



# TOWN OF KILLINGLY

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

## PUBLIC HEARING ON ITEMS 14(a) & 14 (b) at 7:00 PM

Public Hearing – Virtual on WebEx

Phone – 1-415-655-0001

Access Code – 132 171 5967

## TOWN COUNCIL MEETING

### \*\*\* REVISED AGENDA \*\*\*

DATE: Tuesday, November 10, 2020

TIME: 7:00 PM

PLACE: 172 Main Street, Killingly  
(Council Members Only)

Public can view the meeting on Facebook Live. Go to [www.killinglyct.gov](http://www.killinglyct.gov) click on Facebook Live

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
  - a) Special Town Council Meeting – October 6, 2020
  - b) Regular Town Council Meeting – October 13, 2020
  - c) Special Town Council Meeting – October 20, 2020
  - d) Special Town Council Meeting – October 29, 2020
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
  - a) Recognizing Veterans Day
7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION
8. CITIZEN'S STATEMENT AND PETITION  
Pursuant to Governor's Executive Order 7B, all public comment can be emailed to

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2020 NOV -9 AM 9:00  
Elisabeth M. Guisen

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

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
11. REPORTS FROM LIAISONS
  - a) Board of Education Liaison
  - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
  - a) Summary Report on General Fund appropriations for Town government
  - b) System Object Based on Adjusted Budget for the Board of Education
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
  - a) Town Managers Report
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
  - a) Consideration and action on an ordinance amending Chapter 14 of the Killingly Code of Ordinances to modify the length of time an assessment deferral or tax abatement agreement may be.
  - b) Consideration and action on an ordinance amending Chapter 12 of the Killingly Code of Ordinances to modify process to apply for a peddler or vendor permit.
  - c) Consideration and action on an ordinance amending Chapter 15 of the Killingly Code of Ordinances to include Article IV – Illicit Discharge and Connection to Stormwater System
  - d) Consideration and action on an ordinance to authorize the transfer of up to \$212,757 from the Highway Division unexpended funds for FY 19/20 to Road Renewal Capital Project Funds.
15. NEW BUSINESS
  - a) Discussion and potential action regarding the acquisition of five dam properties located in East Killingly from Wright Investors' Service Holdings Inc.
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
  - a) Potential acquisition of property – Wright Investors' Service Holdings, Inc. dams
18. ADJOURNMENT

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

emergency in order to avoid endangering public health and welfare, prevent significant financial loss, and that action is otherwise necessary for the protection of persons and property within the municipality, and

BE IT FURTHER ORDAINED that the purchase price shall be \$1,000 to be credited to the Economic Development Trust Fund.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 8<sup>th</sup> day of September 2020

Voice vote: Unanimous. Motion passed.

**18. Adjournment:**

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:01 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** TUESDAY, October 6, 2020

**TIME:** 7:00 P.M.

**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL  
(COUNCIL MEMBERS ONLY)

**AGENDA  
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, October 6, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

- 1. Call to Order**
- 2. Roll Call**
- 3. Interviews of Board/Commission applicants**

#### 4. Citizens' Statements and Petitions

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

#### 5. Old Business – None

#### 6. New Business:

a) Consideration and action on a resolution authorizing the issuance of \$7,400,000 refunding bonds for payment of all or a portion of the outstanding principal of and interest and any call premium on the Town of Killingly's \$1,383,000 general obligation bonds, issue of 2001 (USDA), dated as of April 11, 2001, \$2,400,000 general obligation bonds, issue of 2012, dated as of May 1, 2012, and \$5,600,000 general obligation bonds, issue of 2013(USDA), dated as of May 1, 2013, and costs related thereto

b) Consideration and action on a resolution adopting the 1-year extension of the Collective Bargaining Agreement between the Killingly Board of Education and the Killingly Administrators' Association through June 30, 2022

#### 7. Executive Session – None

#### 8. Adjournment

1. Chairman Anderson called the Special Meeting to order at 7:02 p.m.

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

#### 3. Interviews for Boards/Commissions:

Councilors interviewed Kristie Ann Wallis. Ms. Wallis is interested in serving on the Agricultural Commission. The term for the Alternate vacancy runs from November 2020 through October 2022.

#### 4. Citizens' Statements and Petitions - None

#### 5. Old Business: None

#### 6. New Business

6a. Consideration and action on a resolution authorizing the issuance of \$7,400,000 refunding bonds for payment of all or a portion of the outstanding principal of and interest and any call premium on the Town of Killingly's \$1,383,000 general obligation bonds, issue of 2001 (USDA), dated as of April 11, 2001, \$2,400,000 general obligation bonds, issue of 2012, dated as of May 1, 2012, and \$5,600,000 general obligation bonds, issue of 2013(USDA), dated as of May 1, 2013, and costs related thereto

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

**RESOLUTION AUTHORIZING THE ISSUANCE OF \$7,400,000 REFUNDING BONDS FOR PAYMENT OF ALL OR A PORTION OF THE OUTSTANDING PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN OF KILLINGLY'S \$1,383,000 GENERAL OBLIGATION BONDS, ISSUE OF 2001 (USDA), DATED AS OF APRIL 11, 2001, \$2,400,000 GENERAL OBLIGATION BONDS, ISSUE OF 2012, DATED AS OF MAY 1, 2012 AND \$5,600,000 GENERAL OBLIGATION BONDS, ISSUE OF 2013 (USDA), DATED AS OF MAY 1, 2013, AND COSTS RELATED THERETO**

RESOLVED,

(a) That the Town of Killingly issue its refunding bonds, in an amount not to exceed SEVEN MILLION FOUR HUNDRED THOUSAND DOLLARS (\$7,400,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the Town Manager and the Treasurer of the Town, of the outstanding principal of and interest and any call premium on the Town's \$1,383,000 General Obligation Bonds, Issue of 2001 (USDA), dated as of April 11, 2001 (consisting at original issue of \$1,383,000 Sewer Bonds), \$2,400,000 General Obligation Bonds, Issue of 2012, dated as of May 1, 2012 (consisting at original issue of \$2,400,000 General Purpose Bonds) and \$5,600,000 General Obligation Bonds, Issue of 2013 (USDA), dated as of May 1, 2013 (consisting at original issue of \$5,600,000 Sewer Bonds), including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, bond insurance premiums, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 7-370c of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(b) That the Town Manager and the Treasurer of the Town shall sign the bonds by their manual or facsimile signatures. The Town Manager and the Treasurer are authorized to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the refunding bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds and escrow agent with respect to the refunding escrow or escrows to be funded with proceeds of the bonds; to provide for the keeping of a record of the bonds; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

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

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

(e) That the Town Manager and the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Town's outstanding bonds listed above, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 6<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

6b. Consideration and action on a resolution adopting the 1-year extension of the Collective Bargaining Agreement between the Killingly Board of Education and the Killingly Administrators' Association through June 30, 2022

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

**A RESOLUTION ADOPTING THE 1-YEAR EXTENSION OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE KILLINGLY BOARD OF EDUCATION AND THE KILLINGLY ADMINISTRATORS' ASSOCIATION THROUGH JUNE 30, 2022**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that in accordance with Connecticut General Statutes, Section 10-153d, the 1-year extension of the collective bargaining agreement between the Killingly Board of Education and the Killingly Administrators' Association through June 30, 2022, is hereby approved and adopted.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 6<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

7. Executive Session – None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:38 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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including, but not limited to, executing and delivering all agreements and documents contemplated by such interlocal contract or related documents.

**KILLINGLY TOWN COUNCIL**

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

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

Mr. Grandelski reported on the Conservation Commission and the WPCA meetings.

Mr. Wood reported on the Public Safety Commission meeting.

Mr. Kerttula reported on the Permanent Building Commission meeting.

Mr. Anderson reported on the Fiscal Subcommittee meeting and the Board of Ed meeting.

Mr. Lee reported on the IWWC meeting.

Ms. George reported on the Ag Commission and the P&Z meetings.

Ms. Wakefield reported on the Fiscal Subcommittee and the Borough meetings.

**17. Executive Session: None**

**18. Adjournment:**

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:35 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** TUESDAY, October 20, 2020

**TIME:** 7:00 P.M.

**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL  
(COUNCIL MEMBERS ONLY)

**AGENDA**

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, October 20, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

**1. Call to Order**

**2. Roll Call****3. Citizens' Statements and Petitions**

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

**4. New Business: None****5. Old Business:**

**5a)** Consideration and action on an ordinance to authorize a transfer of up to \$45,000 from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account

**5b)** Consideration and action on an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC

**6. Executive Session****7. Adjournment**

1. Vice Chairman Kerttula called the Special Meeting to order at 7:03 p.m.
2. On Roll Call, all counselors were present except Mr. LaPrade and Ms. Tiik-Barclay, who were absent with notification, and Mr. Anderson, who was absent. Mr. Kerttula attended via WebEx. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present.

**TOWN COUNCIL  
KILLINGLY TOWN COUNCIL  
PUBLIC HEARING**

**DATE:** TUESDAY, October 20, 2020

**TIME:** 7:00 P.M.

**PLACE:** WebEx - Virtual

The Town Council of the Town of Killingly held a Virtual Public Hearing on Tuesday, October 20, 2020 at 7:04 p.m. using WebEx at which time interested persons were heard on the following ordinances:

Agenda item 5a, an ordinance to authorize a transfer of up to \$45,000 from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account; and Agenda item 5b, an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC

Representatives from Parker Benjamin gave a short presentation on agenda item 5b.

There were no public comments.

Mr. Grandelski made a motion, seconded by Ms. Wakefield, to close the Public Hearing.

Roll Call Vote: Unanimous.

The Public Hearing ended and the Special Town Council Meeting resumed at 7:15 p.m.

**3. Citizens' Statements and Petitions**

There were no public comments.

**4. Old Business: None**

**5. New Business**

**5a. Consideration and action on an ordinance to authorize a transfer of up to \$45,000 from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account**

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

**AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$45,000 TO THE RIVER TRAIL CAPITAL ACCOUNT FROM THE PLAN OF CONSERVATION AND DEVELOPMENT RESERVE FUND**

**BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that a transfer of up to \$45,000 be transferred to the River Trail Capital Project Account.

**BE IT FURTHER ORDAINED** that the source of said transfer shall be up to \$45,000 from the Plan of Conservation and Development Reserve Fund and the Town Manager has further certified that said sum of \$45,000 is unencumbered within the account specified

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
This 20<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

**5b. Consideration and action on an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC**

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

**AN ORDINANCE TO AUTHORIZE A PURCHASE AND SALE AGREEMENT TO SELL TOWN PROPERTY AT 140 MAIN STREET TO PB PROJECTS VII, LLC.**

**BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the Town Manager is hereby authorized to enter into the Purchase and Sale Agreement with PB Projects VII, LLC, to purchase real estate known as 140 Main Street, Killingly, CT.

**BE IT FURTHER ORDAINED** that said sale be herein adopted in reliance on the provisions of the Executive Order 7CC and Executive Order 7S, without submission to voters at Special Town Meeting, is necessary to permit the orderly operation of the Town of Killingly and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, and that action is otherwise necessary for the protection of persons and property within the municipality, and

BE IT FURTHER ORDAINED that the purchase price shall be \$1,000 to be credited to the Economic Development Trust Fund.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.  
Voice vote: Unanimous. Motion passed.

6. Executive Session: None

7. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:21 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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#### 8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:38 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**TOWN COUNCIL  
KILLINGLY TOWN COUNCIL  
PUBLIC HEARING**

**DATE:** TUESDAY, October 13, 2020

**TIME:** 7:00 P.M.

**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL

The scheduled Public Hearing on Tuesday, October 13, 2020 at 7:00 p.m. was postponed due to technical difficulties.

**TOWN COUNCIL  
KILLINGLY TOWN COUNCIL  
REGULAR MEETING**

**DATE:** TUESDAY, October 13, 2020

**TIME:** 7:00 P.M.

**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL

#### **AGENDA**

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, October 13, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
  - a) Special Town Council Meeting – September 1, 2020
  - b) Regular Town Council Meeting – September 8, 2020

**6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**

- a) Recognizing Breast Cancer Awareness Month
- b) Recognizing Fire Prevention Month
- c) Recognizing First Responder Appreciation

**7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION****8. CITIZEN'S STATEMENTS AND PETITIONS**

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

**9. COUNCIL/STAFF COMMENTS****10. APPOINTMENTS TO BOARDS AND COMMISSIONS****11. REPORTS FROM LIAISONS**

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

**12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS**

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

**13. CORRESPONDENCE/COMMUNICATIONS/REPORTS**

- a) Town Manager's Report

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

- a) Consideration and action on an ordinance to authorize a transfer of up to \$45,000 from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account
- b) Consideration and action on an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC

**15. NEW BUSINESS**

- a) Consideration and action on a resolution to authorize Fiscal Year 2019-2020 budgetary year-end transfers
- b) Consideration and action on a resolution to authorize the transfer of Fiscal Year 2019-2020 unexpended funds from various departments to Special Reserves and Programs
- c) Consideration and action on a resolution authorizing the amendment to the Town Pension Plan
- d) Consideration and action on a resolution to introduce and set a Public Hearing for November 10, 2020 on an ordinance to authorize the transfer of up to \$212,757 from the Highway Division unexpended funds for FY 19/20 to Road Renewal Capital Project Funds
- e) Consideration and action on a resolution to introduce and set a public hearing for November 10, 2020 on an ordinance amending Chapter 14 of the Killingly Code of Ordinances to modify the length of time an assessment deferral or tax abatement agreement may be
- f) Consideration and action on a resolution to introduce and set a public hearing for November 2020 on an ordinance amending Chapter 12 of the Killingly Code of Ordinances to modify the process to apply for a peddler or vendor permit
- g) Consideration and action on a resolution to introduce and set a public hearing for November 2020 on an ordinance amending Chapter 15 of the Killingly Code of Ordinances to include Article IV – Illicit Discharge and Connection to Stormwater System

h) Consideration and action on a resolution to authorize the Town Manager to sign a lease agreement with Hutchinson Precision Systems, Inc. for the use of a portion of the old borough treatment plant

**16. COUNCIL MEMBER REPORTS AND COMMENTS**

**17. EXECUTIVE SESSION**

**18. ADJOURNMENT**

**KILLINGLY TOWN COUNCIL**

1. Chairman Anderson called the meeting to order at 7:00 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present except Mr. LaPrade, who was absent with notification. Also present were Town Manager Calorio, Finance Director Hawkins and Council Secretary Buzalski.
5. Adoption of minutes of previous meetings
- 5a. Mr. Grandelski made a motion, seconded by Mr. Kerttula, to adopt the minutes of the Special Town Council Meeting of September 1, 2020 and the Regular Town Council Meeting of September 8, 2020.  
Discussion followed.  
Voice Vote: Unanimous. Motion passed.
6. Presentations, proclamations and declarations:
- 6a. Proclamation Recognizing Breast Cancer Awareness Month  
Mr. Anderson read the following:

**PROCLAMATION RECOGNIZING OCTOBER 2020 AS  
BREAST CANCER AWARENESS MONTH**

**WHEREAS**, breast cancer is the second most diagnosed form of cancer for women in the United States and is expected to be detected in 1 out of 8 women in America every year; and

**WHEREAS**, early detection is vital to ensure the most effective diagnosis and treatment possible and can save lives; and

**WHEREAS**, it is vital to meet with your physician and discuss your individual risk, family history, other common risk factors, preventive care and regular screenings; and

**WHEREAS**, researchers, scientists, numerous nonprofit organizations, and breast cancer survivors are dedicated to discovering the cure for breast cancer and providing education about breast cancer. Today there is a 90% five-year survival rate; and

**WHEREAS**, all breast cancer survivors should be recognized for their determination and courage and acknowledge that these survivors give us hope for a better future for those affected by this disease;

**NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the month of October hereby be recognized as Breast Cancer Awareness Month; and

**BE IT FURTHER PROCLAIMED** that all citizens learn the facts about breast cancer and along with practicing a healthy lifestyle, obtain regular breast cancer screenings.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

6b. Proclamation Recognizing Fire Prevention Month  
Mr. Anderson read the following:

**PROCLAMATION RECOGNIZING THE MONTH OF OCTOBER 2020 AS  
Fire Prevention Month  
IN THE TOWN OF KILLINGLY**

**WHEREAS**, Fire Prevention Week is observed each year during the week of October 9<sup>th</sup> in tribute to the Great Chicago Fire, which began October 8<sup>th</sup>, 1871 causing devastating damage, homelessness, and left a city in mourning; and

**WHEREAS**, upon the 40<sup>th</sup> anniversary of the Great Chicago Fire, the Fire Marshals Association of North America determined that the anniversary be observed in ways to keep the public informed about the importance of fire prevention, specifically designating the week of October 9<sup>th</sup> as that is when most of the devastation had occurred. In 1920, President Woodrow Wilson signed the proclamation for the first Fire Prevention Day and in 1925, President Calvin Coolidge proclaimed Fire Prevention Week to be a national observance; and

**WHEREAS**, fire is a serious public safety concern locally and nationally, as homes are greater at risk from fire; and

**WHEREAS**, unattended cooking is the #1 cause of fires in the home. The 2020 Fire Prevention Week theme, "Serve Up Fire Safety in the Kitchen " reminds us how simple and safe actions can keep ourselves and those around us safe in the kitchen; and

**WHEREAS**, residents who have taken precautions such as installing new Smoke/CO alarms, routinely checking batteries in existing alarms, planning and practicing escape plans, having a fire extinguisher on hand are all proactive safety measures that can increase fire safety; and

**WHEREAS**, Killingly's Fire Departments and First Responder's are dedicated to reducing the occurrence of home fires and injuries through prevention education; and



**NOW, THEREFORE**, the Killingly Town Council does hereby proclaim the month of October 2020, as Fire Prevention Month. We urge our residents to cook mindfully and utilize everyday fire prevention for your safety and your surrounding communities.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 13<sup>th</sup> day of October 2020

6c. Proclamation Recognizing First Responder Appreciation  
Mr. Anderson read the following:

**PROCLAMATION RECOGNIZING APPRECIATION FOR ALL FIRST RESPONDERS**

**WHEREAS**, courageous and dedicated men and women work to protect and aid the public during emergencies as both professional and volunteer first responders; and

**WHEREAS**, first responders include 911 dispatchers, law enforcement officers, professional and volunteer firefighters, professional and volunteer emergency medical services personnel and search and rescue teams and members of other organizations in the public safety sector; and

**WHEREAS**, every day, first responders risk their own safety in the performance of their duties to protect our citizens; and

**WHEREAS**, first responders are ready to aid the people 24 hours a day, seven days a week, regardless of inclement weather or other hazards; and

**WHEREAS**, first responders undergo extensive education and training, making significant personal sacrifices in order to achieve the expertise required to respond to emergency situations and contribute their excellent skills for the public good; and

**WHEREAS**, first responders have dedicated their lives to helping our community and families in times of crisis; and

**WHEREAS**, emergency medical services responded to 5,087 calls; fire departments responded to 2,466 calls and police responded to 10,978 calls during fiscal year 2020; and

**WHEREAS**, first responders are faced with even more difficulty in providing services during the current pandemic and continue to persevere to provide outstanding services to our community,

**NOW, THEREFORE**, the Killingly Town Council, does hereby proclaim appreciation to all our first responders in the Town of Killingly for their selfless dedication to the people of our community.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 13<sup>th</sup> day of October 2020

7. Unfinished Business for Town Meeting Action: None

8. Citizens' Statements and Petitions: None

9. Council/Staff Comments: None

10. Appointments to Boards and Commissions:

Mr. Lee made a motion, seconded by Mr. Kerttula, to appoint Kristi Wallace to the Agricultural Commission as an Alternate Member for a term running from November 2020 through October 2022.

Discussion followed.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

No report.

11b. Report from the Borough Liaison:

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

12. Discussion and Acceptance of Monthly Budget Reports:

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

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

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:

Rescheduled.

15. New Business:15a. Consideration and action on a resolution to authorize Fiscal Year 2019-2020 budgetary year-end transfers

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

**RESOLUTION AUTHORIZING FISCAL YEAR 2019-2020 BUDGETARY YEAR END TRANSFERS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the Town Manager has requested the sum of Thirty-Three Thousand Three Hundred and Sixty-four Dollars (\$33,364) be transferred within the fiscal year 2019-2020 Town Operating Budget as follows:

**From:**

Town Clerk	Contractual Services	\$ 765
Finance	Contractual Services	\$ 1,459
Revenue Collector	Contractual Services	\$ 453
Town Hall	Contractual Services	\$ 3,498
Library	Contractual Services	\$ 1,274
Contingency		<u>\$ 25,915</u>
		<u><b>\$ 33,364</b></u>

**To:**

Legal Services	Contractual Services	\$ 25,915
Town Clerk	Personnel Services	\$ 765
Finance	Personnel Services	\$ 1,459
Revenue Collector	Personnel Services	\$ 453
Town Hall	Personnel Services	\$ 1,365
Town Hall	Materials & Supplies	\$ 2,133
Library	Materials & Supplies	<u>\$ 1,274</u>
		<u><b>\$ 33,364</b></u>

**WHEREAS**, the Town Manager has further certified the total sum of \$33,364 is unencumbered within the accounts specified, and

**WHEREAS**, such transfers are for necessary expenditures in the accounts specified;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the sum of \$33,364 is hereby transferred as described above.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,  
this 13th day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution to authorize the transfer of Fiscal Year 2019-2020 unexpended funds from various departments to Special Reserves and Programs

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

**RESOLUTION AUTHORIZING THE TRANSFER OF FISCAL YEAR 2019-20  
UNEXPENDED FUNDS FROM UNEXPENDED DEPARTMENT BUDGETS TO  
SPECIAL RESERVES AND PROGRAMS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the transfer of up to \$8,307 from the Information Technology Department to the Reserve for Information Technology, \$75,465 from the Winter Maintenance Department to the Winter Maintenance Reserve, \$194,001 from Law Enforcement to the Reserve for Constabulary, \$35,000 from Engineering to Reserve for Bridge Maintenance, and \$13,850 from Building Safety and Inspections to the Reserve for Demolition and Relocation Fund for fiscal year 2019-20.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15c. Consideration and action on a resolution authorizing the amendment to the Town Pension Plan

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

**RESOLUTION AUTHORIZING THE AMENDMENTS TO THE TOWN OF  
KILLINGLY EMPLOYEES' RETIREMENT INCOME PLAN**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the Town of Killingly Employees' Retirement Income Plan document be amended, effective July 1, 2020, as follows:

**Article IV Eligibility for Participation**

**4.2 Mandatory Employee Contributions**

An Employee who has met the eligibility requirements described above may elect in writing in accordance with rules prescribed by the Administrator to make Mandatory Employee Contributions to the Plan. If the Administrator receives such election in a form acceptable to it within 31 days of the Entry Date the Employee first becomes eligible to participate, the Employee shall become an Active Participant as of such initial Entry Date. Otherwise, an Employee shall become an Active Participant as of the Entry Date following the date the Administrator receives his election to make Mandatory Employee Contributions.

The amount of an Employee's Mandatory Employee Contributions shall be equal to the following, as applicable:

for any Employee who is covered by the collective bargaining agreement between the Employer and its Public Works Union, **5.5 percent** of his Earnings;

for any Employee who is a **Board of Education Assistant Superintendent, Board of Education Manager of Business Affairs, or the Board of Education Director of Human Resources** and has not elected to participate in the ICMA Plan, 4.5 percent of his Earnings; and

(a) for any other Employee, 3.0 percent of his Earnings.

