commissions and related service agencies.

5. **Information Technology – Contractual Services**

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

6. **Materials and Supplies - Cleaning**

The increased need related to materials and supplies for cleaning costs both at the Town Hall and Library is still being evaluated. Beginning in February cleaning services for the Town are being provided by a part time custodian. As the Town transitioned from the use of an external contractor for these services, additional supplies and equipment were needed for startup at the Town Hall. The Library is transitioning to a part time custodian in March 2020. We are currently monitoring both the departmental budget for both the Town Hall building and the Library for potential savings in other areas that may be available to offset these costs and will continue to evaluate whether a future transfer will be needed.

7. **Highway Maintenance- Contractual Services/Materials and supplies**

Current expenditures reflect commitments for line striping, tree removal and paving projects on various Town roadways which were conducted during the summer/fall season. These are planned initiatives reflective of what has been approved in the current year budget.

8. **Highway Winter Maintenance – Materials and Supplies**

Year to date costs consist of commitments for the purchase of salt and calcium for the upcoming winter season.

March 2020 Expenditures (Continued)

Prior Month Discussion (Continued):

9. 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.

10. 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.

11. Parks and Grounds – Personal Service and Contractual Services

Current expenditures for personnel service include services related to seasonal labor for the summer and fall parks and grounds and contractual services for the fall fertilization application for the recreation fields and landscaping. Fertilization services are typically performed twice per year.

12. Public Library - Contractual Services

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

13. 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.

14. 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.

15. 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 March, 2020

REVENUE ITEM	Fiscal Year 2019-2020		
	Budget	March	Percent
TAXES			
Current Property Taxes	35,335,858	28,449,603	80.51%
Back Taxes	750,000	365,934	48.79%
Penalty Fees	11,260	4,426	39.31%
Tax Interest	360,668	174,736	48.45%
Supplemental Motor Vehicle	350,000	342,124	97.75%
Remediation Financing	(150,595)	(75,298)	50.00%
TOTAL	\$36,657,191	29,261,525	79.82%
LICENSES & PERMITS			
Building Permits	215,000	136,104	63.30%
P&Z Permits	14,000	12,131	86.65%
Other Permits	8,000	3,215	40.19%
Airplane Tax	1,800	2,050	113.89%
TOTAL	\$238,800	\$153,500	64.28%
FINES & FEES			
Library Fines & Fees	14,500	11,528	79.50%
Alarm Reg Fees and Fines	1,500	5,550	370.00%
Animal Control Fines & Fees	500	2,076	415.10%
TOTAL	\$16,500	\$19,153	116.08%
USE OF MONEY & PROPERTY			
Interest Income	80,000	189,658	237.07%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Communication Tower Lease	110,000	73,577	66.89%
TOTAL	\$190,090	\$263,235	138.48%
STATE GRANTS IN LIEU OF TAXES			
State-Owned Property	149,332	149,332	100.00%
Disability Exemption	4,162	4,060	97.56%
Veterans' Exemption	11,665	9,569	82.03%
Distressed Municipalities-Manufacturing Exemption	-	160,505	100.00%
Municipal Stabilization Grant (New)	268,063	268,063	100.00%
	\$433,222	591,529	136.54%
OTHER STATE GRANTS			
Pequot/Mohegan Fund Grant	94,184	107,606	114.25%
Municipal Grants - In - Aid	706,717	-	0.00%
Adult Education	104,002	72,138	69.36%
TOTAL	\$904,903	\$179,744	19.86%

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through March, 2020

REVENUE ITEM	Fiscal Year 2019-2020		
	Budget	March	Percent
CHARGES OF SERVICE			
Community Development	100,000	32,259	32.26%
Town Clerk	166,000	115,714	69.71%
Conveyance Tax	200,000	195,712	97.86%
Elderly Housing - Sewer PILOT	20,939	-	0.00%
Recreation	124,500	49,732	39.95%
District Collections	15,275	9,504	62.22%
TOTAL	626,714	402,922	64.29%
OTHER REVENUES			
Miscellaneous	50,000	109,069	218.14%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	1,231,695	1,068,695	86.77%
PILOT - Telecommunications	50,000	-	0.00%
School Capital Contribution	267,579	274,440	102.56%
TOTAL	1,614,274	1,452,204	89.96%
GENERAL TOWN REVENUE	\$40,681,694	\$32,323,813	79.46%
SCHOOL			
Educational Cost Sharing	15,245,633	7,622,816	50.00%
Vocational Agriculture	645,347	502,082	77.80%
Non-Public School - Health	-	22,871	100.00%
Tuition:			
Regular	1,548,612	1,192,564	77.01%
Special Ed-Voluntary	200,000	39,285	19.64%
Vocational-Agriculture	818,760	649,550	79.33%
F-1 Tuition Student	310,460	78,000	0.00%
TOTAL	\$18,768,812	10,107,168	53.85%
Fund Balance	300,000	-	0.00%
TOTAL REVENUES	59,750,506	42,430,981	71.01%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through March, 2020

Expenditure	Fiscal Year 2019-20			Percent
	Budget	Transfers	February	
GENERAL GOVERNMENT				
Town Council				
Personnel Services	11,100	-	7,188	64.75%
Contractual Services	34,100	-	17,827	52.28%
Materials and Supplies	1,000	-	424	42.36%
Total	\$46,200	\$0	\$25,438	55.06%
Town Manager				
Personnel Services	263,300	-	168,071	63.83%
Contractual Services	27,300	-	23,317	85.41%
Materials and Supplies	2,500	-	3,116	124.64%
Total	\$293,100	\$0	\$194,504	66.36%
Legal Services				
Contractual Services	79,200	-	67,871	85.70%
Total	\$79,200	\$0	\$67,871	85.70%
Town Clerk				
Personnel Services	156,940	1,600	112,648	71.05%
Contractual Services	30,100	-	18,261	60.67%
Materials and Supplies	1,800	-	1,533	85.18%
Total	\$188,840	\$1,600	\$132,442	69.55%
Finance				
Personnel Services	231,840	2,490	169,442	72.31%
Contractual Services	54,650	-	19,518	35.71%
Materials and Supplies	1,700	-	703	41.33%
Total	\$288,190	\$2,490	\$189,663	65.25%
Assessor				
Personnel Services	173,455	1,100	122,674	70.28%
Contractual Services	7,560	-	3,816	50.48%
Materials and Supplies	1,500	-	777	51.78%
Total	\$182,515	\$1,100	\$127,267	69.31%
Revenue Collection				
Personnel Services	188,140	1,650	134,618	70.93%
Contractual Services	35,500	-	12,935	36.44%
Materials and Supplies	2,300	-	1,104	47.99%
Total	\$225,940	\$1,650	\$148,657	65.32%
Registration/Elections				
Personnel Services	56,065	-	19,829	35.37%
Contractual Services	16,450	-	10,896	66.24%
Materials and Supplies	500	-	170	33.99%
Total	\$73,015	\$0	\$30,895	42.31%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through March, 2020

