



# TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER  
172 Main Street  
Killingly, CT 06239  
Tel: 860 779-5300 Fax: 860 779-5382

## TOWN COUNCIL MEETING

**DATE:** Tuesday, April 13, 2021  
**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 – March 2, 2021
  - b) Regular Town Council Meeting – March 9, 2021
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
  - a) Proclamation Recognizing April as World Autism Month
  - b) Presentation of Water Pollution Control Authority FY 21-22 Budget
  - c) Presentation of FY 19-20 Municipal Audit Report by Mahoney & Sabol Company, LLP
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 [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

RECEIVED  
TOWN CLERK, KILLINGLY, CT  
2021 APR -9 AM 8:54  
Elizabeth M. Wilson

11. REPORTS FROM LIAISONS
  - a) Board of Education Liaison
  - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
  - a) Summary Report on General Fund appropriations for Town government
  - b) System Object Based on Adjusted Budget for the Board of Education
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
  - a) Town Managers Report
  - b) Killingly Public Library April – May Programming
  - c) Killingly Business Association FY 2021-2022 Budget Request
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
15. NEW BUSINESS
  - a) Consideration and action on a resolution in Support of “Home Rule” in Municipal Zoning Decision Making
  - b) Consideration and action on a resolution to accept the Town’s Basic Financial Statements and Related Audit Reports for the fiscal year ended June 30, 2020 and to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town’s audit for fiscal year 2020-2021
  - c) Consideration and action on a resolution introducing and setting a public hearing and Special Town Meeting for May 25, 2021 on a proposed ordinance to authorize the conveyance of properties related to the reconstruction of Lake Road from Eversource to the Town
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

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

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:07 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** Tuesday, March 2, 2021

**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, March 2, 2021 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 - None**
7. **Executive Session – None**
8. **Adjournment**

1. Vice Chairman Kerttula called the Special Meeting to order at 7:00 p.m.
2. On Roll Call, all counselors were present except Mr. LaPrade who were absent with notification, and Mr. Anderson, who arrived at 7:02 p.m. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present.

3. Interviews for Boards/Commissions:

Councilors interviewed John Sarantopoulos. Mr. Sarantopoulos is seeking an appointment to the Planning and Zoning Commission as a Regular Member. The term would run from 1/2018 through 12/21.

4. Citizens' Statements and Petitions - None

5. Old Business: - None

6. New Business - None

7. Executive Session - None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:14 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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3. Interviews for Boards/Commissions:

Councilors interviewed John Sarantopoulos. Mr. Sarantopoulos is seeking an appointment to the Planning and Zoning Commission as a Regular Member. The term would run from 1/2018 through 12/21.

4. Citizens' Statements and Petitions - None

5. Old Business: - None

6. New Business - None

7. Executive Session - None

8. Adjournment

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 7:14 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**TOWN COUNCIL  
KILLINGLY TOWN COUNCIL  
REGULAR MEETING**

**DATE:** TUESDAY, March 9, 2021

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

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

**AGENDA**

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, March 9, 2021 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 – February 2, 2021
  - b) Regular Town Council Meeting – February 9, 2021

6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
  - a) Proclamation Concerning National Community Development Week
  - b) Proclamation of Women's History Month
  - c) Killingly Parks and Recreation Volunteer of the Year Awards
  - d) Killingly Conservation Commission Volunteer of the Year Awards
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**
  - a) Planning & Zoning Regular Seat applicant: John Sarantopoulos
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
  - b) Killingly Business Association – Restaurant Bingo
  - c) Northeast District Department of Health Annual Report
14. **UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION**
15. **NEW BUSINESS**
  - a) Consideration and action on a resolution to approve a collective bargaining agreement between the Town and the Killingly Town Hall Employee Bargaining Unit
  - b) Consideration and action on a resolution authorizing replacement of the BOE minivan using the Capital Non-Recurring account funds dedicated to this vehicle
  - c) Consideration and action on a resolution setting the dates, times and places of the public hearing, the Annual Town Meeting, and the adjourned Annual Town Meeting machine vote on the 2021-2022 budget ordinance
  - d) Consideration and action on a resolution affirming a Fair Housing Resolution
  - e) Consideration and action on a resolution authorizing the Town Manager to execute and implement an Affirmative Action Policy Statement.
  - f) Consideration and action on a resolution authorizing the Town Manager to execute and implement an Armstrong/Walker "Excessive Force" Certification
  - g) Consideration and action on a resolution for the Town Manager to execute and implement a Relocation Policy and Residential Anti-displacement and Relocation Assistance Plan
  - h) Consideration and action on a resolution authorizing the Town Manager to execute and implement a Compliance Statement with the Title VI of the Civil Rights Act of 1964
  - i) Consideration and action on a resolution authorizing the Town Manager to execute and implement a Section 3 Plan to provide feasible economic opportunities to low- and moderate-income person and businesses when using federal funds.

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 and Mr. Grandelski, who were absent with notification. Also present were Town Manager Calorio, Finance Director Hawkins, Community Development Administrator Bromm, and Council Secretary Buzalski.
  5. Adoption of minutes of previous meetings
  - 5a. Ms. Wakefield made a motion, seconded by Mr. Kerttula, to adopt the minutes of the Special Town Council Meeting of February 2, 2021 and the Regular Town Council Meeting of February 9, 2021.
- Discussion followed.
- Ms. Tiik-Barclay made a correction on page 444, 1<sup>st</sup> paragraph should read "her Christian values".
- Voice Vote: Unanimous. Motion passed, with corrections.
6. Presentations, proclamations and declarations:
  - 6a. Proclamation Concerning National Community Development Week
- Mr. Anderson read the following:

### PROCLAMATION CONCERNING NATIONAL COMMUNITY DEVELOPMENT WEEK

**WHEREAS**, the week of April 5 -April 9, 2021 has been designated as National Community Development Week, and Killingly, Connecticut, is a participant in the Community Development Block Grant Program which funds a myriad of social service, economic development, public facility and housing programs in this community; and

**WHEREAS**, in this community and in communities throughout the nation, over forty-five years of Community Development Block Grant funding has developed a strong network of relationships between local government, residents and the many non-profit agencies that provide services and help make possible our commitment to low- and moderate-income neighborhoods; and

**WHEREAS**, this community recognizes that the Community Development Block Grant Program is a partnership of federal, state, and local government, business, non-profit and community efforts, and that the services funded by the State CDBG Program, administered by our local governments, and often assisted by local non-profit organizations, relies heavily on the dedication and good will of our combined efforts;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Killingly that, during National Community Development Week 2021, this community gives special thanks and

recognition to all participants whose hard work and devotion to the neighborhood and their low- and moderate-income residents help ensure the quality and effectiveness of the Community Development Block Grant Program; and

**BE IT FURTHER RESOLVED** that this community hereby petitions the U.S. Congress and Administration to recognize the outstanding work being done locally and nationally by the Community Development Block Grant Program, and of its vital importance to the community and to the people who live in its lower income neighborhoods; and

**BE IT FURTHER RESOLVED** that copies of this Proclamation be conveyed to the appropriate elected and appointed officials of the Federal government and that this community's name be added to the roll of those committed to the preservation and full funding of the Community Development Block Grant Program and maintenance of its essential features over the course of the next session of Congress.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9th day of March 2021

6b. Proclamation of Women's History Month

Mr. Anderson read the following:

**PROCLAMATION for WOMEN'S HISTORY MONTH**

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

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

**WHEREAS** American women have served our country courageously amongst our military branches, obtain higher graduate degrees, become great leaders of companies and to serve in our governmental offices;

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

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



**NOW, THEREFORE** be it Proclaimed, the Killingly Town Council does hereby recognize the month of March 2021, as Women's History Month, which is a time for expressing gratitude, a time to honor their strength, defeats and triumphs and their passion to stand up for equality. The contributions women have made to our towns, states and nation are heroic.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9<sup>th</sup> day of March 2021

6c. Killingly Parks and Recreation Volunteer of the Year Awards

Mr. Anderson read the following:

Killingly Parks and Recreation  
PROCLAMATION HONORING  
**Holly Blade**  
2020 VOLUNTEER OF THE YEAR

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

WHEREAS, Ms. Blade has served several years with steadfast dedication to *The Little Theater on Broad Street*. Her originality and production orchestration were paramount to the cast as she worked within the uncertainty of 2020. Her successes included, but not limited to *The Summer of 2020* WINY radio broadcast of *The Wizard of Oz* and WINY/YouTube/Channel 22 broadcast of the *2020 Christmas Cabaret* all in which were during the restrictions and limitation of Covid-19.

WHEREAS, Ms. Blade is a pillar to the theaters' cast and its community and their want to perform. Her "*No Fail*" spirit and genuine good attitude maintained the cast and staff when restrictions caused uncertainty for the program productions.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY**, to recognize Holly Blade as the recipient of the Volunteers of the Year Award for the Killingly Parks and Recreation Department for the year 2020, and

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9<sup>th</sup> day of March 2021

Mr. Anderson read the following:

Killingly Parks and Recreation  
PROCLAMATION HONORING  
**Natasha Darius**  
2020 VOLUNTEER OF THE YEAR

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

WHEREAS, Ms. Darius has served several years with steadfast dedication to *The Little Theater on Broad Street*. Her stage creativity and inventive mind allowed the cast to believe all the world is a stage. Her artistic success includes but is not limited to The Summer of 2020, WINY radio broadcast of *The Wizard of Oz* and WINY/YouTube/Channel 22 broadcast of the 2020 *Christmas Cabaret* all in which were during the restrictions and limitation of Covid-19.

WHEREAS, Ms. Darius is a pillar to the theaters' cast and its community and their want to perform. Her positive spirit and collaboration with the production director helped maintained the cast and staff when restrictions caused uncertainty for the program productions.

NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY, to recognize Natasha Darius as the recipient of the Volunteers of the Year Award for the Killingly Parks and Recreation Department for the year 2020, and

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9th day of March 2021

6d. Killingly Conservation Commission Volunteer of the Year Awards

Mr. Wood made a motion, seconded by Mr. Kerttula, to suspend the rules, allowing Conservation Commission Chair Donna Bromwell to speak.

Voice vote: Unanimous. Motion passed.

Ms. Bromwell spoke of the Conservation Commission's mission and the contributions made by the award winners.

Mr. Anderson read the following:

Killingly Conservation Commission  
PROCLAMATION HONORING  
**Sharon Fekete**  
2020 VOLUNTEER OF THE YEAR

**Whereas**, environmental conservation and observation acknowledges the commitment to raise awareness within our community; and

**Whereas**, Ms. Fekete's devotion to the well-being of Killingly and its environmental preservation has been steadfast and keen. Ms. Fekete's love of her community and its space has allowed her to be a driving force, which includes but not limited to, the annual Walktober Trail Walk, trail maintenance, and most importantly, being an inspiring role model to our youth.

**Whereas**, Ms. Fekete's confidence allows her to speak with ease and passion all while promoting interest within our community to see the splendor of nature at its most raw form.

**Whereas**, NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY, to recognize Sharon Fekete as the recipient of the Volunteers of the Year Award for the Killingly Conservation Commission for the year 2020, and

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9th day of March 2021

Mr. Anderson read the following:

Killingly Conservation Commission  
PROCLAMATION HONORING  
**Bruce Kohl**  
2020 VOLUNTEER OF THE YEAR

**Whereas**, environmental conservation and observation acknowledges the commitment to raise awareness within our community; and

**Whereas**, Mr. Kohl's devotion to the well-being of Killingly and its environmental preservation has been steadfast and keen. Mr. Kohl contributed his expertise in caring for trees and plants using his vast knowledge as a former Arborist and Tree Warden; and

**Whereas**, Mr. Kohl's mindfulness for green spaces, tree lined walking paths, and ecologies within our community proved to be resourceful as he worked conscientiously in attempts to eradicate the Japanese Knot Weed. His passion was fueled for wanting sustainability and growth for generations.

**Whereas**, NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY, to recognize Bruce Kohl as the recipient of the Volunteers of the Year Award for the Killingly Conservation Commission for the year 2020, and

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 9th day of March 2021

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:

10a. Planning & Zoning Regular Seat applicant: John Sarantopoulos

Mr. Kerttula made a motion, seconded by Mr. Lee, to appoint John Sarantopoulos as a Regular Member of the Planning & Zoning Commission. The term would run from 1/18 through 12/21.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

The Board of Education Liaison was not available.

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:

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

Town Manager Calorio discussed her report and responded to comments and questions from Council Members. Her report included the Killingly Business Association Restaurant Bingo promotion and the Northeast District Department of Health Annual Report.

14. Unfinished Business for Town Council Action: None

15. New Business:

15a. Consideration and action on a resolution to approve a collective bargaining agreement between the Town and the Killingly Town Hall Employee Bargaining Unit

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

**RESOLUTION TO APPROVE A COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE TOWN AND THE KILLINGLY TOWN HALL EMPLOYEE  
BARGAINING UNIT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that in accordance with Connecticut General Statutes, Section 7-474, the tentative collective bargaining agreement between the Town of Killingly and the Killingly Town Hall Employees, AFSCME, Local 1303-156, is hereby approved and ratified for the period July 1, 2021 through June 30, 2024, and

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,  
this 9th day of March 2021

Discussion followed.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution authorizing replacement of the BOE minivan using the Capital Non-Recurring account funds dedicated to this vehicle

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

**RESOLUTION AUTHORIZING REPLACEMENT OF THE 2010 BOE MINIVAN  
USING THE CAPITAL NON-RECURRING ACCOUNT FUNDS DEDICATED TO THIS  
VEHICLE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager be herein authorized to replace the 2010 BOE Minivan with a similar model vehicle and to expend up to \$27,601 from Capital Non-Recurring account funds appropriated in annual Town Operating Budgets and dedicated to the replacement of said vehicle.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

15c. Consideration and action on a resolution setting the dates, times and places of the public hearing, the Annual Town Meeting, and the adjourned Annual Town Meeting machine vote on the 2021-2022 budget ordinance

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

**RESOLUTION SETTING THE DATES, TIMES AND PLACES OF THE PUBLIC  
HEARING, ANNUAL TOWN MEETING AND ADJOURNED ANNUAL TOWN  
MEETING ALL-DAY MACHINE VOTE ON THE  
2021-2022 BUDGET ORDINANCE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Sections 701, 1005 and 1007 of the Town Charter, the following dates, times and places be set for public hearing, Annual Town Meeting, and an all-day machine vote on the 2021-2022 General Government and Education Budgets ordinance, as adjourned from the Town Meeting of May 3, 2021 and such other questions as required by the Town Charter:

**Public Hearing:** Thursday, April 8, 2021, 7:00 p.m., Virtually - Webex. Phone number and access code will be published on the agenda.