An eligible Employee's written election shall include his authorization for the Employer to withhold from his Earnings an amount equal to the amount of such Mandatory Employee Contributions and to contribute such amounts to the Plan.

## **Article V Normal Retirement**

### **5.1 Amount**

An eligible Participant's monthly normal retirement benefit shall be equal to 1/12th of the following, as applicable:

(a) For any Participant who is covered by the collective bargaining agreement between the Employer and its Public Works Union, the sum of the following:

(1) one percent of the Participant's Average Annual Earnings multiplied by the number of his years of Credited Service for employment prior to April 1, 1987; plus

(2) 1.5 percent of the Participant's Average Annual Earnings multiplied by the number of his years of Credited Service for employment on and after April 1, 1987.

(3) **2.0 percent of the Participant's Average Annual Earnings multiplied by the number of his years of Credited Service for employment after July 1, 2016.**

Notwithstanding any other provisions of this paragraph (a), no more than 30 years of Credited Service shall be taken into account in determining an eligible Participant's benefit hereunder. If an eligible Participant is credited with more than 30 years of Credited Service and earned Credited Service both prior to and after April 1, 1987, **and July 1, 2016** the 30 years used to calculate his benefit shall be allocated between (1) and (2) and (3) above in such manner as shall maximize the benefit to which he is entitled under this paragraph (a).

(b) For any Participant who is a **Board of Education Assistant Superintendent, Board of Education Manager of Business Affairs, or the Board of Education Director of Human Resources** and has not elected to participate in the ICMA Plan, the sum of the following:

(1) **For the Board of Education Assistant Superintendent:**

- (i) one percent of the Participant's Average Annual Earnings multiplied by the number of his years of Credited Service for employment prior to July 1, 1991; plus
- (ii) 1.5 percent of the Participant's Average Annual Earnings multiplied by the number of years of Credited Service for employment on and after July 1, 1991, not in excess of 30 years.

**(2) For the Board of Education Manager of Business Affairs, or the Board of Education Director of Human Resources**

- (i) one percent of the Participant's Average Annual Earnings multiplied by the number of his years of Credited Service for employment prior to July 1, 2020; plus
- (ii) 1.5 percent of the Participant's Average Annual Earnings multiplied by the number of years of Credited Service for employment on and after July 1, 2020 not in excess of 30 years.

Notwithstanding any other provisions of this paragraph (b), no more than 30 years of Credited Service shall be taken into account in determining an eligible Participant's benefit hereunder. If an eligible Participant is credited with more than 30 years of Credited Service and earned Credited Service both prior to and after July 1, 1991 **in the case of the Board of Education Assistant Superintendent, or after July 1, 2020 in the case of the Board of Education Manager of Business Affairs, or the Board of Education Director of Human Resources** the 30 years used to calculate his benefit shall be allocated between (1) and (2) above in such manner as shall maximize the benefit to which he is entitled under this paragraph (b).

(c) For any other Participant, the product of (1) one percent of the Participant's Average Annual Earnings multiplied by (2) the number of his years of Credited Service, not in excess of 30 years.

In no event will a reduction in a Participant's Average Annual Earnings reduce the normal retirement benefit payable to him below the amount that would have been payable to him under the same form of payment had he retired prior to his Normal Retirement Date when eligible for an early retirement benefit.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed

15d. Consideration and action on a resolution to introduce and set a Public Hearing for November 10, 2020 on an ordinance to authorize the transfer of up to \$212,757 from the Highway Division unexpended funds for FY 19/20 to Road Renewal Capital Project Funds  
Mr. Grandelski made a motion, seconded by Ms. Wakefield, to adopt the following:

**RESOLUTION TO SET A PUBLIC HEARING FOR NOVEMBER 10, 2020 ON AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$212,757 TO THE ROAD RENEWAL CAPITAL ACCOUNT FROM FISCAL YEAR 2019-2020 UNEXPENDED HIGHWAY SUPERVISION, CENTRAL GARAGE AND HIGHWAY DEPARTMENT BUDGETS**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be scheduled for a public hearing on Tuesday, November 10, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at [www.killinglyct.gov](http://www.killinglyct.gov):

**AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$212,757 TO THE ROAD RENEWAL CAPITAL ACCOUNT FROM FISCAL YEAR 2019-2020 UNEXPENDED HIGHWAY SUPERVISION, CENTRAL GARAGE AND HIGHWAY DEPARTMENT BUDGETS**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that a transfer of up to \$212,757 be transferred to the Road Renewal Capital Project Account.

BE IT FURTHER ORDAINED that the source of said transfer shall be from the fiscal year end 2019-2020 department budgets of Highway Supervision up to \$38,258, Central Garage up to \$84,032 and Highway Maintenance up to \$90,467 and the Town Manager has further certified that said sums of \$212,757 is unencumbered within the accounts specified

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
This 13<sup>th</sup> day of October 2020

Discussion followed  
Voice vote: Unanimous. Motion passed.

15e. Consideration and action on a resolution to introduce and set a public hearing for November 10, 2020 on an ordinance amending Chapter 14 of the Killingly Code of Ordinances to modify the length of time an assessment deferral or tax abatement agreement may be  
Mr. Wood made a motion, seconded by Ms. George, to adopt the following:

**A RESOLUTION TO INTRODUCE AND SET THE DATE OF NOVEMBER 10, 2020 FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER**

**14 OF THE CODE OF ORDINANCES FOR REVISION OF THE  
DISCRETIONARY ASSESSMENT DEFERRALS AND TAX ABATEMENTS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the following ordinance be introduced and set down for public hearing on Tuesday, November 10, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at [www.killinglyct.gov](http://www.killinglyct.gov)

**AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES  
FOR REVISION OF THE DISCRETIONARY ASSESSMENT DEFERRALS AND  
TAX ABATEMENTS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 14 Section 14-6e(2) of the Town of Killingly Code of Ordinances be adopted:

(e) Qualifying applicants and projects (defined as those meeting the criteria set forth in subsection (e)(1), in addition to any other lawful requirements imposed by the town council) within the enterprise corridor zone may be entitled to discretionary assessment deferrals and tax abatements with respect to real and personal property pursuant to C.G.S. § 32-71 (e).

(1) Criteria:

- a. An applicant seeking discretionary assessment deferrals and tax abatements shall submit a letter to the town manager requesting a discretionary assessment deferral and tax abatement agreement, such letter to disclose all principals of the applicant and such other information as may be required by the town.
- b. Projects pursuant to this subsection (e) must have a minimum of twenty-five million dollars (\$25,000,000) in estimated initial costs of construction, rehabilitation, machinery and equipment, excluding the costs of real property acquisition. (Amending Ord. C15-05 of 9-1-15)

(2) Discretionary assessment deferrals and tax abatements:

- a. The Town of Killingly may, in its discretion and by a written discretionary assessment deferral and tax abatement agreement (agreement), provide additional tax assessment deferrals and tax abatements to commence at such time or on the occurrence of such conditions as the agreement shall provide and continue, over a period not exceeding twenty-five (25) years, on any real or personal property located within the enterprise corridor zone. Such additional assessment deferrals and tax abatements may take the form of a series of specified annual real and personal property tax payments to be made by the taxpayer in lieu of calculating a tax benefit based upon mill rate and assessment.

In order to derive a series of specified annual real and personal property tax payments described in subsection (e) (2) a. above, the town may enter into a discretionary assessment deferral and tax abatement agreement with a qualified applicant providing for the annual calculation of an assessment deferral of an amount sufficient, in



conjunction with the applicable mill rate, to result in the specified tax payment for each year covered by such agreement.

In order to derive a series of specified annual real and personal property tax payments described in subsection (e)(2)a. above, the town may enter into a discretionary assessment deferral and tax abatement agreement with a qualified applicant providing for the annual calculation of a tax abatement of an amount sufficient, in conjunction with the applicable assessment (whether or not subject to deferral.), to result in the specified tax payment for each year covered by such agreement.

(3) Administration of discretionary assessment deferral and tax abatement agreements:

- a. Discretionary assessment deferral and tax abatement agreements shall not be conveyed with the real property to which they apply, nor shall they be assigned, to a successor-in interest or assignee of a successful applicant, unless expressly authorized by such agreements. This provision shall apply to changes in controlling ownership of corporations and limited partnerships. (Connecticut General Statutes Section 34-9 et seq.)
- b. Discretionary assessment deferral and tax abatement agreements may be recorded on the land records of the town, at the town's discretion. (Ord. No. 97-001, §§ 1—4, 1-14-97; Ord. No. 99-001, 1-12-99)

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

**KILLINGLY TOWN COUNCIL**  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

15f. Consideration and action on a resolution to introduce and set a public hearing for November 2020 on an ordinance amending Chapter 12 of the Killingly Code of Ordinances to modify the process to apply for a peddler or vendor permit

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

**A RESOLUTION TO INTRODUCE AND SET THE DATE OF NOVEMBER 10, 2020  
FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 12 OF THE  
CODE OF ORDINANCES FOR REVISION OF THE PEDDLER AND VENDOR  
PERMIT PROCESS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the following ordinance be introduced and set down for public hearing on Tuesday, November 10, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at [www.killinglyct.gov](http://www.killinglyct.gov)

**ORDINANCE #20**

**AN ORDINANCE AMENDING CHAPTER 12 OF THE CODE OF ORDINANCES FOR  
REVISION OF THE PEDDLER AND VENDOR PERMIT PROCESS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 12 of the Town of Killingly Code of Ordinances be adopted:

**Chapter 12**

**HAWKERS, PEDDLERS AND VENDORS<sup>1</sup>**

**Art. I. Peddlers**

**Art. II. Hawkers, Peddlers, and Vendors on Town Property**

**ARTICLE I. IN GENERAL**

**Section 12-1 Definitions**

The following definitions shall apply to the interpretation and enforcement of this chapter:

- (a) **Charitable** means patriotic, philanthropic, social service, benevolent, educational, civic or fraternal.
- (b) **Contributions** mean alms, food, clothing, money, subscription, property or donation.
- (c) **Hawker, peddler or vendor** as used in this chapter means any person, whether principal or agent, who goes from town to town or from place to place or from house to house in the same town selling or bartering or carrying for sale or barter or exposing therefore any food, goods, wares or merchandise either on foot or from any vehicle.
- (d) **Person** means any individual, partnership, corporation or association.
- (e) **Religions** and **religion** shall not mean and include the word "charitable" as herein defined but shall be given their commonly accepted definitions.
- (f) **Solicit and solicitation** means the request directly of money, credit, property, financial assistance or other items of value on the plea or representation that such money, credit, property, financial assistance or other items of value will be used for a charitable or religious purpose.

(Ord. No. 99-014, 8-10-99)

**Section 12-2 Registration, license required, application; identification: investigation**

- (a) Except as provided in section 12-8, no person shall sell or expose or offer for sale or solicit orders for any articles of food or any goods, wares, merchandise, materials or services or solicit for any contracts within the town unless he shall have registered with the town clerk Town Manager or some persons designated by him, made application for a license, and obtained identifying credentials as hereinafter provided.
- (b) The applicant for the license shall complete an application form provided by the town clerk Town Manager which shall contain the following information:
  - (1) The full name, home address and business address of the registrant, along with the telephone numbers at each address.
  - (2) A physical description of the registrant including sex, age, height, weight, physical build, color of hair and eyes, complexion and identifying scars, marks and characteristics, if any.
  - (3) The name, address and telephone number of his employer, principal or contract associates.

<sup>1</sup> Editor's note—Ord. No. 99-014, adopted Aug. 10, 1999, amended Ch. 12 in its entirety to read as herein set out. Prior to amendment, Ch. 12 pertained to peddlers and vendors and derived from ordinances of Sept. 9, 1980, §§ 1—X; May 11, 1982, §§ 1—4; and March 16, 1994, §§ 1—5.

- (4) The purpose for which the applicant desires to obtain credentials and particularly the type of food, goods, wares, merchandise, materials, services or contracts with or in which he intends to deal.
  - (5) Description of vehicle to be used for transportation including year, make, model and license plate.
  - (5) Whether, when, where and on what charges he has ever been arrested, together with the disposition of such charges.
  - (6) Whether, when, where, in what court and by whom he or any present or former employer, principal or contract associate has ever been sued in a civil action alleging fraud or misrepresentation in connection with or as a result of the registrant's activities in soliciting for any contract or in selling, exposing or offering for sale or soliciting orders for any articles of food or any goods, wares, merchandise, materials or service.
  - (c) The applicant, at the time of executing such application ~~form~~, shall also submit identification satisfactory to the ~~town clerk~~ **Town Manager**. Each application shall be signed by the applicant and sworn to before a justice of the peace or other person authorized by the laws of the State of Connecticut to administer oaths.
  - (d) The ~~town clerk~~ **Town Manager** may defer the issuance of a license pending investigation for a period not to exceed seven (7) days.
  - (e) Pursuant to the provisions of section 21-37 of the Connecticut General Statutes, no permit shall be issued to any for-profit person or entity under this section unless such person or entity has obtained a permit to engage in or transact business as a seller within this state in accordance with section 12-409 of the Connecticut General Statutes.
- (Ord. No. 99-014, 8-10-99)

### **Section 12-3 Registration fee**

The fee for such registration and credentials, charged solely for the purpose of defraying the cost of administering this chapter shall be one hundred fifty dollars (\$150.00) per person and shall be payable upon the filing of the registration form.

(Ord. No. 99-014, 8-10-99)

### **Section 12-4 Registration expiration**

Such registration and credentials shall expire on the thirty-first day of December, subsequent to the date on which they are filed and issued, unless sooner revoked as hereinafter provided. Except as provided in section 12-8, no person whose registration and credentials have expired shall engage in any of the activities named in section 12-2 until he shall again have registered with the ~~town clerk~~ **Town Manager**, obtained current identifying credentials and paid a fee of one hundred fifty dollars (\$150.00) per person as in the original registration.

(Ord. No. 99-014, 8-10-99)

### **Section 12-5 Identifying credentials**

The ~~town clerk~~ **Town Manager** shall issue identifying credentials to each person filing a registration form in accordance with the provisions of section 12-2. Said credentials shall bear the same identifying number appearing on the holder's registration form and shall set forth the name, home address and business address of the registrant, the name and address of his employer, principal or contract associates, the type of contracts, food, goods, wares, merchandise, materials or services with or in which he has registered to sell, and the date of issuance and date of expiration of said credentials. Each person to whom credentials have been issued pursuant to this section shall carry them upon his person at all times while engaged in the activities in connection with which he has registered and shall exhibit them forthwith to any person who shall ask to see them.

(Ord. No. 99-014, 8-10-99)

### **Section 12-6 Refusal or revocation of credentials**

Such credentials shall be refused or, after issuance, revoked by the ~~town clerk~~ **Town Manager** and immediately returned to him if the registrant has made any false statement or representation in any registration form filed by him pursuant of this chapter, has been convicted of any crime or misdemeanor involving moral turpitude or of any violation of this chapter, or in the case of the sale of food items, if the registrant has failed to obtain the necessary certification from the Northeast District Department of Health. In the event credentials are refused, no fee shall be charged. There shall be no refund when credentials, after being issued, are revoked.

(Ord. No. 99-014, 8-10-99)

### **Section 12-7 Records of registration**

It shall be the duty of the town clerk **Town Manager** to keep a record of all licenses granted under the provisions of this chapter giving the number and date of all licenses, the name, age and residence of the person licensed the amount of licensee fee paid and also the dates of revocation of any licenses revoked. A record shall be kept of each complaint concerning the activities of the registrant. (Ord. No. 99-014, 8-10-99)

### **Section 12-8 Persons exempted**

Sections 12-2 through 12-7 shall not apply to:

- (a) Persons less than eighteen (18) years of age;
- (b) Persons exempted under Connecticut General Statutes;
- (c) Persons licensed by the State of Connecticut;
- (d) Persons selling only to stores or other business establishments for resale;
- (e) Charitable or religious organizations or their representatives;
- (f) Persons acting pursuant to a license granted in accordance with Chapter 11, Article II, sections 11-39 and 11-40 of this Code of Ordinances shall be exempt from the provisions of this article during the time the outdoor event is being held.

(Ord. No. 99-014, 8-10-99)

### **Section 12-9 Hours of operation**

- (a) The Town Manager or his designee shall have the right to suspend the rights of all persons licensed or permitted pursuant to this chapter [article] to engage in permitted or licensed activities on public sidewalks or roadways for specific limited periods of time during which an actual special event may be conducted. Such actions by the Town Manager shall be posted on the town signpost at least forty-eight (48) hours prior to the conducting of any such event. The suspension shall be limited to such times and places as the Town Manager shall determine are necessary to provide for free access on the public roads and sidewalks and to avoid nuisances and congestion dangerous to either pedestrians, onlookers, or motor vehicle traffic during the actual event. No persons shall be guilty of violation of this section unless and until they have refused to relocate after being informed that they are in a restricted area at a restricted time by an appropriate municipal officer.
- (b) No person, whether exempt or not from the provisions of this chapter under any circumstance, may sell, barter or carry for sale or barter or expose any food, wares or merchandise either on foot or from any vehicle, or solicit contributions for any charitable or religious cause before the hours of 8:00 a.m. or after 9:00 p.m.
- (c) No vendor's license or other conveyance or stand shall stop or be set up at a location that is not in the public interest or that constitutes a hazard or compromise of public safety. No vendor shall operate on a public highway and within twenty-five (25) feet of any intersecting driveway, bus stop or crosswalk, or within fifty (50) feet of any intersection.
- (d) No vendor's vehicle or other conveyance or stand is permitted to locate on private property without written consent from the owner thereof, which consent must state the specified time of permission. Vending from a fixed location is prohibited in all residential zoning districts. (Ord. No. 989-014, 8-10-99)

### **Section 12-10 Violations and penalties**

Any person who shall violate any provision of this chapter or shall make any false statement or misrepresentation on an application form filed pursuant to this chapter shall be subject to a fine of not more than one hundred dollars (\$100.00) for each offense and the license of such person shall be revoked immediately for the balance of the year. No new license shall be issued to that person during said license year. Each day of selling, offering for sale or soliciting without credentials as required by the chapter shall be considered a separate offense.

(Ord. No. 99-014, 8-10-99)

**Sections 12-11 - 12-20. Reserved.**

## **ARTICLE II. HAWKERS, PEDDLERS, AND VENDORS ON TOWN PROPERTY**

### **Section 12-21 Purpose**

It is the intention of this article to provide for the protection of the health, welfare, property and safety of the public in general through the registration and licensing of vendors on municipally.

### **Section 12-22 Registration**

- (a) No person on municipally-owned property shall expose or offer for sale any article of food, nor shall cause to station or place any stand, cart or vehicle for the transportation, sale or display of any such article or food unless registered with the town **and** with necessary health department permits.
- (b) The Town Manager or his designee is hereby empowered to adopt and establish such regulations concerning the manner of registration, number of vendors, schedule of fees, hours of operation, duration of permit and all other requirements to protect the public welfare. (Ord. No. 99-014, 8-10-99)

### **Section 12-23 Liability of permittee**

Any person to whom a permit is issued shall be liable for any loss, damage or injury sustained by any person or property by reason of negligence on the part of the person engaged in the activity being sponsored under the permit, and shall agree to hold the town and any of its agents and employees harmless from any and all losses caused by the permittee or any person engaged in activity being sponsored under the permit.

(Ord. No. 99-014, 8-10-99)

### **Section 12-24 Permit revocation**

- (a) Responsibility for the proper regulation and licensing of vendors on municipally owned property shall be vested in the director of parks and recreation under the direction of the Town Manager.
- (b) The vendor's permit issued under this article may be revoked by the Town Manager at any time during the life of such permit for any violation by the permittee, or of any violation of the Code of the town or any other applicable state law.

(Ord. No. 99-014, 8-10-99)

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15g. Consideration and action on a resolution to introduce and set a public hearing for November 2020 on an ordinance amending Chapter 15 of the Killingly Code of Ordinances to include Article IV – Illicit Discharge and Connection to Stormwater System

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

**A RESOLUTION TO INTRODUCE AND SET THE DATE OF NOVEMBER 10, 2020  
FOR A PUBLIC HEARING ON AN ORDINANCE AMENDING CHAPTER 15 OF THE**

**CODE OF ORDINANCES TO INCLUDE ARTICLE IV – ILLICIT DISCHARGE AND CONNECTION TO STORMWATER SYSTEM**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that the following ordinance be introduced and set down for public hearing on Tuesday, November 10, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at [www.killinglyct.gov](http://www.killinglyct.gov)

**AN ORDINANCE AMENDING CHAPTER 15 OF THE CODE OF ORDINANCES TO INCLUDE ARTICLE IV – ILLICIT DISCHARGE AND CONNECTION TO STORMWATER SYSTEM**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment to add Article IV – Illicit Discharge and Connection to Stormwater System to Chapter 15 of the Town of Killingly Code of Ordinances be adopted:

**Article IV - Illicit Discharge and Connection to Stormwater System**

**SECTION 15-150. PURPOSE/INTENT.**

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of the Town of Killingly through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process.

The objectives of this ordinance are:

- 1) To prohibit and eliminate illicit connections and discharges to the municipal separate storm sewer system
- 2) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this ordinance

**SECTION 15-151. DEFINITIONS.**

For the purposes of this ordinance, the following shall mean:

**Authorized Enforcement Agency:** The Town Manager. The Town Manager may, in writing, designate other employees and designees as deputy authorized agents to act through the authorized agent.

**Best Management Practices (BMPs):** schedules of activities, practices (and prohibitions of practices), structures, vegetation, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to waters of the state consistent with state, federal or other equivalent and technically supported guidance. BMPs also include treatment requirements, operating procedures, and practices to control site runoff, spillage or leaks, sludge or waste disposal, or drainage from material storage.

**Clean Water Act:** The federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

**Construction Activity:** Any activity associated with construction at a site including, but not limited to, clearing and grubbing, grading, excavation, and dewatering.

**Hazardous Materials:** Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**Illegal Discharge:** Any direct or indirect non-storm water discharge to the storm drain system, except as exempted in Section 7 of this ordinance.

**Illicit Connections:** An illicit connection is defined as either of the following: Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or, any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

**Industrial Activity:** Activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).

**MS4:** Municipal separate storm sewer system

**National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit:** means a permit issued by EPA (or by a State under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

**Non-Stormwater Discharge:** Any discharge to the storm drain system that is not composed entirely of storm water.

**Person:** Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

**Pollutant:** Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

**Premises:** Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

**Storm Drainage System:** Publicly-owned facilities by which storm water is collected and/or

conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

**Stormwater:** Waters consisting of rainfall runoff, including snow or ice melt, during a rain event.

**Stormwater Pollution Prevention Plan:** A document which describes the BPM and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce Pollutant discharges to Stormwater, Stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**Wastewater:** Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

#### **SECTION 15-152. APPLICABILITY.**

This ordinance shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by an authorized enforcement agency.

#### **SECTION 15-153. SEVERABILITY.**

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Ordinance.

#### **SECTION 15-154. RESPONSIBILITY FOR ADMINISTRATION.**

The Town Manager or designee shall administer, implement and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Town Manager may be delegated in writing by the Town Manager to persons or entities acting in the beneficial interest of or in the employ of the Town of Killingly.