Expenditure	Fiscal Year 2019-20			
	Budget	Transfers	February	Percent
Town Comm. & Service Agencies				
Contractual Services	72,214	-	60,415	83.66%
Total	\$72,214	\$0	\$60,415	83.66%
Planning and Development				
Personnel Services	237,275	5,760	169,498	69.74%
Contractual Services	6,210	-	3,236	52.11%
Materials and Supplies	1,100	-	971	88.30%
Total	\$244,585	\$5,760	\$173,705	69.39%
Information Technology				
Contractual Services	193,000	-	145,123	75.19%
Total	\$193,000	\$0	\$145,123	75.19%
Town Hall Building				
Personnel Services	0	5,400	1,914	35.44%
Contractual Services	86,880	(5,400)	55,535	68.16%
Materials and Supplies	2,700	-	2,514	93.10%
Capital Outlay	11,006	-	11,006	100.00%
Total	\$100,586	\$0	\$70,969	70.56%
Economic Development				
Personnel Services	129,205	1,695	92,595	70.74%
Contractual Services	7,700	-	5,059	65.70%
Materials and Supplies	500	-	204	40.75%
Total	\$137,405	\$1,695	\$97,857	70.35%
Highway Division Supervision				
Personnel Services	222,910	-	133,210	59.76%
Contractual Services	11,000	-	5,536	50.33%
Materials and Supplies	750	-	600	79.98%
Capital Outlay	7,313	-	7,313	100.00%
Total	\$241,973	\$0	\$146,658	60.61%
Engineering				
Personnel Services	332,510	3,435	195,538	58.21%
Contractual Services	16,000	-	2,847	17.79%
Materials and Supplies	8,700	-	4,539	52.18%
Capital Outlay	11,074	-	11,074	100.00%
Total	\$368,284	\$3,435	\$213,998	57.57%
Central Garage				
Personnel Services	225,470	-	153,455	68.06%
Contractual Services	126,700	-	59,101	46.65%
Materials and Supplies	286,000	-	162,869	56.95%
Capital Outlay	6,067	-	6,067	100.00%
Total	\$644,237	\$0	\$381,493	59.22%
Highway Maintenance				
Personnel Services	821,000	-	551,097	67.13%
Contractual Services	54,250	-	24,713	45.55%
Materials and Supplies	316,000	-	262,475	83.06%
Capital Outlay	331,738	-	331,738	100.00%
Total	\$1,522,988	\$0	\$1,170,022	76.82%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through March, 2020

Expenditure	Fiscal Year 2019-20			
	Budget	Transfers	February	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	43,508	37.83%
Contractual Services	9,000	-	2,790	31.00%
Materials and Supplies	294,500	-	282,328	95.87%
Total	\$418,500	\$0	\$328,626	78.52%
Recreation Admin. & Program				
Personnel Services	387,710	4,700	288,300	73.47%
Contractual Services	52,500	-	43,015	81.93%
Materials and Supplies	20,750	-	8,628	41.58%
Capital Outlay	3,053	-	3,053	100.00%
Total	\$464,013	\$4,700	\$342,995	73.18%
Parks and Grounds				
Personnel Services	158,675	2,425	112,145	69.61%
Contractual Services	54,620	-	36,328	66.51%
Materials and Supplies	42,900	-	23,528	54.84%
Capital Outlay	17,713	-	17,713	100.00%
Total	\$273,908	\$2,425	\$189,714	68.65%
Public Library				
Personnel Services	411,368	9,330	286,611	68.13%
Contractual Services	141,850	(7,800)	108,546	80.97%
Materials and Supplies	10,750	-	7,576	70.47%
Capital Outlay	2,301	-	2,301	0.00%
Total	\$566,269	\$1,530	\$405,033	71.33%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	11,562	66.07%
Contractual Services	78,000	-	46,153	59.17%
Materials and Supplies	9,000	-	5,414	60.16%
Total	\$104,500	\$0	\$63,129	60.41%
Other Town Buildings				
Contractual Services	15,080	-	10,108	67.03%
Materials and Supplies	750	-	670	89.27%
Total	\$15,830	\$0	\$10,777	68.08%
Building Safety & Inspections				
Personnel Services	258,160	3,000	172,042	65.88%
Contractual Services	6,350	-	3,340	52.59%
Materials and Supplies	1,950	-	1,101	56.47%
Capital Outlay	13,924	-	12,838	92.20%
Total	\$280,384	\$3,000	189,320	66.81%
Animal Control				
Contractual Services	54,092	-	54,092	100.00%
Materials and Supplies	60	-	57	95.00%
Total	\$54,152	\$0	54,149	99.99%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through March, 2020

Expenditure	Fiscal Year 2019-20			
	Budget	Transfers	February	Percent
Law Enforcement				
Personnel Services	334,500	-	144,704	43.26%
Contractual Services	711,610	-	42,413	5.96%
Materials and Supplies	13,000	-	6,916	53.20%
Capital Outlay	25,500	-	11,000	0.00%
Total	<u>\$1,084,610</u>	<u>\$0</u>	<u>\$205,033</u>	<u>18.90%</u>
Community Development				
Personnel Services	163,270	1,435	106,131	64.44%
Contractual Services	11,450	12,000	15,629	66.65%
Materials and Supplies	1,150	-	323	28.08%
Total	<u>\$175,870</u>	<u>\$13,435</u>	<u>\$122,082</u>	<u>64.49%</u>
Human Service Subsidies				
Contractual Services	469,173	5,000	383,085	80.79%
Total	<u>\$469,173</u>	<u>\$5,000</u>	<u>\$383,085</u>	<u>80.79%</u>
Employee Benefits				
Contractual Services	1,592,850	-	1,039,594	65.27%
Total	<u>\$1,592,850</u>	<u>\$0</u>	<u>\$1,039,594</u>	<u>65.27%</u>
Insurance				
Contractual Services	725,000	-	659,783	91.00%
Total	<u>\$725,000</u>	<u>\$0</u>	<u>\$659,783</u>	<u>91.00%</u>
Special Reserves & Programs				
Contractual Services	352,000	(47,820)	150,363	49.43%
Total	<u>\$352,000</u>	<u>(\$47,820)</u>	<u>\$150,363</u>	<u>49.43%</u>
General Town Operating Expenditures	\$11,482,831	\$0	\$7,520,660	65.49%
Debt Service	3,508,900	-	541,011	15.42%
Total	<u>\$3,508,900</u>	<u>\$0</u>	<u>\$541,011</u>	<u>15.42%</u>
Solid Waste Disposal Fund Subsidy	321,191	-	321,191	100.00%
	<u>321,191</u>	<u>\$0</u>	<u>\$321,191</u>	<u>100.00%</u>
Due To CNR Education	291,978	-	291,978	100.00%
	<u>291,978</u>	<u>\$0</u>	<u>\$291,978</u>	<u>100.00%</u>
Teachers Retirement	98,333	-	-	0.00%
	<u>98,333</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
TOTAL OPERATIONS & DEBT SERVICE	\$15,703,233	\$0	\$8,674,840	55.24%
General Fund - Education	44,047,273	-	27,324,944	62.04%
	<u>44,047,273</u>	<u>\$0</u>	<u>\$27,324,944</u>	<u>62.04%</u>
Total Expenditures	<u>\$59,750,506</u>	<u>\$0</u>	<u>\$35,999,784</u>	<u>60.25%</u>

Town of Killingly
Town Manager's Report
April 14, 2020

1. Update – COVID-19

As you are all aware, the COVID-19 pandemic became impactful to Connecticut on March 10th. Since then Governor Lamont has issued 23 Executive Orders to the businesses and residents of this State. I've attached a summary of them from the State of Connecticut's Coronavirus website. As you will see in the table below, the pandemic is just reaching our area of the state. According to Governor Lamont's message on April 6th, the State anticipates the peak impact of the pandemic to hit the eastern part of the state in early to mid-June.

Governor Lamont's Update from April 8th at 7:30pm. A county-by-county breakdown includes:

County	Laboratory-Confirmed COVID-19 Cases	Laboratory-Confirmed COVID-19 Hospitalizations	Laboratory-Confirmed COVID-19-Associated Deaths
Fairfield County	4,417	665	155
Hartford County	1,290	251	68
Litchfield County	292	20	12
Middlesex County	174	28	9
New Haven County	1,945	428	70
New London County	120	16	5
Tolland County	128	7	13
Windham County	49	3	1
<i>Pending address validation</i>	366	0	2
Total	8,781	1,418	335

For several additional graphs and tables containing more data, including a list of cases in every municipality and data broken down by age, gender, race, and other factors, visit www.ct.gov/coronavirus.