**Annual Town Meeting:** Monday, May 3, 2021, Killingly High School Auditorium,  
226 Putnam Pike, Killingly, 7:00 p.m.

**Adjourned Town Meeting (all-day machine vote):**

Date: Tuesday, May 11, 2021

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

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

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

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

Discussion followed.

Voice vote: Unanimous. Motion passed.

Mr. Wood made a motion, seconded by Mr. Kerttula, to adopt agenda items 15d through 15i.  
 15d. Consideration and action on a resolution affirming a Fair Housing Resolution.

**FAIR HOUSING RESOLUTION  
 TOWN OF KILLINGLY**

**WHEREAS**, all persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

**WHEREAS**, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status, or national origin, be given equal access to all housing related opportunities, and be allowed to make free choices regarding housing location; and

**WHEREAS**, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

**WHEREAS**, the Town of KILLINGLY is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Killingly hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

**BE IT FURTHER RESOLVED**, that the Town Manager of the Town of Killingly or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Killingly and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the FT Fair Housing Center, legal services, or other fair housing organizations to protect his/her right to equal housing opportunities.

**KILLINGLY TOWN COUNCIL**  
 Jason Anderson  
 Chairman

Dated at Killingly, Connecticut  
 this 9th day of March 2021

15e. Consideration and action on a resolution authorizing the Town Manager to execute and implement an Affirmative Action Policy Statement

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AND IMPLEMENT AN AFFIRMATIVE ACTION POLICY STATEMENT**

WHEREAS, all American citizens are afforded a right to employment opportunities based solely on the basis of job-related skills, ability and merit; and

WHEREAS, State and Federal Equal Employment Opportunity laws prohibit employment discrimination based on race, color, religion, creed, gender, national origin, age, disability, marital status, veteran status, sexual orientation, gender identity or expression, or any other legally protected status; and

WHEREAS, the Town of Killingly is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Action Policy Statement publicly endorsing the right of all people to nondiscrimination in employment on any basis prohibited by law, now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to execute and implement an Affirmative Action Policy Statement to ensure a policy of nondiscrimination in employment on any basis prohibited by law; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Killingly, acting as the Equal Employment Opportunity Officer, or his designated representative, is responsible for responding to any person who alleges to be the victim of an illegal discriminatory employment practice in the Town of Killingly.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

15f. Consideration and action on a resolution authorizing the Town Manager to execute and implement an Armstrong/Walker "Excessive Force" Certification

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AND IMPLEMENT AN ARMSTRONG/WALKER "EXCESSIVE FORCE" CERTIFICATION**

WHEREAS, the Town of Killingly wishes to prohibit the use of excessive force by law enforcement agencies against any individual engaged in nonviolent civil rights demonstrations; and



WHEREAS, the Town of Killingly is committed to upholding the laws governing excessive force, and realizes that a Certification must supplement these laws, now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to implement the Armstrong/Walker “Excessive Force” Certification; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Killingly, or his designated representative, is responsible for responding to any person who alleges to be the victim of excessive force by law enforcement in the Town of Killingly.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

15g. Consideration and action on a resolution for the Town Manager to execute and implement a Relocation Policy and Residential Anti-displacement and Relocation Assistance Plan

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE AND  
IMPLEMENT A RELOCATION POLICY AND RESIDENTIAL ANTI-  
DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

WHEREAS, the Town of Killingly wishes to minimize the displacement of persons when using funds provided directly or indirectly by the U. S. Department of Housing and Urban Development; and

WHEREAS, the Town of Killingly is committed to upholding the laws governing relocation and displacement, and realizes that a Relocation Policy Statement must supplement these laws; now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to implement a Relocation Policy and Residential Anti-Displacement and Relocation Assistance Plan; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Killingly, or his designated representative, is responsible for responding to any person who alleges to be the victim of an illegal displacement in the Town of Killingly.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

15h. Consideration and action on a resolution authorizing the Town Manager to execute and implement a Compliance Statement with the Title VI of the Civil Rights Act of 1964

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE  
AND IMPLEMENT A COMPLIANCE STATEMENT WITH TITLE VI OF  
THE CIVIL RIGHTS ACT OF 1964**

WHEREAS, all American citizens are afforded a right to equal opportunities in programs and activities receiving federal financial assistance; and

WHEREAS, State and Federal laws prohibit discrimination based on race, color, religion, or national origin in any program; and

WHEREAS, the Town of Killingly is committed to upholding these laws, and realizes that these laws must be supplemented by a Title VI Compliance Statement publicly endorsing the right of all people to nondiscrimination in all programs; now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to execute and implement a Title VI of the Civil Rights Act of 1964 Compliance Statement to ensure a policy of nondiscrimination in the administration of its programs and contractual agreements as required by law.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

15i Consideration and action on a resolution authorizing the Town Manager to execute and implement a Section 3 Plan to provide feasible economic opportunities to low- and moderate-income person and businesses when using federal funds.

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE  
AND IMPLEMENT A SECTION 3 PLAN TO PROVIDE FEASIBLE  
ECONOMIC OPPORTUNITIES TO LOW- AND MODERATE-INCOME  
PERSONS AND BUSINESSES WHEN USING FEDERAL FUNDS**

WHEREAS, the Town of Killingly wishes to provide economic opportunities to low- and moderate-income persons and businesses to the greatest extent feasible when using funds provided directly or indirectly by the U. S. Department of Housing and Urban Development; and

WHEREAS, the Town of Killingly is committed to upholding the laws governing federal procurement and contracting, and realizes that a Section 3 Plan must supplement these laws; now

THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to execute and implement a Section 3 Plan; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of Killingly, or his designated representative, is responsible for responding to any person who alleges to be the victim of non-compliance with the Section 3 Plan in the Town of Killingly.

KILLINGLY TOWN COUNCIL  
Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 9<sup>th</sup> day of March 2021

On agenda items 15d through 15i, discussion followed.

Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

Mr. Wood reported on the Personnel Subcommittee and the Public Safety Commission meetings.

Mr. Kerttula reported on IWWC meeting.

Mr. Anderson reported on the Fiscal Subcommittee meeting.

Ms. George reported on the P&Z meeting and the Economic Development Commission meeting.

Ms. Wakefield reported on the Borough Council meeting, the Fiscal Subcommittee meeting, and the Board of Rec meeting.

Ms. Tiik-Barclay reported on the Housing Authority meeting.

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:53 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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Item #6 (a)

**Proclamation for World Autism Awareness Month**

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

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

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

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

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

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

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

**Now, Therefore**, The Killingly Town Council does hereby recognize that April 2021 as World Autism Awareness Month, and we call this observance to increase understanding and acceptance of people with autism spectrum disorder.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of April 2021.



## **Fiscal Year 2020 Audit Results**

### **Town of Killingly, Connecticut**

**Presented by:**

**Michael J. VanDeventer, Partner**

**Samantha A. Thomas, Senior Manager**

**April 13, 2021**

## Agenda

- Scope of Work
- Auditor's Reports
- Financial Highlights
- Required Communications
- Questions

## Scope of Work

### **Audit of Financial Statements performed in accordance with the following:**

- Auditing standards issued by the American Institute of Certified Public Accountants
- *Government Auditing Standards* issued by the Government Accountability Office

### **Federal and State Single Audit performed in accordance with the following:**

- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)
- State of Connecticut, OPM Compliance Supplement to the State Single Audit Act
- Applicable grant and contract agreements

### **Agreed-Upon Procedures on End of Year School Reports (EFS)**

- Procedures required by the State of Connecticut Department of Education

## Scope of Work *(Continued)*

### **Nonaudit Services:**

- Assisted in the preparation of the financial statements, the schedules of expenditures of federal awards and state financial assistance and related notes
- Assisted in the conversion of the governmental funds financial statements to the government-wide financial statements
- In order for our firm to be able to perform these services and remain independent of the Town, management is required to oversee these services by designating an individual with suitable skill, knowledge, or experience, to evaluate the adequacy and results of those services; and to accept responsibility for them. Jennifer Hawkins, Finance Director, has accepted responsibility for these services



## Auditor's Reports

### Report on Financial Statements

- The Town's report will contain unmodified opinions on the financial statements:
  - An unmodified opinion is expressed when the auditor concludes that the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America as established by the Governmental Accounting Standards Board
  - Our opinion provides reasonable assurance that the financial statements are free from a material misstatement, whether due to error or fraud

### Report on Compliance and on Internal Control over Financial Reporting

- We will not be reporting any material noncompliance of laws and regulations
- We will not be reporting any significant deficiencies or material weaknesses over financial reporting

## Auditor's Reports (Continued)

### Federal Single Audit

- Report on Compliance and on Internal Control at the Federal Award Level
  - Fiscal Year 2020: \$2,108,190 expended
  - Major Programs:
    - Child Nutrition Cluster (USDA) - \$854,863 expended
  - We will be issuing an unmodified opinion on compliance
  - We will not be reporting any significant deficiencies or material weaknesses over grant compliance

### State Single Audit

- Report on Compliance and on Internal Control at the State Financial Assistance Level
  - Fiscal Year 2020: \$28,347,723 expended, \$11,837,652 nonexempt
  - Major Programs:
    - Clean Water Fund Grants and Loans - \$7,930,536
  - We will be issuing an unmodified opinion on compliance
  - We will not be reporting any significant deficiencies or material weaknesses over grant compliance

## Financial Highlights

### General Fund – Budgetary Highlights

- Original budget provided for the use of fund balance in the amount of \$300,000
- Final budget included an additional use of fund balance of \$436,849 to transfer a portion of the FY 2019 Board of Education budgetary surplus to a Nonlapsing Education Fund. This resulted in a planned reduction of fund balance in the amount of \$736,849
- Actual change in fund balance was an increase of \$1,155,688, resulting in a favorable budgetary variance of \$1,892,537
- Revenues were \$25,318 less than budgeted
  - Shortfalls in property tax collections were offset by favorable variances on grants and investment income
- Expenditures and transfers were \$1,945,855 less than budgeted
  - Driven by favorable variances across all departments
- No budgetary compliance issues were identified

## Financial Highlights (Continued)

### Governmental Funds – Highlights

- Combined ending fund balances as of June 30, 2020 totaled \$18,917,410, a decrease of \$1,864,526 from the prior year
- Total fund balances consisted of the following:
  - General Fund: \$17,031,955, an increase of \$1,970,920 from the prior year
    - \$10,591,291 is considered unassigned, which is sufficient to cover 2.1 months and represents 17.1% of the Town's fiscal year 2020 final General Fund budgetary expenditure appropriations
  - Capital Improvements Fund: Deficit of \$10,665,516, an increase in the deficit of \$4,238,808 from prior year
    - Increase in the deficit primarily represents capital costs incurred on the Water Pollution Control Facility upgrade that are being temporarily funded by short-term interim funding obligations
  - Sewer Operating Fund: \$2,839,348, a decrease of \$291,387 from the prior year
  - Capital Nonrecurring Fund: \$5,396,084, an increase of \$595,848 from the prior year
  - Other Funds: \$4,315,539, an increase of \$98,901 from the prior year

## Financial Highlights (Continued)

### Internal Service Fund – Highlights

- Unrestricted net position of \$2,658,804, an increase of \$1,564,039 from the prior year
  - Reflects positive claims year resulting from the impact of the pandemic

### Government-wide Financials – Highlights

- Positive unrestricted net position of \$19,973,542
- Net Pension and OPEB Liabilities
  - Town is reporting a net pension asset of \$94,095 (101.4% funded using a discount rate of 6.75%)
  - Town is reporting a net OPEB liability of \$7,079,002 (10.1% funded using a discount rate of 3.49%)
    - The net OPEB liability reflects the establishment of a Trust in FY 2016 and subsequent partial funding of the annual actuarially determined employer contributions

## Required Communications

### Auditor's Responsibility under U.S. Generally Accepted Auditing Standards

#### Planned Scope and Timing of the Audit

- No changes in the scope of the work that was originally agreed-upon
- A total of four 30 day extension requests were obtained from OPM. Delays were due to the following:
  - Additional time needed by the Town to close its accounting records and prepare for the audit
  - Performing the audit work remotely

#### Significant Audit Findings

- Qualitative Aspects of Accounting Practices
  - New accounting standards:
    - GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, resulted in the postponement of the effective date of most GASB standards by at least one year in response to the pandemic
  - Significant estimates and judgments:
    - Estimated useful lives assigned to capital assets
    - Discount rates utilized to determine net pension and OPEB liabilities

## Required Communications *(Continued)*

### Significant Audit Findings *(Continued)*

- There were no difficulties encountered in performing the audit
- There were no uncorrected misstatements
- There were no disagreements with management
- We will be obtaining a management representation letter and there will not be any unusual representations that will be requested by us from management
- We are not aware of any consultations by management with other independent accountants

## Required Communications (Continued)

### Auditor Recommendations

#### I. Timeliness of Financial Reporting:

*Auditor Recommendation:* We recommend the development of a formal closing timeline that can be monitored by management to assist in meeting the December 31<sup>st</sup> statutory reporting requirement

*Management Response:* Management has communicated to us that they are in the process of developing a formal closing timeline and they anticipate addressing this issue in connection with the fiscal year 2021 closing process



## Required Communications (Continued)

### Auditor Recommendations

#### II. Capital Improvement Fund Deficit:

*Auditor Recommendation:* We recommend that management perform an additional analysis of the deficit in the Capital Improvements Fund in order to identify the amount and nature of any uncollected financing sources on older projects. In addition, we recommend that management incorporate financing sources recognized by project on its subsidiary schedule of expenditures and project appropriations.