#### **SECTION 15-155. ULTIMATE RESPONSIBILITY.**

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore, this ordinance does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

#### **SECTION 15-156. DISCHARGE PROHIBITIONS.**

##### **Prohibition of Illegal Discharges:**

No Person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to Pollutants or waters containing any Pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- a) The following discharges are exempt from discharge prohibitions established by this ordinance: uncontaminated ground water discharges including, but not limited to, pumped



ground water, foundation drains, water from crawl space pumps and footing drains; irrigation water including, but not limited to, landscape irrigation and lawn watering runoff; residual street wash water associated with sweeping; discharges or flows from firefighting activities (except training); and naturally occurring discharges such as rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)), springs, diverted stream flows and flows from riparian habitats and wetlands.

- b) Any non-stormwater discharge to the MS4 authorized by a permit issued pursuant to Section 22a-430 or 22a-430b of the Connecticut General Statutes is also authorized under this ordinance.

**Prohibition of Illicit Connections:**

- a) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- b) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- c) A Person is considered to be in violation of this ordinance if the Person connects a line conveying sewage to the MS4 or allows such a connection to continue.

**SECTION 15-157. SUSPENSION OF MS4 ACCESS.**

**Suspension due to Illicit Discharges in Emergency Situations**

The Town Manager, or designee, may, without prior notice, suspend MS4 discharge access to a Person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the Town Manager or designee may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.

**Suspension due to the Detection of Illicit Discharge**

Any Person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Town Manager or designee will notify a violator of the proposed termination of its MS4 access. The violator may petition the Town Manager for a reconsideration and hearing.

A Person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Town Manager or designee.

**SECTION 15-158. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES.**

Any Person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Town prior to the allowing of discharges to the MS4.

**SECTION 15-159.****MONITORING OF DISCHARGES.****Applicability.**

This section applies to all facilities that have storm water discharges associated with industrial activity, including construction activity.

**Access to Facilities.**

- a) The Town shall be permitted to enter and inspect facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Town Manager.
- b) Facility operators shall allow the Town ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge storm water, and the performance of any additional duties as defined by state and federal law.
- c) The Town shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the Town Manager, or designee, to conduct monitoring and/or sampling of the facility's storm water discharge.
- d) The Town Manager, or designee, has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
- e) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Town Manager and shall not be replaced. The costs of clearing such access shall be borne by the operator.
- f) Unreasonable delays in allowing the Town Manager, or designee, access to a permitted facility is a violation of a storm water discharge permit and of this ordinance. A Person who is the operator of a facility with a NPDES permit to discharge storm water associated with industrial activity commits an offense if the Person denies the Town Manager, or designee, reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this ordinance.
- g) If the Town Manager, or designee, has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the Town of Killingly, then the Town Manager, or designee, may seek issuance of a search warrant from any court of competent jurisdiction.

**SECTION 15-160. REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES.**

The Town Manager, or designee, will adopt requirements identifying BMPs for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any Person responsible for a property or premise, which is, or may be, the source of an illicit discharge, may be required to implement, at said Person's expense, additional structural and non-structural BMPs to prevent the further discharge of Pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPP) as necessary for compliance with requirements of the NPDES permit.

**SECTION 15-161. WATERCOURSE PROTECTION.**

Every Person owning property through which a watercourse passes, or such Person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

**SECTION 15-162. NOTIFICATION OF SPILLS.**

Notwithstanding other requirements of law, as soon as any Person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said Person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said Person shall notify the Town Manager, or designee, in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Town Manager within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**SECTION 15-163. ENFORCEMENT.**

**Notice of Violation.**

Whenever the Town finds that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the Town Manager, or designee, may issue a notice of violation and order

compliance by written notice of violation to the responsible person. The notice of violation shall contain, at a minimum: (1) The name and address of the alleged violator; (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred; (3) A statement specifying the nature of the violation; (4) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action. It is not the responsibility of the Town of Killingly to formulate or design any remedial systems; (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed; and (6) A statement that the determination of violation may be appealed to a hearing officer appointed by the Town Manager by filing a written notice of appeal within fifteen (15) days from the date of the written Notice of Violation.

Such notice may require without limitation:

- a) The performance of monitoring, analyses, and reporting;
- b) The elimination of illicit connections or discharges;
- c) That violating discharges, practices, or operations shall cease and desist;
- d) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- e) Payment of a fine or penalty to recoup costs incurred by the Town;
- f) Suspension of any discharge to the MS4 system consistent with Section 8 of this ordinance;
- g) The implementation of source control or treatment BMPs; and
- h) The reporting of the violation to the Connecticut Department of Energy and Environmental Protection (CTDEEP) and/or the United States Environmental Protection Agency (EPA)

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Where elimination is not possible within 60 days of source confirmation, a schedule for its elimination will be set for no more than 180 days.

Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work may be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

#### **SECTION 15-164. APPEAL OF NOTICE OF VIOLATION.**

Any person receiving a Notice of Violation may appeal the determination of the Town Manager, or designee. Such appeal shall be conducted in accordance with the provisions of Section 1-10 of the Cod of Ordinances of the Town of Killingly.

#### **SECTION 15-165. ENFORCEMENT MEASURES AFTER APPEAL.**

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within thirty (30) days of the decision of the hearing officer upholding the decision of the Town Manager or designee, then representatives of the authorized enforcement agency may enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful

for any Person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

**SECTION 15-166. COST OF ABATEMENT OF THE VIOLATION.**

Within thirty (30) days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within fifteen (15) days. If the amount due is not paid within a timely manner as determined by the decision of the hearing officer or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the town by reason of such violation. The liability shall be paid in not more than twelve (12) equal payments. Interest at the rate of eighteen (18) percent per annum shall be assessed on the balance beginning on the first (1<sup>st</sup>) day following discovery of the violation.

**SECTION 15-167. INJUNCTIVE RELIEF.**

It shall be unlawful for any Person to violate any provision or fail to comply with any of the requirements of this Ordinance. If a Person has violated or continues to violate the provisions of this ordinance, the authorized enforcement agency may petition for a preliminary or permanent injunction restraining the Person from activities which would create further violations or compelling the Person to perform abatement or remediation of the violation.

**SECTION 15-168. COMPENSATORY ACTION.**

In lieu of enforcement proceedings, penalties, and remedies authorized by this Ordinance, the authorized enforcement agency may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, watershed cleanup, etc.

**SECTION 15-169. VIOLATIONS DEEMED A PUBLIC NUISANCE.**

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

**SECTION 15-170. CRIMINAL PROSECUTION; COSTS AND EXPENSES.**

Any person that has violated or continues to violate this ordinance shall be liable to criminal prosecution to the fullest extent of the law. Violation of this Ordinance shall be deemed to constitute an offense under the laws of the State of Connecticut. For intentional and flagrant violations of this Ordinance, the Town Manager, or designee, may refer the violation to the United States Environmental Protection Agency (EPA) for enforcement of penalties under Sections 309 and 311 of the Clean Water Act. The Town of Killingly may recover all attorney's fees court costs and

other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses and costs of remediation.

**SECTION 15-171. REMEDIES NOT EXCLUSIVE.**

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies.

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

15h. Consideration and action on a resolution to authorize the Town Manager to sign a lease agreement with Hutchinson Precision Systems, Inc. for the use of a portion of the old borough treatment plant

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

**RESOLUTION TO AUTHORIZE EXECUTION OF A FIVE-YEAR LEASE  
AGREEMENT WITH THE HUTCHINSON PRECISION SEALING SYSTEMS, INC,  
FOR THE USE OF A PORTION OF THE DEMISED PREMISES AT THE DANIELSON  
SEWER TREATMENT PLANT/PUMP STATION**

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

BE IT FURTHER RESOLVED that Town Manager Mary T. Calorio, Chief Executive Officer for the Town of Killingly, is hereby authorized to execute and deliver to Hutchinson Precision Sealing Systems, Inc., the attached lease agreement and is further authorized to execute and deliver any and all related documents on behalf of the Town of Killingly and to do and perform all acts and duties deemed necessary or appropriate to carry out the terms of such documents,

including, but not limited to, executing and delivering all agreements and documents contemplated by such interlocal contract or related documents.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

Mr. Grandelski reported on the Conservation Commission and the WPCA meetings.

Mr. Wood reported on the Public Safety Commission meeting.

Mr. Kerttula reported on the Permanent Building Commission meeting.

Mr. Anderson reported on the Fiscal Subcommittee meeting and the Board of Education meeting.

Mr. Lee reported on the IWWC meeting.

Ms. George reported on the Ag Commission and the P&Z meetings.

Ms. Wakefield reported on the Fiscal Subcommittee and the Borough meetings.

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:35 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

BE IT FURTHER ORDAINED that the purchase price shall be \$1,000 to be credited to the Economic Development Trust Fund.

**KILLINGLY TOWN COUNCIL**

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

6. Executive Session: None

7. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:21 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** THURSDAY, October 29, 2020

**TIME:** 7:00 P.M.

**PLACE:** TOWN MEETING ROOM  
KILLINGLY TOWN HALL  
(COUNCIL MEMBERS ONLY)

**AGENDA  
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Thursday, October 29, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

- 1. Call to Order**
- 2. Roll Call**
- 3. Citizens' Statements and Petitions**



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

**4. New Business:**

- a) Consideration and action on a resolution authorizing the Town Manager to submit the required response to CT DECD per Executive Order 9G
- b) Discussion on an ordinance amending Chapter 15 of the Code of Ordinances to include Article IV – Illicit Discharge and Connections to Stormwater System

**5. Adjournment**

1. Chairman Anderson called the Special Meeting to order at 7:02 p.m.
  2. On Roll Call, all counselors were present except Mr. LaPrade and Mr. Wood, who were absent with notification. Town Manager Calorio and Council Secretary Buzalski were also present.
  3. Citizens' Statements and Petitions - None
  4. New Business
  - 4a. Consideration and action on a resolution authorizing the Town Manager to submit the required response to CT DECD per Executive Order 9G
- Ms. Wakefield made a motion, seconded by Mr. Kertula, to adopt the following:

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO SUBMIT RESPONSE TO CT DECD MAINTAINING PHASE 3 OPENING STATUS**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that provided the Town of Killingly is elevated to Red Alert regarding elevated case rate of COVID-19, the Town Manager is authorized to submit a response to CT DECD in compliance with Governor's Executive Order 9G as follows:

maintaining Phase 3 re-opening (i) rules and limitations for businesses and certain indoor and outdoor gathering sizes issued by DECD on October 8, 2020 and (ii) the size limitations for religious and spiritual gatherings set forth in subsection 1 of Executive order F

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 29<sup>th</sup> day of October 2020

Discussion followed.

Voice vote: Unanimous. Motion passed.

6b. Discussion on an ordinance amending Chapter 15 of the Code of Ordinances to include Article IV – Illicit Discharge and Connection to Stormwater System

Ms. Wakefield made a motion, seconded by Mr. Grandelski, to suspend the rules, allowing Zoning Enforcement Officer Blake and Director of Highway Operations Dube to speak.

Voice vote: Unanimous. Motion passed.

Mr. Blake and Mr. Dube explained the ordinance and why the change is necessary. They responded to questions and comments from Council members.

5. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:14 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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Item #6 (a)

**PROCLAMATION RECOGNIZING NOVEMBER 11, 2020 AS  
VETERANS DAY**

**WHEREAS**, Connecticut is blessed to be the home of over 187,600 veterans; and

**WHEREAS**, throughout the history of our nation, our men and women in uniform have risked their lives to protect the interests of our country and defend our freedoms; and

**WHEREAS**, Killingly residents live in freedom because of the contributions and sacrifices made by those who have served and by those who continue to serve; and

**WHEREAS**, these sacrifices are also made by the family members who support these men and women who preserve the liberties that enrich both this nation, the State and our Town; and

**WHEREAS**, on this Veterans Day, Killingly remembers that we are forever indebted to those who stepped forward to defend the blessing of liberty; and

**WHEREAS**, as we reflect upon the enormous contributions made to our Country, State and Town by our veterans, we also pay tribute to those who are currently serving in our Armed Forces at home and abroad and who remain committed to sustaining this legacy of unyielding patriotism;

**NOW, THEREFORE**, the Killingly Town Council hereby recognizes November 10, 2020, as **VETERANS DAY** in the Town of Killingly, and calls this observance to the attention of all our citizens.

*Presented this 10th day of November 2020 by  
The Killingly Town Council*

MEMO: Dr. Diane Summa, Interim Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Financial Report- Year-End Follow-up (2019-2020)

DATE: September 30, 2020

Attached please find the financial report as of September 30, 2020 for fiscal year 2019-2020 which reflects expenditures and encumbrances of \$42,826,413.69 or 97.23% of the \$44,047,273 budget. Encumbrances of \$207,898 are currently open and included within the total expenditures. The impact of closing these encumbrances in the coming months will determine the final balance returned to the Town.

In brief, the analysis is as follows:

1. **BOTTOM LINE:** The COVID-19 pandemic and the closing of schools from March 16, 2020 through year-end resulted in expenditures unlike any other year. Comparison of expenditure line items from year-to-year in many cases does not yield meaningful information. The financial report summarizes the expenditures as included in our financial system to date and reflects a remaining balance of \$1,220,859. A request to the Town Council to transfer a portion of the anticipated surplus to the Unexpended Education Funds account up to 2% of the budget, or \$880,944, can be made. This would result in a return of \$339,915 to the general fund balance. We are still closing out encumbrances-sums set aside during the year for anticipated costs, but not expended to date. Currently there are thirty outstanding purchase orders. Some of the encumbrances will be exhausted when year-end bills are received, but others may generate no additional costs, and should be closed, releasing their reserved funds back into the budget, to apply against other obligations. Thus, the attached financial report is really a "snapshot" of our financial status at present. It will continue to evolve, even though the actual fiscal year has concluded. Commentary follows on several account groups worthy of note.

#### **SALARIES:**

Salary accounts in total netted a positive balance of \$926,000. During the school closure period, contracted employees were paid their contracted salaries or for their contracted hours of work. Budget savings resulted from hourly paid and non-contracted employee groups not working the customary additional hours beyond their contracts. These savings are reflected in the approximately \$600,000 balance in tutoring (5115), para-professionals (5122), transportation (5125), substitutes (5126), temporary (5128), and overtime (5130). Additional budget savings were also realized in the ordinary course of business such as of reimbursements from workers' compensation, grant offsets, unfilled positions, and docks in pay.

A few salary accounts ended the year with negative balances including:

School Administration (5112)- A line item deficit of \$(16,662) resulted from an interim principal assignment at Killingly Central School and the payout on resignation of the Assistant Director of Pupil Services as of 6/30/20.

Secretarial/Clerical (5121)- Secretarial salaries exceeded budget by \$(42,716) due to several FMLA leaves at KHS as well as additional support in the information technology and transportation departments.

Medical/Health (5123)- Nurse salaries exceeded budget by \$(19,441) due to the unanticipated need for a 1:1 nurse for a special education student.

#### **BENEFITS:**

As anticipated, benefits yielded a significant positive balance of \$648,000 primarily due to savings in health and dental insurance.

Unemployment Compensation (5250)- A line item deficit of only \$(14,692) as of 6/30/20 is somewhat misleading as to the impact of the school closures on unemployment compensation. Because Killingly Public Schools (KPS) is an employer who makes payments in lieu of contributions for unemployment insurance, KPS is billed for every dollar of compensation paid to the recipients. The June invoice from the Department of Labor included the first unemployment claims due to COVID. Due to the Department of Labor's challenges in processing claims, many individuals received benefits to which they were not entitled. KPS is required to pay the invoices in full and contest the claims individually. There is also a question of whether districts would be eligible for 50% reimbursement through the Coronavirus Aid, Relief, and Economic Support (CARES) Act. In order to be eligible for the reimbursement, an employer needed to pay all charges in full. We have received no reimbursement to date or further guidance, but continue to contest the charges and will pursue any available reimbursement. Unusually high unemployment compensation expenditures will continue with a greater financial impact on the 2020-2021 budget.

#### **OTHER:**

Utilities (5410)- Expenditures for 2019-2020 utilities were \$40,000 lower than the overall expenditure in 2018-2019 of \$1,128,457, in some part due to the closure of schools.

Repairs/Maintenance Services (5430)- The \$500,000 initial payment for the installation of the artificial turf field at Killingly High School resulted in an overall line item deficit in repairs/maintenance services of \$(397,130).

Technology-Related Repairs/Maintenance Services (5432)- This is a new account line created for reporting of repairs to student technology devices for the Education Financial System (EFS). Expenditures of \$10,200 were made for student iPad repairs.

Pupil Transportation (5510)- Payments to outside transportation providers for both regular and special education transportation resulted in a line item deficit of \$(95,259). While the transportation needs were budgeted, the use of supplemental services was not anticipated. Offsets are reflected in savings on line items for driver salaries, related taxes, and motor fuels.

Communications (5530)- Also a new account line created for EFS reporting, communications includes licenses and subscriptions for online software and resources. During 2019-2020, we began to transition these expenditures to Line 5530 from other accounts. For 2020-2021, these expenditures were budgeted in Line 5530.

Postage (5531)- Mass mailings of communications and instructional materials to students for remote learning due to the school closures resulted in a line item deficit of \$(4,775).

Tuition (5560)- As reported throughout the year, a line item deficit of \$(28,889) resulted from a greater number of students enrolled in magnet schools than budgeted for 2019-2020. This line item includes both the regular and special education tuition for students enrolled in choice schools.

Local Placement Tuition (5561) and Agency Placement Tuition (5562)- Outplacement tuition and related costs were lower than originally projected during 2019-2020 due to the disrupted school schedules. The 2019-2020 line items were overexpended by \$238,565 after excess cost reimbursement of \$565,069 was received and applied. This is a significantly lower deficit than in prior years. By contrast, the 2018-2019 overexpenditure was \$1,055,305 after excess cost reimbursement of \$746,290.

Heat Energy (5620)- Oil and propane costs exceeded the budget by \$12,353 due to the initial delivery of heating oil at Killingly Central School after the tank removal and replacement in August 2019.

Health Supplies (5692)- The line item deficit of \$(2,720) resulted from the purchase of infrared thermometers and disposable masks.

The following accounts reflect deficits resulting from purchasing, in part to offset 2020-2021 budget reductions of \$210,000, and in an effort to replace aging and failing equipment and utilize existing funds to improve educational programming.

Instructional Supplies (5612)	\$ 7,162
Computer Software & Supplies (5695)	\$ 25,025
Non-Instructional Equipment (5730)	\$ 15,343
Instructional Equipment (5731)	\$ 81,569
Vehicles (5732)	\$ 49,031
Computer Hardware (5734)	\$ 43,535

2. **NON-LAPSING ACCOUNT:** Upon determination of the final balance from fiscal year 2019-2020, the Town Council may consider a transfer of up to 2% of the appropriation, or \$880,944, to the Unexpended Education Funds account. The balance in the account will determine the actual contribution, since the account balance cannot exceed \$2M. The formal request to the Town Council has not yet been made.
3. **EDUCATION FINANCIAL SYSTEM (EFS):** The Education Financial System (EFS) data filing was certified and submitted to the State Department of Education on August 31, 2020.
4. **ANNUAL AUDIT:** Mahoney, Sabol & Company will once again be performing the annual Town audit. Preliminary audit work began in July with visits from audit staff. The required completion date is December 31, 2020.
5. **BUDGET TRANSFERS:** The financial report reflects a number of account deficits as detailed above. Other deficit accounts reflect year-end spending for which budget transfers were not made which has been customary practice as long as within the total budget appropriation.

Following are budget transfers made during the month of June 2020 not previously reported:

From: 100-110-10-24000-5810 KHS- Dues and Fees	\$ 421.00
To: 100-110-10-24000-5730 KHS Non-Instructional Equipment	\$ 421.00

To transfer KHS Administrative funds for replacement of an office chair

From: 100-110-10-13700-5580 KHS Athletics- Travel	\$1,906.84
From: 100-110-10-13700-5810 KHS Athletics- Dues and Fees	\$ 670.41
To: 100-110-10-13700-5430 KHS Athletics- Repairs/Maintenance Services	\$2,577.25

To transfer KHS Athletic funds for reconditioning of football equipment

From: 100-110-10-10040-5890 KHS Other Objects	\$ 82.00
From: 100-110-10-10040-5810 KHS Dues and Fees	\$ 417.00
From: 100-110-10-10040-5612 KHS Instructional Supplies	\$ 212.65
To: 100-110-10-10040-5550 KHS Printing and Binding	\$ 711.65

To transfer KHS Career department funds for printing of career pathway brochures and magnets

From: 100-130-30-10000-5612 KCS Instructional Supplies	\$ 140.00
To: 100-130-30-24000-5730 KCS Non-Instructional Equipment	\$ 140.00

To transfer KCS funds for mailbox for new assistant principal

From: 100-115-15-10160-5810 Ag-Ed- Dues and Fees	\$ 3,460.00
To: 100-115-15-10160-5731 Ag-Ed- Instructional Equipment	\$ 3,460.00

To transfer Ag-Ed department funds for purchase of replacement classroom tables and horse hoof models for Equine Science

From: 100-130-30-10130-5612 KCS Instructional Supplies	\$ 1,000.00
To: 100-130-30-10000-5612 KCS Instructional Supplies	\$ 1,000.00

To transfer KCS Science department funds to General for purchase of phonics organization systems

6. **SUBSTANTIAL DONATION:** In accordance with BOE policy, the following substantial donation was received during June 2020:

Family of Norman Allard- Memorial	\$7,800.	Donation	KHS Athletics
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If you have any questions or would like to discuss this report, please let me know.