The Town has taken several steps to protect our community and staff. While all Town buildings are closed to the public, staff is still reporting to work. We are accepting information via email, mail and the drop box. I divided all departments into 2 pods which reports on alternating days. The intention is to will allow for continuity of services should one of our employees become impacted. We have also instituted a requirement to quarantine any documents or packages that are received into the building and all interoffice mail for a period of at least 12 hours. We have stationed one of the conference rooms as a quarantine space for all the mail/delivers. My office staff is managing all mail/deliveries to the various departments. This allows for a period of decontamination before items move from office to office. While this does slow our response process, it is necessary as this pandemic continues to grow and our employees are at greater risk. Ultimately, we hope to keep our staff safe and continue to serve the community.

Staff continues to monitor our Town parks. Many of our neighboring towns have closed their parks due to people congregating in large groups and disregarding social distancing requirements. As of the writing of this, we have been successfully able to keep our parks open. We have closed off access to the playscape equipment due to the lack of ability to properly sanitize it. We monitor closely the skate park, basketball court, tennis court and track. Staff has placed signs at these locations reminding people to abide by the social distancing requirements. So far, the vast majority of people have been very considerate and cautious. We

will likely have to close the skate park, basketball court and tennis court in the coming weeks (or even days) because they are confined spaces. While we encourage the public to take advantage of our open spaces for hiking/walking, we also remind them to keep their distance. The River Trail is rather narrow and is seeing high utilization. We want the public to have safe places to walk and get exercise. Everyone just needs to be mindful of those around them.

Our Library and Recreation departments have started virtual learning on their social media sites. Our Library staff is hosting weekly children's story times. The Library also has a YouTube channel with great arts and crafts segments as well. The Recreation staff has been busy creating videos with games, Easter egg hunts (visual), and lots of great activities to keep all of us active, engaged and safe. I encourage everyone to check their websites & social media pages.

Day Kimball Hospital has been working with Superintendent Rioux to identify a location for a drive thru testing facility. They have identified Killingly Intermediate School as the testing site. It is centrally located and easily accessible. The site provides adequate space for cars to line up and flow around the site. Killingly Intermediate School has been used as a practice drive thru flu clinic in the past as part of our emergency planning procedures. This drive thru testing facility is scheduled to be operational by April 10th.

2. Sale of Bonds

The bond market has been very unstable for the last few weeks in response to COVID-19. Our Financial Advisor, Bond Counsel, Finance Director and I closely monitored the market in the weeks and days leading up to the sale. Many bond sales were receiving only one or two bids, and many were considerably higher than projections from only a month ago. We had considerable discussion about possibly putting off the sale until May or June. Ultimately, the Finance Director and I decided to receive bids for the sale as planned on April 1st. By finalizing the sale and reimbursing our cash outlay for the following capital projects, the Town will be better positioned to be more responsive to potential financial impacts from COVID-19. I am pleased to report the Town received four bids. All were very competitive with Total Interest rates ranging from 2.47% to 3.15% (see results attached). The bonds were awarded to Robert W. Baird & Co., Inc. Proceeds from the sale will settle on or about April 15, 2020.

History: The Town authorized the following projects at a referendum held on February 21, 2017, a. Replacement of the Bear Hill Road Culvert and Replacement of Valley Road bridges over Mashantucket Brook and Whetstone Brook in the amount of \$1,800,000 b. Renovations to the Killingly Community Center and HVAC improvements to the Town Hall in the amount of \$3,200,000 and c. School improvements including KMS roof and window replacement, KCS roof replacement, Good Year partial roof replacement, underground storage tank removal at KMS, KCS and Good Year in the amount of \$6,525,000. Please note the Town did not proceed with any renovations at the Community Center. Therefore, the Town only bonded for the HVAC improvements at the Town Hall. This bond issuance is the full borrowing amount for the total projects. The Town does not anticipate any additional borrowing for these projects.

3. Revised Budget Meeting Schedule

I've attached a revised meeting schedule for budget presentation, public hearing and deliberation based on the dates approved at the Special Town Council meeting of April 1st. You will note I have included additional presentation dates should more time be needed to fully present the budget documents. Also, there are additional dates for Council consideration the week after the public hearing. This would allow the Council to give additional direction on budget changes to the Town Manager and Board of Education prior to their final deliberations the first week in June.

4. Economic Development Director Position

I received 10 submissions for this position. The interview panel has selected the top 4 candidates for initial interview. Those interviews will be conducted by the middle of April.

5. Meetings Attended

I have been regularly attending the weekly emergency response conferences for the following groups:

Governor's Update

State Department of Health

Local Department of Health

Region 4 Department of Homeland Security and Emergency Management

Law Enforcement

Emergency Orders issued by the Governor and State Agencies

Issued by Governor Lamont

April 7, 2020: Executive Order No. 7V

- Safe workplaces in essential businesses
- Temporary permits for certain health care providers extended and fees waived
- Practice before licensure for certain health care profession applicants and graduates
- Practice before licensure for marital and family therapy associates
- Practice before licensure for professional counselor associates
- Protection from civil liability for actions or omissions in support of the state's COVID-19 response.

April 5, 2020: Executive Order No. 7U

- Protection from civil liability for actions or omissions in support of the state's COVID-19 response
- Financial protections for the uninsured and people covered by insurance who receive out-of-network health care services during the public health emergency.

April 2, 2020: Executive Order No. 7T

- Prohibition on non-essential lodging
- Further clarification of limits on restaurants, bars, and private clubs
- Suspension of notarization requirement related to Connecticut Recovery Bridge Loan Program
- Flexibility to maintain adequate child care infrastructure
- Suspension of rehearing rights for temporary rate increases for certain health care providers
- Alternative to affidavits in relation to orders of protection and relief

April 1, 2020: Executive Order No. 7S

- Safe stores mandatory statewide rules
- 60-day grace period for premium payments, policy cancellations, and non-renewals of insurance policies
- Extension of 30-day period of credit for liquor permittees
- Daily payment of certain taxes changed to weekly
- Flexibility to amend Medicaid waivers and state plan
- Relief from certain municipal tax deadlines and collection efforts

- Allow suspension of in-person voting requirements for critical and time sensitive municipal fiscal deadlines
- Suspension of reapplication filing requirement for the homeowners' elderly/disabled circuit breaker tax relief program and for the homeowners' elderly/disabled freeze tax relief program
- Substitution of full inspection requirements pertaining to October 1, 2020 grand list revaluations
- Extension of deadline to file income and expense statement to August 15
- Suspension of non-judicial tax sales

March 31, 2020: Executive Order No. 7R

- Continuation of funding for boards of education
- Continuation of payment of public school staff
- Preservation of student transportation services and special education providers
- Restrictions on entrance to state parks, forests, and other lands
- Curbside pickup of alcoholic beverages permitted

March 30, 2020: Executive Order No. 7Q

- Requirement of limited group sizes in childcare
- Enhancement of health procedures for all operating childcare programs
- Authorization of remote notarization

March 28, 2020: Executive Order No. 7P

- Authorization to provide for non-congregant housing for persons at risk

March 27, 2020: Executive Order No. 7O

- Suspension of license renewals and inspections by DPH
- Modification of health care provider identification badge requirements
- Waiver of registration requirement for alcohol-based hand sanitizers and medical devices
- Waiver of Birth-to-Three family cost participation fees