*Management Response:* Management has communicated to us that they have identified a list of projects closed between fiscal year 2017 and 2018 for which project financing sources will be reviewed. No projects have been identified as being overspent and the Town continues to maintain adequate cash flows to cover current project costs. Any remaining funding needed to complete project close-outs will be applied for or financed as appropriate.



## Questions?

**Michael VanDeventer, CPA, Partner**

860-781-7924

[mvandeventer@mahoneysabol.com](mailto:mvandeventer@mahoneysabol.com)

**Samantha Thomas, CPA, Senior Manager**

860-781-7926

[stthomas@mahoneysabol.com](mailto:stthomas@mahoneysabol.com)



# TOWN OF KILLINGLY

## FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

## Finance Department Budget Review

March 31, 2021

To: Mary Calorio, Town Manager

### March 2021 Revenues

As of March 2021, year to date collections for the Town's fiscal year 2020-2021 continue to be within expectations at 79.81% of the overall budget for general town revenue. In the prior year, March 2020 revenue collections represented 78.23%. 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 year. Tax collections for the current year levy remain favorable at 81.72%, while back tax collections are 73.27%, compared to prior year collection rates at 80.51% and 48.79%, respectively. In prior years, license and permit revenues typically average around 64.2% at this time of the year, however the Town has collected 134.12% of such budgeted revenues to date.

### March 2021 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 52.32% for the month of March 2021 compared to 55.24% in the prior year (March 2020). Overall year to date expenditure balances continue to remain within budgeted expectations.

The expenditure line item in the current month with significant year to date utilization in the current period is as follows:

1. Town Hall Building - Contractual Services M&E – Year to date costs relate to planned annual maintenance contracts for the Town Hall building for the preventative maintenance service contracts and the Town Hall elevator.

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

1. Legal Services  
Year to date legal costs are related to are related to tax appeals and land use matters. At the current time year to date legal costs are within expectations but we will continue to monitor this account. At this time, the Town's contingency balances are sufficient to address any potential overages that may occur during the remainder of the year.
2. 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.

## **March 2021 Expenditures (Continued)**

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

3. **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.

4. **Town Commission and Services Agencies – Contractual Services**

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

5. **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.

6. **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.

7. **Public Library - Contractual Services**

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

8. **Capital Outlay- (various departments) -**

Annually as part of the budget process, the budget includes the annual contribution from each department to the Capital non-recurring Fund (CNR) to manage our renewal and replacement program for the Town's fleet of equipment and vehicles. These amounts are budgeted in the respective department capital outlay line item. This planned transfer from the General Fund has been made in the current month resulting in the full utilization of the capital outlay line item for most departments. In prior years, this transfer has not been made until December or January which results in a higher utilization of overall budgeted expenditures when compared to the same time frame in prior year.

9. **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.

10. **Insurance**

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

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through March 2021**

| REVENUE ITEM                         | Fiscal Year<br>2020-2021 |                   |                |
|--------------------------------------|--------------------------|-------------------|----------------|
|                                      | Budget                   | March             | Percent        |
| <b>TAXES</b>                         |                          |                   |                |
| Current Property Taxes               | 35,545,708               | 29,046,251        | 81.72%         |
| Back Taxes                           | 600,000                  | 439,624           | 73.27%         |
| Penalty Fees                         | 8,000                    | 5,036             | 62.95%         |
| Tax Interest                         | 290,000                  | 194,838           | 67.19%         |
| Supplemental Motor Vehicle           | 375,000                  | 283,986           | 75.73%         |
| Remediation Financing                | (150,595)                | (75,298)          | 50.00%         |
| <b>TOTAL</b>                         | <b>\$36,668,113</b>      | <b>29,894,437</b> | <b>81.53%</b>  |
| <b>LICENSES &amp; PERMITS</b>        |                          |                   |                |
| Building Permits                     | 200,000                  | 268,323           | 134.16%        |
| P&Z Permits                          | 12,000                   | 16,559            | 137.99%        |
| Other Permits                        | 7,000                    | 9,930             | 141.86%        |
| Airplane Tax                         | 2,050                    | 1,670             | 81.46%         |
| <b>TOTAL</b>                         | <b>\$221,050</b>         | <b>\$296,482</b>  | <b>134.12%</b> |
| <b>FINES &amp; FEES</b>              |                          |                   |                |
| Library Fines & Fees                 | 14,500                   | 4,739             | 32.68%         |
| Alarm Reg Fees and Fines             | 4,000                    | 5,600             | 140.00%        |
| Animal Control Fines & Fees          | 500                      | 500               | 100.00%        |
| <b>TOTAL</b>                         | <b>\$19,000</b>          | <b>\$10,839</b>   | <b>57.05%</b>  |
| <b>USE OF MONEY &amp; PROPERTY</b>   |                          |                   |                |
| Interest Income                      | 150,000                  | 62,561            | 41.71%         |
| Louisa E. Day Trust                  | 60                       | -                 | 0.00%          |
| Sewer Plant Lease                    | -                        | 11,700            | 100.00%        |
| Thomas J. Evans Trust                | 30                       | -                 | 0.00%          |
| Communication Tower Lease            | 101,000                  | 82,576            | 81.76%         |
| <b>TOTAL</b>                         | <b>\$251,090</b>         | <b>\$156,837</b>  | <b>62.46%</b>  |
| <b>STATE GRANTS IN LIEU OF TAXES</b> |                          |                   |                |
| State-Owned Property                 | 149,332                  | 149,332           | 100.00%        |
| Disability Exemption                 | 4,000                    | 4,583             | 114.59%        |
| Veteran's Exemption                  | 9,500                    | 9,694             | 100.00%        |
| Municipal Stabilization Grant (New)  | 268,063                  | 268,063           | 100.00%        |
|                                      | <b>\$430,895</b>         | <b>\$431,673</b>  | <b>100.18%</b> |
| <b>OTHER STATE GRANTS</b>            |                          |                   |                |
| Pequot/Mohegan Fund Grant            | 102,239                  | 31,395            | 30.71%         |
| 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>\$98,482</b>   | <b>8.40%</b>   |

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through March 2021**

| REVENUE ITEM                        | Fiscal Year<br>2020-2021 |                     |               |
|-------------------------------------|--------------------------|---------------------|---------------|
|                                     | Budget                   | March               | Percent       |
| <b>CHARGES OF SERVICE</b>           |                          |                     |               |
| Community Development               | 70,000                   | -                   | 0.00%         |
| Town Clerk                          | 160,000                  | 138,684             | 86.68%        |
| Conveyance Tax                      | 200,000                  | 169,755             | 84.88%        |
| Elderly Housing - Sewer PILOT       | 27,626                   | -                   | 0.00%         |
| Recreation                          | 130,000                  | 15,946              | 12.27%        |
| District Collections                | 12,775                   | 9,082               | 71.09%        |
| <b>TOTAL</b>                        | <b>600,401</b>           | <b>333,467</b>      | <b>55.54%</b> |
| <b>OTHER REVENUES</b>               |                          |                     |               |
| Miscellaneous                       | 85,000                   | 69,202              | 81.41%        |
| Sewer Assessment Fund               | 15,000                   | -                   | 0.00%         |
| Sewer Operating Fund                | 1,222,082                | 1,187,241           | 97.15%        |
| PILOT - Telecommunications          | 50,000                   | 49,877              | 99.75%        |
| Law Enforcement - SRO Reimbursement | 97,458                   | -                   | 0.00%         |
| School Capital Contribution         | 250,668                  | 260,880             | 104.07%       |
| <b>TOTAL</b>                        | <b>1,720,208</b>         | <b>1,567,201</b>    | <b>91.11%</b> |
| <b>GENERAL TOWN REVENUE</b>         | <b>\$41,083,241</b>      | <b>\$32,789,417</b> | <b>79.81%</b> |
| <b>SCHOOL</b>                       |                          |                     |               |
| Educational Cost Sharing            | 15,245,633               | 7,622,816           | 50.00%        |
| Vocational Agriculture              | 669,443                  | 491,895             | 73.48%        |
| Non-Public School - Health          | 22,871                   | 24,033              | 105.08%       |
| Tuition:                            |                          |                     |               |
| Regular                             | 1,516,536                | 1,206,211           | 79.54%        |
| Special Ed-Voluntary                | 250,000                  | -                   | 0.00%         |
| Vocational-Agriculture              | 757,353                  | 665,243             | 87.84%        |
| <b>TOTAL</b>                        | <b>\$18,461,836</b>      | <b>10,010,197</b>   | <b>54.22%</b> |
| Fund Balance                        | 600,000                  | -                   | 0.00%         |
| <b>TOTAL REVENUES</b>               | <b>60,145,077</b>        | <b>42,799,614</b>   | <b>71.16%</b> |

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through March 2021**

| Expenditure               | Fiscal Year<br>2020-2021 |           |           |         |
|---------------------------|--------------------------|-----------|-----------|---------|
|                           | Budget                   | Transfers | March     | Percent |
| <b>GENERAL GOVERNMENT</b> |                          |           |           |         |
| Town Council              |                          |           |           |         |
| Contractual Services      | 34,300                   | -         | 13,974    | 40.74%  |
| Materials and Supplies    | 1,000                    | -         | 492       | 49.15%  |
| Total                     | \$35,300                 | \$0       | \$14,466  | 40.98%  |
| Town Manager              |                          |           |           |         |
| Personnel Services        | 233,760                  | 1,200     | 150,247   | 63.95%  |
| Contractual Services      | 25,350                   | -         | 12,564    | 49.56%  |
| Materials and Supplies    | 3,500                    | -         | 666       | 19.04%  |
| Total                     | \$262,610                | \$1,200   | \$163,477 | 61.97%  |
| Legal Services            |                          |           |           |         |
| Contractual Services      | 99,200                   | -         | 64,985    | 65.51%  |
| Total                     | \$99,200                 | \$0       | \$64,985  | 65.51%  |
| Town Clerk                |                          |           |           |         |
| Personnel Services        | 159,485                  | 3,020     | 120,839   | 74.36%  |
| Contractual Services      | 30,600                   | -         | 18,715    | 61.16%  |
| Materials and Supplies    | 1,800                    | -         | 1,793     | 99.61%  |
| Total                     | \$191,885                | \$3,020   | \$141,347 | 72.52%  |
| Finance                   |                          |           |           |         |
| Personnel Services        | 237,960                  | 2,940     | 180,196   | 74.80%  |
| Contractual Services      | 53,450                   | -         | 18,458    | 34.53%  |
| Materials and Supplies    | 1,700                    | -         | 532       | 31.28%  |
| Total                     | \$293,110                | \$2,940   | \$199,186 | 67.28%  |
| Assessor                  |                          |           |           |         |
| Personnel Services        | 174,980                  | 0         | 102,293   | 58.46%  |
| Contractual Services      | 6,560                    | -         | 3,798     | 57.89%  |
| Materials and Supplies    | 1,500                    | -         | 468       | 31.17%  |
| Total                     | \$183,040                | \$0       | \$106,558 | 58.22%  |
| Revenue Collection        |                          |           |           |         |
| Personnel Services        | 189,790                  | 4,150     | 143,473   | 73.98%  |
| Contractual Services      | 36,270                   | -         | 10,208    | 28.14%  |
| Materials and Supplies    | 2,300                    | -         | 1,229     | 53.43%  |
| Total                     | \$228,360                | \$4,150   | \$154,910 | 66.63%  |
| Registration/Elections    |                          |           |           |         |
| Personnel Services        | 56,426                   | -         | 27,028    | 47.90%  |
| Contractual Services      | 17,400                   | -         | 14,493    | 83.29%  |
| Materials and Supplies    | 500                      | -         | 261       | 52.17%  |
| Total                     | \$74,326                 | \$0       | \$41,781  | 56.21%  |

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through March 2021**

| Expenditure                   | Fiscal Year<br>2020-2021 |           |             |         |
|-------------------------------|--------------------------|-----------|-------------|---------|
|                               | Budget                   | Transfers | March       | Percent |
| Town Comm. & Service Agencies |                          |           |             |         |
| Contractual Services          | 80,793                   | -         | 55,700      | 68.94%  |
| Total                         | \$80,793                 | \$0       | \$55,700    | 68.94%  |
| Planning and Development      |                          |           |             |         |
| Personnel Services            | 248,670                  | 2,730     | 187,934     | 74.76%  |
| Contractual Services          | 7,670                    | -         | 3,508       | 45.74%  |
| Materials and Supplies        | 1,200                    | -         | 270         | 22.46%  |
| Total                         | \$257,540                | \$2,730   | \$191,712   | 73.66%  |
| Information Technology        |                          |           |             |         |
| Contractual Services          | 213,000                  | -         | 133,085     | 62.48%  |
| Total                         | \$213,000                | \$0       | \$133,085   | 62.48%  |
| Town Hall Building            |                          |           |             |         |
| Personnel Services            | 16,380                   | 400       | 13,252      | 78.98%  |
| Contractual Services          | 63,880                   | -         | 49,776      | 77.92%  |
| Materials and Supplies        | 2,900                    | -         | 2,266       | 78.15%  |
| Capital Outlay                | 14,206                   | -         | 14,206      | 100.00% |
| Total                         | \$97,366                 | \$400     | \$79,500    | 81.32%  |
| Economic Development          |                          |           |             |         |
| Personnel Services            | 126,900                  | 830       | 93,658      | 73.32%  |
| Contractual Services          | 8,000                    | -         | 4,469       | 55.87%  |
| Materials and Supplies        | 500                      | -         | 413         | 82.55%  |
| Total                         | \$135,400                | \$830     | \$98,540    | 72.33%  |
| Highway Division Supervision  |                          |           |             |         |
| Personnel Services            | 198,950                  | 1,970     | 144,935     | 72.14%  |
| Contractual Services          | 9,070                    | -         | 4,094       | 45.13%  |
| Materials and Supplies        | 750                      | -         | 241         | 32.13%  |
| Capital Outlay                | 7,666                    | -         | 7,666       | 100.00% |
| Total                         | \$216,436                | \$1,970   | \$156,935   | 71.85%  |
| Engineering                   |                          |           |             |         |
| Personnel Services            | 346,925                  | 2,700     | 246,010     | 70.36%  |
| Contractual Services          | 14,350                   | -         | 5,919       | 41.24%  |
| Materials and Supplies        | 8,600                    | -         | 4,364       | 50.74%  |
| Capital Outlay                | 11,074                   | -         | 11,074      | 100.00% |
| Total                         | \$380,949                | \$2,700   | \$267,366   | 69.69%  |
| Central Garage                |                          |           |             |         |
| Personnel Services            | 234,450                  | -         | 160,135     | 68.30%  |
| Contractual Services          | 129,800                  | -         | 59,501      | 45.84%  |
| Materials and Supplies        | 288,700                  | -         | 144,314     | 49.99%  |
| Capital Outlay                | 6,067                    | -         | 6,067       | 100.00% |
| Total                         | \$659,017                | \$0       | \$370,018   | 56.15%  |
| Highway Maintenance           |                          |           |             |         |
| Personnel Services            | 853,895                  | -         | 555,586     | 65.06%  |
| Contractual Services          | 58,000                   | -         | 19,387      | 33.43%  |
| Materials and Supplies        | 325,833                  | -         | 244,851     | 75.15%  |
| Capital Outlay                | 374,451                  | -         | 374,451     | 100.00% |
| Total                         | \$1,612,179              | \$0       | \$1,194,275 | 74.08%  |