# Killingly Public Schools System Object

Report # 98249

Statement Code: Sys Object

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Requisitions	Expenditures 7/1/2019 - 6/30/2020	Amount Remaining 7/1/2019 - 6/30/2020	Percent Expended
<b>5111 Central Administration</b>	\$336,305.00	\$0.00	\$336,305.00	\$0.00	\$0.00	\$334,554.00	\$1,751.00	99.48%
<b>5112 School Administration</b>	\$1,737,408.21	\$0.00	\$1,737,408.21	\$0.00	\$0.00	\$1,754,069.98	\$ (16,661.77)	100.96%
<b>5113 Teachers' Salaries</b>	\$15,240,569.58	\$0.00	\$15,240,569.58	\$0.00	\$0.00	\$14,979,829.93	\$260,739.65	98.29%
<b>5114 Finance/HR/Computer</b>	\$376,440.14	\$0.00	\$376,440.14	\$0.00	\$0.00	\$374,242.89	\$2,197.25	99.42%
<b>5115 Tutoring</b>	\$122,120.00	\$0.00	\$122,120.00	\$0.00	\$0.00	\$62,321.18	\$59,798.82	51.03%
<b>5119 Co-Curricular Stipends</b>	\$323,253.34	\$0.00	\$323,253.34	\$0.00	\$0.00	\$297,193.24	\$26,060.10	91.94%
<b>5120 Non-Certified Salaries</b>	\$164,861.28	\$0.00	\$164,861.28	\$0.00	\$0.00	\$151,655.69	\$13,205.59	91.99%
<b>5121 Secretarial/Clerical</b>	\$1,176,668.43	\$0.00	\$1,176,668.43	\$0.00	\$0.00	\$1,219,383.76	\$ (42,715.33)	103.63%
<b>5122 Para-Professionals</b>	\$2,212,933.11	\$0.00	\$2,212,933.11	\$0.00	\$0.00	\$2,019,831.63	\$193,101.48	91.27%
<b>5123 Medical/Health</b>	\$446,000.01	\$0.00	\$446,000.01	\$0.00	\$0.00	\$465,441.37	\$ (19,441.36)	104.36%
<b>5124 Operations &amp; Maintenance</b>	\$1,687,893.34	\$0.00	\$1,687,893.34	\$0.00	\$0.00	\$1,625,997.71	\$61,895.63	96.33%
<b>5125 Transportation</b>	\$1,088,938.92	\$0.00	\$1,088,938.92	\$0.00	\$0.00	\$984,516.69	\$104,422.23	90.41%
<b>5126 Substitutes</b>	\$381,869.00	\$0.00	\$381,869.00	\$0.00	\$0.00	\$288,212.50	\$93,656.50	75.47%
<b>5127 Student Services</b>	\$18,100.00	\$0.00	\$18,100.00	\$0.00	\$0.00	\$12,059.74	\$6,040.26	66.63%
<b>5128 Temporary</b>	\$150,700.00	\$0.00	\$150,700.00	\$0.00	\$0.00	\$53,127.76	\$97,572.24	35.25%
<b>5130 Overtime</b>	\$178,000.00	\$0.00	\$178,000.00	\$0.00	\$0.00	\$131,495.95	\$46,504.05	73.87%
<b>5131 Computer Maintenance</b>	\$207,690.00	\$0.00	\$207,690.00	\$0.00	\$0.00	\$169,831.41	\$37,858.59	81.77%

# Killingly Public Schools System Object

Report # 98249

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Requisitions	Expenditures 7/1/2019 - 6/30/2020	Amount Remaining 7/1/2019 - 6/30/2020	Percent Expended
5210 Health/Dental Insurance	\$5,647,213.06	\$0.00	\$5,647,213.06	\$0.00	\$0.00	\$5,165,226.23	\$481,986.83	91.47%
5212 HSA Contributions	\$447,100.00	\$0.00	\$447,100.00	\$0.00	\$0.00	\$385,433.34	\$61,666.66	86.21%
5213 Life Insurance	\$27,226.78	\$0.00	\$27,226.78	\$0.00	\$0.00	\$26,898.86	\$436.72	98.40%
5217 Disability Insurance	\$6,564.96	\$0.00	\$6,564.96	\$0.00	\$0.00	\$6,524.28	\$40.68	99.38%
5218 HRA Funding	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$3,163.85	\$(2,163.85)	316.39%
5220 FICA	\$418,974.36	\$0.00	\$418,974.36	\$0.00	\$0.00	\$369,823.84	\$49,151.32	88.27%
5225 Medicare	\$367,671.93	\$0.00	\$367,671.93	\$0.00	\$0.00	\$333,729.90	\$33,942.03	90.77%
5231 Pension	\$126,159.80	\$0.00	\$126,159.00	\$0.00	\$0.00	\$126,159.00	\$0.00	100.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	100.00%
5250 Unemployment Compensation	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$64,691.56	\$(14,691.56)	129.38%
5260 Workers' Compensation	\$360,000.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$322,536.99	\$37,463.01	89.59%
5322 Instructional Improvement	\$29,200.00	\$1,300.00	\$30,500.00	\$0.00	\$0.00	\$14,450.33	\$16,049.67	47.38%
5323 Pupil Services	\$96,994.00	\$0.00	\$96,994.00	\$0.00	\$0.00	\$82,039.65	\$14,954.35	84.58%
5324 Field Trips	\$111,510.00	\$0.00	\$111,510.00	\$0.00	\$0.00	\$68,736.33	\$42,773.67	61.64%
5326 Testing	\$36,060.00	\$(4,920.80)	\$31,140.00	\$0.00	\$0.00	\$20,877.14	\$10,262.86	67.04%
5330 Professional/Technical Services	\$452,971.24	\$(1,804.50)	\$451,166.74	\$0.00	\$0.00	\$413,038.82	\$38,127.92	91.55%
5410 Utilities	\$1,273,333.00	\$0.00	\$1,273,333.00	\$0.00	\$0.00	\$1,088,512.61	\$184,820.39	85.49%

# Killingly Public Schools System Object

Report # 98249

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Requisitions	Expenditures 7/1/2019 - 6/30/2020	Amount Remaining 7/1/2019 - 6/30/2020	Percent Expended
5430 Contracted Maintenance Services	\$1,196,178.16	\$2,832.20	\$1,199,010.36	\$0.00	\$0.00	\$1,132,771.78	\$66,238.58	94.48%
5430 Repairs & Maintenance Services	\$471,271.00	\$6,342.81	\$477,614.81	\$0.00	\$0.00	\$874,745.13	\$(397,130.32)	183.15%
5432 Technology-Related Repairs/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,200.00	\$(10,200.00)	—
5440 Rentals	\$17,500.00	\$3,798.98	\$21,298.98	\$0.00	\$0.00	\$13,579.30	\$7,719.68	63.76%
5510 Pupil Transportation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$115,259.26	\$(95,259.26)	576.30%
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$14,000.00	\$4,000.00	77.78%
5530 Communications	\$0.00	\$252.44	\$252.44	\$0.00	\$0.00	\$8,603.30	\$(8,350.86)	3,408.06%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$30,775.26	\$(4,775.26)	118.37%
5532 Telephone	\$77,820.00	\$0.00	\$77,820.00	\$0.00	\$0.00	\$68,266.13	\$9,553.87	87.72%
5540 Advertising	\$11,700.00	\$0.00	\$11,700.00	\$0.00	\$0.00	\$8,488.80	\$3,211.20	72.55%
5550 Printing & Binding	\$27,086.50	\$1,667.65	\$28,754.15	\$0.00	\$0.00	\$18,245.46	\$10,508.69	63.45%
5560 Tuition	\$387,278.00	\$0.00	\$387,278.00	\$0.00	\$0.00	\$416,167.21	\$(28,889.21)	107.46%
5561 Local Placement Tuition	\$4,037,482.00	\$0.00	\$4,032,482.00	\$0.00	\$0.00	\$4,428,816.30	\$(396,334.30)	109.83%
5562 Agency Placement Tuition	\$383,500.00	\$0.00	\$383,500.00	\$0.00	\$0.00	\$225,730.86	\$157,769.14	58.86%
5580 Travel	\$59,806.00	\$1,273.16	\$61,079.16	\$0.00	\$0.00	\$41,298.04	\$19,781.12	67.61%
5590 Other Purchased Services	\$123,296.00	\$0.00	\$123,296.00	\$0.00	\$0.00	\$177,410.02	\$(54,114.02)	143.89%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$27,214.36	\$27,785.64	49.48%

# Killingly Public Schools System Object

Report # 98249

Account Number / Description	Adopted Budget 7/1/2019 - 6/30/2020	Transfers 7/1/2019 - 6/30/2020	Revised Budget 7/1/2019 - 6/30/2020	Encumbrances 7/1/2019 - 6/30/2020	Requisitions	Expenditures 7/1/2019 - 6/30/2020	Amount Remaining 7/1/2019 - 6/30/2020	Percent Expended
5612 Instructional Supplies	\$375,684.29	\$(-3,152.38)	\$372,531.91	\$0.00	\$0.00	\$379,693.85	\$(-7,161.94)	101.92%
5613 Custodial & Maintenance Supplies	\$234,500.00	\$(-7,600.80)	\$226,899.20	\$0.00	\$0.00	\$154,816.02	\$72,083.18	68.23%
5620 Heat Energy	\$251,100.00	\$0.00	\$251,100.00	\$0.00	\$0.00	\$263,453.26	\$(-12,353.26)	104.92%
5626 Motor Fuels & Oils	\$224,300.00	\$0.00	\$224,300.00	\$0.00	\$0.00	\$118,071.17	\$106,228.83	52.64%
5627 Transportation Supplies	\$142,300.00	\$0.00	\$142,300.00	\$0.00	\$0.00	\$129,357.91	\$12,942.09	90.91%
5641 Textbooks	\$44,790.00	\$(-759.00)	\$44,031.00	\$0.00	\$0.00	\$23,581.72	\$20,449.28	53.56%
5642 Library Books/Periodicals	\$38,678.00	\$595.00	\$39,183.00	\$0.00	\$0.00	\$34,822.85	\$5,160.15	86.83%
5691 Office Supplies	\$25,341.40	\$100.80	\$25,442.20	\$0.00	\$0.00	\$15,699.06	\$9,743.14	61.70%
5692 Health Supplies	\$16,500.00	\$(-1,022.56)	\$15,477.44	\$0.00	\$0.00	\$18,197.82	\$(-2,720.38)	117.58%
5695 Computer Software & Supplies	\$16,994.00	\$3,497.98	\$20,491.90	\$0.00	\$0.00	\$45,516.63	\$(-25,024.73)	222.12%
5730 Non-Instructional Equipment	\$48,578.85	\$3,476.29	\$52,055.14	\$0.00	\$0.00	\$67,397.75	\$(-15,342.61)	129.47%
5731 Instructional Equipment	\$125,988.65	\$1,975.03	\$127,963.68	\$0.00	\$0.00	\$209,532.91	\$(-81,569.23)	163.74%
5732 Vehicles	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$79,030.80	\$(-49,030.80)	263.44%
5734 Computer Hardware	\$72,400.00	\$(-5,457.90)	\$66,942.10	\$0.00	\$0.00	\$110,477.51	\$(-43,535.41)	165.03%
5810 Dues & Fees	\$98,840.46	\$(-5,621.79)	\$93,218.67	\$0.00	\$0.00	\$75,507.79	\$17,710.88	81.00%
5890 Other Objects	\$85,530.00	\$3,316.67	\$88,846.67	\$0.00	\$0.00	\$67,886.87	\$20,959.80	76.41%
100 General Fund	\$44,047,273.00	\$0.00	\$44,047,273.00	\$0.00	\$0.00	\$42,826,413.69	\$1,220,859.31	97.23%

# Killingly Public Schools System Object

Report # 98249

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Retaining	Percent Expended
	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020		7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	
<b>GRAND TOTAL</b>	\$44,047,273.00	\$0.00	\$44,047,273.00	\$0.00	\$0.00	\$42,826,413.69	\$1,220,859.31	97.23%

# KILLINGLY PUBLIC SCHOOLS

## Current and Projected Revenues 2020-2021

As of September 30, 2020

TOWN BUDGET BOOK	TOWN BUDGET CODE	TOWN 2020-2021 BUDGET	REVENUES RECEIVED AS OF 9/30/20	PROJECTED REVENUES TO 6/30/21 as of 9/30/20	2020-2021 BUDGET TO PROJECTION
<b>OTHER REVENUES</b>					
School Capital Contribution	40410	250,668	-	250,668	-
<b>TOTAL</b>		<b>250,668</b>	<b>-</b>	<b>250,668</b>	<b>-</b>
<b>SCHOOL REVENUES</b>					
Education Cost Sharing (ECS)	40216	15,245,633		15,245,633	-
School Transportation	40217	-	-	-	-
Agriculture Science and Tech Ed Operating Cost Grant	40219	669,443	163,965	655,860	(13,583)
Tuition: *					
Regular	40411	1,516,536	-	1,516,536	-
Special Ed-Voluntary (Other Districts)	40412	250,000	-	250,000	-
Vocational-Agriculture	40413	757,353	-	757,353	-
F-1 Student	40417	-	-	-	-
Non-Public School-Health	40220	22,871	-	-	(22,871)
Non-Public School-Transportation	40221	-	-	-	-
		-	-	-	-
<b>TOTAL SCHOOL REVENUES ONLY</b>		<b>18,461,836</b>	<b>163,965</b>	<b>18,425,382</b>	<b>(36,454)</b>
<b>TOTAL ALL REVENUES</b>		<b>18,712,504</b>	<b>163,965</b>	<b>18,676,050</b>	<b>(36,454)</b>

\* Tuition Revenues to be projected for 2nd quarter report based on October 1 enrollment

Information provided per Section 290 of Public Act 19-117 (effective 7/1/19)

KILLINGLY PUBLIC SCHOOLS						
Current and Projected Expenditures by Object Code 2020-2021						
As of September 30, 2020						
Account Number / Description	Revised Budget 7/1/2020 - 6/30/2021	Expenditures & Encumbrances 7/1/2020 - 9/30/2020	Amount Remaining 7/1/2020 - 9/30/2020	Estimated Expenditures to 6/30/21	Projected Balance 6/30/2021	
5111 Central Administration	\$337,673.04	\$83,802.52	\$253,870.52	\$224,198.34	\$29,672.18	
5112 School Administration	\$1,874,691.70	\$459,132.40	\$1,415,559.30	\$1,399,090.20	\$16,469.10	
5113 Teachers' Salaries	\$15,222,439.42	\$1,873,349.24	\$13,349,090.18	\$13,200,095.53	\$148,994.65	
5114 Finance/HR/Computer	\$381,725.39	\$102,745.30	\$278,980.09	\$278,980.09	\$0.00	
5115 Tutoring	\$85,000.00	\$6,700.46	\$78,299.54	\$78,299.54	\$0.00	
5119 Co-Curricular Stipends	\$351,018.64	\$12,469.33	\$338,549.31	\$338,549.31	\$0.00	
5120 Non-Certified Salaries	\$348,638.12	\$46,708.12	\$301,930.00	\$271,499.92	\$30,430.08	
5121 Secretarial/Clerical	\$1,251,397.72	\$343,339.45	\$908,058.27	\$918,943.56	(\$10,885.29)	
5122 Para-Professionals	\$2,224,682.18	\$195,924.14	\$2,028,758.04	\$2,021,715.80	\$7,042.24	
5123 Medical/Health	\$480,140.43	\$62,644.15	\$417,496.28	\$443,777.06	(\$26,280.78)	
5124 Operations & Maintenance	\$1,707,461.49	\$419,724.82	\$1,287,736.67	\$1,269,309.74	\$18,426.93	
5125 Transportation	\$1,097,434.60	\$134,449.59	\$962,985.01	\$962,985.01	\$0.00	
5126 Substitutes	\$380,000.00	\$24,419.76	\$355,580.24	\$355,580.24	\$0.00	
5127 Student Services	\$20,490.00	\$924.25	\$19,565.75	\$19,565.75	\$0.00	
5128 Temporary	\$149,200.00	\$13,972.58	\$135,227.42	\$135,227.42	\$0.00	
5130 Overtime	\$192,500.00	\$35,430.73	\$157,069.27	\$161,878.26	(\$4,808.99)	
5131 Computer Maintenance	\$199,590.00	\$47,424.51	\$152,165.49	\$158,506.50	(\$6,341.01)	
5200 Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5210 Health/Dental Insurance	\$5,177,128.91	\$1,219,346.03	\$3,957,782.88	\$3,691,450.00	\$266,332.88	
5212 HSA Contributions	\$539,692.08	\$264,844.17	\$274,847.91	\$221,400.00	\$53,447.91	
5213 Life Insurance	\$28,016.26	\$6,618.40	\$21,397.86	\$20,517.54	\$880.32	
5214 Benefits- Early Retirees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5215 Post-Employment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5217 Disability Insurance	\$6,865.44	\$6,090.19	\$775.25	\$420.00	\$355.25	
5218 HRA Funding	\$5,625.00	\$596.64	\$5,028.36	\$12,864.51	(\$7,836.15)	
5220 FICA	\$433,648.17	\$75,524.34	\$358,123.83	\$358,123.83	\$0.00	
5225 Medicare	\$377,205.78	\$52,608.00	\$324,597.78	\$324,597.78	\$0.00	
5230 ERIP Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5231 Pension	\$143,661.00	\$0.00	\$143,661.00	\$143,661.00	\$0.00	
5232 Annuity Contributions	\$7,000.00	\$1,220.32	\$5,779.68	\$5,779.68	\$0.00	
5250 Unemployment Compensation	\$50,000.00	\$49,764.57	\$235.43	\$200,000.00	(\$199,764.57)	
5260 Workers' Compensation	\$360,000.00	\$329,645.84	\$30,354.16	\$0.00	\$30,354.16	

KILLINGLY PUBLIC SCHOOLS						
Current and Projected Expenditures by Object Code 2020-2021						
As of September 30, 2020						
	Revised Budget	Expenditures &				
Account Number / Description	7/1/2020 - 6/30/2021	Encumbrances	Amount Remaining	Estimated	Projected	
	7/1/2020 - 6/30/2021	7/1/2020 - 9/30/2020	7/1/2020 - 9/30/2020	Expenditures	Balance	
				to 6/30/21	6/30/2021	
5322 Instructional Improvement	\$9,500.00	\$4,550.00	\$4,950.00	\$4,950.00	\$0.00	\$0.00
5323 Pupil Services	\$97,036.30	\$223.26	\$96,813.04	\$96,813.04	\$0.00	\$0.00
5324 Field Trips	\$107,525.00	\$0.00	\$107,525.00	\$107,525.00	\$0.00	\$0.00
5326 Testing	\$36,060.00	\$7,331.02	\$28,728.98	\$28,728.98	\$0.00	\$0.00
5330 Professional/Technical Services	\$456,956.00	\$227,267.17	\$229,688.83	\$229,688.83	\$0.00	\$0.00
5410 Utilities	\$1,177,835.35	\$161,661.99	\$1,016,173.36	\$1,016,173.36	\$0.00	\$0.00
5420 Contracted Maintenance Services	\$895,391.24	\$723,758.36	\$171,632.88	\$171,632.88	\$0.00	\$0.00
5430 Repairs & Maintenance Services	\$461,132.00	\$67,405.15	\$393,726.85	\$393,726.85	\$0.00	\$0.00
5432 Technology-Related Repairs/Mainte	\$0.00	\$10,600.00	(\$10,600.00)	\$0.00	(\$10,600.00)	\$0.00
5440 Rentals	\$23,790.00	\$3,855.50	\$19,934.50	\$19,934.50	\$0.00	\$0.00
5510 Pupil Transportation	\$30,000.00	\$0.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
5529 Other Insurance & Judgments	\$18,000.00	\$15,395.00	\$2,605.00	\$0.00	\$2,605.00	\$0.00
5530 Communications	\$335,436.76	\$228,300.58	\$107,136.18	\$107,136.18	\$0.00	\$0.00
5531 Postage	\$26,000.00	\$20,278.97	\$5,721.03	\$15,721.03	(\$10,000.00)	(\$10,000.00)
5532 Telephone	\$77,820.00	\$11,469.47	\$66,350.53	\$68,110.53	(\$1,760.00)	(\$1,760.00)
5540 Advertising	\$12,228.00	\$3,326.40	\$8,901.60	\$8,901.60	\$0.00	\$0.00
5550 Printing & Binding	\$27,265.50	\$2,227.56	\$25,037.94	\$25,037.94	\$0.00	\$0.00
5560 Tuition	\$421,636.00	\$0.00	\$421,636.00	\$421,636.00	\$0.00	\$0.00
5561 Local Placement Tuition	\$4,289,700.00	\$2,779,019.44	\$1,510,680.56	\$1,510,680.56	\$0.00	\$0.00
5562 Agency Placement Tuition	\$303,500.00	\$91,357.26	\$212,142.74	\$212,142.74	\$0.00	\$0.00
5580 Travel	\$57,006.00	\$4,411.52	\$52,594.48	\$52,594.48	\$0.00	\$0.00
5590 Other Purchased Services	\$205,719.00	\$103,429.00	\$102,290.00	\$102,290.00	\$0.00	\$0.00
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$55,000.00	\$0.00	\$0.00
5612 Instructional Supplies	\$299,108.53	\$113,927.97	\$185,180.56	\$185,180.56	\$0.00	\$0.00
5613 Custodial & Maintenance Supplies	\$202,717.19	\$25,059.12	\$177,658.07	\$177,658.07	\$0.00	\$0.00
5620 Heat Energy	\$256,082.00	\$1,590.41	\$254,491.59	\$254,491.59	\$0.00	\$0.00
5626 Motor Fuels & Oils	\$222,100.00	\$5,449.88	\$216,650.12	\$216,650.12	\$0.00	\$0.00
5627 Transportation Supplies	\$137,300.00	\$22,370.73	\$114,929.27	\$114,929.27	\$0.00	\$0.00
5641 Textbooks	\$13,891.20	\$634.67	\$13,256.53	\$13,256.53	\$0.00	\$0.00
5642 Library Books/Periodicals	\$33,833.54	\$8,756.69	\$25,076.85	\$25,076.85	\$0.00	\$0.00
5691 Office Supplies	\$24,521.40	\$5,769.63	\$18,751.77	\$18,751.77	\$0.00	\$0.00
5692 Health Supplies	\$16,500.00	\$16,698.28	(\$198.28)	(\$198.28)	(\$0.00)	(\$0.00)
5695 Computer Software & Supplies	\$26,534.00	\$27,345.37	(\$811.37)	(\$811.37)	(\$0.00)	(\$0.00)



### Current and Projected Expenditures by Object Code 2020-2021

Information provided per Section 290 of Public Act 19-117 (effective 7/1/19)

MEMO: Dr. Diane Summa, Interim Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Monthly Financial Report (September 2020)

DATE: October 2, 2020

Attached please find the financial report for the month of September, the third month of fiscal year 2020-2021, which reflects expenditures and encumbrances of \$10,643,713 or 24.11% of the \$44,147,274 budget. This is the first monthly financial report for 2020-2021, incorporating July and August activity.

1. **BUDGET STATUS:** Most accounts are at expected expenditure levels for this point in time when compared to budget and when compared to September 2019 prior to the impact of the COVID-19 pandemic and the changes in spending patterns that occurred with distance learning. Many COVID-related expenditures, such as personal protective equipment (PPE), technology, and supplies for remote learning, have been made from the 2020-2021 budget that may be reclassified to various grant funds later in the year once their eligibility has been determined and the grants approved by the Connecticut State Department of Education.

**SALARIES:**

The expenditures include seven payroll periods (out of 26) or 26.9% for our full year (twelve month) employees.

Analysis of the Teachers' Salaries (5113) accounts as of 9/30/20 shows a preliminary budget surplus of approximately \$150K. Several placeholders have been included for positions not yet filled or filled with uncertified staff. This figure will change over time as vacancies are filled and certifications are received.

Secretarial/Clerical (5121)- Projection of secretarial salaries reflects a line item deficit of \$(10,885) primarily for payouts of vacation and sick leave for two retirements, as well as additional time worked in the transportation department for the beginning of the school year.

Medical/Health (5123)- Projection of nurses' salaries reflects a line item deficit of \$(26,281) due to the need for a second part-time 1:1 nurse for a special education student who was budgeted as part-time, but student is now attending school full-time, requiring full-time nursing services.

**BENEFITS:**

**H S A Contributions (5212)-** As of the end of September most H.S.A. account holders have received 50% of their annual contributions. Agreements for the administrators, supervisors, paraprofessionals, nurses, and teachers call for 50% of the annual contribution to be made in September and 50% in January. Two groups have different funding schedules. The collective bargaining unit agreement for the custodians, secretaries, et al. requires 100% of the annual contribution to the health savings accounts to be deposited in July. The second exception is the bus drivers and mechanics who receive their contributions throughout the course of the year.

**Disability Insurance (5217)-** The full year premium for the Board of Education's share (66%) of administrator disability insurance has been encumbered, resulting in 89% of the account balance expended. The hiring of a permanent Superintendent will expend a portion of the available balance.

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

**Unemployment Compensation (5250)-** As of 9/30/20 payments for unemployment compensation for May and June 2020 have been made, leaving only \$235 of the budget for 2020-2021. The impact of the school closures continues from the 2019-2020 school year. Because Killingly Public Schools (KPS) is an employer who makes payments in lieu of contributions for unemployment insurance, KPS is billed for every dollar of compensation paid to the recipients. Due to the Department of Labor's challenges in processing claims, many individuals received benefits to which they were not entitled. KPS is required to pay the invoices in full and contest the claims individually. There is also a pending question of whether districts are eligible for 50% reimbursement through the Coronavirus Aid, Relief, and Economic Support (CARES) Act. In order to be eligible for the reimbursement, an employer must pay all charges in full. We have received no reimbursement to date or further guidance, but continue to contest the charges and will pursue any available reimbursement. It is unknown whether or for how long the unusually high charges will continue.