March 26, 2020: Executive Order No. 7N

- Further reduction of social and recreational gatherings to 5 people
- Restrictions on restaurant payment and pickup operations
- Further restrictions on retail operations
- Requirement of firearms transactions by appointment only
- Suspension of tax on single-use checkout bags
- Prohibition of employers from requiring employees to place items in customers' reusable bags
- Suspension of 21-month limit on Temporary Family Assistance
- Suspension of school testing assessments for 2019-20 school year

March 25, 2020: Executive Order No. 7M

- Tolling of time periods for DOT final determinations on permits
- Suspension of mandatory statutory filing requirements for FOIA appeals and decisions
- Authorization of state agencies to extend statutory regulatory administrative deadlines by 90 days

March 24, 2020: Executive Order No. 7L

- Extension of class cancellations at all public schools to April 20
- Early opening of fishing season
- Suspension of restrictions on reemployment of municipal retirees
- Flexibility to maintain adequate medical marijuana access for patients
- Extension of time period for nursing home transfers
- Modification of the duties of registrars of vital records
- Modification of in-person purchase of and access to copies of vital records
- Modification of marriage license requirements

March 23, 2020: Executive Order No. 7K

- Suspension of non-critical probate court operations
- Suspension of non-critical Workers' Compensation Commission operations
- Authorization of remote notarization
- Modification of DPH regulatory requirements
- Suspension of national criminal history records checks for long-term care providers

March 22, 2020: Executive Order No. 7J

- Clarification of "Stay Safe, Stay Home" Executive Order No. 7H regarding nonessential business operations
- Extension of time period for fire service personnel examinations
- Delivery of methadone to homebound patients by methadone maintenance clinics
- Suspension of rehiring procedures and restrictions on temporary worker retirees
- Modification of real property statutes to facilitate leasing, repairs, alterations and use of real property
- Modification of state contracting statutes to facilitate leasing, repairs, alterations, and use of real property

March 21, 2020: Executive Order No. 7I

- Modifications to DSS benefits
- Flexibility related to the Student Data Privacy Act
- Modifications related to DCF
- Modifications to DCP regulations regarding pharmacies
- Suspension of in-person shareholder meeting requirements

- Procedural relief for municipalities

March 20, 2020: Executive Order No. 7H

- "Stay Safe, Stay Home" restrictions on all workplaces for non-essential business
- Requirement of a coordinated effort between the State of Connecticut and its municipalities

March 19, 2020: Executive Order No. 7G

- Postponement of presidential primary to June 2
- Suspension of non-critical court operations and associated requirements
- Permits certain restaurants and other eating establishments to sell alcohol with take-out food orders under certain conditions
- Flexibility for Medicaid-enrolled providers and in-network providers for commercial fully insured health insurance to perform telehealth through additional methods
- Temporary suspension of in-person investigative visits regarding reports of elder abuse
- Extension of time for disclosure of investigation results

March 18, 2020: Executive Order No. 7F

- Closure of large, indoor shopping malls
- Closure of places of public amusement
- Expansion of Medicaid telehealth coverage to audio-only telephone
- Waiver of in-person service, gearing, and screening requirements for facilities that have issued orders limiting visitor access
- Continuation of classes and programming at certain schools operated within DOC, DCF, and DMHAS

March 17, 2020: Executive Order No. 7E

- Further modification of 180-day school year requirement
- Suspension of required fingerprinting availability at police departments
- Extension of time period for DESPP permits
- Suspension of the immediate recoupment of DSS public assistance benefit overpayments
- Suspension of in-person hearing attendance at DSS fair hearings

March 16, 2020: Executive Order No. 7D

- Further reduction of social and recreational gatherings to 50 people
- Limits restaurant, bar, and private club operations to off-premise consumption of food and non-alcoholic beverages
- Closure of off-track betting facility operations
- Closure of gym, sports, fitness, recreation facilities, and movie theaters

March 15, 2020: Executive Order No. 7C

- Cancellation of classes at all public schools
- Flexibility of graduation requirements and prescribed courses of study
- Flexibility for educator prep programs
- Flexibility for educator certification timelines, educator evaluations, and school in-services
- Extension of municipal budget adoption deadlines
- Extension of regional board of education budget adoption deadlines
- Remote conduct of DMV operations
- Limits on visitors to facilities that treat persons with psychiatric disabilities
- Limits on visitors to the Southbury Training School
- COVID-19 information sharing between facilities that treat persons with psychiatric disabilities, DPH, and local health directors

March 14, 2020: Executive Order No. 7B

- Suspension of in-person open meeting requirements
- Waiver of manufacturer registration requirement for hand sanitizer
- Suspension of garbing Requirements for non-hazardous compounding of sterile pharmaceuticals
- Refunds certain liquor license application fees permissible
- Waiver of face-to-face interview requirements for Temporary Family Assistance
- Flexibility to maintain adequate childcare resources
- Flexibility to provide for adequate healthcare resources and facilities

March 13, 2020: Executive Order No. 7A

- Grants DPH commissioner authority to restrict visitors at nursing homes and similar facilities

March 12, 2020: Executive Order No. 7

- Prohibition of social and recreational gatherings to 250 people
- Limits on nursing home visitors
- Modification of 180-day school year requirement
- Extension of DMV licensing renewal deadlines and suspension of other DMV requirements
- Modification of Police Academy attendance requirements

March 10, 2020: Declaration of Civil Preparedness and Public Health Emergencies**Issued by Department of Public Health****Issued by Department of Consumer Protection****Issued by Insurance Department**

[Wire Inbox](#)[Parity Calendar](#)[Deal List](#)

12:48:22 p.m. EDST

[Upcoming Calendar](#)[Overview](#)[Compare](#)[Summary](#)

Bid Results

Killingly (Town) \$4,765,000 General Obligation Bonds, Issue of 2020

The following bids were submitted using **PARITY**[®] and displayed ranked by lowest TIC.
Click on the name of each bidder to see the respective bids.

Bid Award*	Bidder Name	TIC
<input checked="" type="checkbox"/> Reoffering	Robert W. Baird & Co., Inc.	2.468479
<input type="checkbox"/>	Raymond James & Associates, Inc.	3.035327
<input type="checkbox"/>	Roosevelt & Cross, Inc.	3.109562
<input type="checkbox"/>	Morgan Stanley & Co. LLC	3.151058

*Awarding the Bonds to a specific bidder will provide you with the Reoffering Prices and Yields.

Town Council Budget Meetings Fiscal Year 2020-2021

Budget Review Schedule 2020

March		Time	
Friday	March 13th		Board of Education Budget submitted to Town (per Town Charter, Sec 1003)
April			
Saturday	April 25th	8:30 AM	Town Budget presentation to Town Council
		10:30 AM	BOE Budget Presentation
Monday	April 27th	7-9:30 PM	Continued Budget Presentations
Tuesday	April 28th	7-9:30 PM	Continued Budget Presentations
Wednesday	April 29th	7-9:30 PM	Continued Budget Presentations (as needed)
Thursday	April 30th	7-9:30 PM	Continued Budget Presentations (as needed)
May			
Thursday	May 14th	7-9:30 PM	Public Hearing – Virtual - WebEx
Monday	May 18th	7-9:30 PM	Council consideration of Budget and/or action on Budget
Tuesday	May 19th	7-9:30 PM	Council consideration of Budget and/or action on Budget
Wednesday	May 20th	7-9:30 PM	Council consideration of Budget and/or action on Budget^
Thursday	May 21st	7-9:30 PM	Council consideration of Budget and/or action on Budget^
^ if needed			
June			
Monday	June 1st	7-9:30 PM	Council final consideration and action on Budget
Tuesday	June 2nd	7-9:30 PM	Council final consideration and action on Budget
Wednesday	June 3rd	7-9:30 PM	Council final consideration and action on Budget
Thursday	June 4th	7-9:30 PM	Council final consideration and action on Budget

All Town Council meetings will be held virtually thru Microsoft Teams platform and live streamed on Facebook and Channel 22.