**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through March 2021**

| Expenditure                   | Fiscal Year<br>2020-2021 |           |           |         |
|-------------------------------|--------------------------|-----------|-----------|---------|
|                               | Budget                   | Transfers | March     | Percent |
| Highway Winter Maintenance    |                          |           |           |         |
| Personnel Services            | 115,000                  | -         | 78,314    | 68.10%  |
| Contractual Services          | 9,000                    | -         | 3,821     | 42.46%  |
| Materials and Supplies        | 247,400                  | -         | 91,899    | 37.15%  |
| Total                         | \$371,400                | \$0       | \$174,034 | 46.86%  |
| Recreation Admin. & Program   |                          |           |           |         |
| Personnel Services            | 388,992                  | 2,750     | 209,388   | 53.45%  |
| Contractual Services          | 56,950                   | -         | 13,189    | 23.16%  |
| Materials and Supplies        | 19,000                   | -         | 2,332     | 12.27%  |
| Capital Outlay                | 3,053                    | -         | 3,053     | 100.00% |
| Total                         | \$467,995                | \$2,750   | \$227,962 | 48.43%  |
| Parks and Grounds             |                          |           |           |         |
| Personnel Services            | 158,330                  | -         | 105,739   | 66.78%  |
| Contractual Services          | 54,225                   | -         | 30,695    | 56.61%  |
| Materials and Supplies        | 45,200                   | -         | 18,325    | 40.54%  |
| Capital Outlay                | 18,613                   | -         | 18,613    | 100.00% |
| Total                         | \$276,368                | \$0       | \$173,372 | 62.73%  |
| Public Library                |                          |           |           |         |
| Personnel Services            | 409,557                  | 12,990    | 300,607   | 71.14%  |
| Contractual Services          | 135,860                  | -         | 91,604    | 67.42%  |
| Materials and Supplies        | 14,500                   | -         | 6,264     | 43.20%  |
| Capital Outlay                | 3,901                    | -         | 3,901     | 100.00% |
| Total                         | \$563,818                | \$12,990  | \$402,375 | 69.76%  |
| Civic & Cultural Activities   |                          |           |           |         |
| Contractual Services          | 3,500                    | -         | -         | 0.00%   |
| Total                         | \$3,500                  | \$0       | \$0       | 0.00%   |
| Community Center              |                          |           |           |         |
| Personnel Services            | 17,500                   | -         | 12,310    | 70.34%  |
| Contractual Services          | 129,800                  | -         | 46,218    | 35.61%  |
| Materials and Supplies        | 8,500                    | -         | 5,047     | 59.37%  |
| Total                         | \$155,800                | \$0       | \$63,575  | 40.81%  |
| Other Town Buildings          |                          |           |           |         |
| Contractual Services          | 13,535                   | -         | 8,091     | 59.78%  |
| Materials and Supplies        | 1,000                    | -         | 192       | 19.19%  |
| Total                         | \$14,535                 | \$0       | \$8,283   | 56.99%  |
| Building Safety & Inspections |                          |           |           |         |
| Personnel Services            | 295,175                  | 2,000     | 228,722   | 76.97%  |
| Contractual Services          | 7,050                    | -         | 4,040     | 57.31%  |
| Materials and Supplies        | 1,950                    | -         | 455       | 23.35%  |
| Capital Outlay                | 26,371                   | -         | 24,982    | 94.73%  |
| Total                         | \$330,546                | \$2,000   | 258,199   | 77.64%  |
| Animal Control                |                          |           |           |         |
| Contractual Services          | 54,454                   | -         | 40,841    | 75.00%  |
| Materials and Supplies        | 60                       | -         | -         | 0.00%   |
| Total                         | \$54,514                 | \$0       | 40,841    | 74.92%  |

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through March 2021**

| Expenditure                                    | Fiscal Year<br>2020-2021 |            |                     |               |
|------------------------------------------------|--------------------------|------------|---------------------|---------------|
|                                                | Budget                   | Transfers  | March               | Percent       |
| Law Enforcement                                |                          |            |                     |               |
| Personnel Services                             | 524,875                  | 5,000      | 266,684             | 50.33%        |
| Contractual Services                           | 507,968                  | -          | 24,961              | 4.91%         |
| Materials and Supplies                         | 27,900                   | -          | 13,729              | 49.21%        |
| Capital Outlay                                 | 44,744                   | -          | 30,744              | 0.00%         |
| Total                                          | \$1,105,487              | \$5,000    | \$336,119           | 30.27%        |
| Community Development                          |                          |            |                     |               |
| Personnel Services                             | 140,430                  | 2,810      | 105,844             | 73.89%        |
| Contractual Services                           | 11,550                   | -          | 2,713               | 23.49%        |
| Materials and Supplies                         | 650                      | -          | 218                 | 33.55%        |
| Total                                          | \$152,630                | \$2,810    | \$108,776           | 69.98%        |
| Human Service Subsidies                        |                          |            |                     |               |
| Contractual Services                           | 553,369                  | -          | 391,221             | 70.70%        |
| Total                                          | \$553,369                | \$0        | \$391,221           | 70.70%        |
| Employee Benefits                              |                          |            |                     |               |
| Contractual Services                           | 1,571,630                | 6,115      | 1,175,294           | 74.49%        |
| Total                                          | \$1,571,630              | \$6,115    | \$1,175,294         | 74.49%        |
| Insurance                                      |                          |            |                     |               |
| Contractual Services                           | 675,000                  | -          | 655,873             | 97.17%        |
| Total                                          | \$675,000                | \$0        | \$655,873           | 97.17%        |
| Special Reserves & Programs                    |                          |            |                     |               |
| Contractual Services                           | 377,000                  | (51,605)   | 139,636             | 42.91%        |
| Total                                          | \$377,000                | -\$51,605  | \$139,636           | 42.91%        |
| <b>General Town Operating Expenditures</b>     | <b>\$11,694,103</b>      | <b>\$0</b> | <b>\$7,589,399</b>  | <b>64.90%</b> |
| Debt Service                                   | 3,739,682                | -          | 451,152             | 12.06%        |
| Total                                          | \$3,739,682              | \$0        | \$451,152           | 12.06%        |
| Solid Waste Disposal Fund Subsidy              | 234,801                  | -          | -                   | 0.00%         |
|                                                | 234,801                  | \$0        | \$0                 | 0.00%         |
| Due To CNR Education                           | 329,217                  | -          | 329,217             | 100.00%       |
|                                                | 329,217                  | \$0        | \$329,217           | 100.00%       |
| <b>TOTAL OPERATIONS<br/>&amp; DEBT SERVICE</b> | <b>\$15,997,803</b>      | <b>\$0</b> | <b>\$8,369,768</b>  | <b>52.32%</b> |
| General Fund - Education                       | 44,147,274               | -          | 24,950,647          | 56.52%        |
|                                                | 44,147,274               | \$0        | \$24,950,647        | 56.52%        |
| <b>Total Expenditures</b>                      | <b>\$60,145,077</b>      | <b>\$0</b> | <b>\$33,320,415</b> | <b>55.40%</b> |

MEMO: Robert Angeli, Superintendent of Schools  
FROM: Christine Clark, Manager of Business Affairs  
RE: Monthly Financial Report (February 2021)  
DATE: March 5, 2021

Attached please find the financial report dated 2/26/2021 for the month of February, the eighth month of fiscal year 2020-2021, which reflects expenditures and encumbrances of \$27,491,048 or 62.27% of the \$44,147,274 budget.

1. **BUDGET STATUS:** Most accounts are at expected expenditure levels for this point in time when compared to budget and when compared to February 2020 prior to the impact of the COVID-19 pandemic and the changes in spending patterns that occurred with distance learning. Spending in accounts dependent on student attendance and their activities have had lower expenditures than in prior years. Students returning full-time for in-school learning may result in a more customary pattern of expenditures for the remaining months of the fiscal year. Projected expenditures for special education outplacements are \$132,000 lower than last month and within their budgets, requiring no application of excess cost reimbursement. A detailed analysis is provided in the **OTHER** section below.

**SALARIES:**

The expenditures include 18 payroll periods (out of 26) or 69.23% for our full year (twelve month) employees. The salary account for Finance/HR/Computer (5114) is at the expected expenditure level.

Analysis of the Teachers' Salaries (5113) accounts as of 2/28/21 shows a preliminary budget surplus of approximately \$335K. The anticipated balance will continue to change throughout the year due to FMLA (Family Medical Leave Act) leaves and replacements.

Non-Certified Salaries (5120)- Projections of the non-certified staff salaries continue to reflect a preliminary budget surplus of approximately \$60,000. Included is a line item change due to the reclassification of the high school campus security personnel from para-professionals (5122) to non-certified salaries (5120). Additional savings result from differences in salary budgeted from actual payroll for hourly non-certified staff such as speech language pathology assistants, physical therapy assistant, and registered behavior technicians.

Secretarial/Clerical (5121)- Projections of secretarial salaries reflect a line item deficit of \$(13,695), lower than last month by about \$7,000 due to salary adjustments for FMLA leaves and replacements. Deficit due to payouts of vacation and sick leave for two

retirements, substitutes for FMLA leaves, as well as additional time worked in the transportation department for the beginning of the school year.

Projections of the Para-Professionals (5122) accounts as of 2/28/21 continue to show a budget surplus of approximately \$154,000 primarily due to staff turnover and position vacancies. As of the end of February, approximately nine special education paraprofessional positions remained open.

Medical/Health (5123)- Projection of nurses' salaries reflects a line item deficit of \$(29,484) 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.

Operations & Maintenance (5124)- Budget savings of approximately \$69,000 is expected due to unpaid FMLA leaves within the maintenance staff. This is an increase of approximately \$30,000 over last month with the recognition of lost work time for those absences. It is unknown whether the employees will return or need replacement within the fiscal year.

#### **BENEFITS:**

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 (HSA). 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. As of 2/28/21, the line item balance is \$(2,986). 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 2/28/21 payments for May through December 2020 unemployment compensation claims have been made, leaving a balance of \$(2,473). The credit for reimbursement of 50% of claims paid from 3/21/20 through 12/26/20 as part of the Coronavirus Aid, Relief, and Economic Support (CARES) Act was applied to the billing for December claims. The following four billings will require full payment. Efforts to contest charges and pursue reimbursements of previously paid claims continue. The deficit will increase over the remaining months, but with the incremental reductions in the more recent months' billings, the outlook is not as dire as indicated earlier in the year.

Workers' Compensation (5260)- The full year premium has been encumbered for 2020-2021, leaving a balance of \$30,354 as previously reported. CIRMA has changed their billing practice; 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. Also included in pupil services are expenditures for the vocational transition program for post-graduate special education students, also significantly lower than in prior years due to the pandemic. Approximately \$73,800 had been expended as of February 29, 2020. Only \$18,490 has been expended through February 2021.

Field Trips (5324)- High school athletic trips of \$7,556 are the only field trip charges incurred to date. Due to the current environment, it is expected that most traditional field trips will not be taken this year, resulting in budget savings estimated at \$75,000.

Technology-Related Repairs/Maintenance (5432)- This object code was added during 2019-2020 in an effort to align our accounts with the State's Education Financial System (EFS) with its emphasis on building level detail and identification of technology-related purchases and services versus non-technology-related purchases and services. Current expenditures of \$28,000 include repairs to student iPads. Previously these expenditures would have been budgeted and reported in object code 5430 Repairs & Maintenance Services.

Pupil Transportation (5510)- Expenditures of \$2,035 have been made for outside transportation providers as of 2/28/21. Outside providers have also been used for field trip transportation, but most of our current transportation needs for to and from school are being met with in-district employees and vehicles.

Tuition (5560)- Tuition for three magnet schools, including Eastconn's Quinebaug Middle College, Arts at the Capitol Theater (ACT), and Windham's CH Barrows STEM is currently projected to total \$363,411, leaving a line item surplus of \$58,225. Included are the base tuition charges and additional charges for special education and related services. Changes in enrollment and services provided will affect the anticipated line item surplus.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the February 26 report reflect balances of \$75,602 and \$(27,043) respectively. The first filing for excess cost reimbursement was made on December 1 based on estimated costs at that time. Reimbursements of \$478,517 for local placements and \$231,198 for agency placements were calculated by the State with a preliminary cap of 16.52%. The first payments of \$359,461 and \$173,511, or 75% of the preliminary reimbursements, were received in February. The second filing was submitted on March 1 with revised cost

estimates based on our current enrollments and will be the basis for the final reimbursement amounts, regardless of the amounts actually expended. In addition to the changes in cost estimates, the cap percentage is also subject to change. Any difference in the expenditures at year-end from those reported on March 1 will result in an adjustment to the April 2022 Education Cost Sharing (ECS) payment. For purposes of estimating excess cost reimbursement, a per pupil expenditure amount of \$18,232 is being applied to agency placements and 4.5 times or \$82,045 is being applied to local placements. A conservative cap of 35% is being assumed (the 2019-2020 preliminary cap was 25.2% and the final cap was 29.11%). Excess cost reimbursement calculated on the outplacements known as of 2/28/21 totals \$553,451 based on a cap of 35% or \$710,801 based on a cap of 16.52%.

