



TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

172 Main Street

Killingly, CT 06239

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

****** Amended Agenda ******

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

TOWN COUNCIL MEETING REGULAR MEETING AGENDA

DATE: Tuesday, June 14, 2022

TIME: 7:00 PM

**PLACE: Town Meeting Room
172 Main Street, Killingly**

RECEIVED
TOWN CLERK, KILLINGLY, CT
2022 JUN 13 AM 10:48
Elyse M. Gidycz

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

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - a) Special Town Council Meeting – April 12, 2022
 - b) Special Town Council Meeting – April 14, 2022
 - c) Special Town Council Meeting – April 19, 2022
 - d) Special Town Council Meeting – May 3, 2022
 - e) Regular Town Council Meeting- May 10, 2022
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
 - a) Proclamation Recognizing June as Posttraumatic Stress Syndrome
 - b) Proclamation Recognizing June as National Dairy Month
7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION
8. CITIZEN'S STATEMENT AND PETITION

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five minutes (45) and each citizen's

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presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council.

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

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
 - a) Richard Miller appointed to Agriculture Commission
 - b) Donald Aubrey appointed to Water Pollution Control Authority
11. REPORTS FROM LIAISONS
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
 - a) Summary Report on General Fund appropriations for Town government
 - b) System Object Based on Adjusted Budget for the Board of Education
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
 - a) Town Managers Report
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
 - a) Consideration and action on a resolution to authorize the Town Manager to expend funds under the American Rescue Act Funding.
15. NEW BUSINESS
 - a) Discussion led by Rich Roberts, Halloran & Sage, regarding Council member conduct at Boards/Commission meetings.
 - b) Consideration and action on a resolution confirming the appointment of Matthew Lohbusch as the Parks & Recreation Director.
 - c) Consideration and action on a resolution endorsing the submission of a Neighborhood Assistance Act Application for The Arc of Eastern Connecticut and United Services, Inc.
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

**KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, April 12, 2022

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, April 12, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting – March 1, 2022
 - b) Special Town Council Meeting – March 6, 2022
 - c) Regular Town Council Meeting – March 8, 2022
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Proclamation recognizing April 2022 as Alcohol Awareness Month
 - b) Proclamation recognizing April 2022 as World Autism Awareness Month
 - c) Proclamation recognizing April 2022 as Distracted Driving Awareness Month
 - d) Northeast States Emergency Consortium 2021 Connecticut Emergency Manager of the Year Award – Randy Burchard, Killingly Emergency Management Director
 - e) Killingly Parks and Recreation Volunteer of the Year - TEEG
 - f) Presentation of Water Pollution Control Authority FY 22-23 Budget
 - g) Presentation of Proposed Revision to Library Fines and Fee Policy
 - h) Presentation of Proposed Affordable Housing Plan
7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
8. **CITIZEN'S STATEMENTS AND PETITIONS**

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five (45) minutes and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council. Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written public comment must be received prior to 2 p.m. the day of the meeting. Written public comment will be posted on the Town's website, www.killinglyct.gov.
9. **COUNCIL/STAFF COMMENTS**
10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
 - a) Matthew Wendorf – Reappointment to the Planning & Zoning Commission as a Regular Member

11. REPORTS FROM LIAISONS

- a) Board of Education Liaison
- b) Borough Council Liaison

12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS

- a) Summary Report on General Fund Appropriations for Town Government
- b) System Object Based on Adjusted Budget for the Board of Education

13. CORRESPONDENCE/COMMUNICATIONS/REPORTS

- a) Town Manager Report

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

- a) Consideration and action on a resolution supporting whole milk choice in schools
- b) Consideration and action on a resolution to approve a collective bargaining agreement between the Town and the Killingly Professional Technical Employee Union
- c) Consideration and action on a resolution to accept the proposed license amendment from T-Mobile regarding an extension of their current license for use of the Town's communications facility at 79 Putnam Pike
- d) Consideration and action on a resolution to adopt goals for the duration of the terms of office for the current Town Council
- e) Consideration and action on a resolution to elect the standard allowance for Revenue Loss under the American Rescue Plan Act funding final rule.
- f) Consideration and action on a resolution setting the date of June 14, 2022, for a public hearing on the proposed resolution to appropriate the American Rescue Act funding.
- g) Consideration and action on a resolution to request United Services and Windham 4H to provide presentations on their respective American Rescue Act funding applications.
- h) Consideration and action on a resolution adopting the revised Library Fines and Fees Policy
- i) Consideration and action on a resolution setting the date of May 10, 2022, for a public hearing on the proposed Affordable Housing Plan.

16. COUNCIL MEMBER REPORTS AND COMMENTS**17. EXECUTIVE SESSION****18. ADJOURNMENT****REGULAR MEETING**

- 1. Chairman Anderson called the meeting to order at 7:00 p.m.
- 2. Prayer by Ms. Wakefield.
- 3. Pledge of Allegiance to the flag.
- 4. Upon roll call all Councilors were present, Mr. Wood attended virtually. Also present were Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski. Ms. Wakefield left at 9:53 p.m.

5. Adoption of minutes of previous meetings

5a, 5b, & 5c.

Ms. Wakefield made a motion, seconded by Mr. Grandelski, to adopt the minutes of the Special Town Council Meeting of March 1, 2022, the Special Town Council Meeting of March 6, 2022, and the Regular Town Council Meeting of March 8, 2022.

Discussion followed.

Town Manager Calorio noted a correction on page 441, agenda item 2, in that Mr. Whitehead was absent with notification.

Voice Vote: Unanimous. Motion passed, with corrections.

6. Presentations, proclamations, and declarations:

6a Proclamation recognizing April 2022 as Alcohol Awareness Month

Mr. Anderson read the following:

**Proclamation Recognizing the Month of April 2022 as
Alcohol Awareness Month**

WHEREAS, Alcohol Awareness Month is a national public health awareness campaign sponsored by the National Council for Alcoholism and Drug Dependence (NCADD), developed by Marty Mann in 1987 to increase awareness and understanding of both the causes and treatment of one of our nation's top public health problems: alcoholism; and

WHEREAS, Alcohol Awareness Month provides an opportunity to educate communities about the dangers of unsafe alcohol consumptions and decrease stigma and misunderstandings to break down barriers to treatment and recovery; and

WHEREAS, alcohol is the most used substance by youth and adults, and an estimated 95,000 people (approximately 261 per day) die from alcohol-related causes annually; and

WHEREAS, according to the National Institute of Health's National Survey on Drug Use and Health shows nearly 15 million people ages 12 and older had Alcohol Use Disorder, with the emerging trend of High-Intensity drinking, defined as consuming alcohol at levels two or more times the gender specific binge drinking thresholds; and

WHEREAS, we know that individuals and families have experienced significantly increased stress during the pandemic, along with fear and anxiety, causing strong emotions, and leading to increased use of alcohol, which makes it important to know that telehealth and other online supports are available, accessible, and effective.

NOW THEREFORE BE IT RESOLVED The Killingly Town Council does hereby recognize April 2022 as Alcohol Awareness Month and urges citizens to learn about the dangers of excessive alcohol consumption and alcohol use by youth. Also, to learn about available treatment options and reach out to friends and family that might be at risk.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 12th day of April 2022

6b. Proclamation recognizing April 2022 as World Autism Awareness Month

Mr. Anderson read the following:

**Proclamation recognizing the Month of April 2022 as
World Autism Awareness Month**

Whereas, autism affects an estimated 1 in 54 children and 1 in 45 adults and is a complex disorder that affects each person differently, resulting in unique strengths and challenges; and

Whereas, autism can cause challenges with verbal and nonverbal communication, social interaction, and repetitive behaviors, and can affect anyone, regardless of age, race, ethnicity, gender, or socioeconomic background; and

Whereas, autism is often accompanied by medical conditions that impact quality of life; and

Whereas, a comprehensive, collaborative approach will help to advance research providing a better understanding of many forms of autism, while strengthening advocacy efforts and ensuring access to services and resources throughout the life span; and

Whereas, early diagnosis and intervention tailored to individual needs can have lifelong benefits, easing the transition to adulthood and fostering greater independence; and,

Whereas, each person and family affected by autism should have access to reliable information, supports and opportunities to live up to their greatest potential; and,

Whereas, the Town of Killingly is honored to take part in the annual observance of World Autism Awareness Month to address diverse needs of individuals and families affected by autism;

Now, Therefore, The Killingly Town Council does hereby recognize April 2022 as World Autism Awareness Month, and we call this observance to increase understanding and acceptance of people with autism spectrum disorder.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022.

6c. Proclamation recognizing April 2022 as Distracted Driving Awareness Month
Mr. Anderson read the following:

**Proclamation recognizing the Month of April 2022 as
Distracted Driving Awareness Month**

WHEREAS, distracted driving can result in injuries and deaths to motorists, pedestrians and bicyclists; and

WHEREAS, the health and well-being of Killingly's citizens are a direct result of increased awareness about the dangers of distracted driving; and

WHEREAS, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity, and such distractions endanger drivers' passengers and bystander's safety; and

WHEREAS, 80% of all crashes and 65% of all near-crashes can be attributed to some form of driver distraction; and

WHEREAS, it is estimated that 1.5 million crashes per year can be attributed to cell phone use while driving; and

WHEREAS, distracted driving is a serious, life-threatening practice that is preventable; and

WHEREAS, in order to reduce the number of crashes and improve driver safety, Killingly motorists should dedicate themselves to adopting and maintaining safe behavior while behind the wheel;

NOW, THEREFORE, The Town Council of the Town of Killingly does hereby proclaim April 2022 as Distracted Driving Awareness Month and call this observance to the attention of all citizens, encouraging all citizens to increase their awareness of the dangers of distracted driving, and promise to protect each other on the road through distraction-free driving behavior.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022.

6d. Northeast States Emergency Consortium 2021 Connecticut Emergency Manager of the Year Award – Randy Burchard, Killingly Emergency Management Director
DEMHS Region 4 Coordinator Mike Caplet presented Randy Burchard with the 2021 Connecticut Emergency Manager of the Year Award

6e. Killingly Parks and Recreation Volunteer of the Year – TEEG

Mr. Anderson read the following:

**Killingly Parks and Recreation Department
2021 Volunteer of the Year**

WHEREAS, parks and recreation programs are an integral part of our community and essential to its spirit; and

WHEREAS, TEEG (Thompson Ecumenical Empowerment Group) has contributed many volunteers to the “Killingly Bike Night” event over the past seven years, one of the largest area events which also serves as a fundraiser for the Killingly Parks and Recreation Department, Killingly-Brooklyn Rotary and the TEEG organizations.

WHEREAS, the event would not be possible without the tremendous number of volunteers to help coordinate and facilitate the day to keep residents and visitors safe and informed throughout their time in Killingly. In addition, that TEEG helps to support many families in the northeast portion of CT with services and programs and caring for the local communities

NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY, to recognize TEEG as the recipients of the 2022 Volunteers of the Year Award for the Killingly Parks and Recreation Department.

BE IT FURTHER PROCLAIMED that the Town Council urges all citizens to see how they can help their community by volunteering their time and knowledge.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

6f. Presentation of Water Pollution Control Authority FY 22-23 Budget

Director of Public Works Capacchione and Chairman of the WPCA Patrick McLaughlin presented the Water Pollution Control Authority FY 22-23 Budget and responded to questions and comments from Councilors.

6g. Presentation of Proposed Revision to Library Fines and Fee Policy

Killingly Public Library Director Claudette Stockwell presented a proposed revision to the Library Fines and Fee Policy and responded to questions and comments from Councilors.

6h. Presentation of Proposed Affordable Housing Plan

Ann-Marie Aubry, Director of Planning and Development and Jonathan Blake, Planner I/ZEO presented the Town of Killingly Affordable Housing Plan 2022 and responded to questions and comments from Councilors.

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions:

Earl MacWilliams, 215 North Shore Rd, Dayville, asked about any updates with the Lake Rd Generating Project.

9. Council/Staff Comments:

Town Manager Calorio said there were no updates with the Lake Rd Generating Project.

10. Appointments to Boards and Commissions:

a) Matthew Wendorf – Reappointment to the Planning & Zoning Commission as a Regular Member

Mr. Kerttula made a motion, seconded by Ms. Tiik-Barclay, to reappoint Matthew Wendorf as a Regular Member of the Planning & Zoning Commission. The new term would run from January 2022 through December 2024.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

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

11b. Report from the Borough Liaison:

Ms. Wakefield 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. 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. Kerttula made a motion, seconded by Ms. George to accept the system object based on adjusted budget for the Board of Education.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

14. Unfinished Business for Town Council Action: None

15. New Business:

15a. Consideration and action on a resolution supporting whole milk choice in schools

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

Resolution supporting Whole Milk choice in schools

WHEREAS our nation's future well-being relies on well-nourished children ready to learn at school;

WHEREAS our nation's schools have been required by the U.S. Dept. of Agriculture Food Nutrition Service regulations to offer only fat-free and low-fat milk, and are prohibited from offering Whole Milk as a choice of beverage at lunch and breakfast;

WHEREAS Whole Milk is standardized to 3.25% fat with essential, bioavailable, fat-soluble vitamins and nutrients;

WHEREAS school trials showed students preferred Whole Milk 3 to 1 over low-fat, and milk waste was reduced by 95%;

WHEREAS Whole Milk sales are largest at retail, indicating more families choose Whole Milk;

WHEREAS numerous studies point to the positive to neutral effects of milkfat on health indicators;

WHEREAS Whole Milk contains a blend of fats at 3.25% that are shown to slow the rate of carbohydrate (lactose) absorption to reduce after-meal hunger cravings and reduce intolerance to lactose;

WHEREAS studies show children drinking Whole Milk had three times the essential Vit. D absorption;

WHEREAS studies show children drinking Whole Milk had 40% less risk of being overweight;

WHEREAS moderate consumption of milkfat has been associated with improved mood and cognition;

WHEREAS offering milk choice to children reduces waste and reduces shifts to sugary or artificially- sweetened high fructose corn syrup 'à la carte' beverages;

THEREFORE, now be it resolved that the Killingly Town Council supports the end of Whole Milk prohibition and the freedom to offer Whole Milk as a beverage choice at school meals; and

THEREFORE, be it further resolved that the Killingly Town Council calls upon the President, U.S. Congress, U.S. Secretaries of Agriculture, Education and Health and Human Services, Governor, State Legislature, State Departments of Education and Agriculture, and such administrators to re-examine the National School Lunch Program rules and Smart Snacks

regulations regarding à la carte beverages, to allow Whole Milk as a beverage choice that supports health, growth, immune function and learning-readiness while reducing waste.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 12th day of April 2022

Discussion followed.