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set the date of June 9, 2020 for a public hearing on an ordinance amending Chapter 14 of the Code of Ordinances for the revision the Property Tax Relief Policy for the Exemption of Ambulance-type Vehicles

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: April 14, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: Connecticut State Statute 12-81c allows for a municipal option to exempt from personal property taxation ambulance type vehicles for non-profit entities and persons with disabilities. While, Killingly has not adopted this local option, we have not taxed KB Ambulance for personal property. KB Ambulance Service is a non-profit ambulance and would qualify under this statute for this exemption. My recommendation would be for Killingly to formally adopt this exemption. The Ordinance subcommittee reviewed the proposed amendments at its March 5, 2020 meeting and voted to recommend this to the full Council for adoption.

FINANCIAL SUMMARY: The Town has not assessed personal property taxes to KB Ambulance. Based on the current mill rate and vehicles owned by KB Ambulance the exemption equates to \$3,069 in taxes. Currently, there are no vehicles matching the eligibility requirements under this proposed amendment that is owned by a resident.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution

A RESOLUTION TO INTRODUCE AND SET THE DATE OF JUNE 9, 2020 FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES FOR REVISION THE PROPERTY TAX RELIEF POLICY FOR THE EXEMPTION OF AMBULANCE-TYPE VEHICLES

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, June 9, 2020 at 7:00 p.m., in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut or held virtually if required under Executive Order:

ORDINANCE #

AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES FOR REVISION THE PROPERTY TAX RELIEF POLICY FOR THE EXEMPTION OF AMBULANCE-TYPE VEHICLES

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, the following amendments as shown in underline or strike through to Chapter 14 of the Town of Killingly Code of Ordinances be adopted:

DIVISION 5 PROPERTY TAX EXEMPTIONS FOR ANY AMBULANCE-TYPE MOTOR VEHICLE

Section 14-80 Purpose

To provide a personal property tax exemption, pursuant to Connecticut General Statutes, Section 12-81c, for any ambulance-type motor vehicle which is used exclusively for:

- a. Any ambulance type motor vehicle which is used exclusively for the purpose of transporting any medically incapacitated individual, except any such vehicle used to transport any such individual for payment
- b. Any property owned by a nonprofit ambulance company; and
- c. Any motor vehicle adapted for use by a person with disabilities

For purposes of this section, the following terms shall have the meaning indicated:

Ambulance-type Vehicle – Any motor vehicle specifically equipped or modified in a significant way for the purpose of transporting medically incapacitated individuals, including but not limited to the inclusion of lifts, the equipping with stretchers, beds or other special seating, and significant modification to accommodate medical or emergency equipment, such as oxygen.

Motor Vehicle Adapted for Use by a Person with Disabilities - The vehicle must be owned by a person with disabilities or owned by the parent or guardian of such person and used as the primary means of transportation for a person with disabilities. At a minimum the vehicle must be equipped with automatic transmission and full hand controls for the operation of gas and brakes. Modifications intended to render the vehicle more comfortable, but not necessary to permit it to be operated by its owner, shall not be sufficient to satisfy the requirements of this definition. The owner of the vehicle must present a valid Connecticut driver's license with restriction codes "C" - Mechanical Aid and "E" - Auto Transmission.

Used Exclusively - The vehicle is used and devoted primarily and inherently for the purpose of transporting medically incapacitated individuals and does not mean vehicles used partly for transporting medically incapacitated individuals and partly for other purposes.

Section 14-81 Application

Applications for said exemption shall be filed with the Assessor's Office in such manner and including such information as required by the Assessor's Office, not later than November 1 following the assessment date

with respect to which such exemption is claimed or for vehicles purchased on or after October 2 and on or before July 31 of the assessment year for which such exemption is requested, not later than 30 days after such purchase.

Section 14-82 Effective Date

This article shall be applicable with respect to the assessment year which commenced October 1, 2019. Applications for exemptions relative to the assessment year which commenced on said October 1, 2019, shall be made not later than 30 days following the effective date of this article or, for vehicles purchased after said effective date but on or before July 31, 2020, not later than 30 days after such purchase.

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 14th day of April 2020

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 April 14, 2020, 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 introduce and set the date of June 9, 2020 for a public hearing on an ordinance amending Chapter 6 of the Code of Ordinances for the revision of the Town Council term of office to reflect the revised Town Charter language

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: April 14, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: In November, the Town approved the revision to the Town Council term of office effective starting with the election year of 2021. This proposed revision changes the Ordinance to reflect the exact language approved for the Town Charter. The Ordinance subcommittee reviewed the proposed amendments at its March 5, 2020 meeting and voted to recommend this to the full Council for adoption.

FINANCIAL SUMMARY: N/A

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution

A RESOLUTION TO INTRODUCE AND SET THE DATE OF JUNE 9, 2020 FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES FOR THE REVISION OF THE TOWN COUNCIL TERM OF OFFICE

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, June 9, 2020 at 7:00 p.m., in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut or held virtually if required under Executive Order:

ORDINANCE #

AN ORDINANCE AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES FOR THE REVISION OF THE TOWN COUNCIL TERM OF OFFICE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, the following amendments as shown in underline or strike through to Chapter 6 of the Town of Killingly Code of Ordinances be adopted:

Sec. 6-2. Representation on council (~~Effective November 3, 2015~~ November 5, 2019)

The nine (9) members of the town council are to serve for terms of ~~two (2)~~ four (4) years; one (1) member is to be elected from each of the voting districts, and four (4) are to be elected at-large. Commencing with the municipal election year 2021, all town council seats shall transition to staggered four-year terms as follows: the four (4) at-large seats shall be elected for a four (4) year term and the five (5) District seats will be elected for a two (2) year term. In the municipal election of 2023, the five (5) District seats shall be elected for a four (4) year term; and each council seat expiring shall be elected for a four (4) year term in each municipal election thereafter. (Ord. of 3-18-77, § 6; Ord. No. 98-001, 2-10-98; Ord. No. 14-13, 12-2014)

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 14th day of April 2020

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 April 14, 2020, 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 approve the participation in the Deferment Program as per Governor's Executive Order 7S Section 6

ITEM SUBMITTED BY: Mary Calorio, Town Manager

FOR COUNCIL MEETING OF: April 14, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: Per Governor's Executive Order 7S Section 6 municipalities shall participate in one or both of the established support programs for eligible taxpayers. The programs are known as the 1) Deferment Program and 2) Low Interest Rate Program. The Town can choose to participate in only one of the programs or both of the programs. Below is an outline of both programs and our recommendations:

Deferment Program:

Eligible taxpayers are entitled to **defer their payment deadline until 90 days from the tax due date, instead of the usual 30 days.** If they qualify for the program, taxpayers would not pay interest on amount due if they pay the taxes by the new deadline (90 days later).

"Eligible" taxpayers, businesses, nonprofits, and residents (that covers everybody) are those that "attest to or document significant economic impact by COVID-19, and / or those that document they are providing relief to those significantly affected by COVID- 19." There is separate guidance about eligibility for this program and is detailed on the application forms provided by OPM. The Executive Order tasks OPM to provide guidance on eligibility and qualification of taxpayers to the program. This would provide continuity across communities. The Executive Order does allow the local municipality to expand the eligibility to other categories of taxpayers.