**Workers' Compensation (5260)-** The full year premium has been encumbered for 2020-2021, leaving an available balance of \$30,354. CIRMA has changed their billing practice and there will be no premium adjustments resulting from the 2019-2020 payroll audit in the 2020-2021 year.

**OTHER:**

Pupil Services (5323)- Pupil services includes payments for athletic officials, trainers, etc. which will be affected by the number and timing of athletic activities for the year. Approximately \$5,000 had been expended as of September 30, 2019, whereas this September only \$223 has been expended.

Tuition (5560)- Tuition for magnet schools has not yet been encumbered, pending enrollment information from the various schools.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the September 30 report reflect balances of \$1,510,681 and \$212,143 respectively. It should be noted these balances do not include a number of initial placements yet to be encumbered or the offsets of anticipated excess cost reimbursement.

Pupil Transportation (5510)- This account line has had no expenditures for outside transportation providers as of 9/30/20. Our current transportation needs are being met with in-district employees and vehicles.

2. **GRANTS:** We were notified during September that another round of Alliance Grant funding for General Improvements to Alliance Districts' School Buildings is available to Killingly with an award not to exceed \$477,600 for eligible projects. The application is due October 23, 2020. KPS received three rounds of awards through this program in fiscal years 2015-16 through 2018-19 totaling about \$1.8M for various building-related projects not generally covered by the existing school construction grants program.
3. **BUDGET TRANSFERS:** Budget transfers for July, August and September 2020 are included since this is the first report for 2020-2021. No transfers in excess of \$10,000 required Board of Education approval.

The following transfers were made in July 2020:

From: 100-120-20-10120-5530 KIS- Communications	\$ 111.00
To: 100-120-20-10000-5530 KIS- Communications	\$ 100.00
To: 100-120-20-10050-5530 KIS- Communications	\$ 5.50
To: 100-120-20-10140-5530 KIS- Communications	\$ 5.50

To transfer KIS funds for price increase of BrainPop subscription renewal

From: 100-110-10-10101-5580 KHS- Travel	\$ 1,000.00
From: 100-110-10-10101-5810 KHS- Dues and Fees	\$ 2,420.00
To: 100-110-10-10101-5731 KHS- Instructional Equipment	\$ 3,420.00

To transfer KHS Video Tech department funds for purchase of vlogging video kits for distance learning

From: 100-130-30-10150-5612 KCS- Instructional Supplies	\$ 2,000.00
To: 100-130-30-10000-5612 KCS- Instructional Supplies	\$ 2,000.00

To transfer KCS funds for purchase of “go bag” kits and water bottles for each student due to distance learning and health guidelines

The following transfers were made in August 2020:

From: 100-130-80-27000-5324 KCS- Field Trips	\$ 4,000.00
To: 100-130-30-10000-5612 KCS- Instructional Supplies	\$ 4,000.00

To transfer KCS funds for additional purchases of teacher supplies due to COVID requirements

From: 100-115-15-10160-5810 Ag-Ed- Dues and Fees	\$ 710.00
To: 100-115-15-10160-5530 Ag-Ed- Communications	\$ 710.00

To transfer Ag-Ed funds for purchase of online curriculum

From: 100-110-10-10060-5612 KHS- Instructional Supplies	\$ 450.00
To: 100-110-10-10060-5530 KHS- Communications	\$ 450.00

To transfer KHS World Language department funds for purchase of Pear Deck, a Google add-on for distance learning instruction

From: 100-110-10-13700-5323 KHS- Pupil Services	\$ 1,974.70
To: 100-110-10-13700-5731 KHS- Instructional Equipment	\$ 1,974.70

To transfer KHS Athletic department funds for purchase of replacement football helmets

From: 100-150-00-22300-5734 IT- Computer Hardware	\$ 3,000.00
To: 100-150-00-22300-5695 IT- Computer Software & Supplies	\$ 3,000.00

To transfer IT department funds for purchases of chargers and computer cases in preparation for hybrid learning

From: 100-110-10-10101-5731 KHS- Instructional Equipment	\$ 1,782.00
To: 100-110-10-10101-5612 KHS- Instructional Supplies	\$ 1,782.00

To transfer KHS Video Tech department funds for purchase of supplies for distance learning

From: 100-115-15-10160-5810 KHS- Dues and Fees	\$ 600.00
To: 100-115-15-10160-5530 KHS- Communications	\$ 600.00

To transfer Ag-Ed department funds for purchase of online resources and curriculum

The following transfers were made during September:

From: 100-110-10-10110-5641 KHS Textbooks	\$ 100.00
To: 100-110-10-10110-5612 KHS Instructional Supplies	\$ 100.00

To transfer KHS Math department funds for the purchase of USB cables to live stream from ELMO devices for remote learners

From: 100-140-00-21000-5330 PPS Professional/Technical Services	\$ 519.00
To: 100-140-00-12000-5530 PPS Communications	\$ 519.00

To transfer PPS funds for five News-2-You Symbolstix user licenses

From: 100-110-10-10000-5731 KHS Instructional Equipment	\$ 750.00
To: 100-110-10-10000-5730 KHS Non-Instructional Equipment	\$ 750.00

To transfer KHS funds for purchase of additional and replacement radios

From: 100-110-10-13700-5323 KHS Pupil Services	\$ 1,115.00
To: 100-110-10-13700-5731 KHS Instructional Equipment	\$ 1,115.00

To transfer KHS Athletic department funds for the purchase of portable wheels for the soccer goals

From: 100-170-70-26000-5613 O/M- Custodial/Maintenance Supplies \$ 449.95  
To: 100-170-70-26000-5730 O/M- Non-Instructional Equipment \$ 449.95

To transfer Operations and Maintenance department funds for purchase of a replacement washing machine for KIS

From: 100-120-20-10120-5612 KIS Instructional Supplies \$ 1,284.00  
To: 100-120-20-10120-5530 KIS Communications \$ 1,284.00

To transfer KIS Music department funds for subscription to Smart Music for virtual band lessons

From: 100-115-15-10160-5612 Ag-Ed- Instructional Supplies \$ 350.00  
To: 100-115-15-10160-5530 Ag-Ed- Communications \$ 350.00

To transfer Ag-Ed department funds for expansion of online curriculum to additional students

From: 100-110-10-10101-5612 KHS- Student Services \$ 510.00  
To: 100-110-10-10101-5530 KHS- Communications \$ 510.00

To transfer KHS Video Tech department funds for purchase of web-based film production software to allow both in-person and distance learners to collaborate on film projects

From: 100-130-30-10000-5612 KCS- Instructional Supplies \$ 700.00  
From: 100-130-30-10130-5612 KCS- Instructional Supplies \$ 1,800.00  
To: 100-130-30-10000-5530 KCS- Communications \$ 2,500.00

To transfer KCS funds for subscriptions to BrainPop and RAZ Kids- digital resources for in-person and remote learners

From: 100-110-10-10030-5612 KHS- Instructional Supplies \$ 250.00  
To: 100-110-10-10030-5731 KHS- Instructional Equipment \$ 250.00

To transfer KHS Business department funds for purchase of desktop scanner for distance learning

From: 100-110-10-10150-5641 KHS- Textbooks	\$ 1,078.80
To: 100-110-10-10150-5731 KHS- Communications	\$ 1,078.80

To transfer KHS Social Studies department funds for renewal of Turnitin plagiarism checker shared with English department

4. **2019-2020 STATUS:** As of 9/30/20 there are thirty outstanding purchase orders totaling \$207,898 that remain open from fiscal year 2019-2020. Most represent purchases or services not received in their entirety, with many items backordered. Included in this group are a Ford pickup truck for Operations and Maintenance for \$44,000 delayed to a manufacturer shutdown during COVID and our share of equipment for \$57,400 purchased by the Town of Killingly for the School Resource Officer, including a vehicle, laptop, radio and weapons. Others represent purchases that have not been invoiced to us despite our efforts in requesting bills. Efforts continue to resolve the remaining issues.

5. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, the following substantial donations were received during September 2020:

Danielson Elks	\$500.	Donation	Districtwide school supplies
Beagary Charitable Trust	\$52,000.	Donation	KHS Turf Field
Beagary Charitable Trust	\$4,000.	Donation	KHS Athletics department
Beagary Charitable Trust	\$4,000.	Donation	KHS Music department

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



# Killingly Public Schools System Object

Report # 98258

Statement Code: Sys Object

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 9/30/2020	Requisitions	Expenditures 7/1/2020 - 9/30/2020	Amount Remaining 7/1/2020 - 9/30/2020	Percent Expended
5111 Central Administration	\$337,673.04	\$0.00	\$337,673.04	\$0.00	\$0.00	\$83,882.52	\$253,870.52	24.82%
5112 School Administration	\$1,874,691.70	\$0.00	\$1,874,691.70	\$0.00	\$0.00	\$459,132.40	\$1,415,559.30	24.49%
5113 Teachers' Salaries	\$15,222,439.42	\$0.00	\$15,222,439.42	\$0.00	\$0.00	\$1,873,349.24	\$13,349,090.18	12.31%
5114 Finance/HR/Computer	\$381,725.39	\$0.00	\$381,725.39	\$0.00	\$0.00	\$102,745.30	\$278,980.09	26.92%
5115 Tutoring	\$85,000.00	\$0.00	\$85,000.00	\$0.00	\$0.00	\$6,700.46	\$78,299.54	7.88%
5119 Co-Curricular Stipends	\$351,018.64	\$0.00	\$351,018.64	\$0.00	\$0.00	\$12,469.33	\$338,549.31	3.55%
5120 Non-Certified Salaries	\$348,638.12	\$0.00	\$348,638.12	\$0.00	\$0.00	\$46,788.12	\$301,850.00	13.40%
5121 Secretarial/Clerical	\$1,251,397.72	\$0.00	\$1,251,397.72	\$0.00	\$0.00	\$343,339.45	\$908,058.27	27.44%
5122 Para-Professionals	\$2,224,682.18	\$0.00	\$2,224,682.18	\$0.00	\$0.00	\$195,924.14	\$2,028,758.04	8.81%
5123 Medical/Health	\$480,140.43	\$0.00	\$480,140.43	\$0.00	\$0.00	\$62,644.15	\$417,496.28	13.05%
5124 Operations & Maintenance	\$1,707,461.49	\$0.00	\$1,707,461.49	\$0.00	\$0.00	\$419,724.82	\$1,287,736.67	24.58%
5125 Transportation	\$1,097,434.60	\$0.00	\$1,097,434.60	\$0.00	\$0.00	\$134,449.59	\$962,985.01	12.25%
5126 Substitutes	\$380,000.00	\$0.00	\$380,000.00	\$0.00	\$0.00	\$24,419.76	\$355,580.24	6.43%
5127 Student Services	\$21,000.00	\$(510.00)	\$20,490.00	\$0.00	\$0.00	\$924.25	\$19,565.75	4.51%
5128 Temporary	\$149,200.00	\$0.00	\$149,200.00	\$0.00	\$0.00	\$13,977.58	\$135,222.42	9.37%
5130 Overtime	\$192,500.00	\$0.00	\$192,500.00	\$0.00	\$0.00	\$35,430.73	\$157,069.27	18.41%
5131 Computer Maintenance	\$199,590.00	\$0.00	\$199,590.00	\$0.00	\$0.00	\$47,424.51	\$152,165.49	23.76%

# Killingly Public Schools System Object

Report # 98258

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 9/30/2020	Requisitions	Expenditures 7/1/2020 - 9/30/2020	Amount Retaining 7/1/2020 - 9/30/2020	Percent Expended
5210 Health/Dental Insurance	\$5,177,128.91	\$0.00	\$5,177,128.91	\$0.00	\$0.00	\$1,219,346.03	\$3,957,782.88	23.55%
5212 HSA Contributions	\$539,692.08	\$0.00	\$539,692.08	\$0.00	\$0.00	\$264,844.17	\$274,847.91	49.07%
5213 Life Insurance	\$28,016.26	\$0.00	\$28,016.26	\$0.00	\$0.00	\$6,618.40	\$21,397.86	23.62%
5217 Disability Insurance	\$6,865.44	\$0.00	\$6,865.44	\$4,528.35	\$0.00	\$1,561.84	\$775.25	88.71%
5218 HRA Funding	\$5,625.00	\$0.00	\$5,625.00	\$0.00	\$0.00	\$596.64	\$5,028.36	10.61%
5220 FICA	\$433,648.17	\$0.00	\$433,648.17	\$0.00	\$0.00	\$75,524.34	\$358,123.83	17.42%
5225 Medicare	\$377,205.78	\$0.00	\$377,205.78	\$0.00	\$0.00	\$52,608.00	\$324,597.78	13.95%
5231 Pension	\$143,661.00	\$0.00	\$143,661.00	\$0.00	\$0.00	\$0.00	\$143,661.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$1,220.32	\$5,779.68	17.43%
5250 Unemployment Compensation	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$49,764.57	\$235.43	99.53%
5260 Workers' Compensation	\$360,000.00	\$0.00	\$360,000.00	\$164,824.87	\$0.00	\$164,820.97	\$30,354.16	91.57%
5322 Instructional Improvement	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$0.00	\$4,550.00	\$4,950.00	47.89%
5323 Pupil Services	\$100,126.80	\$(3,089.70)	\$97,036.30	\$0.00	\$0.00	\$223.26	\$96,813.04	0.23%
5324 Field Trips	\$111,525.80	\$(4,000.00)	\$107,525.00	\$0.00	\$0.00	\$0.00	\$107,525.00	0.00%
5326 Testing	\$36,060.00	\$0.00	\$36,060.00	\$5,799.44	\$0.00	\$1,531.58	\$28,728.98	20.33%
5330 Professional/Technical Services	\$457,475.00	\$(515.00)	\$456,956.00	\$167,130.44	\$0.00	\$60,136.73	\$329,688.83	49.74%
5410 Utilities	\$1,177,835.35	\$0.00	\$1,177,835.35	\$20,871.20	\$0.00	\$140,790.79	\$1,016,173.36	13.73%

# Killingly Public Schools System Object

Report # 98258

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 9/30/2020	Requisitions	Expenditures 7/1/2020 - 9/30/2020	Amount Retaining 7/1/2020 - 9/30/2020	Percent Expended
5420 Contracted Maintenance Services	\$895,391.24	\$0.00	\$895,391.24	\$195,984.16	\$0.00	\$527,774.20	\$171,632.88	80.83%
5430 Repairs & Maintenance Services	\$461,132.80	\$0.00	\$461,132.00	\$33,097.36	\$0.00	\$34,307.79	\$393,726.85	14.62%
5432 Technology-Related Repairs/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,600.00	\$ (10,600.00)	—
5440 Rentals	\$23,790.00	\$0.00	\$23,790.00	\$3,074.62	\$0.00	\$780.88	\$19,934.50	16.21%
5510 Pupil Transportation	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$15,395.00	\$2,605.00	85.53%
5530 Communications	\$327,434.96	\$8,001.80	\$335,436.76	\$49,385.17	\$3,244.50	\$178,945.41	\$107,136.18	68.06%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$20,278.97	\$5,721.03	78.00%
5532 Telephone	\$77,820.00	\$0.00	\$77,820.00	\$224.91	\$0.00	\$11,244.56	\$66,350.53	14.74%
5540 Advertising	\$12,228.00	\$0.00	\$12,228.00	\$62.40	\$0.00	\$3,264.00	\$8,901.60	27.20%
5550 Printing & Binding	\$27,265.50	\$0.00	\$27,265.50	\$1,045.00	\$0.00	\$1,182.56	\$25,037.94	8.17%
5560 Tuition	\$421,636.00	\$0.00	\$421,636.00	\$0.00	\$0.00	\$0.00	\$421,636.00	0.00%
5561 Local Placement Tuition	\$4,289,700.00	\$0.00	\$4,289,700.00	\$2,479,176.02	\$0.00	\$299,841.42	\$1,510,680.56	64.78%
5562 Agency Placement Tuition	\$303,500.00	\$0.00	\$303,500.00	\$83,260.26	\$0.00	\$8,097.00	\$212,142.74	30.10%
5580 Travel	\$58,006.00	\$ (1,000.00)	\$57,006.00	\$0.00	\$0.00	\$4,411.52	\$52,594.48	7.74%
5590 Other Purchased Services	\$205,719.80	\$0.00	\$205,719.00	\$0.00	\$0.00	\$103,429.00	\$102,290.00	50.28%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	0.00%

# Killingly Public Schools System Object

Report # 98258

Account Number / Description	Adopted Budget 7/1/2020 - 6/30/2021	Transfers 7/1/2020 - 6/30/2021	Revised Budget 7/1/2020 - 6/30/2021	Encumbrances 7/1/2020 - 9/30/2020	Requisitions	Expenditures 7/1/2020 - 9/30/2020	Amount Retaining 7/1/2020 - 9/30/2020	Percent Expended
5612 Instructional Supplies	\$298,060.53	\$1,048.00	\$299,108.53	\$54,939.73	\$289.92	\$58,986.24	\$185,180.56	38.09%
5613 Custodial & Maintenance Supplies	\$203,167.14	\$(449.95)	\$202,717.19	\$831.97	\$567.00	\$24,227.15	\$177,658.07	12.36%
5620 Heat Energy	\$256,082.00	\$0.00	\$256,082.00	\$0.00	\$0.00	\$1,590.41	\$254,491.59	0.62%
5626 Motor Fuels & Oils	\$222,100.00	\$0.00	\$222,100.00	\$0.00	\$0.00	\$5,449.88	\$216,650.12	2.45%
5627 Transportation Supplies	\$137,300.00	\$0.00	\$137,300.00	\$1,630.53	\$120.04	\$20,740.20	\$114,929.27	16.29%
5641 Textbooks	\$15,070.00	\$(1,175.80)	\$13,894.20	\$263.17	\$0.00	\$371.50	\$13,256.53	4.57%
5642 Library Books/Periodicals	\$33,833.54	\$0.00	\$33,833.54	\$7,222.68	\$461.03	\$1,534.01	\$25,076.85	25.88%
5691 Office Supplies	\$24,521.40	\$0.00	\$24,521.40	\$1,082.77	\$0.00	\$4,686.86	\$18,751.77	23.53%
5692 Health Supplies	\$16,500.00	\$0.00	\$16,500.00	\$7,920.09	\$0.00	\$8,778.19	\$(198.28)	101.20%
5695 Computer Software & Supplies	\$23,534.00	\$3,000.00	\$26,534.00	\$2,678.13	\$0.00	\$24,667.24	\$(811.37)	103.06%
5730 Non-Instructional Equipment	\$26,436.40	\$1,199.95	\$27,636.35	\$1,49.99	\$0.00	\$3,770.87	\$23,715.49	14.19%
5731 Instructional Equipment	\$55,038.48	\$4,227.70	\$59,266.18	\$6,620.44	\$0.00	\$2,246.57	\$50,399.17	14.96%
5734 Computer Hardware	\$69,054.12	\$(3,000.00)	\$66,054.12	\$0.00	\$0.00	\$0.00	\$66,054.12	0.00%
5810 Dues & Fees	\$105,638.97	\$(3,730.00)	\$101,908.97	\$1,932.00	\$0.00	\$43,578.05	\$56,398.92	44.66%
5890 Other Objects	\$102,358.00	\$0.00	\$102,358.00	\$8,410.74	\$0.00	\$14,114.02	\$79,833.24	22.01%
100 General Fund	\$44,147,274.00	\$0.00	\$44,147,274.00	\$3,302,116.44	\$4,682.49	\$7,341,596.49	\$33,403,561.07	24.11%
GRAND TOTAL	\$44,147,274.00	\$0.00	\$44,147,274.00	\$3,302,116.44	\$4,682.49	\$7,341,596.49	\$33,503,561.07	24.11%

# Killingly Public Schools System Object

Report # 98258

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Remaining	Percent Expended
	7/1/2020 - 6/30/2021	7/1/2020 - 6/30/2021	7/1/2020 - 6/30/2021	7/1/2020 - 9/30/2020		7/1/2020 - 9/30/2020	7/1/2020 - 9/30/2020	



# TOWN OF KILLINGLY

## FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

## Finance Department Budget Review

October 31, 2020

To: Mary Calorio, Town Manager

### October 2020 Revenues

As of October 31, 2020, year to date collections for the Town's fiscal year 2020-2021 appear to be within expectations at 42.16% of the overall budget for general town revenue. In the prior year, October 2019 revenue collections represented 41.62%. Property tax revenues, building permits and planning and zoning permits continue to have favorable collections as compared to this same time period in the prior. In addition, we have received our first installment of certain State grants as of the end of the month.

### October 2020 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 19.68% for the month of October 2020 and compared to 18.22% in the prior year (October 2019). Those expenditure line items with significant month to date utilization, but remain within budgeted expectations, are as follows:

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

1. 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 October 2020, the Town paid the annual subsidy for the Housing Authority as well as Killingly Business Association, representing a combined 42% of this departments annual appropriation.

#### ***Prior Month Discussion:***

1. Information Technology – Contractual Services

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

2. Registration/Elections - Contractual Services

Year to date expenditures represent the costs associated with the annual maintenance contract for the Town's voter/elections systems is renewable each fiscal year in July. Additional expenditures were incurred in connection with the August Primary elections, which were postponed into this fiscal year due to COVID-19.

## **October 2020 Expenditures (Continued)**

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

3. Highway Maintenance- Materials and supplies

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

4. Parks and Grounds – Contractual Services

Year to date costs reflect costs associated with River Trail to repair certain sections of fencing. At the current time overall costs for this line item are anticipated to remain within budgeted expectations.

5. Public Library - Contractual Services

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

6. 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.