Voice vote: Majority for, Mr. Grandelski abstained. Motion passed.

15b. Consideration and action on a resolution to approve a collective bargaining agreement between the Town and the Killingly Professional Technical Employee Union

Mr. Kerttula made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

**RESOLUTION TO APPROVE A COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE TOWN AND THE KILLINGLY PROFESSIONAL & TECHNICAL
EMPLOYEE BARGAINING UNIT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that in accordance with Connecticut General Statutes, Section 7-474, the tentative collective bargaining agreement between the Town of Killingly and the Killingly Professional & Technical Employees, UPSEU, Local 424-62, is hereby approved and ratified for the period July 1, 2022, through June 30, 2025, and

BE IT FURTHER RESOLVED that the Town Manager is herein authorized to sign and execute said Agreement and to transfer from the Contingent Account (63-50241) such funds not to exceed \$27,000 during the fiscal year 2022-2023 as may be needed to support this Agreement.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 12th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15c. Consideration and action on a resolution to accept the proposed license amendment from T-Mobile regarding an extension of their current license for use of the Town's communications facility at 79 Putnam Pike

Mr. Kerttula made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

**RESOLUTION TO ACCEPT THE PROPOSED LICENSE AMENDMENT
FROM T-MOBILE REGARDING AN EXTENSION TO THEIR**

**CURRENT LICENSE AGREEMENT FOR USE OF THE TOWN'S
COMMUNICATIONS FACILITY AT 79 PUTNAM PIKE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is herein authorized to accept the proposed extension and settlement agreement in substantially the same form as the attached document from T-Mobile regarding an extension to the current license agreement for use of the Town's communication facility at 79 Putnam Pike.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15d. Consideration and action on a resolution to adopt goals for the duration of the terms of office for the current Town Council

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

**RESOLUTION TO ADOPT GOALS FOR THE DURATION OF THE TERMS OF
OFFICE FOR THE CURRENT TOWN COUNCIL**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following goals be adopted to provide direction for the Town Council and Town Manager on policy issues for the next two years:

1. To continue efforts to improve communication to the public through:
 - a) Improved signage for elections/referendums
 - b) Improvements to town website
 - c) Increased frequency of meeting with boards/commissions and receive regular updates on POCD progress
2. Continue support of Public Safety by:
 - a) Continued support of the Constabulary program.
 - b) Create long and short-term goals for Constabulary Program
 - c) Evaluate the duties of the Public Safety Committee.
3. To promote infrastructure projects including:
 - a) To increase road improvement projects, and
 - b) To address bridge improvement projects, and
 - c) To coordinate with the Board of Education to prioritize capital projects for school building improvements, and
 - d) To expand repairs and maintenance programs for Town Buildings.

4. Develop a long-term vision for the Town by creating a Visioning Committee to develop recommendations on future direction of the Town.
5. To continue efforts to expand economic development opportunities with an emphasis on:
 - a) Supporting opportunities to expand and fill available retail space, brownfield spaces, and
 - b) Explore the potential location of a new industrial park

KILLINGLY TOWN COUNCIL
 Jason Anderson
 Chairman

Dated at Killingly, Connecticut
 this 12th day of April 2022

Discussion followed.
 Voice vote: Unanimous. Motion passed.

15e. Consideration and action on a resolution to elect the standard allowance for Revenue Loss under the American Rescue Plan Act funding final rule

Ms. George made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

**RESOLUTION TO SELECT THE STANDARD ALLOWANCE FOR
 REVENUE LOSS UNDER THE AMERICAN RESCUE PLAN ACT
 FUNDING FINAL RULE.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is herein authorized to select the Standard Allowance for Revenue Loss under the American Rescue Plan Act Funding as allowable under the U.S. Treasury's final rule.

KILLINGLY TOWN COUNCIL
 Jason Anderson
 Chairman

Dated at Killingly, Connecticut
 this 12th day of April 2022

Discussion followed.
 Voice vote: Unanimous. Motion passed.

15f. Consideration and action on a resolution setting the date of June 14, 2022, for a public hearing on the proposed resolution to appropriate the American Rescue Act funding
Mr. Kerttula made a motion, seconded by Ms. George, to adopt the following:

**RESOLUTION TO SET THE DATE OF JUNE 14, 2022, FOR A PUBLIC
HEARING ON THE PROPOSED APPROPRIATION OF AMERICAN
RESCUE ACT FUNDING.**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following resolution be set down for a public hearing on Tuesday, June 14, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut:

**Resolution to Authorize the Town Manager to Expend Funds under the American Rescue
Plan Act Funding**

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

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

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15g. Consideration and action on a resolution to request United Services and Windham 4H to provide presentations on their respective American Rescue Act funding applications
Ms. Murphy made a motion, seconded by Mr. Kerttula, to adopt the following:

**RESOLUTION TO REQUEST UNITED SERVICES AND WINDHAM 4H
TO PROVIDE PRESENTATIONS ON THEIR RESPECTIVE AMERICAN
RESCUE PLAN ACT FUNDING APPLICATIONS**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is directed to coordinate with United Services and Windham 4H for them to

provide presentations to the Town Council on their American Rescue Plan Act Funding applications.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15h. Consideration and action on a resolution adopting the revised Library Fines and Fees Policy
Mr. Kerttula made a motion, seconded by Ms. George, to adopt the following:

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO
IMPLEMENT THE REVISED LIBRARY FINES AND FEES POLICY**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to implement the revised Library Fines and Fees Policy.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

Discussion followed.

Voice vote: 6 for, 1 opposed (Ms. Tiik-Barclay), 1 abstention (Ms. Murphy). Motion passed.

15i. Consideration and action on a resolution setting the date of May 10, 2022, for a public hearing on the proposed Affordable Housing Plan

Ms. George made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

**RESOLUTION INTRODUCING AND SETTING THE DATE OF MAY 10, 2022, FOR A
PUBLIC HEARING ON THE DRAFT AFFORDABLE HOUSING PLAN**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Draft Affordable Housing Plan is set down for a Public Hearing on Tuesday, May 10, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut,

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 12th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

Mr. Wood reported on the Historic District Commission and attended the Fiscal Subcommittee, and the Personnel Subcommittee.

Mr. Grandelski reported on the Conservation Commission.

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

Mr. Kerttula reported on the Permanent Building Commission.

Mr. Anderson attended the Personnel Subcommittee, the Fiscal Subcommittee, and the P&Z meetings.

Ms. George attended the Board of Ed meetings and the NECCOG meeting.

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

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:54p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

16. Council Member Reports and Comments:

Mr. Wood reported on the Historic District Commission and attended the Fiscal Subcommittee, and the Personnel Subcommittee.

Mr. Grandelski reported on the Conservation Commission.

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

Mr. Kerttula reported on the Permanent Building Commission.

Mr. Anderson attended the Personnel Subcommittee, the Fiscal Subcommittee, and the P&Z meetings.

Ms. George attended the Board of Ed meetings and the NECCOG meeting.

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

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:54p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Thursday April 14, 2022

Time: 7:00 p.m.

Place: Killingly High School Auditorium
226 Putnam Pike
Killingly, CT

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Thursday April 14, 2022, at 7:00 p.m. in the Killingly High School Auditorium, 226 Putnam Pike, Killingly, Connecticut. The agenda was as follows:

1. Roll Call

2. FY 2022-23 proposed budget review

3. Public Comment on proposed FY 2022-23 budget

Public comment can be submitted prior to the meeting via email at

budgetcomment@killinglyct.gov, mailed to Town of Killingly, Town Manager's Office, 172 Main Street, Killingly. CT 06239 or put in the drop box on the side of Town Hall. All public

comment must be received prior to 2:00 p.m. the day of the meeting. Public comment will be posted on the Town's website www.killinglyct.gov.

NOTE – all public comment must include name and address for the record.

4. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:03 p. m. On Roll Call, all Counselors were present, except Ms. Wakefield, who was absent with notification. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present. Ms. Murphy arrived at 7:04 p. m.

2. FY 2022-23 proposed budget review

Town Manager Calorio presented the Town Operating and Capital Budgets. Superintendent Angeli presented the Board of Education Operating Budget.

3. Public Comment:

There was no written comments received.

On the Town Budget:

Donald Aubry supports the proposed budget in the Public Works area.

Matt Wendorf, 46 Deerwood Dr, supports the increase for road improvements.

Adam Reynolds, 5 LaFantasie Rd, supports the increase for infrastructure.

On the Education Budget:

Matt Wendorf asked how much of the budget was not spent and why. Superintendent Angeli responded.

Adam Reynolds, 5 LaFantasie Rd, asked where the returned funds go. Town Manager Calorio and Chairman Anderson responded.

Matthew George, 156 Country Club Rd, asked about the International Student program and student population numbers. Superintendent Angeli responded.

Jennifer Horner, LaFantasie Rd, asked about the paraprofessional vacancies and the strategy for recruitment and hiring to fill the vacancies. Superintendent Angeli responded.

4. Adjournment

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

Voice vote: Unanimous. Motion passed.

The meeting ended at 8:57 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Tuesday, April 19, 2022

Time: 7:00 p.m.

Place: Town Meeting Room
Killingly Town Hall

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, April 19, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. Roll Call

2. Public Comment on proposed FY 2022-23 budget

Public comment can be submitted prior to the meeting via email at budgetcomment@killinglyct.gov, mailed to Town of Killingly, Town Manager's Office, 172 Main Street, Killingly, CT 06239 or put in the drop box on the side of Town Hall. All public comment must be received prior to 2:00 p.m. the day of the meeting. Public comment will be posted on the Town's website www.killinglyct.gov.

NOTE – all public comment must include name and address for the record.

3. Budget Deliberation

- a. Consideration and action on a resolution setting the Town of Killingly Operating Budget for Fiscal Year 2022-2023

4. Adjournment

1. Vice Chair Kerttula called the Special Meeting to order at 7:02 p. m. On Roll Call, all Counselors were present except Mr. Grandelski and Mr. Wood, who were absent with notification. Mr. Anderson arrived at 7:05p.m. Town Manager Calorio, Finance Director Hawkins, Director of Highway Operations Dube, and Council Secretary Buzalski were also present.

2. Public Comment: There were no written or in-person Public Comments.

3. Budget Deliberation:

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

**RESOLUTION APPROVING THE TOWN OF KILLINGLY OPERATING BUDGET
FOR FISCAL YEAR July 1, 2022 – June 30, 2023**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, in accordance with Section 1005 of the Town Charter, the budget for the Town of Killingly, Connecticut, for the Fiscal year July 1, 2022 to June 30, 2023, in the amount of **\$19,809,065** allocated to General Government and **\$45,029,799** allocated to Education, for a total combined

budget of \$64,838,864 is approved and shall be filed with Town Clerk for submission to the annual Town Meeting for its adoption.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 19th day of April 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

4. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:49 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

DRY

budget of \$64,838,864 is approved and shall be filed with Town Clerk for submission to the annual Town Meeting for its adoption.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 19th day of April 2022

Discussion followed.
Voice vote: Unanimous. Motion passed.

4. Adjournment

Ms. Wakefield made a motion, seconded by Mr. Kerttula, to adjourn the meeting.
Voice Vote: Unanimous. Motion passed.
The meeting ended at 8:49 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

SPECIAL TOWN COUNCIL MEETING

DATE: Tuesday, May 3, 2022
TIME: 7:00 P.M.
PLACE: Town Meeting Room
Killingly Town Hall

AGENDA
KILLINGLY TOWN COUNCIL

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, May 3, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **Call to Order**
2. **Roll Call**
3. **Interviews of Board/Commission applicants**
 - a. David Izzo, Jr.- Reappointment to the Zoning Board of Appeals
 - b. Richard Miller – Appointment to the Agricultural Commission

c. Donald Aubrey – Appointment to the Water Pollution Control Authority

4. Citizens' Statements and Petitions

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five minutes (45) and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council.

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

5. Old Business - None

6. New Business

- a. Update meeting with Planning & Zoning Commission – Presentation of redistricting/voting districts by Registrars and Zoning Officer Jonathan Blake
- b. Presentation by 4H-Windham on their application for American Rescue Plan Act funding
- c. Presentation by United Service on their application for American Rescue Plan Act funding

7. Executive Session – None

8. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:00 p.m.
2. On Roll Call, all counselors were present. Ms. George attended virtually. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present.
3. Interviews for Boards/Commissions:
 - 3a. David Izzo, Jr.- Reappointment to the Zoning Board of Appeals
Councilors interviewed David Izzo, Jr. Mr. Izzo is interested in being reappointed to the Zoning Board of Appeals as a Regular Member. The term would run from 02/01/21 through 01/31/26.
 - 3b. Richard Miller – Appointment to the Agricultural Commission
Mr. Miller was not available.
 - 3c. Donald Aubrey – Appointment to the Water Pollution Control Authority
Mr. Aubrey was not available
4. Citizens' Statements and Petitions
There were no Public Comments.
5. Old Business - None
6. New Business
 - 6a. Update meeting with Planning & Zoning Commission – Presentation of redistricting/voting districts by Registrars and Zoning Officer Jonathan Blake
Zoning Officer Blake gave a presentation on the redistricting/voting districts and Zoning updates.
 - b. Presentation by 4H-Windham on their application for American Rescue Plan Act funding
Camp Director Heather Logee presented their request for funding under the American Rescue Plan for fixing their dam.
 - c. Presentation by United Service on their application for American Rescue Plan Act funding
Dianne Manning, President & CEO of Access Agency presented to the Council their request for funding under the American Rescue Plan.
7. Executive Session – None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:15 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:15 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
PUBLIC HEARING
REGULAR MEETING**

DATE: TUESDAY, May 10, 2022

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

PUBLIC HEARING

The Town Council of the Town of Killingly held a Public Hearing on Tuesday, May 10, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut at which time interested persons were heard on the following ordinance:

Agenda item 14a:

There were no public comments.