Any tax that comes due between March 10, 2020 and July 1, 2020, inclusive, can be covered by this program. Which means any real estate, motor vehicle or personal property tax, and any municipal water, sewer or electric rate, charge or assessment.

If a taxpayer remains current on their mortgage, the escrow agents are still required to remit tax payments on behalf of their customers according to the regular timetable. Escrows make up about 41% of our real estate installments.

For Killingly we have:

- an installment that became due and payable on April 1, 2020, instead of the last day to pay being May 1, 2020, the grace period would be extended for 90 days instead of 30, and the last day to pay would instead be June 30, 2020.
- Sewer Assessments become due June 1, 2020 instead of the last day to pay being July 1, 2020, the grace period would be extended for 90 days instead of 30, and the last day to pay would instead be August 29, 2020.

- If the FY 20-21 tax due date is set at July 1, these would be affected as well. If due July 1, 2020 last day to pay would be September 29, 2020
- Our October 1, 2020 tax would not be affected by this order, the last day to pay would be November 2, 2020. (November 1 falls on a Sunday)

This program does not apply taxes that are already past due. It is not an amnesty or waiver of interest or other charges on taxes that are already delinquent. Deferment Program applications and any required documentation or related information must be submitted to the municipality no later than July 1, 2020.

Low Interest Rate Program:

This program **does not require taxpayers to qualify based upon eligibility criteria** as with the deferment program. However, please refer to eligibility of landlords in Section 6c of the Executive Order.

Interest is normally charged at the rate of 1.5% per month, 18% per year from the due date of the tax, ***with a portion of a month being considered a full month.** However, this program will allow for a lower rate of interest: .25% per month, or 3% per year, from the due date of the tax, for a period of up to 90 days only.

This program provides a 'window' of 90 days from the due date where taxpayers would be able to pay at a reduced interest rate. They would not have an extended grace period, but they would be paying significantly less interest if they pay late.

Any tax that comes due between March 10, 2020 and July 1, 2020, inclusive, can be covered by this plan. The plan covers any real estate, motor vehicle or personal property tax, and any municipal water, sewer or electric rate, charge or assessment.

For Killingly

- For our April 1, 2020 installment, the last day to pay is May 1, 2020, but if the taxpayer pays on May 2 or later, they will not be paying 1.5% per month interest but rather only .25% per month interest. On May 2, the interest charged would not be 3% but rather .25 x 2 months, or .5%.* This plan would remain in force only for 90 days from the due date of April 1; it would end on June 30, 2020.
- Sewer Assessments become due June 1, 2020 last day to pay July 1, 2020. but if the taxpayer pays on July 2 or later, they will not be paying 1.5% per month interest but rather only .25% per month interest. On July 2, the interest charged would not be 3% but rather .25 x 2 months, or .5%.* This plan would remain in force only for 90 days from the due date of June 1; it would end on Aug 30, 2020.
- If the FY 20-21 tax due date is set at July 1, the last day to pay will be August 3, 2020 (August 1 is a Saturday) but if the taxpayer pays on August 4 or later, they will not be paying 1.5% per month interest, but rather only .25% per month interest. On August 4, 2020 the interest charged would not be 3%, but rather .25 x 2 months or .5% This plan would remain in force only for 90

days from the due date of July 1; it would end on September 29, 2020.

- October 1, 2020 installment would not be affected by this order, the last day to pay would be November 2, 2020. (November 1 falls on a Sunday)

The Executive Order also addresses past due charges that were already delinquent on March 10, 2020 (section ii). If a bill was already delinquent on or before March 10, 2020, it shall be subject to .25% per month, 3% per year interest for a period of 90 days from the EO (until July 1, 2020) only. For the time period from April 1, 2020 (the date of the EO) to July 1, 2020, the delinquent taxpayer pays .25% per month or portion thereof instead of the normal 1.5% per month – but ONLY on those last three months, and only if they are making a payment.

On July 2, 2020, unless this Executive Order is extended or other directives are subsequently given, the ‘window’ closes, and interest once again goes back to the statutory rate of 1.5% per month from due date. (“Following the 90 days, the portion that remains delinquent shall be subject to interest and penalties as previously established.”)

Section 6 does not apply to trash and sanitation charges, landlord rental fees, fines, and other kinds of municipal assessments, penalties, and charges regardless of when they come due. It also does not apply to water, sewer, and electrical charges by private providers. All of these taxes and charges must therefore be paid normally.

Recommendation:

The Deferment Program provides relief to those directly impacted by the financial strain of the COVID-19 pandemic. By requiring an eligibility process, the program ensures the taxpayers that need the relief are getting it and the Town is still able to receive the necessary cash flow to continue operations. Therefore, we recommend participation in the Deferment Program for eligible taxpayers as defined by OPM.

FINANCIAL SUMMARY:

Participation in this program only defers the due date of the taxes. Therefore, this is not an impact to the Town’s revenue but rather to the Town’s cash flow. Based on our current analysis, we anticipate this program will have a minor impact on the Town’s cash position. The Town will be able to maintain essential functions.

STAFF RECOMMENDATION:

Approval of the Resolution

TOWN ATTORNEY REVIEW:

N/A

COUNCIL ACTION DESIRED:

Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Governor’s Executive Order 7S

Resolution #20-30

**RESOLUTION TO APPROVE PARTICIPATION IN THE DEFERMENT PROGRAM
AS PER GOVERNOR'S EXECUTIVE ORDER 7S FOR ELIGIBLE TAXPAYERS**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Council recognizes the severe impact of the COVID-19 impact on its residents, businesses and taxpayers, and

BE IT FURTHER RESOLVED that pursuant to Governor Lamont's Executive Order 7S Section 6, The Town of Killingly will participate in the Deferment Program for eligible taxpayers as established by the State of Connecticut Office of Policy and Management.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of April 2020

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 April 14, 2020, 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 he has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

STATE OF CONNECTICUT

BY HIS EXCELLENCY

NED LAMONT

EXECUTIVE ORDER NO. 7S

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC AND
RESPONSE – SAFE STORES, RELIEF FOR POLICYHOLDERS, TAXPAYERS, AND
TENANTS**

WHEREAS, on March 10, 2020, I issued a declaration of public health and civil preparedness emergencies, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and confirmed spread in Connecticut; and

WHEREAS, pursuant to such declaration, I have issued seventeen (17) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

WHEREAS, COVID-19 is a respiratory disease that spreads easily from person to person and may result in serious illness or death; and

WHEREAS, the World Health Organization has declared the COVID-19 outbreak a pandemic; and

WHEREAS, the risk of severe illness and death from COVID-19 appears to be higher for individuals who are 60 years of age or older and for those who have chronic health conditions; and

WHEREAS, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention and the Connecticut Department of Public Health recommend implementation of community mitigation strategies to increase containment of the virus and to slow transmission of the virus, including cancellation of gatherings of ten people or more and social distancing in smaller gatherings; and

WHEREAS, my Executive Order No. 7N imposed certain safety restrictions and mandates on retail establishments in order to limit the spread of COVID-19 among customers, employees, and others entering such establishments; and

WHEREAS, there exists a compelling state interest in a consistent and easily understandable statewide approach to reducing the risk of transmission of COVID-19 among customers, staff, and other persons entering retail establishments, to limit community transmission of COVID-19 statewide, and to ensure the continuity of essential retail services and safe conduct of permitted non-essential retail services; and

WHEREAS, widespread financial hardship caused by the COVID-19 pandemic and necessary responses to it may prevent policyholders from timely payment of insurance premiums, and any resulting penalties, including cancellation or non-renewal of policies, create additional hardship, cause further damage to the economy, and endanger property and public health; and