The following table illustrates the projected costs and budget impact of the available excess cost reimbursement. As of February 28, 2021, total outplacement costs are projected to be within budget; therefore, none of the available excess cost reimbursement would be applied to the expenditures. Since the budget appropriation is sufficient for the costs related to the high cost special education students, the Town would retain all of the excess cost reimbursement received from the State.

| As of February 28, 2021                      | Budget Impact <b>without</b><br>Excess Cost Reimbursement | Budget Impact <b>with</b> Excess<br>Cost Reimbursement |
|----------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------|
| Budgeted Local Placement Costs               | \$4,289,700                                               | \$4,289,700                                            |
| Total Projected Local Placement Costs        | \$4,244,498                                               | \$4,244,498                                            |
| Excess Cost Reimbursement-Local Placements   | \$0                                                       | \$0                                                    |
| <b>Net Local Placements</b>                  | <b>\$45,202</b>                                           | <b>\$45,202</b>                                        |
|                                              |                                                           |                                                        |
| Budgeted Agency Placement Costs              | \$303,500                                                 | \$303,500                                              |
| Total Projected Agency Placement Costs       | \$346,612                                                 | \$346,612                                              |
| Excess Cost Reimbursement- Agency Placements | \$0                                                       | \$0                                                    |
| <b>Net Agency Placements</b>                 | <b>(\$43,112)</b>                                         | <b>(\$43,112)</b>                                      |
|                                              |                                                           |                                                        |
| <b>Net Outplacements</b>                     | <b>\$2,090</b>                                            | <b>\$2,090</b>                                         |

It is important to note any of the variables used in the projections are subject to change in a positive or negative direction as the year progresses.

Other Purchased Services (5590)- Budgeted within other purchased services is the Board of Education's obligation to fund Adult Education over and above State grant funding. Preliminary revenue information from the State indicates \$101,252 will be received, which would require an additional payment of \$8,398 for adult education services and leave a potential line item deficit of \$(5,193).

2. **PRESCHOOL FUNDING:** The preschool program operating at both Goodyear Early Childhood Center and Killingly Central School has been and is currently funded with State and Federal grants, an appropriation from the general fund (local funding), and revenue generated from fees charged on the Office of Early Childhood sliding fee schedule for enrolled students. The revenue generated from fees varies from year to year based on the ability of enrolled students to pay, but traditionally totals around \$240,000 for an enrollment of approximately 160 students. Reduced enrollment and school closings due to COVID-19 have affected the revenue collected and may result in a funding shortfall for the program, potentially requiring additional local funding from the 2020-2021 appropriation. Enrollment stands at about 98 students with \$83,000 in revenue received to date. Expenses for the program consist primarily of salaries and benefits for staff members. Projected revenues and expenses depend on the operation of the program throughout the balance of the year and will be periodically updated to determine any potential shortfall. Measures to mitigate a potential shortfall include leaving a teacher position and a para-professional position vacant since the start of school.
  
3. **BUDGET TRANSFERS:** One transfer in excess of \$10,000 was approved by the Board of Education at the February 10, 2021 meeting and made during February.

|                                                                 |              |
|-----------------------------------------------------------------|--------------|
| From: 100-150-00-22300-5420 IT- Contracted Maintenance Services | \$ 45,020.40 |
| To: 100-150-00-22300-5430 IT- Repairs & Maintenance Services    | \$ 45,020.40 |

To transfer Information Technology department funds for replacement of core networking hardware with approximately 80% of project cost covered by E-rate funding and the transferred funds covering the balance.

The following additional transfers were made during February:

|                                                                  |          |
|------------------------------------------------------------------|----------|
| From: 100-140-00-21000-5330 PPS- Professional/Technical Services | \$ 79.99 |
| To: 100-140-00-12000-5530 PPS- Communications                    | \$ 79.99 |

To transfer PPS department funds for one year subscription to Superhero Plan for KMS special education needs

|                                                              |             |
|--------------------------------------------------------------|-------------|
| From: 100-115-80-27000-5324 Ag-Ed- Field Trips               | \$ 1,400.00 |
| From: 100-115-15-10160-5580 Ag-Ed- Travel                    | \$ 7,000.00 |
| To: 100-155-10-22100-5322 II- Instructional Improvement- KHS | \$ 8,400.00 |

To transfer Ag-Ed department funds for three teacher registrations for CASE (Curriculum for Agricultural Science Education) Institute

|                                                |           |
|------------------------------------------------|-----------|
| From: 100-110-10-13700-5810 KHS- Dues and Fees | \$ 900.00 |
| From: 100-110-10-13700-5810 KHS- Dues and Fees | \$ 450.00 |
| To: 100-110-10-13700-5530 KHS- Communications  | \$ 900.00 |
| To: 100-110-10-13700-5530 KHS- Communications  | \$ 450.00 |

To transfer KHS Athletic department funds for Hudl licenses for boys' and girls' basketball and golf for video review and performance analysis tools

|                                                              |             |
|--------------------------------------------------------------|-------------|
| From: 100-150-00-22300-5734 IT- Computer Hardware            | \$ 8,000.00 |
| To: 100-150-00-22300-5430 IT- Repairs & Maintenance Services | \$ 8,000.00 |

To transfer Information Technology department funds for replacement and repair of interactive projectors and boards

|                                                       |           |
|-------------------------------------------------------|-----------|
| From: 100-110-10-13700-5323 KHS- Pupil Services       | \$ 727.65 |
| To: 100-110-10-13700-5612 KHS- Instructional Supplies | \$ 727.65 |

To transfer KHS Athletic department funds for golf team supplies including bags, visors, and balls

|                                                                |             |
|----------------------------------------------------------------|-------------|
| From: 100-155-10-22100-5322 II- Instructional Improvement- KHS | \$ 2,000.00 |
| To: 100-115-15-10160-5580 Ag-Ed- Travel                        | \$ 2,000.00 |

To partially reverse a previous budget transfer for CASE (Curriculum for Agricultural Science Education) Institute due to receipt of a scholarship for one teacher registration

|                                                               |             |
|---------------------------------------------------------------|-------------|
| From: 100-160-00-10000-5611 CO- Instructional Supplies        | \$ 2,305.00 |
| To: 100-145-00-21300-5730 Health- Non-Instructional Equipment | \$ 2,305.00 |

To transfer Central Office funds to Health Services department for replacement of three out-of-date automated external defibrillators (AEDs).



4. **2019-2020 STATUS:** As of 2/28/21, all purchase orders from fiscal year 2019-2020 have been closed, leaving an unexpended balance of \$1,232,615, pending audit verification. With the request to the Town Council to transfer up to \$880,945 to the Unexpended Education Funds account, the remaining \$351,670, would return to the Town fund balance. Should the Unexpended Education Fund account reach the \$2M maximum balance with the contribution of \$880,945, the difference between the \$880,945 and the allowable contribution amount would also return to the Town fund balance.
5. **2019-2020 AUDIT:** The financial audit of the Town for 2019-2020 has been on extension. Audit work resumed in February and is expected to continue throughout March.
6. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, the following substantial donations were reported to the Business Office during February 2021:

|          |            |                         |          |
|----------|------------|-------------------------|----------|
| KHS Golf | \$1,000.00 | Drock Trucking          | Donation |
| KHS Golf | \$2,000.00 | A-1 Drilling & Blasting | Donation |
| KHS Golf | \$1,500.00 | Cary Marcoux, RE/MAX    | Donation |
| KHS Golf | \$ 500.00  | Mike Meehan, RE/MAX     | Donation |

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

# Killingly Public Schools System Object

Report # 100956

Statement Code: Sys Object

| Account Number / Description             | Adopted Budget<br>7/1/2020 -<br>6/30/2021 | Transfers<br>7/1/2020 -<br>6/30/2021 | Revised Budget<br>7/1/2020 -<br>6/30/2021 | Encumbrances<br>7/1/2020 -<br>2/28/2021 | Requisitions | Expenditures<br>7/1/2020 -<br>2/28/2021 | Amount<br>Remaining<br>7/1/2020 -<br>2/28/2021 | Percent Expended |
|------------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|------------------------------------------------|------------------|
| <b>5111 Central Administration</b>       | \$337,673.04                              | \$0.00                               | \$337,673.04                              | \$0.00                                  | \$0.00       | \$198,904.61                            | \$138,768.43                                   | 58.90%           |
| <b>5112 School Administration</b>        | \$1,874,691.70                            | \$0.00                               | \$1,874,691.70                            | \$0.00                                  | \$0.00       | \$1,261,971.93                          | \$612,719.77                                   | 67.32%           |
| <b>5113 Teachers' Salaries</b>           | \$15,222,439.42                           | \$0.00                               | \$15,222,439.42                           | \$0.00                                  | \$0.00       | \$8,312,657.99                          | \$6,909,781.43                                 | 54.61%           |
| <b>5114 Finance/HR/Computer</b>          | \$381,725.39                              | \$0.00                               | \$381,725.39                              | \$0.00                                  | \$0.00       | \$264,202.22                            | \$117,523.17                                   | 69.21%           |
| <b>5115 Tutoring</b>                     | \$85,000.00                               | \$0.00                               | \$85,000.00                               | \$0.00                                  | \$0.00       | \$31,198.21                             | \$53,801.79                                    | 36.70%           |
| <b>5119 Co-Curricular Stipends</b>       | \$351,018.64                              | \$0.00                               | \$351,018.64                              | \$0.00                                  | \$0.00       | \$172,001.35                            | \$179,017.29                                   | 49.00%           |
| <b>5120 Non-Certified Salaries</b>       | \$348,638.12                              | \$0.00                               | \$348,638.12                              | \$0.00                                  | \$0.00       | \$192,140.84                            | \$156,497.28                                   | 55.11%           |
| <b>5121 Secretarial/Clerical</b>         | \$1,251,397.72                            | \$0.00                               | \$1,251,397.72                            | \$0.00                                  | \$0.00       | \$876,481.52                            | \$374,916.20                                   | 70.04%           |
| <b>5122 Para-Professionals</b>           | \$2,224,682.18                            | \$0.00                               | \$2,224,682.18                            | \$0.00                                  | \$0.00       | \$1,106,603.12                          | \$1,118,079.06                                 | 49.74%           |
| <b>5123 Medical/Health</b>               | \$480,140.43                              | \$0.00                               | \$480,140.43                              | \$0.00                                  | \$0.00       | \$291,027.66                            | \$189,112.77                                   | 60.61%           |
| <b>5124 Operations &amp; Maintenance</b> | \$1,707,461.49                            | \$0.00                               | \$1,707,461.49                            | \$0.00                                  | \$0.00       | \$1,098,899.18                          | \$608,562.31                                   | 64.36%           |
| <b>5125 Transportation</b>               | \$1,097,434.60                            | \$0.00                               | \$1,097,434.60                            | \$0.00                                  | \$0.00       | \$573,773.91                            | \$523,660.69                                   | 52.28%           |
| <b>5126 Substitutes</b>                  | \$380,000.00                              | \$0.00                               | \$380,000.00                              | \$0.00                                  | \$0.00       | \$160,952.39                            | \$219,047.61                                   | 42.36%           |
| <b>5127 Student Services</b>             | \$21,000.00                               | \$(2,260.00)                         | \$18,740.00                               | \$0.00                                  | \$0.00       | \$2,496.25                              | \$16,243.75                                    | 13.32%           |
| <b>5128 Temporary</b>                    | \$149,200.00                              | \$0.00                               | \$149,200.00                              | \$0.00                                  | \$0.00       | \$33,063.00                             | \$116,137.00                                   | 22.16%           |
| <b>5130 Overtime</b>                     | \$192,500.00                              | \$0.00                               | \$192,500.00                              | \$0.00                                  | \$0.00       | \$98,150.85                             | \$94,349.15                                    | 50.99%           |
| <b>5131 Computer Maintenance</b>         | \$199,590.00                              | \$0.00                               | \$199,590.00                              | \$0.00                                  | \$0.00       | \$129,841.34                            | \$69,748.66                                    | 65.05%           |

# Killingly Public Schools

## System Object

Report # 100956

| Account Number / Description   | Adopted Budget<br>7/1/2020 -<br>6/30/2021 | Transfers<br>7/1/2020 -<br>6/30/2021 | Revised Budget<br>7/1/2020 -<br>6/30/2021 | Encumbrances<br>7/1/2020 -<br>2/28/2021 | Requisitions | Expenditures<br>7/1/2020 -<br>2/28/2021 | Amount<br>Remaining<br>7/1/2020 -<br>2/28/2021 | Percent Expended |
|--------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|------------------------------------------------|------------------|
| 5200 Benefits                  | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 5210 Health/Dental Insurance   | \$5,177,128.91                            | \$0.00                               | \$5,177,128.91                            | \$0.00                                  | \$0.00       | \$3,268,323.04                          | \$1,908,805.87                                 | 63.13%           |
| 5212 HSA Contributions         | \$539,692.08                              | \$0.00                               | \$539,692.08                              | \$0.00                                  | \$0.00       | \$470,864.99                            | \$68,827.09                                    | 87.25%           |
| 5213 Life Insurance            | \$28,016.26                               | \$0.00                               | \$28,016.26                               | \$0.00                                  | \$0.00       | \$17,765.76                             | \$10,250.50                                    | 63.41%           |
| 5214 Benefits- Early Retirees  | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 5215 Post-Employment Benefits  | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 5217 Disability Insurance      | \$6,865.44                                | \$0.00                               | \$6,865.44                                | \$2,165.88                              | \$0.00       | \$4,052.55                              | \$647.01                                       | 90.58%           |
| 5218 HRA Funding               | \$5,625.00                                | \$0.00                               | \$5,625.00                                | \$0.00                                  | \$0.00       | \$8,611.21                              | \$(2,986.21)                                   | 153.09%          |
| 5220 FICA                      | \$433,648.17                              | \$0.00                               | \$433,648.17                              | \$0.00                                  | \$0.00       | \$244,844.61                            | \$188,803.56                                   | 56.46%           |
| 5225 Medicare                  | \$377,205.78                              | \$0.00                               | \$377,205.78                              | \$0.00                                  | \$0.00       | \$198,826.06                            | \$178,379.72                                   | 52.71%           |
| 5230 ERIP Contributions        | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 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       | \$2,622.11                              | \$4,377.89                                     | 37.46%           |
| 5250 Unemployment Compensation | \$50,000.00                               | \$0.00                               | \$50,000.00                               | \$0.00                                  | \$0.00       | \$52,472.58                             | \$(2,472.58)                                   | 104.95%          |
| 5260 Workers' Compensation     | \$360,000.00                              | \$0.00                               | \$360,000.00                              | \$82,415.36                             | \$0.00       | \$247,230.48                            | \$30,354.16                                    | 91.57%           |
| 5322 Instructional Improvement | \$9,590.00                                | \$6,400.00                           | \$15,990.00                               | \$863.98                                | \$150.00     | \$11,548.00                             | \$3,488.02                                     | 78.06%           |
| 5323 Pupil Services            | \$100,126.00                              | \$(10,721.34)                        | \$89,404.66                               | \$0.00                                  | \$0.00       | \$18,489.94                             | \$70,914.72                                    | 20.68%           |