The Public Hearing was closed, and the Regular Meeting began at 7:03 p.m.

**KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, May 10, 2022

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, May 10, 2022, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting – April 2, 2022
 - b) Special Town Council Meeting – April 4, 2022
 - c) Special Town Council Meeting – April 5, 2022
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Proclamation recognizing and supporting Law Enforcement
 - b) Proclamation recognizing May 2022 as Motorcycle Awareness Month
 - c) Proclamation recognizing May 2022 as Foster Care Awareness Month
 - d) Proclamation recognizing May 2022 as Lyme Disease Awareness Month
 - e) Proclamation recognizing May 2022 as National Military Appreciation Month
7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
8. **CITIZEN'S STATEMENTS AND PETITIONS**

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five (45) minutes and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council. Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written public comment must be received prior to 2 p.m. the day of the meeting. Written public comment will be posted on the Town's website, www.killinglyct.gov.
9. **COUNCIL/STAFF COMMENTS**
10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
 - a) David Izzo, Jr. – Reappointment to the **Zoning Board of Appeals** as a Regular Member
11. **REPORTS FROM LIAISONS**
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. **DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS**
 - a) Summary Report on General Fund Appropriations for Town Government
 - b) System Object Based on Adjusted Budget for the Board of Education
13. **CORRESPONDENCE/COMMUNICATIONS/REPORTS**
 - a) Town Manager Report
 - b) Agriculture Commission Letter
 - c) Melting Point Welding & Fabrication, LLC
14. **UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION**
 - a) Consideration and action on a resolution adopting the Affordable Housing Plan
15. **NEW BUSINESS**
 - a) Consideration and action on a resolution authorizing the Revenue Collector to suspend and transfer uncollectable taxes to the Suspense Tax Book pursuant to Connecticut General Statutes
 - b) Consideration and action on a resolution to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2021-2022
 - c) Consideration and action on a resolution authorizing the execution of a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency (CIRMA)

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

- a) Potential Sale of Town-owned Property
- b) Contract Negotiations – PILOT Agreement

18. ADJOURNMENT**REGULAR MEETING**

2. Prayer by Mr. Wood.

3. Pledge of Allegiance to the flag.

4. Upon roll call all Councilors were present except Mr. Whitehead, who was absent with notification, and Mr. Grandelski, who arrived at 8:02 p.m. Also present were Town Manager Calorio, Finance Director Hawkins and Council Secretary Buzalski.

5. Adoption of minutes of previous meetings

5a. 5b. & 5c.

Mr. Wood made a motion, seconded by Ms. Tiik-Barclay, to adopt the minutes of the Special Town Council Meeting of April 2, 2022, the Special Town Council Meeting of April 4, 2022, and the Special Town Council Meeting of April 5, 2022.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

6. Presentations, proclamations, and declarations:

6a. Proclamation recognizing and Supporting Law Enforcement

Mr. Anderson read the following:

**A Proclamation Recognizing and Supporting the Town of Killingly Constabulary,
Connecticut State Police, and Other Law Enforcement Agencies**

WHEREAS, establishing a civil society requires a collaboration between the citizens of that community, law enforcement and prosecutors; and

WHEREAS, policing in American communities is a stressful, sometimes dangerous, and highly technical vocation in which officers know that their every interaction is subject to being photographed, filmed or audio recorded, and can be subject to public and media scrutiny; and

WHEREAS, the public often draws conclusions regarding an officer's actions without the appropriate awareness, knowledge, or education of the circumstances of the incident; and

WHEREAS, full support of communities and elected officials are necessary for law enforcement officers to do their job safely and effectively; and

WHEREAS, increases in crime occurring as a result of law enforcement disengagement will be stemmed only by a clear and concise message to law enforcement that when they do the right thing, they will be supported by the citizen community, law enforcement leadership, prosecutors and elected officials; and

WHEREAS, in 2021, there were 637 Line of Duty Deaths including 21 K-9 Officers in the United States, in which 438 had contracted COVID-19. As of May 2, 2022, there have been 107 Line of Duty Deaths including 8 K-9 Officers in the United States, in which 52 had contracted COVID-19; and

NOW BE IT PROCLAIMED that the Killingly Town Council recognizes the extreme danger that comes with the chosen profession of law enforcement. Each day when the men and women of our law enforcement agencies don their uniform and equipment, they are accepting the

responsibility to serve and protect the lives and property of their communities at all costs, which could include their life. We recognize that we live in a time of great turmoil where the trust between many communities and law enforcement agencies is at an all-time low due to political and civil unrest. We recognize that despite this the fine men and women of law enforcement report to work every day to uphold laws enacted by federal, state, and local governing bodies. We recognize their dedication to the Town of Killingly, State of Connecticut and United States of America.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of May 2022

6b. Proclamation recognizing May 2022 as Motorcycle Awareness Month
Mr. Kerttula read the following:

**Proclamation Recognizing the Month of May 2022 as
Motorcycle Awareness Month**

WHEREAS, motorcycle riding is a popular form of recreation and transportation for thousands of people across the state and nation; and

WHEREAS, motorcycles are a common and economical means of transportation that reduces fuel consumption and road wear, and contributes in a significant way to the relief of traffic and parking congestion; and

WHEREAS, the National Highway Traffic Safety Administration and the Motorcycle Safety Foundation have named May as Motorcycle Safety Awareness Month; and

WHEREAS, states and motorcycle organizations across this country will be conducting a variety of activities to promote the importance of motorist awareness and safely sharing the road with motorcycles and remind riders to make themselves more visible to others; and

WHEREAS, the Killingly Town Council wishes to promote the safety campaign of the National Highway Traffic Safety Administration in their effort to ensure the safety and wellbeing of all.

WHEREAS, all roadway users should unite in the safe sharing of roadways throughout the Town of Killingly, Windham County, and the State of Connecticut to follow the rules of the road so that all citizens will remain safe.

NOW, THEREFORE BE IT PROCLAIMED, The Killingly Town Council does hereby recognize the month of May 2022 as Motorcycle Awareness Month and urge all motorists to join in this effort to keep our roadways safe.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 10th day of May 2022

6c. Proclamation recognizing May 2022 as Foster Care Awareness Month

Mr. Anderson read the following:

**Proclamation Recognizing the Month of May 2022 as
Foster Care Recognition Month**

WHEREAS, Children and youth are our hope for the future, and we assert that all children deserve a safe, loving, accepting, stable, and nurturing home; and

WHEREAS, families, serving as the primary support for identity development, connections, and self-esteem, are the very foundation of our communities and our state; and

WHEREAS, this year, National Foster Care Month is committed to highlighting the importance of relative and kinship care placements to maintain family and cultural connections; and

WHEREAS, in Connecticut, there are over 3,280 children and youth in placement of foster homes, with kinship and resource providers, where their needs for safety and belonging are ensured until their families can safely resume parenting responsibilities; and

WHEREAS, many foster families create permanency for children and youth through adoption, when those children and youth cannot safely return to live with their birth families; and

WHEREAS, foster care providers along with public and private community partners support the transition of youth and young adults to successful independence; and

WHEREAS, in these unprecedented times, we honor the enduring contributions of foster, kinship, respite and adoptive parents and we recognize the outstanding service and commitment these families provide to Connecticut children, youth and their families.

NOW, THEREFORE BE IT PROCLAIMED, The Killingly Town Council does hereby recognize the month of May 2022 as Foster Care Recognition Month in which we honor and recognize valuable and essential service of foster, kinship, respite, and adoptive families in our community and the care, support, safety, and guidance they provide.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,
this 10th day of May 2022

6d. Proclamation recognizing May 2022 as Lyme Disease Awareness Month

Ms. Wakefield read the following:

**Proclamation Recognizing the Month of May 2022 as
Lyme Disease Awareness Month**

WHEREAS, Lyme Disease was discovered in 1975 by rheumatologist who found high incidence of arthritis in children and adults living in Lyme, Connecticut. Lyme Disease is an infectious disease caused by the spirochetal bacteria, or *Borrelia burgdorferi*, and transmitted through the bite of infected ticks; and

WHEREAS, Lyme and other tick-borne diseases are prevalent across the United States. Improper removal of the embedded ticks is dangerous and can increase the risk of infection. However, prompt treatment in early infection may cure Lyme and other tick-borne diseases, preventing permanent damage of future complications; and

WHEREAS, Lyme Disease has the potential to affect the brain, joints, and other body organs, mimicking the symptoms of several other diseases. Symptoms of Lyme Disease vary for each individual patient and vary in intensity throughout the duration of the disease. Many are misdiagnosed with other familiar conditions; and

WHEREAS, the science that surrounds Lyme and other tick-borne diseases remain unclear, prompting the need for citizens and healthcare providers to take all tick-borne diseases seriously to prevent illness; and

WHEREAS, the best prevention against tick-borne diseases is prevention. Wear long pants and long sleeves outdoors and in wooded areas and use of repellent, obtain education to recognize ticks, how to remove and dispose of them, and seek early treatment if you have been bitten or show signs and symptoms of a bite.

NOW, THEREFORE BE IT PROCLAIMED, The Killingly Town Council does hereby recognize the month of May 2022 as Lyme Disease Awareness Month and urged our citizens to become more aware and educated about these illnesses and how they can protect themselves.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,
this 10th day of May 2022

6e. Proclamation recognizing May 2022 as National Military Appreciation Month

Mr. Anderson read the following:

**Proclamation Recognizing the Month of May 2022 as
National Military Appreciation Month**

WHEREAS, the rights of life, liberty, and the pursuit of happiness, enumerated in our Declaration of Independence, secured by the Constitution and the Bill of Rights, and enjoyed by every citizen of the United States, are secured by the dedication of the members of the United States Armed Forces; and

WHEREAS, the sacrifices made by all members of the United States Armed Forces and their loved ones are to be valued, and the brave men and women of our community who served and enlisted, ready to defend our homeland and safeguard the freedom and values for which we stand, deserve our recognition; and

WHEREAS, National Military Appreciation Month (NMAM) is celebrated every May and is a declaration that encourages U.S. citizens to observe the month in a symbol of unity; and NMAM honors the current and former members of the U.S. Armed Forces, including those who have died in the pursuit of freedom; and

WHEREAS, the month of May is characterized by six national observances which highlight the contributions of those who have served – Loyalty Day on May 1st; Public Service Recognition Week May 1-7th; Victory Day in Europe a/k/a V-E Day on May 8th; Military Spouse Appreciation Day on May 6th; Armed Forces Day on May 21st and Memorial Day on May 30th; and

NOW THEREFORE BE IT PROCLAIMED, The Killingly Town Council does hereby recognize May 2022 as National Military Appreciation Month as a symbol of unity to recognize,

honor, and support the commitment and sacrifice of current, former, and fallen members of all branches of the United States Armed Forces.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,
this 10th day of May 2022

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions:

Norm Ferron, Squaw Rock Rd, had concerns with Councilor Grandelski's disruptive behavior during Board of Education meetings.

There were no written comments received.

9. Council/Staff Comments:

Chairman Anderson apologized on behalf of the Town Council.

10. Appointments to Boards and Commissions:

10a. David Izzo, Jr. – Reappointment to the Zoning Board of Appeals as a Regular Member.

Mr. Wood made a motion, seconded by Ms. George, to reappoint David Izzo, Jr. as a Regular Member of the Zoning Board of Appeals. The new term would run from February 1, 2021, through January 31, 2026.

Discussion followed.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

Board of Education Liaison Ferron responded to questions and comments about the Board of Education and the schools from Councilors.

11b. Report from the Borough Liaison:

Ms. Wakefield reported on the Borough activities.

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 Ms. Wakefield, to accept the summary report on general fund appropriations for Town Government.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

Ms. Tiik-Barclay made a motion, seconded by Ms. George, 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. Agricultural Commission letter

Town Manager Calorio discussed the letter from the Chair of the Ag Commission about a member of the Commission who has not attended any meetings since November 2018.

13c. Melting Point Welding & Fabrication, LLC letter

Town Manager Calorio shared the letter from Melting Point Welding & Fabrication, LLC about a proposed move to 543 Wauregan Rd.

14. Unfinished Business for Town Council Action:

14a. Consideration and action on a resolution adopting the Affordable Housing Plan

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

RESOLUTION ADOPTING THE AFFORDABLE HOUSING PLAN

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the proposed Affordable Housing Plan be adopted and transmitted to the State of Connecticut as required by General State Statutes

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of May 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15. New Business:

15a. Consideration and action on a resolution authorizing the Revenue Collector to suspend and transfer uncollectable taxes to the Suspense Tax Book pursuant to Connecticut General Statutes

Mr. Wood made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

**RESOLUTION AUTHORIZING THE REVENUE COLLECTOR TO SUSPEND AND
TRANSFER UNCOLLECTIBLE TAXES TO THE SUSPENSE TAX BOOK PURSUANT TO
CONNECTICUT GENERAL STATUTES**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Revenue Collector's certification recommending transfer of uncollectible, uncollected personal property and motor vehicle taxes to the suspense tax book has been reviewed and authorization given to transfer such taxes in the amount of \$100,361.26 in accordance with Section 12-165 of the Connecticut General Statutes.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of May 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2021-2022

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

RESOLUTION TO APPOINT MAHONEY SABOL & COMPANY, LLP, CERTIFIED PUBLIC ACCOUNTANTS, TO PERFORM THE TOWN'S AUDIT FOR FISCAL YEAR 2021-2022

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY 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, 2021, to June 30, 2022.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of May 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

15c. Consideration and action on a resolution authorizing the execution of a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency (CIRMA)

Ms. George made a motion, seconded by Ms. Tiik-Barclay, to adopt the following:

CONSIDERATION AND ACTION ON A RESOLUTION AUTHORIZING THE EXECUTION OF A THREE-YEAR BUDGET STABILIZATION AGREEMENT WITH THE CONNECTICUT INTERLOCAL RISK MANAGEMENT AGENCY (CIRMA)

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to enter into a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 10th day of May 2022

Discussion followed.

Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

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

Ms. Wakefield reported on the Economic Development meeting and the Borough of Danielson.

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

Mr. Anderson attended the Fiscal Subcommittee meeting.