WHEREAS, to encourage social distancing and protect public health and safety, my Executive Order 7D, dated March 16, 2020 and Executive Order 7G, dated March 19, 2020, closed bars and restaurants to all on-premise service of food and beverages; and

WHEREAS, many businesses may be experiencing lost revenue from the prohibition of on-premise food and beverage sales, which will hinder their ability to make timely payments to their creditors; and

WHEREAS, the State of Connecticut serves many elders and disabled individuals through multiple home and community based services waivers and Medicaid state plan benefits under the Medicaid program, including clients of the Department of Social Services, Department of Mental Health and Addiction Services and the Department of Developmental Services, who rely upon these home-based services to remain in their homes, avoid institutionalization and achieve maximum independence and functioning, and certain adjustments to the provision of services under these various waivers are necessary to ensure continuity of services and provide greater flexibility during COVID-19;

WHEREAS, the Centers for Medicare & Medicaid Services has advised the Department of Social Services that it may, on an expedited basis, and without providing a notice and comment period, take advantage of opportunities included in Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act, and also including, as applicable, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act, in order to act quickly to address critical health needs of Medicaid beneficiaries and others in Connecticut in response to COVID-19; and

WHEREAS, Chapter 204 of the Connecticut General Statutes sets forth tax collection deadlines that will be difficult for residential and commercial property owners to meet in light of the significant job and economic losses experienced by Connecticut residents and businesses; and

WHEREAS, municipalities have sought relief on behalf of taxpayers who are struggling due to business operations being suspended or ceased, layoffs and other complications due to the COVID-19 pandemic; and

WHEREAS, certain municipal charters, ordinances or resolutions require critical town fiscal and budgetary decisions to be voted on by referendum or town meeting that create a risk to public health; and

WHEREAS, Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes require municipalities to conduct specific duties, including but not limited to processing tax relief claims that require in-person meetings and application filing requirements for taxpayers who have attained age sixty-five or over or are totally disabled; and

WHEREAS, Section 12-62 of the Connecticut General Statutes requires municipalities to conduct in-person inspections which will create increased risk of transmission of COVID-19; and

WHEREAS, Section 12-63c of the Connecticut General Statutes requires taxpayer filings based on information in Income and Expense Statements by Assessors, which were previously extended under Executive Order 7I, Section 15; and

WHEREAS, it will promote the public health and safety of all Connecticut residents to prohibit evictions during the public health and civil preparedness emergency; and

WHEREAS, the Judicial Branch has suspended all evictions and ejectment proceedings and Executive Order No. 7G suspended non-critical court operations;

NOW, THEREFORE, I, NED LAMONT, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

1. **Safe Stores Mandatory Statewide Rules, Amending Executive Order No. 7N, Sec. 3.** Effective upon the opening of each retail establishment for the first time on April 3, 2020, every retail establishment in the State of Connecticut shall take additional protective measures to reduce the risk of transmission of COVID-19 between and among customers, employees, and other persons such as delivery drivers or maintenance people. The Commissioner of Economic and Community Development, in consultation with the Commissioner of Public Health, shall issue mandatory statewide rules prescribing such additional protective measures no later than 11:59 p.m. on April 1, 2020. Such rules shall be mandatory throughout the state and shall supersede and preempt any current or future municipal order and shall supersede the requirements of Executive Order No. 7N, Sec. 3, providing that nothing in this order shall eliminate or reduce the requirements of Executive Order No. 7N, Sec. 3 regarding firearms transactions.
2. **60-Day Grace Period for Premium Payments, Policy Cancellations and Non-Renewals of Insurance Policies.** Beginning on April 1, 2020, for a period of sixty (60) calendar days ending on June 1, 2020, no insurer may, without a court order, lapse, terminate or cause to be forfeited a covered insurance policy because a covered policyholder does not pay a premium or interest or indebtedness on a premium under the policy that is due except as provided hereunder. This grace period shall apply to entities licensed or regulated by the Insurance Department including admitted and non-admitted insurance companies that provide any insurance coverage in Connecticut including, life, health, auto, property, casualty and other types of insurance as follows:
 - a. Insurers shall provide such 60-day grace period to individuals that have individual insurance policies who, as a result of the COVID-19 pandemic, were laid off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue. Such individuals may be required to provide an affidavit or other statement acceptable to their insurance carrier, explaining that as a result of the COVID-19 pandemic they were laid

off, furloughed, or fired from employment or otherwise sustained a significant loss in revenue.

- b. Insurers shall provide such 60-day grace period to businesses that are group policyholders, have group insurance and/or have property/casualty insurance that were required to close or significantly reduce operations or suffered significant revenue loss as a result of the COVID-19 pandemic. Such businesses may be required to provide an affidavit or other statement acceptable to their insurance carriers, explaining that as a result of the COVID-19 pandemic, they were required to close or significantly reduce their business operations or suffered a significant revenue loss.
 - c. This 60-day grace period is not automatic. To be eligible, affected policyholders must provide the information outlined above in an affidavit or other statement acceptable to their insurance carriers. Carriers shall provide instructions on how policyholders are to provide such information.
 - d. Policyholders are advised that this grace period is not a waiver or forgiveness of the premium; it is only an extension of time in which to pay premiums. Policyholders are advised that they may be subject to restrictions if they are in receipt of state or federal stimulus funding relating to COVID-19.
 - e. Individuals or businesses that do not meet the criteria for the 60-day grace period set forth above, will need to contact their insurance carrier should they wish to discuss a premium deferral.
 - f. This order does not apply to self-funded health plans.
 - g. If a carrier has already provided a policyholder with a 60-day grace period for March and April 2020 premiums, or offers to provide a 60-day grace period for that time frame and it is accepted, the carrier will be deemed to have satisfied the requirements of this Executive Order with respect to that policyholder.
 - h. This 60-day grace period shall only apply to policyholders that were in good standing with their insurance carrier on March 12, 2020, and shall only apply to premiums due after the initial premium has been made to secure coverage.
 - i. This 60-day grace period applies only to cancellation or non-renewals attributed to a failure to pay premiums during the applicable 60-day grace period. If a policy is to be cancelled or non-renewed for any other allowable reason, the cancellation or non-renewal may be made pursuant to statutory notice requirements and for legally recognized reasons.
3. **Extension of 30-Day Period of Credit for Liquor Permittees.** Section 30-48(b) of the Connecticut General Statutes and Sections 30-6-A36 and 30-6-A37a of the Regulations of Connecticut State Agencies, which permit no more than a thirty-day period of credit, from

manufacturers, wholesalers, or others specified in such statute and regulations, is modified so that the maximum period of credit shall be ninety days after the date of delivery for all permittees prohibited from engaging in on-premise sales per Executive Order No. 7D, as amended by Executive Order No. 7H. The extension of credit shall not apply to permits that were delinquent at the time Executive Order No. 7D became effective on March 16, 2020. The period of delinquency shall begin on the ninety-first day after the date of delivery. All other requirements under the above-referenced statute and regulations shall apply, except as modified to reflect the increased period of credit, and the standard thirty-day period of credit shall continue to apply to all permittees whose businesses who were not engaging in on-premise sales at the time Executive Order No. 7D became effective. The credit extension shall remain in effect for any delivery made prior to the time Executive Order No. 7D expires or is terminated, or if extended or renewed, through any period of extension or renewal.