7. Insurance

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

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through October 2020**

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	October	Percent
<b>TAXES</b>			
Current Property Taxes	35,545,708	16,134,288	45.39%
Back Taxes	600,000	221,000	36.83%
Penalty Fees	8,000	2,483	31.03%
Tax Interest	290,000	70,693	24.38%
Supplemental Motor Vehicle	375,000	-	0.00%
Remediation Financing	(150,595)	-	0.00%
<b>TOTAL</b>	<b>\$36,668,113</b>	<b>16,428,464</b>	<b>44.80%</b>
<b>LICENSES &amp; PERMITS</b>			
Building Permits	200,000	126,082	63.04%
P&Z Permits	12,000	6,576	54.80%
Other Permits	7,000	3,975	56.79%
Airplane Tax	2,050	1,510	73.66%
<b>TOTAL</b>	<b>\$221,050</b>	<b>\$138,142</b>	<b>62.49%</b>
<b>FINES &amp; FEES</b>			
Library Fines & Fees	14,500	1,805	12.45%
Alarm Reg Fees and Fines	4,000	2,750	68.75%
Animal Control Fines & Fees	500	1,466	293.20%
<b>TOTAL</b>	<b>\$19,000</b>	<b>\$6,021</b>	<b>31.69%</b>
<b>USE OF MONEY &amp; PROPERTY</b>			
Interest Income	150,000	37,555	25.04%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Communication Tower Lease	101,000	38,561	38.18%
<b>TOTAL</b>	<b>\$251,090</b>	<b>\$76,115</b>	<b>30.31%</b>
<b>STATE GRANTS IN LIEU OF TAXES</b>			
State-Owned Property	149,332	149,332	100.00%
Disability Exemption	4,000	-	0.00%
Distressed Municipalities-Manufacturing Exemption	9,500	-	100.00%
Municipal Stabilization Grant (New)	268,063	268,063	100.00%
	<b>\$430,895</b>	<b>\$417,395</b>	<b>96.87%</b>
<b>OTHER STATE GRANTS</b>			
Pequot/Mohegan Fund Grant	102,239	-	0.00%
Municipal Grants - In - Aid	976,064	-	0.00%
Adult Education	94,181	67,087	71.23%
<b>TOTAL</b>	<b>\$1,172,484</b>	<b>\$67,087</b>	<b>5.72%</b>



**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through October 2020**

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	October	Percent
<b>CHARGES OF SERVICE</b>			
Community Development	70,000	-	0.00%
Town Clerk	160,000	55,440	34.65%
Conveyance Tax	200,000	77,374	38.69%
Elderly Housing - Sewer PILOT	27,626	-	0.00%
Recreation	130,000	7,663	5.89%
District Collections	12,775	-	0.00%
<b>TOTAL</b>	<b>600,401</b>	<b>140,477</b>	<b>23.40%</b>
<b>OTHER REVENUES</b>			
Miscellaneous	85,000	44,465	52.31%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	1,222,082	-	0.00%
PILOT - Telecommunications	50,000	-	0.00%
Law Enforcement - SRO Reimbursement	97,458	-	0.00%
School Capital Contribution	250,668	3,714	1.48%
<b>TOTAL</b>	<b>1,720,208</b>	<b>48,179</b>	<b>2.80%</b>
<b>GENERAL TOWN REVENUE</b>	<b>\$41,083,241</b>	<b>\$17,321,880</b>	<b>42.16%</b>
<b>SCHOOL</b>			
Educational Cost Sharing	15,245,633	3,811,408	25.00%
Vocational Agriculture	669,443	327,930	48.99%
Non-Public School - Health	22,871	-	100.00%
Tuition:			
Regular	1,516,536	394,581	26.02%
Special Ed-Voluntary	250,000	-	0.00%
Vocational-Agriculture	757,353	242,217	31.98%
<b>TOTAL</b>	<b>\$18,461,836</b>	<b>4,776,136</b>	<b>25.87%</b>
Fund Balance	600,000	-	0.00%
<b>TOTAL REVENUES</b>	<b>60,145,077</b>	<b>22,098,016</b>	<b>36.74%</b>

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through October 2020**

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	October	Percent
<b>GENERAL GOVERNMENT</b>				
Town Council				
Contractual Services	34,300	-	7,360	21.46%
Materials and Supplies	1,000	-	141	14.06%
Total	\$35,300	\$0	\$7,501	21.25%
Town Manager				
Personnel Services	233,760	-	63,555	27.19%
Contractual Services	25,350	-	7,144	28.18%
Materials and Supplies	3,500	-	303	8.65%
Total	\$262,610	\$0	\$71,002	27.04%
Legal Services				
Contractual Services	99,200	-	10,772	10.86%
Total	\$99,200	\$0	\$10,772	10.86%
Town Clerk				
Personnel Services	159,485	-	51,754	32.45%
Contractual Services	30,600	-	6,952	22.72%
Materials and Supplies	1,800	-	782	43.44%
Total	\$191,885	\$0	\$59,488	31.00%
Finance				
Personnel Services	237,960	-	76,619	32.20%
Contractual Services	53,450	-	1,542	2.88%
Materials and Supplies	1,700	-	115	6.78%
Total	\$293,110	\$0	\$78,276	26.71%
Assessor				
Personnel Services	174,980	-	32,594	18.63%
Contractual Services	6,560	-	1,089	16.61%
Materials and Supplies	1,500	-	16	1.04%
Total	\$183,040	\$0	\$33,699	18.41%
Revenue Collection				
Personnel Services	189,790	-	61,495	32.40%
Contractual Services	36,270	-	2,723	7.51%
Materials and Supplies	2,300	-	605	26.31%
Total	\$228,360	\$0	\$64,823	28.39%
Registration/Elections				
Personnel Services	56,426	-	8,943	15.85%
Contractual Services	17,400	-	6,990	40.17%
Materials and Supplies	500	-	52	10.40%
Total	\$74,326	\$0	\$15,985	21.51%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through October 2020**

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	October	Percent
Town Comm. & Service Agencies				
Contractual Services	80,793	-	45,575	56.41%
Total	\$80,793	\$0	\$45,575	56.41%
Planning and Development				
Personnel Services	248,670	-	78,902	31.73%
Contractual Services	7,670	-	1,075	14.02%
Materials and Supplies	1,200	-	24	1.96%
Total	\$257,540	\$0	\$80,001	31.06%
Information Technology				
Contractual Services	213,000	-	86,127	40.43%
Total	\$213,000	\$0	\$86,127	40.43%
Town Hall Building				
Personnel Services	16,380	-	5,355	32.69%
Contractual Services	63,880	-	18,465	28.91%
Materials and Supplies	2,900	-	811	27.96%
Capital Outlay	14,206	-	-	0.00%
Total	\$97,366	\$0	\$24,631	25.30%
Economic Development				
Personnel Services	126,900	-	40,030	31.54%
Contractual Services	8,000	-	260	3.25%
Materials and Supplies	500	-	141	28.16%
Total	\$135,400	\$0	\$40,431	29.86%
Highway Division Supervision				
Personnel Services	198,950	-	60,923	30.62%
Contractual Services	9,070	-	1,767	19.48%
Materials and Supplies	750	-	98	13.10%
Capital Outlay	7,666	-	-	0.00%
Total	\$216,436	\$0	\$62,788	29.01%
Engineering				
Personnel Services	346,925	-	102,353	29.50%
Contractual Services	14,350	-	574	4.00%
Materials and Supplies	8,600	-	2,417	28.10%
Capital Outlay	11,074	-	-	0.00%
Total	\$380,949	\$0	\$105,343	27.65%
Central Garage				
Personnel Services	234,450	-	72,477	30.91%
Contractual Services	129,800	-	17,687	13.63%
Materials and Supplies	288,700	-	52,138	18.06%
Capital Outlay	6,067	-	-	0.00%
Total	\$659,017	\$0	\$142,302	21.59%
Highway Maintenance				
Personnel Services	853,895	-	229,607	26.89%
Contractual Services	58,000	-	6,920	11.93%
Materials and Supplies	325,833	-	219,381	67.33%
Capital Outlay	374,451	-	-	0.00%
Total	\$1,612,179	\$0	\$455,908	28.28%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through October 2020**

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	October	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	-	0.00%
Contractual Services	9,000	-	-	0.00%
Materials and Supplies	247,400	-	-	0.00%
Total	\$371,400	\$0	\$0	0.00%
Recreation Admin. & Program				
Personnel Services	388,992	-	109,625	28.18%
Contractual Services	56,950	-	5,210	9.15%
Materials and Supplies	19,000	-	525	2.77%
Capital Outlay	3,053	-	-	0.00%
Total	\$467,995	\$0	\$115,360	24.65%
Parks and Grounds				
Personnel Services	158,330	-	50,747	32.05%
Contractual Services	54,225	-	17,918	33.04%
Materials and Supplies	45,200	-	7,843	17.35%
Capital Outlay	18,613	-	-	0.00%
Total	\$276,368	\$0	\$76,507	27.68%
Public Library				
Personnel Services	409,557	-	127,466	31.12%
Contractual Services	135,860	-	61,062	44.94%
Materials and Supplies	14,500	-	2,080	14.35%
Capital Outlay	3,901	-	-	0.00%
Total	\$563,818	\$0	\$190,609	33.81%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	5,250	30.00%
Contractual Services	129,800	-	13,986	10.78%
Materials and Supplies	8,500	-	1,345	15.82%
Total	\$155,800	\$0	\$20,582	13.21%
Other Town Buildings				
Contractual Services	13,535	-	3,233	23.89%
Materials and Supplies	1,000	-	-	0.00%
Total	\$14,535	\$0	\$3,233	22.25%
Building Safety & Inspections				
Personnel Services	295,175	-	92,671	31.40%
Contractual Services	7,050	-	2,285	32.41%
Materials and Supplies	1,950	-	217	11.15%
Capital Outlay	26,371	-	-	0.00%
Total	\$330,546	\$0	95,173	28.79%
Animal Control				
Contractual Services	54,454	-	13,614	25.00%
Materials and Supplies	60	-	-	0.00%
Total	\$54,514	\$0	13,614	24.97%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through October 2020**

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	October	Percent
Law Enforcement				
Personnel Services	524,875	-	103,478	19.71%
Contractual Services	507,968	-	8,486	1.67%
Materials and Supplies	27,900	-	3,995	14.32%
Capital Outlay	44,744	-	-	0.00%
Total	<u>\$1,105,487</u>	<u>\$0</u>	<u>\$115,959</u>	<u>10.49%</u>
Community Development				
Personnel Services	140,430	-	45,248	32.22%
Contractual Services	11,550	-	1,241	10.75%
Materials and Supplies	650	-	99	15.20%
Total	<u>\$152,630</u>	<u>\$0</u>	<u>\$46,588</u>	<u>30.52%</u>
Human Service Subsidies				
Contractual Services	553,369	-	207,837	37.56%
Total	<u>\$553,369</u>	<u>\$0</u>	<u>\$207,837</u>	<u>37.56%</u>
Employee Benefits				
Contractual Services	1,571,630	-	489,905	31.17%
Total	<u>\$1,571,630</u>	<u>\$0</u>	<u>\$489,905</u>	<u>31.17%</u>
Insurance				
Contractual Services	675,000	-	322,582	47.79%
Total	<u>\$675,000</u>	<u>\$0</u>	<u>\$322,582</u>	<u>47.79%</u>
Special Reserves & Programs				
Contractual Services	377,000	-	1,670	0.44%
Total	<u>\$377,000</u>	<u>\$0</u>	<u>\$1,670</u>	<u>0.44%</u>
<b>General Town Operating Expenditures</b>	<b>\$11,694,103</b>	<b>\$0</b>	<b>\$3,084,268</b>	<b>26.37%</b>
Debt Service	3,739,682	-	64,057	1.71%
Total	<u>\$3,739,682</u>	<u>\$0</u>	<u>\$64,057</u>	<u>1.71%</u>
Solid Waste Disposal Fund Subsidy	234,801	-	-	0.00%
	<u>234,801</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
Due To CNR Education	329,217	-	-	0.00%
	<u>329,217</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
<b>TOTAL OPERATIONS &amp; DEBT SERVICE</b>	<b>\$15,997,803</b>	<b>\$0</b>	<b>\$3,148,326</b>	<b>19.68%</b>
General Fund - Education	44,147,274	-	7,924,759	17.95%
	<u>44,147,274</u>	<u>\$0</u>	<u>\$7,924,759</u>	<u>17.95%</u>
<b>Total Expenditures</b>	<b><u>\$60,145,077</u></b>	<b><u>\$0</u></b>	<b><u>\$11,073,084</u></b>	<b><u>18.41%</u></b>

Town of Killingly  
Town Manager's Report  
November 10, 2020

1. Update – COVID-19

Governor Lamont's Update from November 2<sup>nd</sup> at 5pm. For comparison, I've also included the data from last month's report of October 6<sup>th</sup> at 4pm. A county-by-county breakdown includes:

Nov 2 <sup>nd</sup> at 5pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	23,429	1,619	1,122	317	93
Hartford County	17,808	931	1,164	324	103
Litchfield County	2,248	156	124	21	0
Middlesex County	1,996	96	158	39	5
New Haven County	17,105	943	970	158	112
New London County	3,848	107	108	34	18
Tolland County	1,689	136	53	15	0
Windham County	1,506	22	18	1	9
<i>Pending address validation</i>	<i>197</i>	<i>22</i>	<i>1</i>	<i>0</i>	<i>0</i>
<b>Total</b>	<b>69,826</b>	<b>4,032</b>	<b>3,718</b>	<b>909</b>	<b>340</b>

Oct. 6 <sup>th</sup> at 4pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	19,768	819	1,112	313	26
Hartford County	14,583	689	1,118	322	38
Litchfield County	1,823	88	120	21	2
Middlesex County	1,560	71	154	39	4
New Haven County	14,184	538	958	157	30
New London County	2,331	82	94	30	27
Tolland County	1,370	107	52	15	0
Windham County	1,059	13	15	1	2
<i>Pending address validation</i>	<i>151</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>0</i>
<b>Total</b>	<b>56,829</b>	<b>2,412</b>	<b>3,623</b>	<b>898</b>	<b>129</b>

As you are aware, the Governor mandated the entire state back to Phase 2.1 of the re-opening phases effective Friday 11/6 at 12:01am. Jill St. Clair, Economic Development Director, is working diligently to touch base with all our businesses to assess the impacts and concerns. Below is a list of the major changes that will occur under Phase 2.1:

- Restaurants will reduce to 50 percent capacity with a maximum of 8 people limited to a table;
- Restaurants and entertainment venues will be required to close by 9:30pm, except food takeout and delivery services
- Personal services, such as hair salons and barber shops will remain at 75 percent capacity
- Event venues will be limited to 25 people indoor, 50 people outdoor;
- Performing arts venues and movie theaters will have a capacity of 100 people; and
- Religious gatherings will be limited to 50 percent capacity or 100 people maximum.

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
<b>Cases in Killingly</b>		
November 1, 2020	141	0
October 15, 2020	80	0
October 5, 2020	64	0
September 29, 2020	62	0
September 18, 2020	60	0
August 31, 2020	49	0
August 20, 2020	46	0
June 1, 2020	29	0
May 17, 2020	24	0
April 7, 2020	6	0

I am continuing to monitor the confirmed case count closely. Currently, I have no plans to alter the operations of Town buildings. We will remain at full staff and with our current hours.

2. Drought Update

Due to the recent rain/snowfall, we have received some relief to the drought conditions. Killingly has dropped to Stage 2 drought conditions. We encourage residents and businesses to continue taking the following measures:

- End outdoor irrigation and limit other outdoor uses of water
- Residents and businesses dependent upon private wells should limit water use to only essential needs to reduce the chance of well depletion.
- Prepare for using alternative water sources in the event wells, farm ponds, fire suppression supplies, or other critical water sources become depleted; and
- Avoid burning in or near woodlands or brushlands, and obey any municipal or state orders for outdoor burning bans

3. Library Grant

The Killingly Library received notification (attached) that it qualified for a Connectivity Grant in the amount of \$32,800. This funding is targeting expanding connectivity for libraries across the state as a response to the impact from COVID-19. The KPL plans to utilize the funds to purchase new furniture for reconfiguration of the library space allowing better access to the computer service and expanding the LAN and WiFi access. Funding is required to be spent by December 31, 2020.

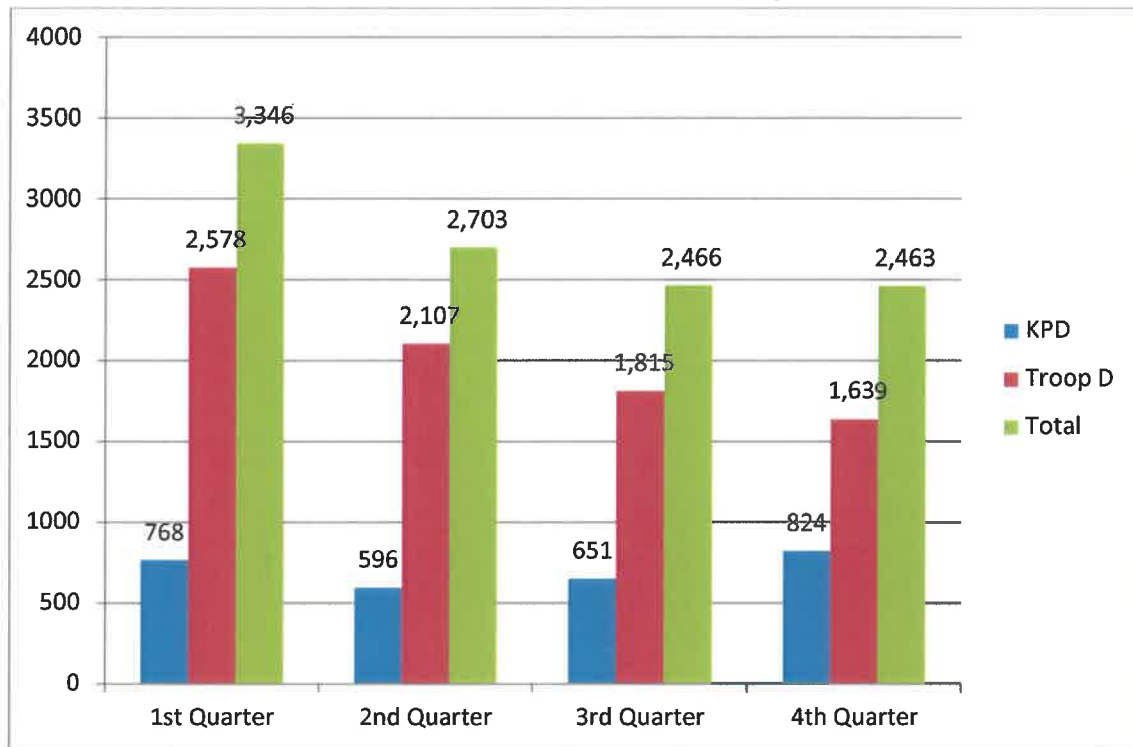
4. Community Center

Veterans Coffeehouse has moved to the Elks in Putnam. The new location provides better parking, easier accessibility and a larger meeting venue. We are all disappointed to see them leave our facility.

5. Law Enforcement Statistics

I've worked with our Resident State Troopers to gather statistical data on call volumes for the Town. The chart below reflects the total call volume, Troop D and Killingly PD (including resident troopers) calls for the last fiscal year. As you can see as the Killingly department has grown, our officers are handling more calls for our Town. I will continue to update this information on a quarterly basis. The Killingly Police Department received a Certificate of Appreciation from the Killingly Public Schools (attached). Also attached is a thank you sent by a resident to our officers.

## Calls for Service FY 19/20



### 6. Sustainable CT Certification

Sustainable CT is a voluntary certification program to recognize thriving and resilient Connecticut municipalities. Killingly joined Sustainable CT in December 2017. Sustainable CT provides opportunities for grant funding to help communities promote economic well-being and enhance equity, while respecting the finite capacity of the natural environment. I'm happy to announce that Killingly has been awarded Bronze Level certification. To achieve Bronze level certification, municipalities must complete one action from each of nine categories and accumulate a total of 200 points. There are a wide array of topics and projects the Town can submit to earn points. This certification is another tool to put Killingly on the map for our existing sustainability achievements. We will be able to leverage existing funding and access new funding opportunities for future projects. I'd like to thank Jill St. Clair, Economic Development Director, for pulling together the pieces and getting the Town's application complete and submitted. Some of the projects Killingly was recognized for are the redevelopment and remediation of 42 Maple Street and Killingly Intermediate School interpretative nature trail system.

### 7. Sale of 125 Putnam Pike

The sale of 125 Putnam Pike to NECCOG has been completed. The transaction was recorded on Tuesday, November 3<sup>rd</sup>. The Town has receipted the proceeds in the amount of \$289,000.

### 8. Prospect Street Sewer Project

The sewer main installation is complete. The temporary paving is in place for the winter. As required the contractor will perform permanent paving in the spring/summer next year. Mary Bromm, our Community Development Director, is working with property owners to reconfigure their interior plumbing and connect to the new sewer main. Several properties are underway.





**Drought.gov**  
U.S. Drought Portal

# Drought in Connecticut

Residents in drought:

**1,987,000**

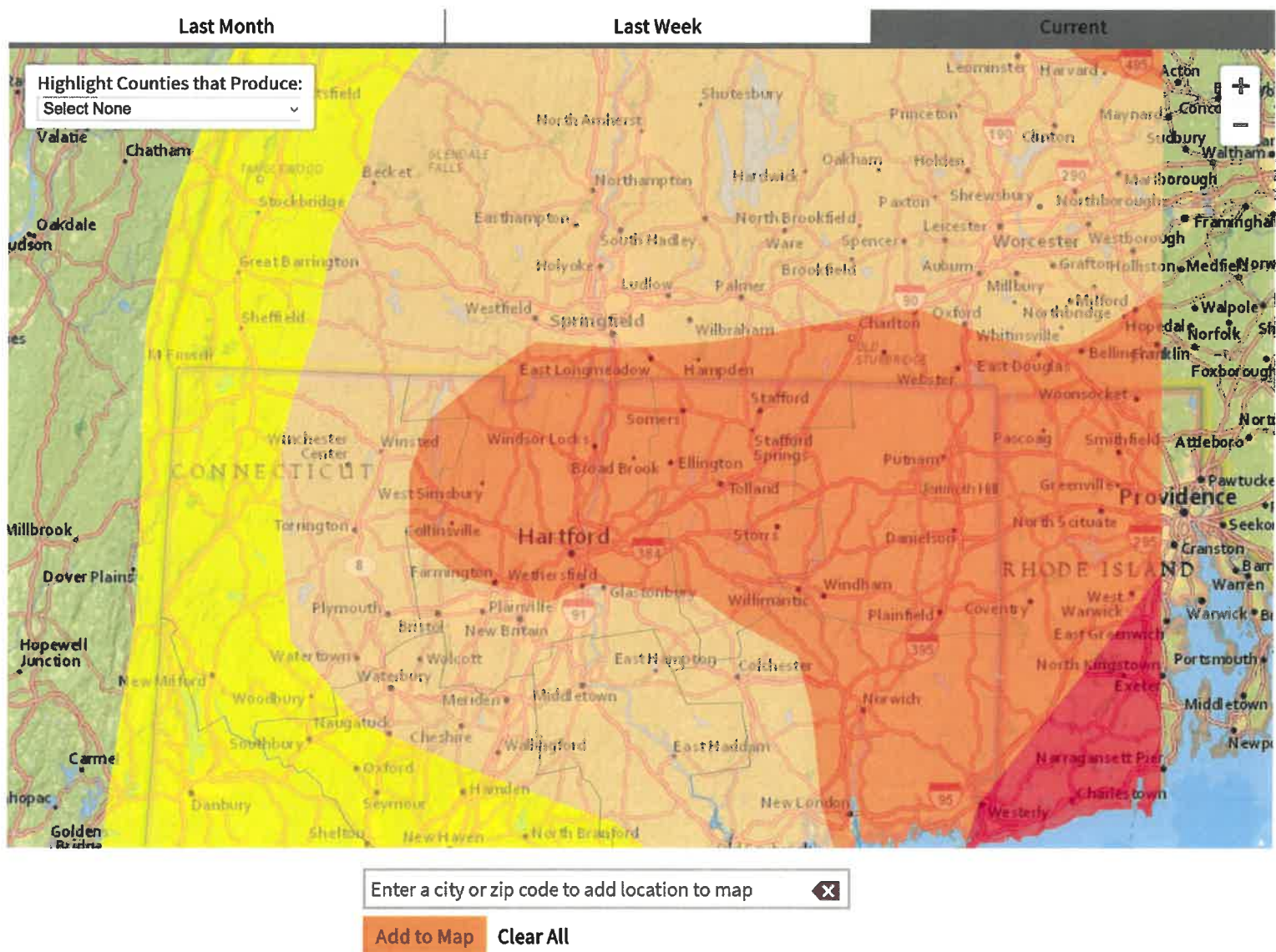
1,588,000 more in abnormally dry areas.

This is:

**56%**

of the state's population,  
44% more in abnormally dry areas.