Mr. Kerttula reported on the PBC meeting

Mr. Wood attended the Fiscal Subcommittee meeting.

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

17. Executive Session:

17a. Potential sale of Town-owned property

17b. Contract Negotiations – PILOT agreement

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

Voice vote: Unanimous. Motion passed.

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

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

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

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

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 11:06 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

Item #6 (a)

Proclamation for Posttraumatic Stress Disorder (PTSD) Awareness Month

Whereas, Posttraumatic Stress Disorder (PTSD) can occur after a person experiences trauma including but not limited to the stress of combat, bombings, child abuse, sexual assault, accidents and major terrifying events, and affects approximately 8 million adults in the United States; and

Whereas, PTSD is associated with chemical changes in the body's hormonal system and autonomic nervous system, and is characterized by symptoms including flashbacks, nightmares, insomnia, hypervigilance, anxiety, and depression; and

Whereas, in the U.S., 6.8% of adults will experience PTSD in their lifetimes. Veterans are at higher risk of experiencing PTSD. PTSD affects men, women, and children; and

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

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

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

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

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of June 2022.

Item #6 (b)

Proclamation for National Dairy Month

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

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

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

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

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

Now, Therefore Be It Resolved, that The Killingly Town Council does hereby recognize June 2022 as National Dairy Month. We appreciate the dairy farmers and their families in their unwavering dedication to our communities and the farming industry.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of June 2022.

Interview Candidates for Boards and Commissions

New Applicants to Boards and Commissions:

Agricultural Commission

There are currently 3 Regular Member and 2 Alternate vacancies available.

The Regular Term runs for 3 years. The available terms would run as follows:

1. from 11/1/2021 through 10/31/2024,
2. from 11/1/2020 through 10/31/2023,
3. from 11/1/2020 through 10/31/2023.

The Alternate Term runs for 3 years. The available terms would run as follows:

1. from 11/1/2020 through 10/31/2023
2. from 11/1/2021 through 10/31/2024.

Richard Miller, 107 Broad Street, Danielson

Mr. Miller is interested in being appointed to be a Regular Member of the Agricultural Commission.

Water Pollution Control Authority

There are currently 3 Regular Member and 2 Alternate vacancies available.

The Regular Term runs for 3 years. The available terms would run as follows:

1. from 11/1/2019 through 10/31/2022
2. from 11/1/2021 through 10/31/2024.

The Alternate Terms runs for 2 years. Both terms would run 11/1/2020 through 10/31/2022.

Donald Aubrey, 463 Wauregan Rd (POB 431), Danielson

Mr. Aubrey is interested in being appointment to be a Regular Member of the Water Pollution Control Authority.



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5335 Fax: 860-779-5382



FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: ☐ Yes ☐ No

Boards & Commissions Questionnaire

Date: 4/6/2022

Name: Richard Miller

Residence Address: 107 Broad St Danielson, CT 06239

Mailing Address: Same as above

Occupation: Sales

Phone Number: Home: 805-990-6126 Business: — Cell: Same

E-Mail Address: rellim79@gmail.com

1. How long have you lived in Killingly? 6 years

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

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

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

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

6. Why are you seeking appointment to this Board or Commission? Interested in

how I can help with community beautification efforts

7. What is your experience or knowledge regarding this Board or Commission? None

8. State your philosophy in regard to this Board or Commission: As citizens of the

town, we must do what we can to protect the livelihoods

of our local farmers as well as find ways to improve the

9. Boards and Commissions meet a minimum of 15 times per year; more if there are special

meetings or projects. Therefore, it is required for all members to be in attendance to insure

a quorum. Are you able to devote this amount of time? ☒ Yes ☐ No

4/7
conf. register
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address

Boards & Commissions Questionnaire
Page 2

10. Have you attended any meetings of the Board or Commission for which you are seeking an appointment? ☐ Yes ☒ No

If yes, how many times in the past twelve months? _____

11. Would there be a possible conflict of interest if you were appointed to this Board or Commission? ☐ Yes ☒ No

If yes, please explain: _____

12. Have you ever come before or dealt with the Board or Commission to which you are seeking appointment? ☐ Yes ☒ No

If yes, please explain: _____

13. Have you ever served on a local government Board or Commission in this or any other town? ☐ Yes ☒ No

If yes, please explain: _____

14. If no openings exist on the Board or Commission to which you are seeking appointment, would you accept an alternate Board or Commission? ☒ Yes ☐ No

If yes, please list the Board(s) or Commission(s) in priority order:

1. Conservation
2. Historic District
3. Inland Wetlands

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



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5335 Fax: 860-779-5382

FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: ☐ Yes ☐ No



Boards & Commissions Questionnaire

Date: 4/15/2022

Name: DONALD R. AUBREY

Residence Address: 463 WAUREGAN RD

Mailing Address: P.O. BOX 431, DANIELSON, CT. 06239

Occupation: PROFESSIONAL ENGINEER & LAND SURVEYOR, CT REG #2529

Phone Number: Home: _____ Business: _____ Cell: 860-327-4686

E-Mail Address: ENGINEERMAN1947@HOTMAIL.COM

1. How long have you lived in Killingly? 8 YEARS
2. Are you a registered voter of the Town of Killingly? ☒ Yes ☐ No:
3. What is your party affiliation? ☐ Republican ☐ Democrat ☒ Unaffiliated/Other
4. Which Board or Commission appointment are you seeking? WPCA
5. Would you prefer a **regular** position, **alternate** position, or **it doesn't matter**. (Please circle one)
6. Why are you seeking appointment to this Board or Commission? I ENJOY GIVING BACK TO THE TOWN I LIVE IN AND KNOW THAT THERE ARE VACANCIES
7. What is your experience or knowledge regarding this Board or Commission? I HAVE ADVISED AND SERVED ON MULTIPLE TOWN WPCA'S OVER THE LAST 32 YEARS
8. State your philosophy in regard to this Board or Commission: THE WPCA OPERATES A SOPHISTICATED SEWERAGE SYSTEM THAT NEEDS TO BE RUN AS EFFICIENTLY AS POSSIBLE, IS THE BACKBONE OF THE TOWN, AND I KNOW I CAN HELP.
9. Boards and Commissions meet a minimum of 15 times per year; more if there are special meetings or projects. Therefore, it is required for all members to be in attendance to insure a quorum. Are you able to devote this amount of time? ☒ Yes ☐ No

4/18 confirmed address voter status

10. Have you attended any meetings of the Board or Commission for which you are seeking an appointment? ☐ Yes ☒ No

If yes, how many times in the past twelve months? _____

11. Would there be a possible conflict of interest if you were appointed to this Board or Commission? ☐ Yes ☒ No

If yes, please explain: _____

12. Have you ever come before or dealt with the Board or Commission to which you are seeking appointment? ☐ Yes ☒ No

If yes, please explain: _____

13. Have you ever served on a local government Board or Commission in this or any other town?

☒ Yes ☐ No

If yes, please explain: WINDHAM WPCA & ZONING COMMISSION & BUILDING BOARD OF APPEALS, KILLINGLY CHARTER REVISION COMMISSION

14. If no openings exist on the Board or Commission to which you are seeking appointment, would you accept an alternate Board or Commission? ☐ Yes ☒ No

If yes, please list the Board(s) or Commission(s) in priority order:

1. WPCA
2. _____
3. _____

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



TOWN OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

Finance Department Budget Review

May 31, 2022

To: Mary Calorio, Town Manager

May 2022 Revenues

As of May 2022, the Town's fiscal year 2021-2022 collections continue to be within expectations at 96.85% of the overall budget for general town revenue. In the prior year, May 2021 revenue collections represented 96.1%. Property tax revenues, permits, town clerk and conveyance fees continue to remain above average in the amount of collection as compared to this same time period in the prior year. Based on current year to date projections, it is expected the year end revenues will meet or exceed the budgeted expectations. Remaining grant amounts due from the State of CT are expected to be received during the month of June 2022.

May Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 85.43% for the month of May 2022 as compared to 73.82% in the prior year (May 2021).

Based on the current month review of the year-to-date expenditures, there does not appear to be any line items that will exceed their current year appropriations, however as year end spending begins to wrap up during June 2022 expenditures will continue to be monitored closely.

Items with high year to date utilization, that remain within budget expectations, that have been carried forward from the prior month are as follows:

Prior Month(s) Discussion:

1. Registration/Elections - Contractual Services

Expenditures in July represented the costs associated with the annual maintenance contract for the Town's voter/elections systems is renewable each fiscal year due and payable in July 2021.

2. Town Commissions and Service Agencies

Current expenditures are paid quarterly, semi-annually or as requested for the Town's Commissions and Service Agencies. During the month of September 2021, the Town paid the annual subsidy for the Housing Authority, representing 35% of this department's annual appropriation.

3. Information Technology – Contractual Services

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

May 2022 Expenditures (Continued)

Prior Month(s) Discussion (Continued):

4. **Engineering – Contractual Services**

Costs incurred to date represent expenditures for professional services for engineering road studies, core samples and utility locating services.

5. **Highway Winter Maintenance**

Due to the timing, number, and nature of winter storms that have occurred to date, the winter maintenance account has increased approximately \$114,000 as compared to March of the prior year. Current costs to date remain with budgeted expectations.

6. **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.

7. **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.

8. **Parks and Grounds – Personnel Services**

Consistent with budget expectations, these costs include additional part time staff that are hired to assist with the summer seasonal work for the summer maintenance and landscaping services.

9. **Public Library - Contractual Services**

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

10. **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.

11. **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.

12. **Employee Benefits**

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

13. **Insurance**

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

14. **Special Reserves and Programs**

Included within the adopted budget were annual contributions to specific Town reserves and programs. These transfers were made in September 2021 which represent 32% of this department's budget.

May 2022 Expenditures (Continued)

Prior Month(s) Discussion (Continued):

15. Capital Outlay- (various departments) -

Annually as part of the budget process, the budget includes the annual contribution from each department to the Capital non-recurring Fund (CNR) to manage our renewal and replacement program for the Town's fleet of equipment and vehicles. These amounts are budgeted in the respective department capital outlay line item. This planned transfer from the General Fund has been made in the current month resulting in the full utilization of the capital outlay line item for most departments.

16. Debt Service

The increase in debt service is related to the project financing of the WPCA facility upgrade with CT DEEP. The debt service is paid by the General fund and reimbursed by the Sewer Operating Fund. Corresponding revenue has been recorded to date for the transaction. Debt service due at closing amounted to \$1,544,176. Current costs to date remain with budgeted expectations.

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through May, 2022

| REVENUE ITEM | Fiscal Year 2021-2022 | | |
|--------------------------------------|--------------------------|-------------------|----------------|
| | Budget | May | Percent |
| TAXES | | | |
| Current Property Taxes | 36,264,881 | 35,789,872 | 98.69% |
| Back Taxes | 500,000 | 474,808 | 94.96% |
| Penalty Fees | 4,500 | 6,737 | 149.71% |
| Tax Interest | 200,000 | 306,752 | 153.38% |
| Supplemental Motor Vehicle | 375,000 | 429,427 | 114.51% |
| Remediation Financing | (150,595) | (150,595) | 100.00% |
| TOTAL | \$37,193,786 | 36,857,002 | 99.09% |
| LICENSES & PERMITS | | | |
| Building Permits | 240,000 | 205,948 | 85.81% |
| P&Z Permits | 13,000 | 19,539 | 150.30% |
| Other Permits | 8,000 | 16,635 | 207.94% |
| Airplane Tax | 2,050 | 1,275 | 62.20% |
| TOTAL | \$263,050 | \$243,397 | 92.53% |
| FINES & FEES | | | |
| Library Fines & Fees | 10,000 | 9,818 | 98.18% |
| Alarm Reg Fees and Fines | 5,000 | 6,525 | 130.50% |
| Dog Licenses | 500 | 525 | 105.00% |
| TOTAL | \$15,500 | \$16,868 | 108.82% |
| USE OF MONEY & PROPERTY | | | |
| Interest Income | 100,000 | 71,924 | 71.92% |
| Louisa E. Day Trust | 60 | - | 0.00% |
| Thomas J. Evans Trust | 30 | - | 0.00% |
| Sewer Plant Lease | 42,000 | 38,000 | 90.48% |
| Communication Tower Lease | 101,000 | 99,217 | 98.23% |
| TOTAL | \$243,090 | \$209,141 | 86.03% |
| STATE GRANTS IN LIEU OF TAXES | | | |
| State-Owned Property | 149,332 | 230,398 | 154.29% |
| Disability Exemption | 4,583 | 5,096 | 111.20% |
| Veteran's Exemption | 9,694 | 9,916 | 102.29% |
| Municipal Stabilization Grant | 268,063 | 268,063 | 100.00% |
| | \$431,672 | \$513,473 | 118.95% |
| OTHER STATE GRANTS | | | |
| Pequot/Mohegan Fund Grant | 94,184 | 62,789 | 66.67% |
| Municipal Grants - In - Aid | 976,064 | - | 0.00% |
| Connecticard | - | 5,951 | 100.00% |
| Adult Education | 106,734 | 72,872 | 68.27% |
| TOTAL | \$1,176,982 | \$141,612 | 12.03% |