4. **Daily Payment of Certain Taxes Changed to Weekly.** Section 12-575 (h) of the Connecticut General Statutes is modified so that the licensee authorized to operate off-track betting in Connecticut shall file with the Department of Consumer Protection: a daily electronic report of the amount of wagers collected; and, no later than 12:00 PM every Tuesday, the tax filing and payment for the week preceding.
5. **Flexibility to Amend Medicaid Waivers and State Plan.** Section 17b-8 of the Connecticut General Statutes, to the extent that it requires: the submission of proposed applications to submit waivers or make certain amendments to Medicaid waivers or the Medicaid state plan (for such amendments that would have required a waiver but for the Affordable Care Act) to the joint standing committees having cognizance of matters relating to human services and appropriations; a 30-day public notice and comment period prior to submission of the proposed amendments to said committees; the holding of a public hearing by said committees; and the approval of the applications for amendment by said committees, is modified retroactive to the declaration of public health and civil preparedness emergency on March 10, 2020, to authorize the Commissioner of Social Services, on an expedited basis, to exercise the waiver flexibilities provided in response to COVID-19 and afforded by Appendix K to the Home and Community Based Waivers under Section 1915(c), as well as Sections 1115 (a) and 1135, of the Social Security Act and also including, as applicable and in response to COVID-19, amendments to Medicaid state plan provisions under other relevant provisions, such as sections 1915(i), 1915(k) and 1945 of the Social Security Act. The suspension of the aforesaid requirements is limited solely to emergency waivers related to the COVID-19 declared public health and civil preparedness emergencies.
6. **Suspension and Modification of Tax Deadlines and Collection Efforts.** Notwithstanding any contrary provisions of Chapter 204 of the Connecticut General Statutes or of any special act, charter, home-rule ordinance, local ordinance or other local law, there shall be established two programs to offer support to eligible taxpayers, businesses, nonprofits, and residents who have been economically affected by the COVID-19 pandemic. Such programs shall be known as the "Deferment Program" and the "Low Interest Rate Program." Each

municipality, as defined in section 7-148 of the general statutes, by determination of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, shall participate in one or both programs and shall notify the Secretary of the Office of Policy and Management no later than April 25, 2020, about which program or programs it is electing to participate in.

- a. **Deferment Program.** During the period of March 10, 2020, the date that I declared the public health and civil preparedness emergency, through and including July 1, 2020, municipalities participating in the Deferment Program shall offer to eligible taxpayers, businesses, nonprofits, and residents a deferment by ninety (90) days of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The Secretary of the Office of Policy and Management shall issue guidance as to which taxpayers, businesses, nonprofits, and residents shall be considered eligible for the Deferment Program, but participating municipalities may, upon approval of its local legislative body, or, in any town in which the legislative body is a town meeting, by a vote of the board of selectmen, extend eligibility for the deferment program to other categories of taxpayers, businesses, nonprofits, and residents.
- b. **Low Interest Rate Program.** For municipalities participating in the Low Interest Rate Program, notwithstanding Section 12-146 of the General Statutes, (i) the delinquent portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric charges or assessments or part thereof shall be subject to interest at the rate of three (3) per cent per annum for ninety days from the time when it became due and payable until the same is paid, for any such tax, rate, charge, or assessment due and payable from March 10 through and including July 1, 2020, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety days, the portion that remains delinquent shall be subject to interest and penalties as previously established; and (ii) any portion of the principal of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments or part thereof that had been delinquent on or prior to March 10, shall be subject to interest at the rate of three (3) per cent per annum for ninety days from this Order, unless such delinquent portion is subject to interest and penalties at less than three (3) per cent per annum. Following the ninety (90) days, the portion that remains delinquent shall be subject to interest and penalties as previously established.
- c. **Eligibility of Landlords.** In order for a landlord, or any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee, to be eligible for the Deferment Program, said landlord must provide documentation to the municipality that the parcel has or will suffer a significant income decline or that commensurate

forbearance was offered to their tenants or lessees. Any taxpayer that rents or leases to any commercial, residential, or institutional tenant or lessee shall only be eligible for the Low Interest Rate Program if said landlord offers commensurate forbearance to tenants or lessees, upon their request.

- d. **Escrow Payments.** Financial institutions and mortgage servicers that hold property tax payments in escrow on behalf of a borrower shall continue to remit property taxes to the municipality, so long as the borrower remains current on their mortgage or is in a forbearance or deferment program, irrespective of the borrower's eligibility for or participation in the Deferment Program or the Low Interest Rate Program.
- e. **Liens Remain Valid.** Nothing in this order affects any provision of the Connecticut General Statutes relating to continuing, recording and releasing property tax liens and the precedence and enforcement of taxes, rates, charges and assessments shall remain applicable to any deferred tax, rate, charge or assessment or installment or portion thereof.

7. **Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, or in a municipality where the legislative body is a town meeting other than a representative town meeting, the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, (ii) any tax anticipation notes to be issued under Section 7-405a of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, or (iii) municipal general obligation bonds or notes to be issued in anticipation of such bonds to be issued pursuant to Chapter 109 of the Connecticut General Statutes for capital improvement purposes, without complying with any requirements for in-person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda. Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under (i) above, which involves an appropriation in an amount in excess of 1% of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. In so acting, the legislative body and, if different from the legislative body, the budget-making

authority of the municipality, shall comply with open meeting requirements set forth in Executive Order No. 7B. All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B. Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19

8. **Suspension of Reapplication Filing Requirement for the Homeowners' Elderly/Disabled Circuit Breaker Tax Relief Program and for the Homeowners' Elderly/Disabled Freeze Tax Relief Program.** The biennial filing requirements under Sections 12-170aa(e) and (f) and Sections 12-129b and 12-129c of the Connecticut General Statutes for any taxpayers who were granted the benefit for the Grand List year 2017 and who is required to recertify for the Grand List year 2019, are suspended and such taxpayers shall automatically maintain their benefits for the next biennial cycle ending in Grand List year 2021.
9. **Substitution of Full Inspection Requirements Pertaining to October 1, 2020 Grand List Revaluations.** The requirement set forth under Section 12-62 of the Connecticut General Statutes pertaining to October 1, 2020 Grand List revaluations that require a full interior inspection of property, for which such interior inspection that has not yet been completed, is suspended and replaced with the alternative requirement to send a questionnaire to the owner as outlined in Section 12-62(b)(4).
10. **Extension of Deadline to File Income and Expense Statement.** The taxpayer filing deadline set forth under Section 12-63c of the Connecticut General Statutes is extended to August 15, 2020.
11. **Suspension of Non-Judicial Tax Sales.** Notwithstanding any contrary provision of the Connecticut General Statutes, including but not limited to Section 12-157 or Section 7-258, or any special act, municipal charter or ordinance that conflicts with this order, (1) no municipality nor water pollution control authority may conduct any sale pursuant to General Statutes Section 12-157 or Section 7-258, until thirty days after the end of the public health and civil preparedness emergency, including any period of renewal or extension of such emergency. Any sale for which notice had been filed prior to March 10, 2020 shall be adjourned by operation of law to a date to be determined by the tax collector. Such adjourned date shall be no earlier than thirty days after the end of the public health and civil preparedness emergency; and (2) For any sales held under Section 12-157 or Section 7-258 that were conducted prior to March 10, 2020, any six-month redemption period in General Statutes Section 12-157 shall be extended for the number of calendar days the public health and civil preparedness emergency remains in effect. The time period from March 10, 2020 to the end of the emergency shall be considered a

"holding period." Redemption interest during said holding period shall be charged at a monthly rate equivalent to three per cent per annum.

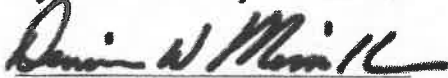
Unless otherwise specified herein, this order shall take effect immediately and shall remain in effect for the duration of the public health and civil preparedness emergency, unless earlier modified or terminated by me.

Dated at Hartford, Connecticut, this 1st day of April, 2020.



Ned Lamont
Governor

By His Excellency's Command



Denise W. Merrill
Secretary of the State