## Killingly Public Schools System Object

| 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 - 2/28/2021 |              | 7/1/2020 - 2/28/2021 | 7/1/2020 - 2/28/2021 |                  |
| 5324 Field Trips                            | \$111,525.00         | \$(-5,400.00)        | \$106,125.00         | \$0.00               | \$0.00       | \$7,555.65           | \$98,569.35          | 7.12%            |
| 5326 Testing                                | \$36,060.00          | \$0.00               | \$36,060.00          | \$480.00             | \$0.00       | \$9,185.71           | \$26,394.29          | 26.80%           |
| 5330 Professional/Technical Services        | \$457,475.00         | \$(-2,501.44)        | \$454,973.56         | \$99,770.19          | \$0.00       | \$226,105.23         | \$129,098.14         | 71.63%           |
| 5410 Utilities                              | \$1,177,835.35       | \$0.00               | \$1,177,835.35       | \$21,313.20          | \$0.00       | \$623,765.50         | \$552,756.65         | 54.77%           |
| 5420 Contracted Maintenance Services        | \$895,391.24         | \$(-45,020.40)       | \$850,370.84         | \$144,816.22         | \$0.00       | \$618,862.84         | \$86,691.78          | 89.81%           |
| 5430 Repairs & Maintenance Services         | \$461,132.00         | \$52,020.40          | \$513,152.40         | \$63,200.76          | \$0.00       | \$132,624.08         | \$317,327.56         | 38.16%           |
| 5432 Technology-Related Repairs/Maintenance | \$0.00               | \$0.00               | \$0.00               | \$0.00               | \$0.00       | \$28,000.00          | \$(-28,000.00)       | --               |
| 5440 Rentals                                | \$23,790.00          | \$(-1,694.00)        | \$22,096.00          | \$2,572.35           | \$0.00       | \$7,249.15           | \$12,274.50          | 44.45%           |
| 5510 Pupil Transportation                   | \$30,000.00          | \$0.00               | \$30,000.00          | \$0.00               | \$0.00       | \$2,035.00           | \$27,965.00          | 6.78%            |
| 5520 Insurance                              | \$0.00               | \$0.00               | \$0.00               | \$0.00               | \$0.00       | \$0.00               | \$0.00               | --               |
| 5529 Other Insurance & Judgments            | \$18,000.00          | \$0.00               | \$18,000.00          | \$0.00               | \$0.00       | \$15,395.00          | \$2,605.00           | 85.53%           |
| 5530 Communications                         | \$327,434.96         | \$14,179.24          | \$341,614.20         | \$34,608.91          | \$0.00       | \$252,310.09         | \$54,695.20          | 83.99%           |
| 5531 Postage                                | \$26,000.00          | \$0.00               | \$26,000.00          | \$0.00               | \$0.00       | \$23,560.80          | \$2,439.20           | 90.62%           |
| 5532 Telephone                              | \$77,820.00          | \$0.00               | \$77,820.00          | \$240.06             | \$0.00       | \$40,689.90          | \$36,890.04          | 52.60%           |
| 5540 Advertising                            | \$12,228.00          | \$0.00               | \$12,228.00          | \$560.00             | \$560.00     | \$4,917.69           | \$6,750.31           | 44.80%           |
| 5550 Printing & Binding                     | \$27,265.50          | \$0.00               | \$27,265.50          | \$5,419.87           | \$0.00       | \$7,541.90           | \$14,303.73          | 47.54%           |
| 5560 Tuition                                | \$421,636.00         | \$0.00               | \$421,636.00         | \$0.00               | \$0.00       | \$363,411.20         | \$58,224.80          | 86.19%           |

# Killingly Public Schools System Object

Report # 100956

| Account Number / Description           | Adopted Budget<br>7/1/2020 -<br>6/30/2021 | Transfers<br>7/1/2020 -<br>6/30/2021 | Revised Budget<br>7/1/2020 -<br>6/30/2021 | Encumbrances<br>7/1/2020 -<br>2/28/2021 | Requisitions | Expenditures<br>7/1/2020 -<br>2/28/2021 | Amount<br>Remaining<br>7/1/2020 -<br>2/28/2021 | Percent Expended |
|----------------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|------------------------------------------------|------------------|
| 5561 Local Placement Tuition           | \$4,289,700.00                            | \$0.00                               | \$4,289,700.00                            | \$1,817,276.48                          | \$0.00       | \$2,396,821.71                          | \$75,601.81                                    | 98.24%           |
| 5562 Agency Placement Tuition          | \$303,500.00                              | \$0.00                               | \$303,500.00                              | \$190,164.29                            | \$16,808.81  | \$140,378.63                            | \$(27,042.92)                                  | 108.91%          |
| 5580 Travel                            | \$58,006.00                               | \$(8,500.00)                         | \$49,506.00                               | \$0.00                                  | \$0.00       | \$11,462.97                             | \$38,043.03                                    | 23.15%           |
| 5590 Other Purchased Services          | \$205,719.00                              | \$0.00                               | \$205,719.00                              | \$0.00                                  | \$0.00       | \$103,429.00                            | \$102,290.00                                   | 50.28%           |
| 5611 Instructional Supplies- Warehouse | \$55,000.00                               | \$(2,305.00)                         | \$52,695.00                               | \$0.00                                  | \$0.00       | \$18,034.80                             | \$34,660.20                                    | 34.22%           |
| 5612 Instructional Supplies            | \$298,060.53                              | \$4,323.38                           | \$302,383.91                              | \$31,467.19                             | \$112.10     | \$137,962.94                            | \$132,953.78                                   | 56.03%           |
| 5613 Custodial & Maintenance Supplies  | \$203,167.14                              | \$(449.95)                           | \$202,717.19                              | \$2,775.20                              | \$0.00       | \$32,362.51                             | \$167,579.48                                   | 17.33%           |
| 5620 Heat Energy                       | \$256,082.00                              | \$0.00                               | \$256,082.00                              | \$0.00                                  | \$0.00       | \$96,764.36                             | \$159,317.64                                   | 37.79%           |
| 5626 Motor Fuels & Oils                | \$222,100.00                              | \$0.00                               | \$222,100.00                              | \$0.00                                  | \$0.00       | \$55,915.40                             | \$166,184.60                                   | 25.18%           |
| 5627 Transportation Supplies           | \$137,300.00                              | \$0.00                               | \$137,300.00                              | \$5,743.30                              | \$414.55     | \$41,071.92                             | \$90,484.78                                    | 34.10%           |
| 5641 Textbooks                         | \$15,070.00                               | \$(1,870.80)                         | \$13,199.20                               | \$263.17                                | \$0.00       | \$450.71                                | \$12,485.32                                    | 5.41%            |
| 5642 Library Books/Periodicals         | \$33,833.54                               | \$1,144.95                           | \$34,978.49                               | \$12,205.21                             | \$0.00       | \$16,166.31                             | \$6,606.97                                     | 81.11%           |
| 5691 Office Supplies                   | \$24,521.40                               | \$0.00                               | \$24,521.40                               | \$80.14                                 | \$0.00       | \$10,589.75                             | \$13,851.51                                    | 43.51%           |
| 5692 Health Supplies                   | \$16,500.00                               | \$0.00                               | \$16,500.00                               | \$836.75                                | \$0.00       | \$15,287.13                             | \$376.12                                       | 97.72%           |
| 5695 Computer Software & Supplies      | \$23,534.00                               | \$3,000.00                           | \$26,534.00                               | \$1,249.75                              | \$0.00       | \$23,359.77                             | \$1,924.48                                     | 92.75%           |
| 5730 Non-Instructional Equipment       | \$26,436.40                               | \$3,304.94                           | \$29,741.34                               | \$5,904.15                              | \$0.00       | \$8,684.09                              | \$15,153.10                                    | 49.05%           |
| 5731 Instructional Equipment           | \$55,038.48                               | \$11,700.02                          | \$66,738.50                               | \$8,789.64                              | \$0.00       | \$26,760.30                             | \$31,188.56                                    | 53.27%           |

# Killingly Public Schools

## System Object

| Account Number / Description | Adopted Budget<br>7/1/2020 -<br>6/30/2021 | Transfers<br>7/1/2020 -<br>6/30/2021 | Revised Budget<br>7/1/2020 -<br>6/30/2021 | Encumbrances<br>7/1/2020 -<br>2/28/2021 | Requisitions | Expenditures<br>7/1/2020 -<br>2/28/2021 | Amount<br>Remaining<br>7/1/2020 -<br>2/28/2021 | Percent Expended |
|------------------------------|-------------------------------------------|--------------------------------------|-------------------------------------------|-----------------------------------------|--------------|-----------------------------------------|------------------------------------------------|------------------|
| 5732 Vehicles                | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 5734 Computer Hardware       | \$69,054.12                               | \$(11,000.00)                        | \$58,054.12                               | \$5,590.00                              | \$0.00       | \$11,600.58                             | \$40,863.54                                    | 29.61%           |
| 5810 Dues & Fees             | \$105,638.97                              | \$(405.00)                           | \$105,233.97                              | \$693.00                                | \$0.00       | \$63,927.57                             | \$40,613.40                                    | 61.41%           |
| 5890 Other Objects           | \$102,358.00                              | \$(3,945.00)                         | \$98,413.00                               | \$4,740.02                              | \$0.00       | \$20,584.58                             | \$73,088.40                                    | 25.73%           |
| 5900 Contingency             | \$0.00                                    | \$0.00                               | \$0.00                                    | \$0.00                                  | \$0.00       | \$0.00                                  | \$0.00                                         | ---              |
| 100 General Fund             | \$44,147,274.00                           | \$0.00                               | \$44,147,274.00                           | \$2,546,205.07                          | \$18,045.46  | \$24,944,842.47                         | \$16,656,226.46                                | 62.27%           |
| GRAND TOTAL                  | \$44,147,274.00                           | \$0.00                               | \$44,147,274.00                           | \$2,546,205.07                          | \$18,045.46  | \$24,944,842.47                         | \$16,656,226.46                                | 62.27%           |

Town of Killingly  
Town Manager's Report  
April 13, 2021

1. Update – COVID-19

Governor Lamont's Update from March 2<sup>nd</sup> at 4pm. For comparison, I've also included the data from last month's report of February 3<sup>rd</sup> at 4pm. A county-by-county breakdown includes:

| Apr 4 <sup>th</sup> at 4pm<br>County | COVID-19 Cases |               | COVID-19 Deaths |              | COVID-19<br>Hospitalizations |
|--------------------------------------|----------------|---------------|-----------------|--------------|------------------------------|
|                                      | Confirmed      | Probable      | Confirmed       | Probable     |                              |
| Fairfield County                     | 83,601         | 7,763         | 1,709           | 416          | 128                          |
| Hartford County                      | 72,181         | 4,658         | 1,929           | 423          | 109                          |
| Litchfield County                    | 11,785         | 1,431         | 249             | 36           | 13                           |
| Middlesex County                     | 10,849         | 932           | 270             | 85           | 12                           |
| New Haven County                     | 74,938         | 7,713         | 1,735           | 271          | 196                          |
| New London County                    | 19,945         | 993           | 325             | 99           | 19                           |
| Tolland County                       | 8,038          | 709           | 141             | 36           | 2                            |
| Windham County                       | 9,648          | 358           | 147             | 41           | 5                            |
| <b>Total</b>                         | <b>290,985</b> | <b>24,557</b> | <b>6,505</b>    | <b>1,407</b> | <b>484</b>                   |

| Mar 2 <sup>nd</sup> at 4pm<br>County | COVID-19 Cases |               | COVID-19 Deaths |              | COVID-19<br>Hospitalizations |
|--------------------------------------|----------------|---------------|-----------------|--------------|------------------------------|
|                                      | Confirmed      | Probable      | Confirmed       | Probable     |                              |
| Fairfield County                     | 74,904         | 6,277         | 1,648           | 409          | 125                          |
| Hartford County                      | 66,827         | 3,810         | 1,871           | 415          | 103                          |
| Litchfield County                    | 10,210         | 1,013         | 243             | 37           | 6                            |
| Middlesex County                     | 9,767          | 741           | 260             | 82           | 15                           |
| New Haven County                     | 66,443         | 5,720         | 1,670           | 256          | 135                          |
| New London County                    | 18,578         | 751           | 314             | 97           | 24                           |
| Tolland County                       | 7,351          | 528           | 133             | 33           | 2                            |
| Windham County                       | 8,963          | 271           | 142             | 38           | 3                            |
| <b>Total</b>                         | <b>263,043</b> | <b>19,111</b> | <b>6,281</b>    | <b>1,367</b> | <b>413</b>                   |

Below are the case counts reported for Killingly:

|                           | COVID-19<br>Confirmed Cases | COVID-19<br>Deaths |
|---------------------------|-----------------------------|--------------------|
| <b>Cases in Killingly</b> |                             |                    |
| April 4, 2021             | 1,593                       | 60                 |
| March 1, 2021             | 1,486                       | 59                 |
| February 15, 2021         | 1,451                       | 56                 |
| February 2, 2021          | 1,334                       | 49                 |
| January 14, 2021          | 1,054                       | 38                 |
| January 5, 2021           | 881                         | 32                 |
| December 15, 2020         | 579                         | 11                 |
| November 30, 2020         | 366                         | 3                  |
| November 12, 2020         | 206                         | 1                  |
| November 1, 2020          | 141                         | 0                  |
| October 15, 2020          | 80                          | 0                  |
| October 5, 2020           | 64                          | 0                  |

Also, included is a graph showing the daily change of COVID cases over the last four months. You will note the numbers have declined and remained low since the middle of February.