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through May, 2022

| REVENUE ITEM | Fiscal Year 2021-2022 | | |
|-------------------------------------|--------------------------|---------------------|---------------|
| | Budget | May | Percent |
| CHARGES OF SERVICE | | | |
| Community Development | 55,000 | 27,909 | 50.74% |
| Town Clerk | 165,000 | 199,286 | 120.78% |
| Conveyance Tax | 240,000 | 300,471 | 125.20% |
| Elderly Housing - Sewer PILOT | 31,360 | - | 0.00% |
| Recreation | 130,000 | 106,807 | 82.16% |
| District Collections | 12,310 | 13,244 | 107.59% |
| TOTAL | 633,670 | 647,717 | 102.22% |
| OTHER REVENUES | | | |
| Miscellaneous | 85,000 | 92,762 | 109.13% |
| Sewer Assessment Fund | 15,000 | - | 0.00% |
| Sewer Operating Fund | 2,901,066 | 2,901,329 | 100.01% |
| PILOT - Telecommunications | 50,000 | 43,444 | 86.89% |
| Law Enforcement - SRO Reimbursement | 82,942 | 42,219 | 50.90% |
| School Capital Contribution | 234,828 | 253,804 | 108.08% |
| TOTAL | 3,368,836 | 3,333,558 | 98.95% |
| GENERAL TOWN REVENUE | \$43,326,586 | \$41,962,767 | 96.85% |
| SCHOOL | | | |
| Educational Cost Sharing | 15,245,633 | 15,233,226 | 99.92% |
| Vocational Agriculture | 645,860 | 655,860 | 101.55% |
| Non-Public School - Health | 24,033 | 24,357 | 101.35% |
| Tuition: | | | |
| Regular | 1,439,163 | 1,434,317 | 99.66% |
| Special Ed-Voluntary | 250,000 | 144,641 | 57.86% |
| Vocational-Agriculture | 743,707 | 739,613 | 99.45% |
| TOTAL | \$18,348,396 | 18,232,014 | 99.37% |
| Fund Balance | 1,570,000 | - | 0.00% |
| TOTAL REVENUES | 63,244,982 | 60,194,781 | 95.18% |

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through May, 2022

| Expenditure | Fiscal Year 2021-2022 | | | |
|----------------------------------|--------------------------|----------------|------------------|---------------|
| | Budget | Transfers | May | Percent |
| <u>GENERAL GOVERNMENT</u> | | | | |
| Town Council | | | | |
| Personnel Services | 13,500 | - | 9,125 | 67.59% |
| Contractual Services | 31,800 | - | 23,925 | 75.24% |
| Materials and Supplies | 1,000 | - | 978 | 97.83% |
| Total | <u>\$46,300</u> | <u>\$0</u> | <u>\$34,029</u> | <u>73.50%</u> |
| Town Manager | | | | |
| Personnel Services | 203,860 | 5,430 | 185,447 | 88.61% |
| Contractual Services | 26,200 | - | 9,821 | 37.48% |
| Materials and Supplies | 3,500 | - | 2,662 | 76.07% |
| Total | <u>\$233,560</u> | <u>\$5,430</u> | <u>\$197,931</u> | <u>82.82%</u> |
| Legal Services | | | | |
| Contractual Services | 99,200 | - | 59,854 | 60.34% |
| Total | <u>\$99,200</u> | <u>\$0</u> | <u>\$59,854</u> | <u>60.34%</u> |
| Town Clerk | | | | |
| Personnel Services | 164,505 | 1,670 | 147,522 | 88.77% |
| Contractual Services | 28,175 | - | 27,621 | 98.03% |
| Materials and Supplies | 1,800 | - | 1,957 | 108.74% |
| Total | <u>\$194,480</u> | <u>\$1,670</u> | <u>\$177,100</u> | <u>90.29%</u> |
| Finance | | | | |
| Personnel Services | 242,380 | 2,650 | 219,221 | 89.47% |
| Contractual Services | 55,960 | - | 51,750 | 92.48% |
| Materials and Supplies | 1,700 | - | 1,251 | 73.57% |
| Total | <u>\$300,040</u> | <u>\$2,650</u> | <u>\$272,221</u> | <u>89.93%</u> |
| Assessor | | | | |
| Personnel Services | 181,230 | 2,040 | 162,213 | 88.51% |
| Contractual Services | 7,135 | - | 6,410 | 89.84% |
| Materials and Supplies | 1,500 | - | 1,215 | 81.02% |
| Total | <u>\$189,865</u> | <u>\$2,040</u> | <u>\$169,839</u> | <u>88.50%</u> |
| Revenue Collection | | | | |
| Personnel Services | 196,795 | 1,895 | 176,616 | 88.89% |
| Contractual Services | 33,450 | - | 18,460 | 55.19% |
| Materials and Supplies | 2,000 | - | 1,271 | 63.57% |
| Total | <u>\$232,245</u> | <u>\$1,895</u> | <u>\$196,347</u> | <u>83.86%</u> |
| Registration/Elections | | | | |
| Personnel Services | 56,800 | - | 33,703 | 59.34% |
| Contractual Services | 18,000 | - | 13,567 | 75.37% |
| Materials and Supplies | 500 | - | 453 | 90.54% |
| Total | <u>\$75,300</u> | <u>\$0</u> | <u>\$47,723</u> | <u>63.38%</u> |
| Town Comm. & Service Agencies | | | | |
| Contractual Services | 84,598 | - | 74,712 | 88.31% |
| Total | <u>\$84,598</u> | <u>\$0</u> | <u>\$74,712</u> | <u>88.31%</u> |

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through May, 2022

| Expenditure | Fiscal Year 2021-2022 | | | |
|------------------------------|--------------------------|-----------|-------------|---------|
| | Budget | Transfers | May | Percent |
| Planning and Development | | | | |
| Personnel Services | 254,245 | 1,930 | 218,159 | 85.16% |
| Contractual Services | 7,270 | - | 3,204 | 44.07% |
| Materials and Supplies | 1,000 | - | 543 | 54.32% |
| Total | \$262,515 | \$1,930 | \$221,906 | 83.91% |
| Information Technology | | | | |
| Contractual Services | 209,450 | - | 195,294 | 93.24% |
| Total | \$209,450 | \$0 | \$195,294 | 93.24% |
| Town Hall Building | | | | |
| Personnel Services | 18,500 | - | 16,678 | 90.15% |
| Contractual Services | 63,480 | - | 60,465 | 95.25% |
| Materials and Supplies | 3,900 | - | 2,353 | 60.32% |
| Capital Outlay | 12,706 | - | 12,706 | 100.00% |
| Total | \$98,586 | \$0 | \$92,201 | 93.52% |
| Economic Development | | | | |
| Personnel Services | 128,735 | 780 | 100,315 | 77.45% |
| Contractual Services | 9,600 | - | 6,697 | 69.76% |
| Materials and Supplies | 500 | - | 283 | 56.69% |
| Total | \$138,835 | \$780 | \$107,295 | 76.85% |
| Highway Division Supervision | | | | |
| Personnel Services | 203,085 | 2,060 | 170,135 | 82.93% |
| Contractual Services | 6,520 | - | 2,865 | 43.94% |
| Materials and Supplies | 750 | - | 402 | 53.61% |
| Capital Outlay | 11,714 | - | 11,714 | 100.00% |
| Total | \$222,069 | \$2,060 | \$185,116 | 82.59% |
| Engineering | | | | |
| Personnel Services | 341,725 | 5,685 | 307,070 | 88.39% |
| Contractual Services | 13,600 | - | 8,310 | 61.11% |
| Materials and Supplies | 11,200 | - | 6,640 | 59.28% |
| Capital Outlay | 11,274 | - | 11,274 | 100.00% |
| Total | \$377,799 | \$5,685 | \$333,294 | 86.91% |
| Central Garage | | | | |
| Personnel Services | 237,570 | - | 203,196 | 85.53% |
| Contractual Services | 117,800 | - | 93,900 | 79.71% |
| Materials and Supplies | 285,700 | - | 232,044 | 81.22% |
| Capital Outlay | 6,067 | - | 6,067 | 100.00% |
| Total | \$647,137 | \$0 | \$535,207 | 82.70% |
| Highway Maintenance | | | | |
| Personnel Services | 877,510 | - | 742,058 | 84.56% |
| Contractual Services | 56,800 | - | 27,677 | 48.73% |
| Materials and Supplies | 332,833 | - | 320,964 | 96.43% |
| Capital Outlay | 434,367 | - | 434,367 | 100.00% |
| Total | \$1,701,510 | \$0 | \$1,525,065 | 89.63% |

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through May, 2022

| Expenditure | Fiscal Year 2021-2022 | | | |
|-------------------------------|--------------------------|-----------|-----------|---------|
| | Budget | Transfers | May | Percent |
| Highway Winter Maintenance | | | | |
| Personnel Services | 115,000 | - | 108,984 | 94.77% |
| Contractual Services | 9,000 | - | 7,958 | 88.42% |
| Materials and Supplies | 250,000 | - | 239,961 | 95.98% |
| Total | \$374,000 | \$0 | \$356,903 | 95.43% |
| Recreation Admin. & Program | | | | |
| Personnel Services | 392,462 | 1,840 | 312,745 | 79.32% |
| Contractual Services | 49,250 | - | 35,505 | 72.09% |
| Materials and Supplies | 16,400 | - | 13,778 | 84.01% |
| Capital Outlay | 3,053 | - | 3,053 | 100.00% |
| Total | \$461,165 | \$1,840 | \$365,082 | 78.85% |
| Parks and Grounds | | | | |
| Personnel Services | 158,650 | - | 149,128 | 94.00% |
| Contractual Services | 53,725 | - | 34,782 | 64.74% |
| Materials and Supplies | 41,100 | - | 31,230 | 75.99% |
| Capital Outlay | 31,813 | - | 31,813 | 100.00% |
| Total | \$285,288 | \$0 | \$246,953 | 86.56% |
| Public Library | | | | |
| Personnel Services | 438,451 | 12,840 | 381,955 | 84.64% |
| Contractual Services | 135,160 | - | 116,072 | 85.88% |
| Materials and Supplies | 14,000 | - | 12,365 | 88.32% |
| Capital Outlay | 3,901 | - | 3,901 | 100.00% |
| Total | \$591,512 | \$12,840 | \$514,293 | 85.10% |
| Civic & Cultural Activities | | | | |
| Contractual Services | 3,500 | - | 3,500 | 100.00% |
| Total | \$3,500 | \$0 | \$3,500 | 100.00% |
| Community Center | | | | |
| Personnel Services | 17,500 | - | 15,514 | 88.65% |
| Contractual Services | 78,950 | - | 72,707 | 92.09% |
| Materials and Supplies | 8,400 | - | 4,933 | 58.73% |
| Total | \$104,850 | \$0 | \$93,154 | 88.85% |
| Other Town Buildings | | | | |
| Contractual Services | 13,535 | - | 13,362 | 98.72% |
| Materials and Supplies | 1,000 | - | 226 | 22.57% |
| Total | \$14,535 | \$0 | \$13,588 | 93.49% |
| Building Safety & Inspections | | | | |
| Personnel Services | 305,430 | 440 | 288,059 | 94.18% |
| Contractual Services | 6,700 | - | 4,454 | 66.47% |
| Materials and Supplies | 1,650 | - | 433 | 26.25% |
| Capital Outlay | 22,871 | - | 22,871 | 100.00% |
| Total | \$336,651 | \$440 | 315,816 | 93.69% |
| Animal Control | | | | |
| Contractual Services | 54,609 | - | 54,608 | 100.00% |
| Materials and Supplies | 60 | - | 57 | 94.17% |
| Total | \$54,669 | \$0 | 54,665 | 99.99% |

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through May, 2022

| Expenditure | Fiscal Year 2021-2022 | | | |
|------------------------------------------------|--------------------------|------------|---------------------|---------------|
| | Budget | Transfers | May | Percent |
| Law Enforcement | | | | |
| Personnel Services | 517,375 | 8,115 | 438,508 | 83.45% |
| Contractual Services | 497,450 | - | 49,787 | 10.01% |
| Materials and Supplies | 42,400 | - | 22,959 | 54.15% |
| Capital Outlay | 46,544 | - | 46,544 | 0.00% |
| Total | \$1,103,769 | \$8,115 | \$557,799 | 50.17% |
| Community Development | | | | |
| Personnel Services | 140,430 | 2,425 | 99,559 | 69.69% |
| Contractual Services | 9,300 | - | 8,562 | 92.06% |
| Materials and Supplies | 650 | - | 170 | 26.19% |
| Total | \$150,380 | \$2,425 | \$108,291 | 70.87% |
| Human Service Subsidies | | | | |
| Contractual Services | 565,954 | - | 508,835 | 89.91% |
| Total | \$565,954 | \$0 | \$508,835 | 89.91% |
| Employee Benefits | | | | |
| Contractual Services | 1,584,411 | 6,400 | 1,392,845 | 87.56% |
| Total | \$1,584,411 | \$6,400 | \$1,392,845 | 87.56% |
| Insurance | | | | |
| Contractual Services | 686,000 | - | 682,450 | 99.48% |
| Total | \$686,000 | \$0 | \$682,450 | 99.48% |
| Special Reserves & Programs | | | | |
| Contractual Services | 367,000 | (56,200) | 275,983 | 88.80% |
| Total | \$367,000 | (\$56,200) | \$275,983 | 88.80% |
| General Town Operating Expenditures | \$11,797,173 | \$0 | \$9,915,291 | 84.05% |
| Debt Service | 5,195,193 | - | 4,423,463 | 85.15% |
| Total | \$5,195,193 | \$0 | \$4,423,463 | 85.15% |
| Solid Waste Disposal Fund Subsidy | 234,801 | - | 234,801 | 100.00% |
| | 234,801 | \$0 | \$234,801 | 100.00% |
| Capital Projects Fund | 640,000 | - | 640,000 | 100.00% |
| | 640,000 | \$0 | \$640,000 | 100.00% |
| Due To CNR Education | 348,017 | - | 348,017 | 100.00% |
| | 348,017 | \$0 | \$348,017 | 100.00% |
| TOTAL OPERATIONS & DEBT SERVICE | \$18,215,184 | \$0 | \$15,561,572 | 85.43% |
| General Fund - Education | 45,029,798 | - | 32,901,058 | 73.07% |
| | 45,029,798 | \$0 | \$32,901,058 | 73.07% |
| Total Expenditures | \$63,244,982 | \$0 | \$48,462,631 | 76.63% |

MEMO: Robert Angeli, Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Monthly Financial Report (April 2022)

DATE: May 18, 2022

Attached please find the financial report for the month of April (dated 4/29/2022), the tenth month of fiscal year 2021-2022, which reflects expenditures and encumbrances of \$34,172,618 or 75.89% of the \$45,029,798 budget.

1. **BUDGET STATUS:** This month's report is in large part a repeat of last month's report. Current projection of expenditures indicates that approximately \$2.2M of the 2021-2022 budget will be unexpended. The projected balance includes anticipated expenditures to mitigate reductions of \$829,183 made to the 2022-2023 budget. Projected costs for special education outplacements as of 4/30/22 are within the budgeted line items, requiring no application of excess cost reimbursement. Excess cost reimbursement is estimated between \$680,000 and \$730,000 depending on the cap with any unapplied portion being retained by the Town. Further discussion of the placements and their costs is included in the **OTHER** section below.