[Report Your Drought](#)



The U.S. Drought Monitor (USDM) is a map that shows the location and intensity of drought across the country. The data is updated each Tuesday and released on Thursday. This map shows the drought conditions on October 27, 2020.

[Learn more about the US Drought Monitor](#)



**FOR IMMEDIATE RELEASE**  
October 28, 2020

**Contact:** Claudette Stockwell  
cstockwell@biblio.org  
860-779-5383

**Governor Lamont Joined by Interim State Librarian Maureen Sullivan Announces Grant to Killingly Public Library as part of Everybody Learns Initiative**

**The Killingly Public Library was awarded \$32,800.00 to support reopening efforts**

Killingly, CT – On October 7, 2020, Governor Ned Lamont was joined by Interim State Librarian Maureen Sullivan to announce that his administration is dedicating \$2.6 million of Connecticut's Coronavirus Relief Funds to support the state's public libraries as they continue to make health and safety improvements and offer more services to residents amid the ongoing COVID-19 pandemic. The Governor made the announcement at the Raymond Library in East Hartford. Others in attendance were Sarah Morgan, the library director; Marcia Leclerc; Congressman John Larson; Connecticut Education Commissioner Miguel Cardona; Doug Casey, Executive Director of CEN; and the East Hartford Superintendent of Schools, Nathan Quesnel. Dawn LaValle, Director of the Division of Library Development, and the person who will administer the program, joined Sullivan in representing the State Library.

The Governor said the funds will be distributed among 65 libraries across Connecticut based on their size and the number of residents they serve each year, which will allow much of the funding to be allocated to target those that serve low-income urban and rural communities. The funds are anticipated to be largely used to purchase personal protective equipment (PPE), cleaning supplies, signage, and furniture.

Killingly Public Library was awarded a grant in the amount of \$32,800 to support reopening efforts. The funds will go towards increasing our LAN and WIFI access. In addition, new furniture will be purchased for reconfiguration of the library's space allowing patrons to safely utilize our computers and internet. This funding is in addition to the Lamont administration's Everybody Learns initiative to increase broadband infrastructure and to create public Wi-Fi hotspots that offer free internet access. Many of these have been placed at libraries across the state.

"Libraries offer critical services for the public, including reliable Wi-Fi, access to computers and laptops, supportive learning materials and resources, and librarians who are trained in helping residents access key services," said Governor Lamont. "Most importantly, libraries provide safe and quiet spaces for people to work and study, which is critical to many people who do not have the environment to do this at home. Especially during this difficult time, libraries and the work of so many generous librarians have played a critical role in supporting K-12 and post-secondary students with remote learning."

"This investment in our public libraries will enable their leaders and staff to extend and enhance the services and programs that are so valued and important to their constituents and communities," said Interim State Librarian Maureen Sullivan. "Public libraries have always been places that support education and self-directed learning. They are now a critical community resource for virtual learning."



"We are grateful for this opportunity to extend our services as we are committed to helping our community. We want to be able to provide a safe space for everyone without restricting access to resources. The pandemic has limited our patron's ability to visit us in their usual way. This opportunity not only allows the Killingly Public Library to increase our capacity and expand our services, it also acknowledges the fact that libraries are vital to a thriving community. The Connecticut State Library has worked diligently to make this opportunity happen. They have been our greatest ally in vocalizing what all librarians know to be true. Libraries are at the heart of a strong community. We are especially thankful for the Governor in recognizing the key role libraries play in people's lives." ~ Claudette Stockwell, Library Director

Learn more about the Everybody Learns Grants to Public Libraries at [libguides.ctstatelibrary.org/dld/ELgrants](http://libguides.ctstatelibrary.org/dld/ELgrants).

#### **About the Connecticut State Library Division of Library Development**

The Connecticut State Library Division of Library Development (DLD) provides leadership, funding, education, and statewide services that enhance a local library's ability to deliver high-quality library service to their community.



October 27, 2020

Dear Town Manager Calario,

Congratulations! It is my great pleasure to inform you that the Town of Killingly has achieved Sustainable CT bronze certification, effective through December 31, 2023. We are thrilled to recognize your community's sustainability accomplishments and eager to spread the word on your Sustainable CT certification as follows.

- Sustainable CT will issue a press release to publicize the 2020 fall certified communities, and we will showcase certification information on the Sustainable CT website (<https://sustainablect.org/communities-partners-impact/participating-communities/>). All components of your Sustainable CT application that earned points will be publicly viewable on the website. We encourage you to issue your own press release with quotes and details on Killingly's sustainability initiatives. Attached please find a draft press release template that you may adapt for your own use.
- Sustainable CT certified municipalities will be recognized at the Annual Convention of the Connecticut Conference of Municipalities (CCM). We look forward to celebrating your achievements in front of your peers at that time. As more information becomes available on how we will celebrate in this year's unique circumstances, we will share it with you, including additional opportunities beyond the CCM Convention to give visibility to your community's achievements.
- Your status as a certified community affords you use of the "Sustainable CT Certified" logo. Please find the Sustainable CT Logo Use Agreement included in this correspondence. Please sign and return it as soon as possible to receive your logos.
- Be sure to follow us on Facebook and Twitter (@SustainableCT). In the coming weeks we'll be showcasing our certified communities.

As you may know, with municipalities and many other co-creators, Sustainable CT designed its framework to embrace equity as a foundation for what makes communities healthy, connected, vibrant, strong, and sustainable. We are using this time to embrace the extremes of anger and hope, grief and opportunity, urgency and time for reflection, and heartache and solidarity to build upon Sustainable CT's commitment to equity and support residents and community leaders to change systems. We are eager for Killingly's continued partnership in building more equitable and resilient Connecticut communities and offer many support resources to help you with that.

Welcome to the prestigious group of Sustainable CT certified communities! Please feel free to contact me at 860-465-2813 if you have any questions. Again, we look forward to sharing your sustainability successes and to celebrating with you throughout the year and beyond.

Sincerely,

Lynn Stoddard

Executive Director, Institute for Sustainable Energy at Eastern Connecticut State University  
Sustainable CT Board Member

*Congrats Killingly!!!*

# KILLINGLY PUBLIC SCHOOLS



## KILLINGLY HIGH SCHOOL

Peter V. Gerardi  
District School Resource Officer  
Coordinator-Trainer of Emergency Management  
District Safe School Climate Coordinator

15August20

**PLEASE POST**

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

**Ms. Calorio:**

I, along with Killingly High School Principal Elise Guari, members of the graduation planning committee and the entire school community, would like to take this opportunity to sincerely thank you and members of the **Killingly Police Department** for their very valuable time, support, commitment and participation for the 2020 Killingly High School Graduation parade held on Friday, June 19, 2020. We are grateful to the members of the **Killingly Police Department** for taking the time out of their very busy personal schedule to assist by contributing in what turned out to be an extremely successful parade experience. The graduates and their families were overwhelmed with excitement. The event was so successful that administration may integrate a parade as a routine component of future annual graduation celebrations.

The Town of Killingly is especially fortunate indeed to have devoted professionals serving and supporting the public interest.

If the Killingly High School community can ever be of assistance please do not hesitate to call. It would be an honor and privilege to give back to members of the **Killingly Police Department**. Thanks once again for contributing and making the 2020 Killingly High School parade and Graduation such a tremendous success! Lastly, **THANK YOU** so very much for your service, support, devotion and commitment to this amazing community!

With Sincere Thanks and Appreciation,

Peter V. Gerardi  
District School Resource Officer

cc: Dr. Diane Summa, Interim Superintendent of Schools  
Mr. Paul Brenton, Assistant Superintendent of Schools  
Ms. Elise Guari, Principal  
2020 KHS Graduation File

PVG:mlf



# KILLINGLY HIGH SCHOOL



## CERTIFICATE OF APPRECIATION

PRESENTED TO

# KILLINGLY POLICE DEPARTMENT

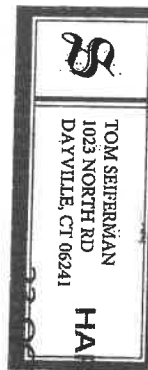
*Issued this 15th day of August, 2020*

This certificate is a symbol acknowledging your longtime support and commitment to the faculty, staff and students of Killingly High School. Your willingness to sacrifice your valuable time and resources to benefit the school community is a testament to the overall extraordinary character and integrity of your organization.

The Killingly High School community is extremely grateful!

PRINCIPAL

PROGRAM COORDINATOR



HARTFORD CT 060  
23 OCT 2020 PM 1 L



Ms. Calorio

Dear Ms Calorio,  
Thursday Oct 15<sup>th</sup> my wife  
and I were walking on North  
Road when a Killingly Police  
officer stopped to say "Hi".  
That is a first in over 70 years.  
Thank you for a community  
friendly force.  
Tom Seiferman

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an Ordinance amending Chapter 14 of the Code of Ordinances for revision of the Discretionary assessment deferrals and tax abatements.

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

**FOR COUNCIL MEETING OF:** November 10, 2020

**TOWN MANAGER APPROVAL:**

A handwritten signature in blue ink that reads "Mary T. Cal" followed by a long horizontal flourish.

**ITEM SUMMARY:** Chapter 14 Section 14-6e(d) provides the process by which the Town of Killingly may enter into discretionary assessment deferral and tax abatement agreements. The State of Connecticut legislation allows for municipalities to enter into such agreements with no maximum term length. The current Town of Killingly ordinance limits the term length of such agreements to a period not exceeding 25 years. The proposed amendment removes this locally imposed limitation and conforms the with the State Statutes. The Ordinance subcommittee reviewed the proposed amendment at its September 22, 2020 meeting and voted to recommend this to the full Council for adoption.

**FINANCIAL SUMMARY:** N/A

**STAFF RECOMMENDATION:** Approval of the Ordinance

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:**

- Ordinance



## ORDINANCE #20

### AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES FOR REVISION OF THE DISCRETIONARY ASSESSMENT DEFERRALS AND TAX ABATEMENTS

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 14 Section 14-6e(2) of the Town of Killingly Code of Ordinances be adopted:

(e) Qualifying applicants and projects (defined as those meeting the criteria set forth in subsection (e)(1), in addition to any other lawful requirements imposed by the town council) within the enterprise corridor zone may be entitled to discretionary assessment deferrals and tax abatements with respect to real and personal property pursuant to C.G.S. § 32-71 (e).

(1) Criteria:

- a. An applicant seeking discretionary assessment deferrals and tax abatements shall submit a letter to the town manager requesting a discretionary assessment deferral and tax abatement agreement, such letter to disclose all principals of the applicant and such other information as may be required by the town.
- b. Projects pursuant to this subsection (e) must have a minimum of twenty-five million dollars (\$25,000,000) in estimated initial costs of construction, rehabilitation, machinery and equipment, excluding the costs of real property acquisition. (Amending Ord. C15-05 of 9-1-15)

(2) Discretionary assessment deferrals and tax abatements:

- a. The Town of Killingly may, in its discretion and by a written discretionary assessment deferral and tax abatement agreement (agreement), provide additional tax assessment deferrals and tax abatements to commence at such time or on the occurrence of such conditions as the agreement shall provide and continue, ~~over a period not exceeding twenty-five (25) years~~, on any real or personal property located within the enterprise corridor zone. Such additional assessment deferrals and tax abatements may take the form of a series of specified annual real and personal property tax payments to be made by the taxpayer in lieu of calculating a tax benefit based upon mill rate and assessment.

In order to derive a series of specified annual real and personal property tax payments described in subsection (e) (2) a. above, the town may enter into a discretionary assessment deferral and tax abatement agreement with a qualified applicant providing for the annual calculation of an assessment deferral of an amount sufficient, in conjunction with the applicable mill rate, to result in the specified tax payment for each year covered by such agreement.

In order to derive a series of specified annual real and personal property tax payments described in subsection (e)(2)a. above, the town may enter into a discretionary assessment deferral and tax abatement agreement with a qualified applicant providing for the annual calculation of a tax abatement of an amount sufficient, in conjunction with the applicable assessment (whether or not subject to deferral.), to result in the specified tax payment for each year covered by such agreement.

(3) Administration of discretionary assessment deferral and tax abatement agreements:

- a. Discretionary assessment deferral and tax abatement agreements shall not be conveyed with the real property to which they apply, nor shall they be assigned, to a successor-in interest or assignee of a successful applicant, unless expressly authorized by such agreements. This provision shall apply to changes in controlling ownership of corporations and limited partnerships. (Connecticut General Statutes Section 34-9 et seq.)
- b. Discretionary assessment deferral and tax abatement agreements may be recorded on the land records of the town, at the town's discretion. (Ord. No. 97-001, §§ 1—4, 1-14-97; Ord. No. 99-001, 1-12-99)

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

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of November 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on November 10, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an Ordinance amending Chapter 12 of the Code of Ordinances for revision of the peddler and vendor permit process.

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

**FOR COUNCIL MEETING OF:** November 10, 2020

**TOWN MANAGER APPROVAL:**

A handwritten signature in blue ink, appearing to read "Mary T. Calorio", is written over a horizontal line.

**ITEM SUMMARY:** Chapter 12 provides the process by which persons may apply for a peddlers or vendor permit in order to solicit door to door within the town. Currently the permitting process is to be done through the Town Clerk's office. As the permit process requires fingerprinting and background checks it is more efficient for the permitting to be managed by the Town Manager's office. The Ordinance subcommittee reviewed the proposed amendment at its September 22, 2020 meeting and voted to recommend this to the full Council for adoption.

**FINANCIAL SUMMARY:** N/A

**STAFF RECOMMENDATION:** Approval of the Ordinance

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:**

- Ordinance

## ORDINANCE #20

### AN ORDINANCE AMENDING CHAPTER 12 OF THE CODE OF ORDINANCES FOR REVISION OF THE PEDDLER AND VENDOR PERMIT PROCESS

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment as shown in underline or strike through to Chapter 12 of the Town of Killingly Code of Ordinances be adopted:

#### **Chapter 12**

#### **HAWKERS, PEDDLERS AND VENDORS<sup>1</sup>**

##### **Art. I. Peddlers**

##### **Art. II. Hawkers, Peddlers, and Vendors on Town Property**

### **ARTICLE I. IN GENERAL**

#### **Section 12-1 Definitions**

The following definitions shall apply to the interpretation and enforcement of this chapter:

- (a) **Charitable** means patriotic, philanthropic, social service, benevolent, educational, civic or fraternal.
- (b) **Contributions** mean alms, food, clothing, money, subscription, property or donation.
- (c) **Hawker, peddler or vendor** as used in this chapter means any person, whether principal or agent, who goes from town to town or from place to place or from house to house in the same town selling or bartering or carrying for sale or barter or exposing therefore any food, goods, wares or merchandise either on foot or from any vehicle.
- (d) **Person** means any individual, partnership, corporation or association.
- (e) **Religions** and *religion* shall not mean and include the word "charitable" as herein defined but shall be given their commonly accepted definitions.
- (f) **Solicit** and **solicitation** means the request directly of money, credit, property, financial assistance or other items of value on the plea or representation that such money, credit, property, financial assistance or other items of value will be used for a charitable or religious purpose.

(Ord. No. 99-014, 8-10-99)

#### **Section 12-2 Registration, license required, application; identification: investigation**

- (a) Except as provided in section 12-8, no person shall sell or expose or offer for sale or solicit orders for any articles of food or any goods, wares, merchandise, materials or services or solicit for any contracts within the town unless he shall have registered with the ~~town clerk~~ **Town Manager** or ~~some persons~~ designated by him, made application for a license, and obtained identifying credentials as hereinafter provided.
- (b) The applicant for the license shall complete an application form provided by the ~~town clerk~~ **Town Manager** which shall contain the following information:
  - (1) The full name, home address and business address of the registrant, along with the telephone numbers at each address.
  - (2) A physical description of the registrant including sex, age, height, weight, physical build, color of hair and eyes, complexion and identifying scars, marks and characteristics, if any.
  - (3) The name, address and telephone number of his employer, principal or contract associates.
  - (4) The purpose for which the applicant desires to obtain credentials and particularly the type of food, goods, wares, merchandise, materials, services or contracts with or in which he intends to deal.
  - (5) Description of vehicle to be used for transportation including year, make, model and license plate.**
  - (5) Whether, when, where and on what charges he has ever been arrested, together with the disposition of such charges.
  - (6) Whether, when, where, in what court and by whom he or any present or former employer, principal or contract associate has ever been sued in a civil action alleging fraud or misrepresentation in connection with or as a result of the registrant's activities in soliciting for any contract or in selling, exposing or offering for sale or soliciting orders for any articles of food or any goods, wares, merchandise, materials or service.

<sup>1</sup> Editor's note—Ord. No. 99-014, adopted Aug. 10, 1999, amended Ch. 12 in its entirety to read as herein set out. Prior to amendment, Ch. 12 pertained to peddlers and vendors and derived from ordinances of Sept. 9, 1980, §§ 1—X; May 11, 1982, §§ 1—4; and March 16, 1994, §§ 1—5.

- (c) The applicant, at the time of executing such application form, shall also submit identification satisfactory to the ~~town~~ **clerk Town Manager**. Each application shall be signed by the applicant and sworn to before a justice of the peace or other person authorized by the laws of the State of Connecticut to administer oaths.
  - (d) The ~~town-clerk~~ **Town Manager** may defer the issuance of a license pending investigation for a period not to exceed seven (7) days.
  - (e) Pursuant to the provisions of section 21-37 of the Connecticut General Statutes, no permit shall be issued to any for-profit person or entity under this section unless such person or entity has obtained a permit to engage in or transact business as a seller within this state in accordance with section 12-409 of the Connecticut General Statutes.
- (Ord. No. 99-014, 8-10-99)

### **Section 12-3 Registration fee**

The fee for such registration and credentials, charged solely for the purpose of defraying the cost of administering this chapter shall be one hundred fifty dollars (\$150.00) per person and shall be payable upon the filing of the registration form.

(Ord. No. 99-014, 8-10-99)

### **Section 12-4 Registration expiration**

Such registration and credentials shall expire on the thirty-first day of December, subsequent to the date on which they are filed and issued, unless sooner revoked as hereinafter provided. Except as provided in section 12-8, no person whose registration and credentials have expired shall engage in any of the activities named in section 12-2 until he shall again have registered with the ~~town-clerk~~ **Town Manager**, obtained current identifying credentials and paid a fee of one hundred fifty dollars (\$150.00) per person as in the original registration.

(Ord. No. 99-014, 8-10-99)

### **Section 12-5 Identifying credentials**

The ~~town-clerk~~ **Town Manager** shall issue identifying credentials to each person filing a registration form in accordance with the provisions of section 12-2. Said credentials shall bear the same identifying number appearing on the holder's registration form and shall set forth the name, home address and business address of the registrant, the name and address of his employer, principal or contract associates, the type of contracts, food, goods, wares, merchandise, materials or services with or in which he has registered to sell, and the date of issuance and date of expiration of said credentials. Each person to whom credentials have been issued pursuant to this section shall carry them upon his person at all times while engaged in the activities in connection with which he has registered and shall exhibit them forthwith to any person who shall ask to see them.

(Ord. No. 99-014, 8-10-99)

### **Section 12-6 Refusal or revocation of credentials**

Such credentials shall be refused or, after issuance, revoked by the ~~town-clerk~~ **Town Manager** and immediately returned to him if the registrant has made any false statement or representation in any registration form filed by him pursuant of this chapter, has been convicted of any crime or misdemeanor involving moral turpitude or of any violation of this chapter, or in the case of the sale of food items, if the registrant has failed to obtain the necessary certification from the Northeast District Department of Health. In the event credentials are refused, no fee shall be charged. There shall be no refund when credentials, after being issued, are revoked.

(Ord. No. 99-014, 8-10-99)

### **Section 12-7 Records of registration**

It shall be the duty of the ~~town-clerk~~ **Town Manager** to keep a record of all licenses granted under the provisions of this chapter giving the number and date of all licenses, the name, age and residence of the person licensed the amount of licensee fee paid and also the dates of revocation of any licenses revoked. A record shall be kept of each complaint concerning the activities of the registrant.

(Ord. No. 99-014, 8-10-99)

### **Section 12-8 Persons exempted**

Sections 12-2 through 12-7 shall not apply to:

- (a) Persons less than eighteen (18) years of age;
- (b) Persons exempted under Connecticut General Statutes;
- (c) Persons licensed by the State of Connecticut;
- (d) Persons selling only to stores or other business establishments for resale;
- (e) Charitable or religious organizations or their representatives;
- (f) Persons acting pursuant to a license granted in accordance with Chapter 11, Article II, sections 11-39 and 11-40 of this Code of Ordinances shall be exempt from the provisions of this article during the time the outdoor event is being held.

(Ord. No. 99-014, 8-10-99)



### **Section 12-9 Hours of operation**

- (a) The Town Manager or ~~his~~ designee shall have the right to suspend the rights of all persons licensed or permitted pursuant to this chapter [article] to engage in permitted or licensed activities on public sidewalks or roadways for specific limited periods of time during which an actual special event may be conducted. Such actions by the Town Manager shall be posted on the town signpost at least forty-eight (48) hours prior to the conducting of any such event. The suspension shall be limited to such times and places as the Town Manager shall determine are necessary to provide for free access on the public roads and sidewalks and to avoid nuisances and congestion dangerous to either pedestrians, onlookers, or motor vehicle traffic during the actual event. No persons shall be guilty of violation of this section unless and until they have refused to relocate after being informed that they are in a restricted area at a restricted time by an appropriate municipal officer.
- (b) No person, whether exempt or not from the provisions of this chapter under any circumstance, may sell, barter or carry for sale or barter or expose any food, wares or merchandise either on foot or from any vehicle, or solicit contributions for any charitable or religious cause before the hours of 8:00 a.m. or after 9:00 p.m.
- (c) No vendor's license or other conveyance or stand shall stop or be set up at a location that is not in the public interest or that constitutes a hazard or compromise of public safety. No vendor shall operate on a public highway and within twenty-five (25) feet of any intersecting driveway, bus stop or crosswalk, or within fifty (50) feet of any intersection.
- (d) No vendor's vehicle or other conveyance or stand is permitted to locate on private property without written consent from the owner thereof, which consent must state the specified time of permission. Vending from a fixed location is prohibited in all residential zoning districts. (Ord. No. 989-014, 8-10-99)

### **Section 12-10 Violations and penalties**

Any person who shall violate any provision of this chapter or shall make any false statement or misrepresentation on an application form filed pursuant to this chapter shall be subject to a fine of not more than one hundred dollars (\$100.00) for each offense and the license of such person shall be revoked immediately for the balance of the year. No new license shall be issued to that person during said license year. Each day of selling, offering for sale or soliciting without credentials as required by the chapter shall be considered a separate offense.

(Ord. No. 99-014, 8-10-99)

**Sections 12-11 - 12-20.** Reserved.

## **ARTICLE II. HAWKERS, PEDDLERS, AND VENDORS ON TOWN PROPERTY**

### **Section 12-21 Purpose**

It is the intention of this article to provide for the protection of the health, welfare, property and safety of the public in general through the registration and licensing of vendors on municipally.

### **Section 12-22 Registration**

- (a) No person on municipally-owned property shall expose or offer for sale any article of food, nor shall cause to station or place any stand, cart or vehicle for the transportation, sale or display of any such article or food unless registered with the town and with necessary health department permits.
- (b) The Town Manager or ~~his~~ designee is hereby empowered to adopt and establish such regulations concerning the manner of registration, number of vendors, schedule of fees, hours of operation, duration of permit and all other requirements to protect the public welfare. (Ord. No. 99-014, 8-10-99)

### **Section 12-23 Liability of permittee**

Any person to whom a permit is issued shall be liable for any loss, damage or injury sustained by any person or property by reason of negligence on the part of the person engaged in the activity being sponsored under the permit, and shall agree to hold the town and any of its agents and employees harmless from any and all losses caused by the permittee or any person engaged in activity being sponsored under the permit.