I have also included reports reflecting vaccine distribution for the Town of Killingly and by county. The term “initiated” means a person has received at least their first dose of vaccine. Those that have received both doses of vaccine are considered “Fully Vaccinated”.

We are coordinating with FEMA, Region 4 DEHMIS, NDDH and UCONN to host the FEMA Mobile Vaccination Unit here in Killingly at the end of April. Dates and times are still in the works; I will update you as we have them confirmed. The Town will be required to provide 24-hour police presence and EMT on site during clinic hours. All costs associated with the clinic will be reimbursable by FEMA.

On April 6<sup>th</sup>, the Governor issued Executive Order 10E (attached). The order allows municipalities to modify their referendum process, if needed. It does not mandate any modifications. I have reviewed the order with legal counsel and understand it to be only permissive in nature. Meaning, if the Town wished to modify our Charter timelines for referendums, the Town has the option to do so. It also expands eligibility for absentee balloting for COVID-19. It does not mandate expanded use of absentee balloting outside of our normal absentee ballot process.

2. American Recovery Act

The Town of Killingly anticipates receiving three allocations of funding in the American Recovery Act. The Town will be receiving two and the Board of Education will receive one allocation. The allocations will be divided into two disbursements with the first distribution by May 11th. The State will initially receive the Town’s allocation as we are a smaller Town. The State will then distribute the funding to the Town. We anticipate receiving the first allotment sometime in June. The Act provides for a Town allocation and a County allocation. The County allocation for Connecticut will be distributed to the Town’s directly based on population in accordance with the act. The schedule of estimated funding amounts is attached. Staff will be participating in any workshops/conferences once guidance is released. I’ve attached information received from CCM with the outline of key provisions and uses of funds.

3. Tennis Courts – Westfield Ave

There are four abandoned tennis courts at the Westfield Ave property. I have submitted the attached letter to the Superintendent requesting the courts be managed by the Town’s Parks and Recreation Department. There is a growing demand for available court space for pickleball. The courts at Owen Bell are fully utilized for this and other activities. The courts are also located within a neighborhood setting that would provide more access to active recreation in the southern portion of the Town. This spring we would look to make minor repairs to the front two courts so they can be used for pickle ball. The rear two courts require more work. Eventually we hope to activate one court as a basketball court and the other as a multiuse space. The multiuse space would include kids’ games like four square. The Town’s summer day camp program utilizes the Westfield Ave facility. Activating these courts would provide an additional recreation option for Summer Day Camp and Eastconn’s program. The Board of Education approved transferring the tennis courts to the Town’s Park department at their April 7<sup>th</sup> meeting.

4. Unnamed Island Update

As per the resolution from the January 12<sup>th</sup> Council meeting, I forwarded the Council counterproposal to name the island Hoskins Island to the U.S. Board on Geographic Names. The transmission also detailed the reasoning behind the rejection of the name McCormack Island. The U.S. Board on Geographic Names was required to notify the original applicant of the local decision to determine if they wished to withdraw their proposal. The original applicant withdrew their proposal. The U.S. Board on Geographic Names staff is preparing a new case brief for Hoskins Island. They will be forwarding this to the CT State Geographic Names Committee and all federally recognized American Indian tribes for input. Once all parties have had the opportunity to provide recommendations, the staff will present the proposal for Hoskins Island to the Board for discussion and final



decision. This process takes several months, and I will receive notification of the outcome. If the name is approved, SPC Hoskins' rank will be noted in the history field in the Geographic Names Information System.

5. Stone & Chase Road Project

We have received the completed design for the paving project of Chase Road and a portion of Stone Road. I have attached a map of the project area. The project continues the pavement on Stone Road easterly toward Chase Road ending just after the intersection with Chase Road and paving all of Chase Road. The project includes making necessary drainage improvements and very minor widening of the road within the Town's right of way. The existing dirt road is too narrow for a rural two laned road in these locations.

Many of the residents along this stretch have been contacting the Town staff over the last several years requesting the road to be paved. In May 2019, we sent out surveys to all property owners along the project area to get their input. A majority of the impacted residents responded in favor of having the road paved. There were a couple that were not in favor. When evaluating dirt roads for paving we take several factors into account. First, we determine if most residents are amenable to having the road paved. We recognize that property owners chose their location for very specific reasons and want to be respectful of their wishes. Next, we review the ongoing costs to maintain the road as dirt. This step includes evaluating drainage issues, base concerns, and any major obstacles to paving. We then determine an estimated cost to pave and determine funding.

In July 2019, we contracted with Killingly Engineering for project design including drainage requirements. Those designs have been completed. The next step is to acquire any easements needed for drainage or minor road widening. Once the easements are in place, the Town will proceed with the drainage portion of the project. This work will be performed by our Highway Department. Our crews will then prep the road for the paving contractor. I will update you on the dates of this work as they are confirmed.

6. Historical Mural

Owner of 161 Main Street, Amy Brunet has created a conceptual mural design to be installed on the side of her building. This mural is a celebration of the past and present, blending old and new. Artist is Jennifer Brytowski of Jennerate, LLC, Jennerate, LLC will be doing the installation as well. They are seeking donations from community members. All the Picasso Sponsor spots have been filled! I've attached the flyer for more information.

7. Interactive Art Wall

In coordination with the property owner of 162 Main Street (Mandy Gruslin), Jennerate, LLC (local artist company) and Jill St. Clair, Economic Development Director, we have a new feature attraction in town in honor of Earth Day. Local artists created this beautiful mural on the side of 162 Main Street. Be sure to check it out! Make sure you snap a picture and share.



#### 8. Grand Openings & Ribbon Cuttings

It has been exciting to see so many new and expanded businesses throughout Killingly. There have been several grand openings/ribbon cuttings to celebrate these businesses. There are more in the planning stages. Here is a list:

Sugarz – Sunday 3/28  
 Pourings & Passages – Thursday 4/1  
 Mandalay Salon & Spa – Monday 4/5  
 Ravis Realty – TBD  
 New to Me Furniture – TBD  
 Body Balance - TBD

As details are available for the grand openings, I will let you know.

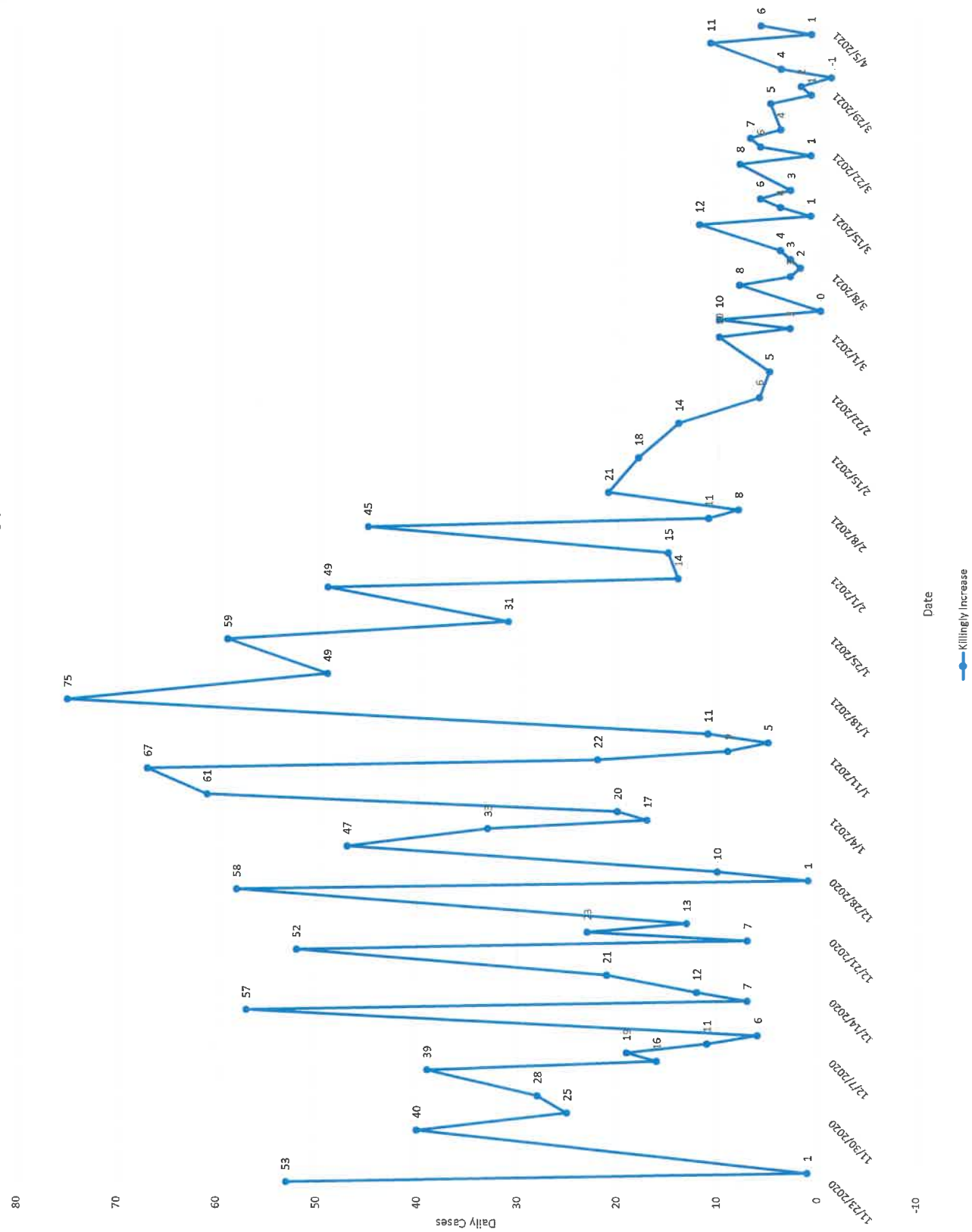
#### 9. WPCA Facility Upgrade Project

The Facility Upgrade Project is wrapping up. They have prepped the incinerator building for demolition. Once Eversource has finalized the disconnection, the building demolition will begin. We anticipate this will start in the next two weeks. The project is anticipated to reach substantial completion by the end of May.

#### 10. Meetings Attended

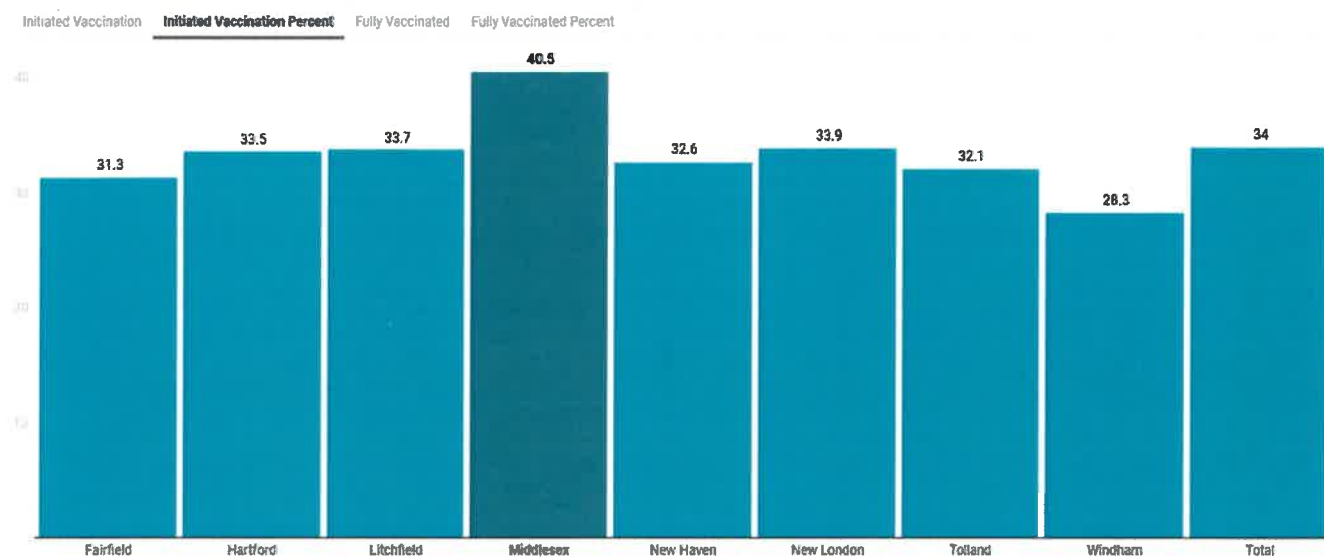
Sustainable CT Finance Committee meeting  
 Sustainable CT Board meeting  
 NECCOG special meeting  
 NECCOG regular meeting  
 Training – Striking the Right Balance in Land Use and Economic Development  
 DEMHS Region 4 Annual Emergency Response meeting  
 CCM Legislative Update

Daily Covid Increases - Killingly



## Cumulative Number and Percent of People who have at Least One Dose of COVID-19 Vaccination and who are Fully Vaccinated by County of Residence

As reported to the CT Immunization Registry (CT WIZ)

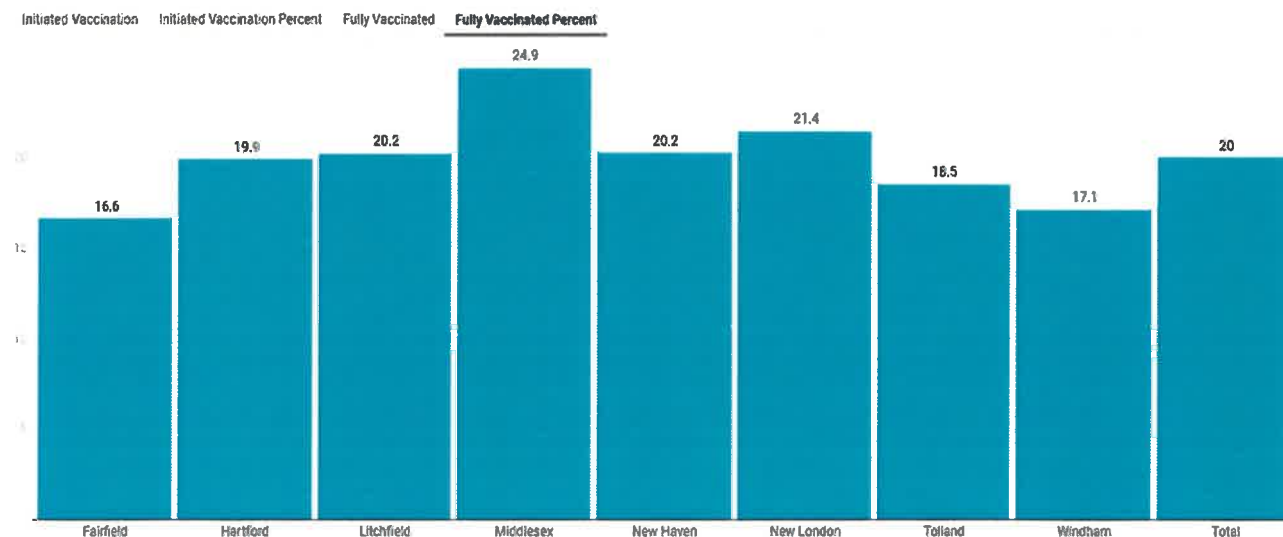


Number who have at least one dose of COVID-19 vaccination and number fully vaccinated. Data are preliminary and are subject to change.