SALARIES:

The expenditures include twenty-two payroll periods (out of 26) or 84.62% for our full year (twelve-month) employees.

Salary accounts in total are projected to net a positive balance of approximately \$1.4M. Unexpended salaries for school administration, teachers, tutors, non-certified personnel, paraprofessionals, operations and maintenance personnel and temporary personnel are the largest contributors to the balance.

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

Analysis of the Teachers' Salaries (5113) accounts as of 4/30/22 shows a projected budget surplus of approximately \$1M. Several placeholders have been included for positions not yet filled or filled with uncertified staff. During the month of April, position changes continued, resulting in the \$124K increase to the budget surplus over last month. An offset to the budget surplus from teacher vacancies and teacher absences can be seen in the increased use of substitutes. The Substitutes (5126) line item, for both short-term and long-term substitutes, reflects 146% of the budget expended as of 4/30/22. The rate of spending for substitutes decreased slightly in April with an average daily spend of \$4,800.

Additional discussion on the status of substitutes follows in Substitutes (5126). Changes can be expected to continue as positions are vacated and filled.

Non-Certified Salaries (5120)- Projections of the non-certified staff salaries reflect a budget surplus of approximately \$84,000. Hourly non-certified staff such as speech language pathology assistants, physical therapy assistant and registered behavior technicians contributed salary savings due to an unpaid medical leave and differences in budgeted to actual payroll. Additional savings resulted from an unfilled campus security position for the entire year and an unpaid medical leave at Killingly High School.

Secretarial/Clerical (5121)- Projection of secretarial salaries as of 4/30/22 reflects a line-item deficit of (\$21,000) primarily for substitute coverage paid for a medical leave, as well as additional clerical time worked in the transportation department.

Paraprofessionals (5122)- The salary projections as of 4/30/22 have been expanded to include bus aides and special education summer school paraprofessionals not expected to expend funds prior to 6/30/22. A budget surplus of approximately \$360K is anticipated primarily due to staff turnover and position vacancies. Continued turnover and vacancies can be expected to result in additional budget savings. As of the end of April, approximately twenty-five special education paraprofessional positions were open.

Projection of Operations & Maintenance (5124) salaries indicates a budget surplus of approximately \$65,000 due to employees on unpaid disability and medical leaves.

Transportation (5125)- The current projection of transportation salaries includes salaries as paid during 2021-2022 pursuant to the Memorandum of Agreement for bus drivers to be paid \$25.00 per hour for regularly scheduled trips or special trips through 6/30/22. This rate exceeds the collective bargaining agreement rates for bus drivers of \$19.14-\$21.09 depending on date of hire. Grant support for the hourly pay differential of approximately \$4.00-\$6.00 was included in the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) budget in a \$229,000 placeholder. The transportation salaries are projected to exceed the budgeted line-item by \$40,000. Based on the status of the overall budget, the application of grant reimbursement has not been made to the transportation salaries for this analysis.

Substitutes (5126)- As noted in the Teachers' Salaries (5113) comments, substitute spending has exceeded the budget allocation with 146% expended as of 4/30/22. After four months of increased average daily expenditures, April's average daily expenditure for substitutes decreased slightly from \$4,900 to \$4,800. However, using the most recent activity in projecting total expenditures results in a line-item deficit of (\$356,695), an increase of \$6,000 over last month's projection. Unfortunately, the historical perspective of spending for substitutes is not particularly useful in determining the expected spending for the current year. The last "normal" year – 2018-2019 – had significantly lower substitute pay rates at \$95/day for non-certified and \$110/day for certified compared to current rates of \$150/\$175. Longer-term substitute stints for teacher vacancies usually mean higher rates of pay and overall spending. Conditions resulting in absences have also

changed and add to the usual sick days and FMLA and child-rearing absences experienced historically.

A purely mathematical projection of Substitutes based on current year spending of \$583,313 at 4/30/22 indicates that the line item could be over budget by \$320K by 6/30/22. This calculated amount represents a \$20,000 increase over the same calculation presented last month but is not necessarily predictive of expenditures for the balance of the year. A projection based on the daily expenditure for substitutes in the latest payroll indicates that the line item could be over budget by \$356K, a significant difference in the projection. The increase in substitute pay expenditures correlates to the increase in the surplus reported for Teachers' Salaries (5113) of \$1M and may be considered an offset in expenditures. Since the nature of the expense itself is uncertain, it requires continued monitoring for changes in both absences and replacements and their effect on the budget.

Temporary (5128)- This line-item provides funding for substitute personnel for nursing, operations and maintenance and transportation. It is projected that \$93,000 of the line-item will be unexpended due to the inability to procure substitutes for these positions. This has resulted in additional hours worked by existing staff or additional outsourced transportation services.

BENEFITS:

Health/Dental Insurance (5210)- Contributions to the self-insurance fund for health/dental insurance for all enrolled employees are projected to total \$4.5M, with a line-item surplus of \$780,000 expected from budgeted insurance packages not taken by employees and enrollment changes through the year. A small provision in the projection has been made for possible enrollments within the last two months of the year, due to qualifying events in employees' families.

HSA Contributions (5212)- As of the end of January most HSA account holders had received 100% of their annual contributions, except for employees with frozen accounts to which the contributions cannot be made and newly hired employees. Any additional contributions should not reduce the \$86,044 line-item by more than \$1,000 by year end.

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

HRA Funding (Health Reimbursement Account) (5218)- HRA funding is provided as an alternative to HSA contributions for employees enrolled in Medicare and ineligible to contribute to a health savings account. In lieu of the 50% funding of the health plan deductible, health expenditures up to the annual contribution amount are paid through an administrative service agreement with Stirling Benefits. Health reimbursement account expenditures are recorded in the month incurred. As of 4/30/22, the line-item balance is \$2,750. If all enrolled participants use their maximum contributions and rollover balances from the prior year, there will be a line-item budget deficit of (\$4,785) at year-end.

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

Unemployment Compensation (5250)- As of 4/30/22 unemployment compensation charges of \$8,932 have been paid which did not change from last month. The 75% credit for reimbursement extended through the American Rescue Plan on claim weeks ending 4/10/21 through 9/4/21 has been fully applied. The April invoice for unemployment compensation reflected credits exceeding the claims, requiring no net payment. These credits are believed to be the result of contested claims and reimbursements from prior year payments. Bills for the remainder of the year are projected at \$2,500, leaving a line-item surplus of \$38,500.

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

OTHER:

Technology-Related Repairs/Maintenance (5432)- To date there have been no expenditures in this line-item which is budgeted for the repair services for KHS student devices. Almost 60% of the line-item funding has been transferred for technology supplies for in-house repairs, as outsourced repair services are not anticipated to the extent budgeted.

Pupil Transportation (5510)- Expenditures and encumbrances of \$41,641 as of the 4/30/22 report reflect both our current needs and anticipated needs for outside transportation providers to meet several special education runs. This represents an increase of \$828 over last month's report. For the most part, we are currently covering the regular education runs with in-district staffing. As the driver availability and student transportation needs change, these costs could change significantly in either direction. The 2021-2022 line-item budget of \$30,000 was prepared with the assumption that most runs would be covered with in-district staffing. Efforts to recruit and incentivize bus drivers include widespread advertising and temporary hourly pay increases. Based on these efforts, we have been able to reduce, but not eliminate, our reliance on outside providers.

Communications (5530)- Expenditures include software subscriptions and licenses of \$415,000 in this account, with an unexpended balance of \$58,000 reflecting changes in anticipated needs during remote learning and return to in-person learning.

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

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the April 30 report reflect balances of \$203,346 and (\$136,401) respectively. For purposes of estimating excess cost reimbursement, a per pupil expenditure amount of \$19,295.34 is being applied to agency placements and 4.5 times or \$86,829 is being applied to local placements. The first payments of \$440,883 and \$141,521, or 75% of the preliminary reimbursements, were received in February based on the December 1st filing. The March 1st filing with estimated cost estimates will be the basis for the final reimbursement amounts, regardless of the actual amounts expended through year-end. Any difference in the expenditures at year-end from those reported on March 1 will result in an adjustment to the April 2023 Education Cost Sharing (ECS) payment. Local outplacement costs projected as of 4/30/22 do not exceed the budgeted appropriation and therefore require no application of excess cost reimbursement. Agency outplacement costs projected as of 4/30/22 exceed the budgeted appropriation by (\$124,073), however, this amount does not exceed the overall outplacement appropriation. Based on the March 1st filing, excess cost reimbursement to be received ranges from \$682,372 based on a cap of 25% to \$729,183 based on a preliminary cap of 19.97% (the 2020-2021 preliminary cap was 16.52% and the final cap was 19.69%).

The following table illustrates the projected costs and budget impact of the available excess cost reimbursement. As of April 30, 2022, total outplacement costs are not projected to exceed the budget; therefore, none of the estimated available excess cost reimbursement would be applied to the expenditures. Since the budget appropriation is sufficient for the costs related to the high-cost special education students, the Town would retain the balance of any excess cost reimbursement received from the State.

| As of April 30, 2022 | Budget Impact without Excess Cost Reimbursement | Budget Impact with Excess Cost Reimbursement |
|----------------------------------------------|----------------------------------------------------|-------------------------------------------------|
| Budgeted Local Placement Costs | \$4,354,412 | \$4,354,412 |
| Total Projected Local Placement Costs | \$4,164,412 | \$4,164,412 |
| Excess Cost Reimbursement-Local Placements | \$0 | \$0 |
| Net Local Placements | \$ 190,000 | \$190,000 |
| Budgeted Agency Placement Costs | \$190,000 | \$190,000 |
| Total Projected Agency Placement Costs | \$314,073 | \$314,073 |
| Excess Cost Reimbursement- Agency Placements | \$0 | \$0 |
| Net Agency Placements | (\$124,073) | (\$124,073) |
| Net Outplacements | \$65,927 | \$65,927 |

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

Heat Energy (5620)- Oil and propane costs of \$256,094 have been incurred as of 4/30/22. The contracted gallons of oil have been exceeded. Based on market prices and estimated deliveries, a line-item deficit of (\$95,219) is expected. Future oil deliveries will be at market price, estimated at \$4.50/gallon for 13,000 gallons and propane deliveries have been estimated at \$2.50/gallon for 4,350 gallons through 6/30/22.

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

| | |
|-----------------------------------------------------------------------|-------------|
| From: 100-180-80-27000-5580 Transportation- Travel | \$ 300.00 |
| From: 100-180-80-27000-5612 Transportation- Instructional Supplies | \$ 250.00 |
| From: 100-180-80-27000-5642 Transportation- Library Books/Periodicals | \$ 500.00 |
| From: 100-180-80-27000-5890 Transportation- Other Objects | \$ 500.00 |
| To: 100-180-80-27000-5730 Transportation- Non-Instructional Equipment | \$ 1,550.00 |

To transfer Transportation department funds for the purchase of security cameras and a book rack for driver vehicle inspection report books

| | |
|------------------------------------------------|-----------|
| From: 100-110-10-10020-5810 KHS- Dues and Fees | \$ 366.00 |
| To: 100-110-10-10020-5530 KHS- Communications | \$ 366.00 |

To transfer KHS Art department funds for renewals of digital subscription to Seesaw, Skillshare and Wave video services

| | |
|------------------------------------------------|-----------|
| From: 100-120-20-24000-5810 KIS- Dues and Fees | \$ 125.00 |
| To: 100-120-20-10000-5810 KIS- Dues and Fees | \$ 125.00 |

To transfer KIS funding for dues and fees from administrative to instructional for robotics team registrations for tournament and state competition

| | |
|-----------------------------------------------------------------|-------------|
| From: 100-110-10-24000-5810 KHS- Dues and Fees | \$ 2,000.00 |
| To: 100-170-10-26000-5430 O/M- Repairs and Maintenance Services | \$ 2,000.00 |

To transfer KHS funds to Operations and Maintenance for the installation of a swinging gate in the football field fence for outdoor graduation

From: 100-120-20-10120-5530 KIS- Communications \$ 6,300.00
To: 100-120-20-10020-5731 KIS- Instructional Equipment \$ 6,300.00

To transfer KIS Music department funds to the Art department for the purchase of a replacement kiln

From: 100-140-00-12000-5430 PPS- Repairs & Maintenance Services \$ 8,000.00
To: 100-140-00-21000-5330 PPS- Professional/Technical Services \$ 8,000.00

To transfer PPS department funds for psychological evaluations for in-district students

From: 100-145-00-21300-5692 Health Services- Medical/Dental Supplies \$ 3,007.96
To: 100-145-00-21300-5430 Health Services- Repairs/Maintenance Svcs \$ 3,007.96

To transfer Health Services department funds for the purchase of KIS nurse's office furniture

From: 100-110-10-10030-5530 KHS- Communications \$ 400.00
To: 100-110-10-10090-5612 KHS- Instructional Supplies \$ 400.00

To transfer KHS Business Education department funds to Family & Consumer Science department for purchase of consumable class supplies

3. **FOOD SERVICE MANAGEMENT COMPANY RFP:** Fiscal year 2020-2021 marked the end of our fourth and final contract amendment with Whitsons New England Inc. The Connecticut State Department of Education (CSDE) opted into a nationwide waiver authorized by section 2202(a) of the Families First Coronavirus Response Act allowing extensions of existing contracts through June 30, 2022. A new contract must be in place prior to July 1, 2022. During April, the Request for Proposals (RFP) was issued, and the pre-proposal conference was held with proposals due by May 11, 2022. Evaluation of the proposals, negotiations with the selected bidder, and review and approval of the contract by CSDE, will conclude with a recommendation to the Board of Education of the selected vendor to be made at the second June 2022 Board of Education meeting.
4. **2022-2023 BUDGET:** The Town Council reduced the Board of Education's proposed budget of \$45,644,997 by \$615,198 to \$45,029,799 that represents an increase of \$1 over the 2021-2022 budget. The proposed Town Council budget was presented at the Annual Town Meeting on May 2, 2022, and passed at referendum held on May 10, 2022.

5. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, the following substantial donations were reported to the Business Office during April 2022:

| | | | |
|---------------------------|------------|----------|------------------------|
| Railside Restaurant | \$ 500.00 | Donation | KHS Class of 2022 trip |
| AGCO dealer Big Boys Toys | \$ 800.00 | Grant | FFA Student Activity |
| Brunet & Company | \$ 500.00 | Donation | KHS Golf |
| Gerardi Insurance | \$ 500.00 | Donation | KHS Golf |
| Drock Trucking | \$1,000.00 | Donation | KHS Golf |
| R.B. Greene Trucking | \$2,000.00 | Donation | KHS Golf |
| Sheryl Kempain | \$ 500.00 | Donation | KHS Golf |
| Cary Marcoux | \$1,500.00 | Donation | KHS Golf |
| Tillinghast Funeral Home | \$1,000.00 | Donation | KHS Golf |
| Jonathan Donadio | \$ 500.00 | Donation | KHS Golf |
| Re/Max Bell Park Realty | \$ 500.00 | Donation | KHS Football |
| A-1 Drilling & Blasting | \$6,500.00 | Donation | KHS Football |
| BGame Inc | \$1,750.00 | Donation | KHS Football |
| Cary & Kevin Marcoux | \$ 650.00 | Donation | KHS Football |
| Courtney Ravenelle | \$ 500.00 | Donation | KHS Football |
| Brunet & Company | \$ 500.00 | Donation | KHS Football |
| The Crossings Restaurant | \$ 700.00 | Donation | KHS Football |
| CNG Holdings | \$ 500.00 | Donation | KHS Football |

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

Killingly Public Schools System Object

Report # 109645

Statement Code: Sys Object

| Account Number / Description | Adopted Budget 7/1/2021 - 6/30/2022 | Transfers 7/1/2021 - 6/30/2022 | Revised Budget 7/1/2021 - 6/30/2022 | Encumbrances 7/1/2021 - 4/30/2022 | Requisitions | Expenditures 7/1/2021 - 4/30/2022 | Amount Percent Expended Remaining 7/1/2021 - 4/30/2022 |
|------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|-----------------------------------------------------------------|
| 111 Central Administration | \$349,243.17 | \$0.00 | \$349,243.17 | \$0.00 | \$0.00 | \$282,867.30 | \$66,375.87 80.99 % |
| 112 School Administration | \$1,906,644.40 | \$0.00 | \$1,906,644.40 | \$0.00 | \$0.00 | \$1,557,495.23 | \$349,149.17 81.69 % |
| 113 Teachers' Salaries | \$15,664,049.73 | \$(47,600.00) | \$15,616,449.73 | \$0.00 | \$0.00 | \$10,551,008.08 | \$5,065,441.65 67.56 % |
| 114 Finance/HR/Computer | \$392,402.90 | \$0.00 | \$392,402.90 | \$0.00 | \$0.00 | \$313,272.83 | \$79,130.07 79.83 % |
| 115 Tutoring | \$120,120.00 | \$0.00 | \$120,120.00 | \$0.00 | \$0.00 | \$27,327.26 | \$92,792.74 22.75 % |
| 119 Co-Curricular Stipends | \$366,780.09 | \$0.00 | \$366,780.09 | \$0.00 | \$0.00 | \$255,034.48 | \$111,745.61 69.53 % |
| 120 Non-Certified Salaries | \$351,008.98 | \$0.00 | \$351,008.98 | \$0.00 | \$0.00 | \$201,961.49 | \$149,047.49 57.54 % |
| 121 Secretarial/Clerical | \$1,274,539.01 | \$0.00 | \$1,274,539.01 | \$0.00 | \$0.00 | \$1,087,671.13 | \$186,867.88 85.34 % |
| 122 Para-Professionals | \$2,281,254.10 | \$0.00 | \$2,281,254.10 | \$0.00 | \$0.00 | \$1,512,700.80 | \$768,553.30 66.31 % |
| 123 Medical/Health | \$570,166.06 | \$0.00 | \$570,166.06 | \$0.00 | \$0.00 | \$414,881.77 | \$155,284.29 72.77 % |
| 124 Operations & Maintenance | \$1,742,035.01 | \$0.00 | \$1,742,035.01 | \$0.00 | \$0.00 | \$1,405,602.27 | \$336,432.74 80.69 % |
| 125 Transportation | \$1,130,357.64 | \$0.00 | \$1,130,357.64 | \$0.00 | \$0.00 | \$950,431.98 | \$179,925.66 84.08 % |
| 126 Substitutes | \$400,000.00 | \$0.00 | \$400,000.00 | \$0.00 | \$0.00 | \$583,312.58 | \$(183,312.58) 145.83 % |
| 127 Student Services | \$22,000.00 | \$(2,044.00) | \$19,956.00 | \$0.00 | \$0.00 | \$4,602.25 | \$15,353.75 23.06 % |
| 128 Temporary | \$154,800.00 | \$0.00 | \$154,800.00 | \$0.00 | \$0.00 | \$36,942.04 | \$117,857.96 23.86 % |
| 130 Overtime | \$190,400.00 | \$0.00 | \$190,400.00 | \$0.00 | \$0.00 | \$153,402.45 | \$36,997.55 80.57 % |
| 31 Computer Maintenance | \$203,548.50 | \$0.00 | \$203,548.50 | \$0.00 | \$0.00 | \$160,655.11 | \$42,893.39 78.93 % |

Killingly Public Schools System Object

Report # 109845

| Account Number / Description | Adopted Budget 7/1/2021 - 6/30/2022 | Transfers 7/1/2021 - 6/30/2022 | Revised Budget 7/1/2021 - 6/30/2022 | Encumbrances 7/1/2021 - 4/30/2022 | Requisitions | Expenditures 7/1/2021 - 4/30/2022 | Amount Percent Expended Remaining 7/1/2021 - 4/30/2022 |
|-------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|-----------------------------------------------------------------|
| 200 Benefits | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | --- |
| 210 Health/Dental Insurance | \$5,236,940.90 | \$0.00 | \$5,236,940.90 | \$0.00 | \$0.00 | \$3,727,269.45 | \$1,509,671.45 71.17 % |
| 212 HSA Contributions | \$535,129.58 | \$0.00 | \$535,129.58 | \$0.00 | \$0.00 | \$449,085.33 | \$86,044.25 83.92 % |
| 213 Life Insurance | \$33,681.00 | \$0.00 | \$33,681.00 | \$0.00 | \$0.00 | \$22,301.60 | \$11,379.40 66.21 % |
| 214 Benefits- Early Retirees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | --- |
| 215 Post-Employment Benefits | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | --- |
| 217 Disability Insurance | \$7,170.84 | \$0.00 | \$7,170.84 | \$895.46 | \$0.00 | \$4,328.38 | \$1,947.00 72.85 % |
| 218 HRA Funding | \$11,625.00 | \$0.00 | \$11,625.00 | \$0.00 | \$0.00 | \$8,874.54 | \$2,750.46 76.34 % |
| 220 FICA | \$449,637.37 | \$0.00 | \$449,637.37 | \$0.00 | \$0.00 | \$327,803.10 | \$121,834.27 72.90 % |
| 225 Medicare | \$388,780.21 | \$0.00 | \$388,780.21 | \$0.00 | \$0.00 | \$263,922.74 | \$124,857.47 67.88 % |
| 230 ERIP Contributions | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | --- |
| 231 Pension | \$153,826.00 | \$0.00 | \$153,826.00 | \$0.00 | \$0.00 | \$0.00 | \$153,826.00 0.00 % |
| 232 Annuity Contributions | \$7,000.00 | \$0.00 | \$7,000.00 | \$0.00 | \$0.00 | \$4,230.82 | \$2,769.18 60.44 % |
| 250 Unemployment Compensation | \$50,000.00 | \$0.00 | \$50,000.00 | \$0.00 | \$891.76 | \$8,932.47 | \$41,067.53 17.86 % |
| 260 Workers' Compensation | \$360,000.00 | \$0.00 | \$360,000.00 | \$0.00 | \$0.00 | \$339,469.65 | \$20,530.35 94.30 % |
| 222 Instructional Improvement | \$30,350.00 | \$(151.45) | \$30,198.55 | \$819.99 | \$0.00 | \$8,530.70 | \$20,847.86 30.96 % |
| 223 Pupil Services | \$130,126.00 | \$0.00 | \$130,126.00 | \$22,692.00 | \$0.00 | \$78,867.91 | \$28,566.09 78.05 % |

Killingly Public Schools System Object

Report # 109645

| Account Number / Description | Adopted Budget 7/1/2021 - 6/30/2022 | Transfers 7/1/2021 - 6/30/2022 | Revised Budget 7/1/2021 - 6/30/2022 | Encumbrances 7/1/2021 - 4/30/2022 | Requisitions | Expenditures 7/1/2021 - 4/30/2022 | Amount Percent Expended Remaining 7/1/2021 - 4/30/2022 |
|--------------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|-----------------------------------------------------------------|
| 324 Field Trips | \$112,525.00 | \$(6,707.50) | \$105,817.50 | \$0.00 | \$0.00 | \$19,427.00 | \$86,390.50 18.36 % |
| 326 Testing | \$41,650.00 | \$(400.00) | \$41,250.00 | \$1,291.95 | \$0.00 | \$14,518.29 | \$25,439.76 38.33 % |
| 330 Professional/Technical Services | \$463,600.00 | \$61,336.24 | \$524,936.24 | \$106,878.40 | \$9,100.00 | \$297,886.43 | \$120,171.41 77.11 % |
| 410 Utilities | \$1,249,370.02 | \$0.00 | \$1,249,370.02 | \$1,010.00 | \$0.00 | \$894,719.73 | \$353,640.29 71.69 % |
| 420 Contracted Maintenance Services | \$884,968.19 | \$(530.00) | \$884,438.19 | \$50,084.84 | \$0.00 | \$814,337.38 | \$20,015.97 97.74 % |
| 430 Repairs & Maintenance Services | \$488,082.00 | \$(13,638.04) | \$474,443.96 | \$116,196.84 | \$425.00 | \$257,950.00 | \$100,297.12 78.86 % |
| 432 Technology-Related Repairs/Maintenance | \$20,000.00 | \$(11,863.14) | \$8,136.86 | \$0.00 | \$0.00 | \$0.00 | \$8,136.86 0.00 % |
| 440 Rentals | \$23,650.00 | \$0.00 | \$23,650.00 | \$4,274.78 | \$0.00 | \$9,443.72 | \$9,931.50 58.01 % |
| 510 Pupil Transportation | \$30,000.00 | \$0.00 | \$30,000.00 | \$6,727.00 | \$0.00 | \$34,914.00 | \$(11,641.00) 138.80 % |
| 520 Insurance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 -- |
| 529 Other Insurance & Judgements | \$18,000.00 | \$0.00 | \$18,000.00 | \$0.00 | \$0.00 | \$16,375.00 | \$1,625.00 90.97 % |
| 530 Communications | \$482,923.78 | \$(10,144.39) | \$472,779.39 | \$12,206.85 | \$346.20 | \$402,983.15 | \$57,589.39 87.82 % |
| 531 Postage | \$26,000.00 | \$0.00 | \$26,000.00 | \$0.00 | \$0.00 | \$20,532.01 | \$5,467.99 78.97 % |
| 532 Telephone | \$74,544.00 | \$0.00 | \$74,544.00 | \$119.97 | \$0.00 | \$53,952.67 | \$20,471.36 72.54 % |
| 540 Advertising | \$12,448.00 | \$0.00 | \$12,448.00 | \$0.00 | \$0.00 | \$6,376.09 | \$6,071.91 51.22 % |
| 550 Printing & Binding | \$28,458.00 | \$(1,450.00) | \$27,008.00 | \$3,705.29 | \$0.00 | \$6,787.20 | \$16,515.51 38.85 % |
| 560 Tuition | \$420,550.00 | \$0.00 | \$420,550.00 | \$11,645.85 | \$0.00 | \$323,730.82 | \$85,173.33 79.75 % |

Killingly Public Schools System Object

Report # 109845

| Account Number / Description | Adopted Budget 7/1/2021 - 6/30/2022 | Transfers 7/1/2021 - 6/30/2022 | Revised Budget 7/1/2021 - 6/30/2022 | Encumbrances 7/1/2021 - 4/30/2022 | Requisitions | Expenditures 7/1/2021 - 4/30/2022 | Amount Percent Expended Remaining 7/1/2021 - 4/30/2022 |
|---------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|-----------------------------------------------------------------|
| 561 Local Placement Tuition | \$4,354,411.97 | \$0.00 | \$4,354,411.97 | \$1,053,497.64 | \$13,345.50 | \$3,097,568.62 | \$203,345.71 95.33 % |
| 562 Agency Placement Tuition | \$190,000.00 | \$0.00 | \$190,000.00 | \$85,144.36 | \$0.00 | \$241,256.67 | \$136,401.03 171.79 % |
| 580 Travel | \$64,106.00 | \$(1,218.00) | \$62,888.00 | \$0.00 | \$0.00 | \$30,591.45 | \$32,296.55 48.64 % |
| 590 Other Purchased Services | \$218,324.16 | \$0.00 | \$218,324.16 | \$0.00 | \$0.00 | \$96,888.12 | \$121,436.04 44.38 % |
| 611 Instructional Supplies- Warehouse | \$55,000.00 | \$0.00 | \$55,000.00 | \$36,369.45 | \$0.00 | \$4,950.00 | \$13,680.55 75.13 % |
| 612 Instructional Supplies | \$127,432.23 | \$12,711.98 | \$140,144.21 | \$167,587.14 | \$2,981.66 | \$87,526.24 | \$114,969.17 182.04 % |
| 613 Custodial & Maintenance Supplies | \$155,000.00 | \$0.50 | \$155,000.50 | \$58,158.48 | \$75.04 | \$41,623.05 | \$55,218.97 64.37 % |
| 620 Heat Energy | \$230,249.50 | \$0.00 | \$230,249.50 | \$0.00 | \$0.00 | \$256,093.53 | \$25,844.03 111.22 % |
| 626 Motor Fuels & Oils | \$183,560.00 | \$0.00 | \$183,560.00 | \$0.00 | \$0.00 | \$111,249.98 | \$72,310.02 60.61 % |
| 627 Transportation Supplies | \$97,300.80 | \$0.00 | \$97,300.00 | \$4,075.04 | \$228.00 | \$86,939.55 | \$6,285.41 93.54 % |
| 641 Textbooks | \$0.00 | \$250.00 | \$250.00 | \$8,599.02 | \$0.00 | \$236.75 | \$8,585.77 3,534.31 % |
| 642 Library Books/Periodicals | \$48,263.29 | \$(1,244.81) | \$47,018.48 | \$9,785.53 | \$0.00 | \$14,087.34 | \$23,145.61 50.77 % |
| 691 Office Supplies | \$26,521.40 | \$0.00 | \$26,521.40 | \$3,854.82 | \$0.00 | \$12,706.77 | \$9,959.81 62.45 % |
| 692 Health Supplies | \$18,000.00 | \$(3,007.96) | \$14,992.04 | \$0.00 | \$0.00 | \$7,286.20 | \$7,705.84 48.60 % |
| 695 Computer Software & Supplies | \$30,000.00 | \$17,395.34 | \$47,395.34 | \$790.12 | \$349.84 | \$48,629.49 | \$2,024.27 104.27 % |
| 730 Non-Instructional Equipment | \$38,517.00 | \$94.81 | \$38,611.81 | \$21,128.48 | \$2,645.57 | \$23,203.89 | \$5,720.56 114.82 % |
| 731 Instructional Equipment | \$34,323.00 | \$12,097.80 | \$46,420.80 | \$40,862.95 | \$0.00 | \$27,165.83 | \$21,607.98 146.55 % |