(Ord. No. 99-014, 8-10-99)

### **Section 12-24 Permit revocation**

- (a) Responsibility for the proper regulation and licensing of vendors on municipally owned property shall be vested in the director of parks and recreation under the direction of the Town Manager.
- (b) The vendor's permit issued under this article may be revoked by the Town Manager at any time during the life of such permit for any violation by the permittee, or of any violation of the Code of the town or any other applicable state law.

(Ord. No. 99-014, 8-10-99)

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

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of November 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on November 10, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)

## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an Ordinance amending Chapter 15 of the Code of Ordinances to include Article IV – Illicit Discharge and Connection to Stormwater System

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

**FOR COUNCIL MEETING OF:** November 10, 2020

**TOWN MANAGER APPROVAL:**

A handwritten signature in blue ink, appearing to read "Mary T. Calorio", is written over a horizontal line.

**ITEM SUMMARY:** The addition of Article IV provides the process by which the Town of Killingly regulates any non-storm water discharge to the Town's storm drainage system as required by federal and state law. This ordinance is required as a compliance step for the Town's MS4 permit with the State. The ordinance outlines what an illicit discharge is and the steps the Town can take to eliminate improper connections from the system. The Ordinance subcommittee reviewed the proposed amendment at its September 22, 2020 meeting and voted to recommend this to the full Council for adoption.

**FINANCIAL SUMMARY:** N/A

**STAFF RECOMMENDATION:** Approval of the Ordinance

**TOWN ATTORNEY REVIEW:** Reviewed

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

**SUPPORTING MATERIALS:**

- Ordinance



## **ORDINANCE #20**

### **AN ORDINANCE AMENDING CHAPTER 15 OF THE CODE OF ORDINANCES TO INCLUDE ARTICLE IV – ILLICIT DISCHARGE AND CONNECTION TO STORMWATER SYSTEM**

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY** that, the following amendment to add Article IV – Illicit Discharge and Connection to Stormwater System to Chapter 15 of the Town of Killingly Code of Ordinances be adopted:

## **Article IV - Illicit Discharge and Connection to Stormwater System**

### **SECTION 15-150. PURPOSE/INTENT.**

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of the Town of Killingly through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process.

The objectives of this ordinance are:

- 1) To prohibit and eliminate illicit connections and discharges to the municipal separate storm sewer system
- 2) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this ordinance

### **SECTION 15-151. DEFINITIONS.**

For the purposes of this ordinance, the following shall mean:

**Authorized Enforcement Agency:** The Town Manager. The Town Manager may, in writing, designate other employees and designees as deputy authorized agents to act through the authorized agent.

**Best Management Practices (BMPs):** schedules of activities, practices (and prohibitions of practices), structures, vegetation, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to waters of the state consistent with state, federal or other equivalent and technically supported guidance. BMPs also include treatment requirements, operating procedures, and practices to control site runoff, spillage or leaks, sludge or waste disposal, or drainage from material storage.

**Clean Water Act:** The federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

**Construction Activity:** Any activity associated with construction at a site including, but not limited to, clearing and grubbing, grading, excavation, and dewatering.

**Hazardous Materials:** Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**Illegal Discharge:** Any direct or indirect non-storm water discharge to the storm drain system, except as

exempted in Section 7 of this ordinance.

**Illicit Connections:** An illicit connection is defined as either of the following: Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or, any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

**Industrial Activity:** Activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).

**MS4:** Municipal separate storm sewer system

**National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit:** means a permit issued by EPA (or by a State under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

**Non-Stormwater Discharge:** Any discharge to the storm drain system that is not composed entirely of storm water.

**Person:** Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

**Pollutant:** Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

**Premises:** Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

**Storm Drainage System:** Publicly-owned facilities by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

**Stormwater:** Waters consisting of rainfall runoff, including snow or ice melt, during a rain event.

**Stormwater Pollution Prevention Plan:** A document which describes the BPM and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce Pollutant discharges to Stormwater, Stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**Wastewater:** Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

## **SECTION 15-152.                   APPLICABILITY.**

This ordinance shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by an authorized enforcement agency.

**SECTION 15-153. SEVERABILITY.**

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Ordinance.

**SECTION 15-154. RESPONSIBILITY FOR ADMINISTRATION.**

The Town Manager or designee shall administer, implement and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Town Manager may be delegated in writing by the Town Manager to persons or entities acting in the beneficial interest of or in the employ of the Town of Killingly.

**SECTION 15-155. ULTIMATE RESPONSIBILITY.**

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore, this ordinance does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

**SECTION 15-156. DISCHARGE PROHIBITIONS.**

**Prohibition of Illegal Discharges:**

No Person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to Pollutants or waters containing any Pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- a) The following discharges are exempt from discharge prohibitions established by this ordinance: uncontaminated ground water discharges including, but not limited to, pumped ground water, foundation drains, water from crawl space pumps and footing drains; irrigation water including, but not limited to, landscape irrigation and lawn watering runoff; residual street wash water associated with sweeping; discharges or flows from firefighting activities (except training); and naturally occurring discharges such as rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)), springs, diverted stream flows and flows from riparian habitats and wetlands.
- b) Any non-stormwater discharge to the MS4 authorized by a permit issued pursuant to Section 22a-430 or 22a-430b of the Connecticut General Statutes is also authorized under this ordinance.

**Prohibition of Illicit Connections:**

- a) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- b) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- c) A Person is considered to be in violation of this ordinance if the Person connects a line conveying sewage to the MS4 or allows such a connection to continue.

**SECTION 15-157. SUSPENSION OF MS4 ACCESS.**

**Suspension due to Illicit Discharges in Emergency Situations**

The Town Manager, or designee, may, without prior notice, suspend MS4 discharge access to a Person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of

the United States. If the violator fails to comply with a suspension order issued in an emergency, the Town Manager or designee may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.

#### **Suspension due to the Detection of Illicit Discharge**

Any Person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Town Manager or designee will notify a violator of the proposed termination of its MS4 access. The violator may petition the Town Manager for a reconsideration and hearing.

A Person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Town Manager or designee.

#### **SECTION 15-158. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES.**

Any Person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Town prior to the allowing of discharges to the MS4.

#### **SECTION 15-159. MONITORING OF DISCHARGES.**

Applicability.

This section applies to all facilities that have storm water discharges associated with industrial activity, including construction activity.

Access to Facilities.

- a) The Town shall be permitted to enter and inspect facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Town Manager.
- b) Facility operators shall allow the Town ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge storm water, and the performance of any additional duties as defined by state and federal law.
- c) The Town shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the Town Manager, or designee, to conduct monitoring and/or sampling of the facility's storm water discharge.
- d) The Town Manager, or designee, has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
- e) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Town Manager and shall not be replaced. The costs of clearing such access shall be borne by the operator.
- f) Unreasonable delays in allowing the Town Manager, or designee, access to a permitted facility is a violation of a storm water discharge permit and of this ordinance. A Person who is the operator of a facility with a NPDES permit to discharge storm water associated with industrial activity commits an offense if the Person denies the Town Manager, or designee, reasonable access to the permitted facility

for the purpose of conducting any activity authorized or required by this ordinance.

- g) If the Town Manager, or designee, has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the Town of Killingly, then the Town Manager, or designee, may seek issuance of a search warrant from any court of competent jurisdiction.

**SECTION 15-160. REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES.**

The Town Manager, or designee, will adopt requirements identifying BMPs for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any Person responsible for a property or premise, which is, or may be, the source of an illicit discharge, may be required to implement, at said Person's expense, additional structural and non-structural BMPs to prevent the further discharge of Pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPP) as necessary for compliance with requirements of the NPDES permit.

**SECTION 15-161. WATERCOURSE PROTECTION.**

Every Person owning property through which a watercourse passes, or such Person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

**SECTION 15-162. NOTIFICATION OF SPILLS.**

Notwithstanding other requirements of law, as soon as any Person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said Person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said Person shall notify the Town Manager, or designee, in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Town Manager within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**SECTION 15-163.****ENFORCEMENT.****Notice of Violation.**

Whenever the Town finds that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the Town Manager, or designee, may issue a notice of violation and order compliance by written notice of violation to the responsible person. The notice of violation shall contain, at a minimum: (1) The name and address of the alleged violator; (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred; (3) A statement specifying the nature of the violation; (4) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action. It is not the responsibility of the Town of Killingly to formulate or design any remedial systems; (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed; and (6) A statement that the determination of violation may be appealed to a hearing officer appointed by the Town Manager by filing a written notice of appeal within fifteen (15) days from the date of the written Notice of Violation.

Such notice may require without limitation:

- a) The performance of monitoring, analyses, and reporting;
- b) The elimination of illicit connections or discharges;
- c) That violating discharges, practices, or operations shall cease and desist;
- d) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- e) Payment of a fine or penalty to recoup costs incurred by the Town;
- f) Suspension of any discharge to the MS4 system consistent with Section 8 of this ordinance;
- g) The implementation of source control or treatment BMPs; and
- h) The reporting of the violation to the Connecticut Department of Energy and Environmental Protection (CTDEEP) and/or the United States Environmental Protection Agency (EPA)

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Where elimination is not possible within 60 days of source confirmation, a schedule for its elimination will be set for no more than 180 days. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work may be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

**SECTION 15-164.****APPEAL OF NOTICE OF VIOLATION.**

Any person receiving a Notice of Violation may appeal the determination of the Town Manager, or designee. Such appeal shall be conducted in accordance with the provisions of Section 1-10 of the Cod of Ordinances of the Town of Killingly.

**SECTION 15-165.****ENFORCEMENT MEASURES AFTER APPEAL.**

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within thirty (30) days of the decision of the hearing officer upholding the decision of the Town Manager or designee, then representatives of the authorized enforcement agency may enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any Person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

**SECTION 15-166. COST OF ABATEMENT OF THE VIOLATION.**

Within thirty (30) days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within fifteen (15) days. If the amount due is not paid within a timely manner as determined by the decision of the hearing officer or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the town by reason of such violation. The liability shall be paid in not more than twelve (12) equal payments. Interest at the rate of eighteen (18) percent per annum shall be assessed on the balance beginning on the first (1<sup>st</sup>) day following discovery of the violation.

**SECTION 15-167. INJUNCTIVE RELIEF.**

It shall be unlawful for any Person to violate any provision or fail to comply with any of the requirements of this Ordinance. If a Person has violated or continues to violate the provisions of this ordinance, the authorized enforcement agency may petition for a preliminary or permanent injunction restraining the Person from activities which would create further violations or compelling the Person to perform abatement or remediation of the violation.

**SECTION 15-168. COMPENSATORY ACTION.**

In lieu of enforcement proceedings, penalties, and remedies authorized by this Ordinance, the authorized enforcement agency may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, watershed cleanup, etc.

**SECTION 15-169. VIOLATIONS DEEMED A PUBLIC NUISANCE.**

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

**SECTION 15-170. CRIMINAL PROSECUTION; COSTS AND EXPENSES.**

Any person that has violated or continues to violate this ordinance shall be liable to criminal prosecution to the fullest extent of the law. Violation of this Ordinance shall be deemed to constitute an offense under the laws of the State of Connecticut. For intentional and flagrant violations of this Ordinance, the Town Manager, or designee, may refer the violation to the United States Environmental Protection Agency (EPA) for enforcement of penalties under Sections 309 and 311 of the Clean Water Act.

The Town of Killingly may recover all attorney's fees court costs and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses and costs of remediation.

**SECTION 15-171. REMEDIES NOT EXCLUSIVE.**

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies.

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

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of November 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on November 10, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)



## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on an ordinance to authorize a Transfer from Fiscal Year 2019-2020 unexpended Highway Supervision, Central Garage and Highway department funds to the Road Renewal Capital Project account

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

**FOR COUNCIL MEETING OF:** November 10, 2020

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** This item sets the public hearing for the proposed transfer of \$212,757 from fiscal year 2019-2020 unexpended funds from the Highway Supervision, Central Garage and Highway department operating budgets to the Road Renewal capital project account. The departmental budgets of the Highway Supervision, Central Garage, and Highway Maintenance have an estimated \$38,258, \$84,032, and \$90,467 of unexpended funds for FY 2019-20 respectively. These unexpended funds are due to the decreases in operations which occurred during the COVID-19 lockdown in the last quarter of the fiscal year. The Town is requesting that these funds be transferred to the Capital Projects Fund to be used for road renewal projects to supplement the Town Aid Road grants also used for these purposes. The Fiscal Subcommittee reviewed this proposal at their meeting on September 15, 2020 and recommended the proposal for approval to the Town Council.

**FINANCIAL SUMMARY** This request would authorize the transfer of up to \$212,757 from Highway Supervision, Central Garage, and Highway Maintenance (in the amounts of \$38,258, \$84,032, and \$90,467 respectively) to the Capital Projects Fund to be used for road renewal projects.

**STAFF RECOMMENDATION:** Approval of Ordinance

**TOWN ATTORNEY REVIEW:** N/A

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

**SUPPORTING MATERIALS:**

- Ordinance

**ORDINANCE #20**

**AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$212,757 TO  
THE ROAD RENEWAL CAPITAL ACCOUNT FROM FISCAL YEAR  
2019-2020 UNEXPENDED HIGHWAY SUPERVISION, CENTRAL  
GARAGE AND HIGHWAY DEPARTMENT BUDGETS**

**BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY**  
that a transfer of up to \$212,757 be transferred to the Road Renewal Capital Project  
Account.

**BE IT FURTHER ORDAINED** that the source of said transfer shall be from the fiscal year  
end 2019-2020 department budgets of Highway Supervision up to \$38,258, Central Garage  
up to \$84,032 and Highway Maintenance up to \$90,467 and the Town Manager has further  
certified that said sums of \$212,757 is unencumbered within the accounts specified

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
This 13<sup>th</sup> day of November 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that  
the above is a true and correct copy of the resolution adopted by the Killingly Town  
Council at its duly called and held meeting on November 10, 2020, at which a quorum  
was present and acting throughout, and that the resolution has not been modified,  
rescinded, or revoked and is at present in full force and effect. I further certify that Mary  
T. Calorio now holds the office of Town Manager and that she has held that office since  
March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)

Agenda Item #15 a

## AGENDA ITEM COVER SHEET

**ITEM: Consideration and potential action on the Wright Investors Service Holding, Inc donation of five dam properties located in East Killingly**

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

**FOR COUNCIL MEETING OF:** November 10, 2020

**TOWN MANAGER APPROVAL:**

**ITEM SUMMARY:** In February 2020 Wright Investors' Service Holding, Inc (WISH) made a presentation to the Town Council proposed the donation of five dam properties located in East Killingly. The five dam locations are Old Killingly Pond Dam, Bear Hill Pond Dam, Eddy Pray Reservoir Dam, North Alvia Chase Reservoir Dam and Acme Pond Dam. They provided to the Town the most current inspection reports, emergency plans and remediation of consent orders issued by CT DEEP. The representative from WISH indicated the basic annual maintenance costs for the properties is approximately \$25,000. The representative also indicated a potential funding of a maintenance fund for the Town. The Council directed me to further explore the potential donation and have the proposal presented to the Town's Land Use commissions.

Planning & Zoning Commission and a representative membership of the Inland Wetlands Commission received the proposal on Monday, October 19, 2020. The Commission did not take formal action on a recommendation. The memo attached outlines their collective responses. The Conservation Commission has discussed this proposal and supports the Town receiving the donated properties.

**FINANCIAL SUMMARY:** The acquisition of these properties would result in various additional annual costs. The Town would be required to perform basic annual maintenance which includes mowing and vegetation control. This annual maintenance is estimated at \$25,000 - \$30,000. Periodic inspections are required based on the dam classification. These inspections are required to be performed by a qualified engineer and submitted to CT DEEP for approval. The inspections costs are estimated at \$1,500 - \$2,000 per dam. The schedule of inspections varies based on the dam's classification. There is no way to estimate repair costs for each dam. Should the properties be acquired the Town would be responsible for all future structural repairs.

CIRMA has reviewed the dam inspection reports and provided input as to the Town's liability exposure. The dam structures would not be covered by insurance. Therefore, any damage or breach would be the Town's sole responsibility. The downstream third-party coverage would be in place for most of the properties provided the dams remain in fair to good condition. The Acme Pond dam is currently rated in poor condition. This inspection was performed prior to the recent repairs. If the dam remained with this condition rating, CIRMA would not provide third-party liability coverage.

**STAFF RECOMMENDATION:** Discussion

**TOWN ATTORNEY REVIEW:** \_\_\_\_\_ In attendance \_\_\_\_\_

<b>COUNCIL ACTION DESIRED:</b>	<b>Discussion and possible action</b>
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**SUPPORTING MATERIALS:** Memo from Land Use commissions



# TOWN OF KILLINGLY

## PLANNING & DEVELOPMENT OFFICE

172 Main Street, Killingly, CT 06239  
Tel: 860-779-5311 Fax: 860-779-5381

November 4, 2020

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

RE: WISH Corp. – Five Ponds/Dams

Dear Ms. Calorio:

On Monday, October 19, 2020 Harold Kahn of Wright Investors' Service Holdings, Inc. (WISH) made a presentation to the Planning Zoning Commission and a representative membership of the Inland Wetlands and Watercourses Commission (they did not have a quorum).

At the end of the meeting the general consensus was that members of both commissions would like to see the area in question preserved; however, they did not feel that it had to be preserved by the Town as there was a question if the Town should be responsible for ownership and maintenance of the dams.

Some members believed that there are still a lot of unanswered questions; insurance costs, maintenance costs, the current conditions of the dams, when was the last time the dams were inspected, was there ever an A2 survey done of the properties that WISH owns as it appears such a survey was never recorded. There was a lengthy discussion on whether the Town could afford to own and maintain the dams.

Towards the end of the presentation the members of both commissions were polled to voice their opinion(s):

### **IWWC**

Rodney Galton – Yes, should be preserved; however, he would prefer that the ownership (and thus the responsibility/liability) be at the State level rather than at the local level.

Deborah Lamoitte – Yes, however, the Town Council should do more research and get more answers; and look deeper into the details (break the information down into smaller bits).

Beth Dubofsky – Agreed with Mr. Galton; but would like to fully read through all the information before giving a final opinion.

**PZC**

Virge Lorents – Yes, should be preserved; but felt that whatever entity (state or municipality) supplied money for maintenance, etc. should have the control. The possible preservation of this land is a wonderful opportunity to keep the land wild and natural in perpetuity.

John Sarantopoulos – Yes, this area is an asset; however, he felt that the people in authority should have conversations with the State of CT to determine if there is a pathway (income stream) where either the State or Town could take on the stewardship of these properties. He would like to see discussions between the State and the Town.

Brian Card – Sent a memo in requesting further information regarding the following:

1. Emergency Action Plan dated 11/20/17, with approval from DEEP dated 3/29/18;
2. O&M Plan, most recent with DEEP approval;
3. Inspection reports as required in either above document;
4. Consent Order (now closed) and any reports required of it.

No comments were received from Keith Thurlow (he has done work for WISH), and Matt Wendorf and Milburn Stone were unable to attend.

**CONCLUSION**

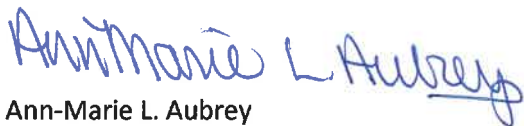
So even though it appears there is interest in having the property preserved, there was not enough information provided to the commission members to allow them to say that the Town should take on the responsibility and maintenance of the dams (in perpetuity) without having much more information to base their decision upon.

Due to the lack of information presented during this presentation, the members felt they could not reasonably advise the Town Council – except to do more in-depth research.

There seemed to be some opinions that the State and not the Town should take on the dams.

If you have any further questions, please feel free to contact me.

Sincerely,



Ann-Marie L. Aubrey  
Director of Planning and Development



# TOWN OF KILLINGLY

## CONSERVATION COMMISSION

172 Main Street, Killingly, CT 06239  
Tel: 860-779-5310 Fax: 860-779-5381



November 05, 2020

Dear Killingly Town Council,

The Killingly Conservation Commission would like to state its support and encouragement for the Town to move forward in the process of obtaining the Five Ponds property. This asset is a unique resource that provides clean water, wildlife habitat, and recreation in eastern Connecticut. The 561 acres in question make up five reservoirs and are the headwaters of the Whetstone Brook; this gift to the citizens of Killingly is valued at more than \$1.25 million but the clean water, wildlife habitat, and recreation are priceless. If this donation is accepted, the reservoirs could support recreation such as fishing, boating, and bird watching. The Chestnut Hill Water Company acquired the land approximately 200 years ago for a reservoir system including Eddy Pray Reservoir, Middle Reservoir, Bog Meadow Reservoir, Alvia Chase Reservoir and Old Killingly Pond to generate power for sawmills and textile mills along Whetstone Brook. Although no longer used by the mills, the land and water remain essentially undisturbed by development.

The ponds of East Killingly are in the heart of the Borderlands region of eastern Connecticut and western Rhode Island—recognized and supported by The Nature Conservancy and the Orton Family Foundation. It is also a part of the federally designated “Last Green Valley” (Quinebaug-Shetucket) National Heritage Corridor. This region is celebrated for its rural lands, historic mill villages and natural resources. The reservoirs have been identified by local, state and regional agencies and organizations for their critical natural and cultural resources:

**Clean Water:** Natural underground springs in Old Killingly Pond contribute water to the entire Whetstone Brook watershed which is very clean and helps to maintain healthy water quality in Five Mile River and Quinebaug River for people, fish and other wildlife. Protecting the ponds from additional development will reduce costs from pollution and increased storm water.

**Wildlife Conservation:** The reservoirs are home to breeding and migrating birds such as Ring-necked Ducks, Hooded Mergansers, and Buffleheads as well as Ospreys and other raptors. The upper Thames River Basin is recognized by the U.S. Fish and Wildlife Service as a critical area for waterfowl. Many rare and threatened plant species found in this region are dependent on the forests and clean water of the ponds.

**Open Space Connections:** The ponds and streams of Whetstone Brook watershed are part of an interstate wildlife corridor used by mammals, birds and amphibians for breeding, feeding and traveling. The land and water connect Connecticut State Forest at Old Killingly Pond, Redwing Land Trust property and Killingly Pond Management Area in Rhode Island.

**Public Access, Scenic Beauty and Passive Recreation:** The ponds provide excellent opportunities for paddling, fishing, hiking and bird watching. Adding this scenic, natural area to the state forest and park system will help meet the Plan of Conservation & Development goal of 21% protected land for Connecticut and Killingly.

The Conservation Commission recognizes the complexities associated with this property acquisition in terms of cost, liability, oversight and maintenance of the multiple dams. We realize there are questions that need to be answered before the Town can consider acquiring this asset. It is our suggestion that a committee of commission members, town council members and town staff tackle this initiative to perform the proper due diligence.

The Killingly Conservation Commission is of the belief that this resource, which provides numerous ecological services to the region, is too valuable to be in the hands of a profit-driven private entity. Only under the Town's oversight will this property be maintained with the residents of Killingly in mind.

Yours Truly,



Donna Bronwell, Conservation Chair  
on behalf of the Killingly Conservation Commission