Killingly Public Schools System Object

Report # 109645

| Account Number / Description | Adopted Budget 7/1/2021 - 6/30/2022 | Transfers 7/1/2021 - 6/30/2022 | Revised Budget 7/1/2021 - 6/30/2022 | Encumbrances 7/1/2021 - 4/30/2022 | Requisitions | Expenditures 7/1/2021 - 4/30/2022 | Amount Percent Expended Remaining 7/1/2021 - 4/30/2022 |
|------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|-----------------------------------------------------------------|
| 732 Vehicles | \$0.00 | \$0.00 | \$0.00 | \$41,870.90 | \$0.00 | \$0.00 | --- |
| 734 Computer Hardware | \$51,000.00 | \$0.00 | \$51,000.00 | \$52,481.30 | \$0.00 | \$40,654.03 | 182.62 % |
| 810 Duces & Fees | \$112,200.97 | \$ (5,217.37) | \$106,983.60 | \$520.80 | \$1,600.00 | \$69,363.21 | 65.32 % |
| 890 Other Objects | \$105,202.50 | \$1,330.49 | \$106,532.99 | \$4,562.70 | \$0.00 | \$30,041.24 | 32.48 % |
| 900 Contingency | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | --- |
| 00 General Fund | \$45,029,797.50 | \$0.50 | \$45,029,798.00 | \$1,927,837.15 | \$31,988.57 | \$32,244,781.19 | 75.89 % |
| GRAND TOTAL | \$45,029,797.50 | \$0.50 | \$45,029,798.00 | \$1,927,837.15 | \$31,988.57 | \$32,244,781.19 | 75.89 % |

Town of Killingly
Town Manager's Report
June 14, 2022

1. Update – COVID-19

Governor Lamont's Update for hospitalizations by county as of June 1st compared to May 4th.

| County | COVID-19 Hospitalizations June 1 st | COVID-19 Hospitalizations May 4 th |
|-------------------|------------------------------------------------------|-----------------------------------------------------|
| Fairfield County | 85 | 65 |
| Hartford County | 114 | 73 |
| Litchfield County | 7 | 7 |
| Middlesex County | 11 | 7 |
| New Haven County | 93 | 64 |
| New London County | 21 | 25 |
| Tolland County | 2 | 0 |
| Windham County | 3 | 4 |
| Total | 336 | 245 |

Below are the case counts reported for Killingly:

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

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

| Age Group | Percentage Fully Vaccinated As of 5/26/22 | Percentage Fully Vaccinated As of 4/27/22 |
|--------------|-------------------------------------------------|-------------------------------------------------|
| 5-11 | 23.54% | 22.94% |
| 12-17 | 50.62% | 50.53% |
| 18-24 | 57.98% | 57.98% |
| 25-44 | 53.57% | 53.33% |
| 45-64 | 67.75% | 67.49% |
| 65+ | 100% | 100% |

2. WPCA – Buck Street Sewer Improvements

In 2020, approximately 800 ft of Sanitary Sewer line was installed in Prospect Avenue which connected 16 residential properties to a new main line which can be maintained by the Town's WPCA. This project was competitively bid and awarded to the lowest competent bidder PJF Construction and funded by the WPCA for a total cost of \$422,000.

The next phase of this improvement project will begin on June 7, 2022. This phase will focus on improvements to the Buck Street section and will connect 10 residential properties to a new 300 ft long main line in Buck Street. This project was competitively bid and awarded to the lowest competent bidder PJF Construction and is funded by the WPCA for an estimated cost of \$174,000. It is anticipated substantial completion will be in 60 days. Final paving and restoration will be performed during the 2023 construction season.

We are working to identify the next priority area for repair. The areas of River Ridge and North River Lane or Griffiths and Leander Streets are likely candidates for design.

3. Transfer Station Operations

Patrons of our transfer station might notice a change in procedure during their visit. The Town has a responsibility under the statutes (Sec. 22a-220c) to make sure that solid waste does not contain recyclables and recyclables do not contain solid waste. CT DEEP has been cracking down on excessive recyclables in the MSW stream that either goes to a waste-to-energy facility or an out-of-state landfill. The tipping facilities are required to document how much contamination is in each load. In order to monitor this for compliance, Willimantic Waste has instituted a monitoring process. Their staff will be documenting loads at random. Their goal is to document approximately 2% of all loads. To document a load, the staff will take a picture of the load and the license plate associated with the load.

4. Nips – CT General Statutes 22a-244b

The Town received our first payment in accordance with this statute in the amount of \$17,231.50. Payments will be received every six months based on the number of nips sold in the town. As per the statute the expenditure of these funds is restricted to the following uses:

“Environmental measures intended to reduce the generation of solid waste in such municipality or reduce the impact of litter caused by such solid waste including but not limited, to the hiring of a recycling coordinator, the installation of storm drain filters designed to block solid waste and beverage container debris or the purchase of a mechanical street sweeper, vacuum or broom that removes litter, including, but not limited to, such beverage containers and other debris from streets, sidewalks and abutting lawn and turf areas.”

Staff will be reviewing programs which may be considered for implementation. Funding proposals will be submitted to the Solid Waste Subcommittee for consideration and potential recommendation to the Town Council.

5. Meetings Attended

Bi-weekly KMS Project planning meeting
Law Enforcement Council Meeting
Open Space Regular Meeting
NECCOG Regular Meeting

CTCMA Annual Conference
KHS Reality Fair
CIRMA Annual Meeting

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to appropriate a portion of the American Rescue Act funding.

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: June 14, 2022

TOWN MANAGER APPROVAL:

Mary T. Calorio / JmHawkins

ITEM SUMMARY: This item was presented to the Town Council at their April 12, 2022 meeting for the scheduling of a public hearing. The Fiscal Subcommittee met on March 29, 2022 and recommended the following applications for public hearing and approval by the Town Council:

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

All applications have been provided for the Town Council's review. It is my recommendation to the Council to wait on deliberations for three applications. Those applications being 1. Community Center 2. Regional Storage Facility 3. Attawaugan Fire District Communications Upgrade. These three items require additional information and research.

FINANCIAL SUMMARY: The Town will be receiving a total \$3,943,245.55 in American Rescue Plan Act Funding. In June 2021, the Town received 1,971,622.77 which represents one-half of the Town's allocation. The funding is required to be committed by December 2024 and fully expended by December 31, 2026.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Reviewed

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS: Resolution
ARPA Applications (see Binder)

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

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

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

| | |
|---------------------|-------------|
| Total appropriation | \$1,803,710 |
|---------------------|-------------|

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of June 2022

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on June 14, 2022, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

Agenda Item #15 (b)

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution confirming the appointment of Matthew Lohbusch as Parks and Recreation Director

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: June 14, 2022

TOWN MANAGER APPROVAL:

Mary T Calorio / gm.harkin

ITEM SUMMARY:

ITEM SUMMARY: This item, in accordance with Section 603 of the Killingly Town Charter, would confirm the appointment of Matthew Lohbusch to the position of Parks and Recreation Director. If confirmed, Mr. Lohbusch is expecting to start on June 20, 2022.

FINANCIAL SUMMARY: The starting salary for the position would be \$82,000 with a probationary period of six months. The salary range for the position is currently \$70,331 to \$96,080. The current salary range is consistent with the salary for similar positions in towns with populations of 10,000 to 25,000.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: N/A

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Resume

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

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

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 14th day of June 2022

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on June 14, 2022, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

AGENDA ITEM COVER SHEET

ITEM: **Consideration and Action on a Resolution Endorsing the submission of a Neighborhood Assistance Act Application for The Arc of Eastern Connecticut and United Services, Inc.**

ITEM SUBMITTED BY: Mary Bromm, CD Administrator

FOR COUNCIL MEETING OF: June 14, 2022

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item allows the Town to submit grant applications, on behalf of The Arc of Eastern Connecticut for a tax credit allocation for energy conservation and upgrade improvements to the Mechanic Street property for their day program for people with intellectual and developmental disabilities and United Services, Inc. for a tax credit allocation for energy conservation and upgrade improvements for HVAC upgrades to their Dayville clinic to the State Department Revenue Services through the Neighborhood Assistance Act Program. The Arc is asking for \$44,645 and United Services is asking for \$150,000 to complete the energy conservation projects.

The Town will conduct a public hearing on Tuesday, June 14, 2022 at 6:30 p.m. in Room 102 of the Killingly Town Hall to receive comments regarding this application. Town Council approval is required prior to June 30, 2022 to submit the application for consideration. Town staff will have no further responsibilities for this application if funding is approved.

Penny Newbury, Director of Grants and Communications, The Arc of Eastern Connecticut or her designee will be available for questions during the meeting regarding their application and Diane Manning, President and CEO of United Services, Inc. or her designee will also be available.

FINANCIAL SUMMARY:

The program, if awarded, can provide \$55,223 in tax credits to The Arc of Eastern Connecticut to complete energy conservation improvements at the Mechanic Street property and \$150,000 in tax credits to United Services, Inc. for improvements to the Dayville clinic.

STAFF RECOMMENDATION: Approval of Resolution

TOWN ATTORNEY RECOMMENDATION: N/A

COUNCIL ACTION DESIRED: Approval of Resolution

SUPPORTING MATERIALS:

- Resolution
- Program Narrative

**CONSIDERATION AND ACTION ON A RESOLUTION
ENDORING THE SUBMISSION OF NEIGHBORHOOD ASSISTANCE ACT
APPLICATIONS FOR THE ARC OF EASTERN CONNECTICUT
AND UNITED SERVICES, INC.**

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

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of June 2022.

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on June 14, 2022, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that he has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

March 15, 2022

Mary Bromm, Community Development Administrator
Town of Killingly
172 Main Street
Killingly, CT 06239

Dear Ms. Bromm:

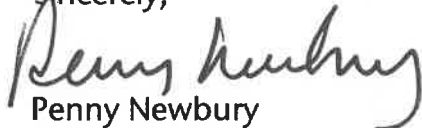
Enclosed is The Arc Eastern Connecticut's application for 2022 Neighborhood Assistance Act funds for our Day Supports program for people with intellectual and developmental disabilities at 193 Mechanic Street in Danielson.

We are applying for funds for the same project as the past three years. In 2019 we received \$5,000 from area C-corporations to offset the cost of replacement windows at our Mechanic Street facility. We received an additional \$1,500 in 2021. Due to the pandemic and the difficulty of engaging C-Corporations in the area we did not receive any funding in 2020. This year we hope that a single C-corporation will donate the balance of the funds so that we may complete the entire project.

Please let me know if you have any questions or need any additional information. I can be reached at (860) 889-4435 x 103 or pnewbury@thearect.org.

Once again, many thanks for participating in this great opportunity for non-profits and corporations to partner together.

Sincerely,



Penny Newbury
Director of Grants and Communications



United Services, Inc.

Creating healthy communities

To: Killingly Town Council, Chairman Jason Anderson

Re: United Services 2021 Neighborhood Assistance Act Application – Dayville Clinic HVAC Upgrade, Energy Conservation

Dear Chairman Anderson:

United Services, Inc. seeks to partner with local businesses and the Neighborhood Assistance Act to upgrade the HVAC system at our Dayville clinic.

United Service is one of Connecticut's most comprehensive private, non-profit behavioral health centers, providing mental and behavioral health education, prevention, treatment and social services to the children, adults and families of northeastern Connecticut since 1964. We are the designated Local Mental Health Authority for 21 towns in northeastern Connecticut, including Killingly.

We operate more than 30 programs under our one administration, including outpatient mental health for children, adults and families, substance abuse treatment including medication assisted treatment for opioid addiction, crisis and emergency services, parenting programs, intensive family programs, the region's only domestic violence program, senior programs, an employee assistance program for businesses and community education and training.

Our Dayville clinic is one of the agency's three licensed outpatient clinics and is also the agency's administrative offices. More than 100 employees work in the Dayville clinic each day and in FY20 the agency saw 1,982 clients for 16,879 visits at this location.

The building was originally constructed in 1989 and expanded in 2006. The HVAC system in the original building has not been upgraded since installation, and it is inefficient and does not meet current energy standards. The work would include engineering studies and replacement of the air handling systems and roof-top HVAC units. We received about \$10,000 in donations for this program through NAA last year, which is why we are applying again. We plan to solicit bids for the project next year.

Thank you for your consideration.

Diane L. Manning
President/CEO

www.UnitedServicesCT.org

1007 North Main Street, Dayville, CT 06241-2170
140 North Frontage Rd, Mansfield Ctr, CT 06250
303 Putnam Road, Wauregan, CT 06387-0378

Telephone 860.774.2020 Fax 860.774.0826
Telephone 860.456.2261 Fax 860.450.1357
Telephone 860.564.6100 Fax 860.564.6110