Chart Ver: 3 22 21 • Source: CT Department of Public Health • Created with Datawrapper

## Cumulative Number and Percent of People who have at Least One Dose of COVID-19 Vaccination and who are Fully Vaccinated by County of Residence

As reported to the CT Immunization Registry (CT WIZ)

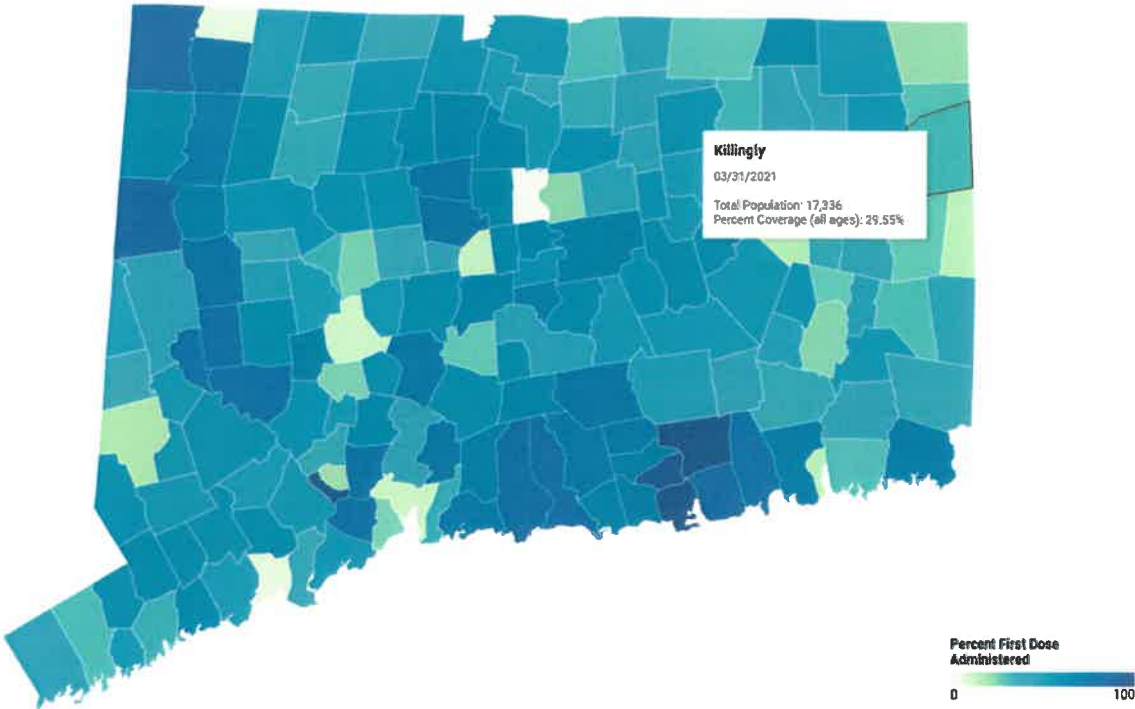


Number who have at least one dose of COVID-19 vaccination and number fully vaccinated. Data are preliminary and are subject to change.

Chart Ver: 3 22 21 • Source: CT Department of Public Health • Created with Datawrapper

Percent of Population Who Have at Least One Dose of COVID-19 Vaccination

As reported to the CT Immunization Registry (CT WiZ)



Data are preliminary and are subject to change.  
 Map Ver 3.25.21 - Source: CT Department of Public Health - Created with Datawrapper

**STATE OF CONNECTICUT**  
**BY HIS EXCELLENCY**  
**NED LAMONT**  
**EXECUTIVE ORDER NO. 10E**

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC –  
ABSENTEE BALLOT USE FOR AN ELECTION, PRIMARY, OR REFERENDUM**

**WHEREAS**, on March 10, 2020, I declared public health and civil preparedness emergencies throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and Connecticut; and

**WHEREAS**, on September 1, 2020, I renewed the March 10, 2020 declaration of public health and civil preparedness emergencies and also issued new declarations of public health and civil preparedness emergencies, which new and renewed emergencies remained in effect until February 9, 2021; and

**WHEREAS**, on January 26, 2021, I renewed the March 10, 2020 and September 1, 2020 declarations of public health and civil preparedness emergencies and also issued new declarations of public health and civil preparedness emergencies, which new and renewed emergencies shall run concurrently and remain in effect until April 20, 2021, unless earlier terminated; and

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

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

**WHEREAS**, the COVID-19 pandemic remains a grave threat to public health and safety and civil preparedness in the State of Connecticut; and

**WHEREAS**, public health experts have determined that it is possible to transmit COVID-19 even before a person shows symptoms and through aerosol transmission; and transmission or “shedding” of the coronavirus that causes COVID-19 may be most virulent before a person shows any symptoms; and

**WHEREAS**, the CDC has recommended that people with mild symptoms consistent with COVID-19 be assumed to be infected with the disease; and

**WHEREAS**, public health experts have recommended that, to prevent transmission of COVID19, and in light of the risk of asymptomatic transmission and a significant rate of false negative tests, everyone should assume they can be carrying COVID-19 even when they have received a negative test result or do not have symptoms; and

**WHEREAS**, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention (CDC) and the Connecticut Department of Public Health (DPH) recommend implementation of community mitigation strategies to slow transmission of COVID-19, including limitation on the size of gatherings, maintaining a safe distance from others, and wearing masks or face coverings; and

**WHEREAS**, because COVID-19 has caused unanticipated health effects that are not fully understood by the medical community, residents, businesses, and government, agencies face new and unanticipated economic, fiscal, and operational challenges as a result of the COVID-19 pandemic; and

**WHEREAS**, infections with highly transmissible variants of the coronavirus that causes COVID-19 have spread widely in the United Kingdom and elsewhere and have been discovered in Connecticut and other states, increasing the risk of greater transmission of COVID-19 throughout Connecticut; and

**WHEREAS**, elections and referendums will be held in the coming months to select candidates for various state and municipal offices; and

**WHEREAS**, while Connecticut has made significant progress in administering vaccines, significant portions of the population have not yet completed their course of vaccinations, and significant public health risks may still remain to poll workers and voters taking part in municipal elections and referendums; and

**WHEREAS**, absentee voting offers a proven method of secure voting that reduces the risk of transmission of COVID-19 by allowing individuals to vote by mail and thereby reducing the density of in-person voting at polling places; and

**WHEREAS**, secure and tamper-proof drop boxes manufactured specifically for the purpose of voting offer a safe and secure way for voters to deliver absentee ballots to election officials without in-person interactions that could increase the risk of transmission of COVID-19; and

**WHEREAS**, municipalities and regional boards of education do not in all situations have access to venues large enough to conduct town meetings or other meetings for the purpose of voting with sufficient space to provide adequate and safe distancing for all those likely to attend; and

**WHEREAS**, existing statutes related to permissible uses of absentee ballots in elections, primaries and referendums do not provide sufficient procedural and timeline flexibility to provide safe and secure voting while the risk of COVID-19 transmission remains significant;

**NOW, THEREFORE, I, NED LAMONT**, Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, and pursuant to the public health and civil preparedness emergencies declared on March 10, 2020 and renewed on September 1, 2020 and January 26, 2021 and the new public health and civil preparedness emergencies declared on January 26, 2021, do hereby **ORDER AND DIRECT**:

1. **Repeal of Executive Order No. 10, Section 8.** Executive Order No. 10, Section, 8 is repealed in its entirety and superseded by Section 2 of this order.
2. **Absentee Voting Eligibility During COVID-19 Pandemic.**
  - (a) Section 9-135 of the Connecticut General Statutes is modified to provide that, in addition to the enumerated eligibility criteria set forth in subsection (a) of that statute, an elector eligible to vote at a primary or an election and any person eligible to vote at a referendum may vote by absentee ballot for any election, primary or referendum held before May 20, 2021 if he or she is unable to appear at his or her polling place during the hours of voting because of the sickness of COVID-19. COVID-19 means the respiratory disease designated by the World Health Organization on February 11, 2020, as coronavirus 2019, and any related mutation thereof recognized by said organization as a communicable respiratory disease. It shall not constitute a misrepresentation under subsection (b) of Section 9-135 of the General Statutes for any person to communicate the provisions of this modification to any elector or prospective absentee ballot applicant.
  - (b) **Notice of Modification Required on Inner Envelope.** Section 9-137 of the Connecticut General Statutes is modified to provide that it shall not constitute a false statement for a person to represent his or her eligibility to vote by absentee ballot pursuant to the modifications of Section 9-135 in subsection (a) of this Section, and the inner envelope described in Section 9-137 shall contain a notice describing the modification in subsection (a) of this Section. For any election, primary, or referendum before May 20, 2021, election officials may use existing absentee ballot sets as directed by the Secretary.
  - (c) **Authority for Secretary of the State to Modify Absentee Ballot Applications, Envelopes, and Printed Materials Regarding Eligibility.** Notwithstanding any provision of Title 9 of the Connecticut General Statutes or any other law or regulation to the contrary, for any election, primary, or referendum held before May 20, 2021, the Secretary of the State shall be authorized to modify any application, required notice, statement, or description of the eligibility requirements for voting by absentee ballot on any printed, recorded, or electronic material in order to provide accurate information to voters about the modifications to absentee voter eligibility and related requirements of this order.
  - (d) **Modification of Requirement that Absentee Ballots be Mailed Within Twenty-Four Hours of Application.** Section 9-140(g) of the Connecticut General Statutes is modified to provide that for any election, primary, or referendum to be held before May 20, 2021, each absentee voting set



required to be mailed to an applicant shall be mailed by the municipal clerk within forty-eight (48) hours after the application for such absentee voting set is received by the municipal clerk.

**(e) Modification of Requirement that Absentee Ballots be Returned by United States Mail or In Person.** Section 9-140b(c) of the Connecticut General Statutes is modified to provide that the term “mailed” also means for any election, primary, or referendum to be held before May 20, 2021 deposited in a secure drop box designated by the municipal clerk for such purpose, in accordance with instructions prescribed by the Secretary of the State.

- i. In the case of absentee ballots mailed for any election, primary, or referendum to be held before May 20, 2021, beginning on the twentieth day before an election, primary, or referendum, and on each weekday thereafter until the close of the polls, the municipal clerk shall (A) retrieve from the secure drop box each such ballot deposited in such drop box, and (B) if the drop box is located outside a building other than the building where the municipal clerk’s office is located, arrange for the municipal clerk or municipal clerk’s designee to be escorted by a police officer during such retrieval. All other requirements of Section 9-140b(c) continue to apply.
- ii. No person shall be permitted to deposit an absentee ballot in a secure drop box after the hour prescribed for the closing of the polls in any election, primary, or referendum unless such person is in line at the drop box at the hour prescribed for the closing of the polls in any such election. An election official or a police officer of the municipality, who is designated by the municipal clerk, shall be placed at the drop box at the hour prescribed for the closing of the polls in any election, primary, or referendum. Such official shall direct all persons to form a line to deposit absentee ballots in the drop box and such official shall not allow any person who was not in such line at the hour prescribed for the closing of the polls in any such election, primary, or referendum to enter such line or to deposit an absentee ballot in the drop box. The municipal clerk, or municipal clerk’s designee, shall lock the drop box after the last person in line at the hour prescribed for the closing of the polls in any election has deposited such person’s absentee ballot in the drop box.

**(f) Modification of Time Period for Sorting of Absentee Ballots into Voting Districts by the Municipal Clerk.** Section 9-140c(b) of the Connecticut General Statutes is modified to provide that for any election, primary, or

referendum held before May 20, 2021, beginning the fourteenth day before the election or primary and on any weekday thereafter, all absentee ballots received by the municipal clerk not later than eleven o'clock a.m. of such day may be sorted into voting districts by the municipal clerk and checked on the official checklist. Ballots received not later than eleven o'clock a.m. on such last day before the special election or municipal primary shall be delivered by the municipal clerk to the registrars at six o'clock a.m. on the day of the election.

- (g) **Waiver of Supervised Absentee Ballot Requirements.** For any election, primary, or referendum held before May 20, 2021, the Secretary of the State may waive any requirement under sections 9-159r and 9-159q of the general statutes, provided the Secretary (1) waives such requirement in recognition of the public health and civil preparedness emergency declared on March 10, 2020, and renewed on September 1, 2020 and January 26, 2021 and has consulted with the Commissioner of Public Health or said commissioner's designee regarding such waiver, and (2) has given written notice to the municipal clerk and registrars of voters in each municipality.
- (h) **Modification of Municipal and Regional Board of Education Budget Adoption Timelines.** For any municipal budget or regional board of education budget prepared for the fiscal year ending June 30, 2022, notwithstanding the provisions of Title 7 and Chapters 164, 170 and 204 of the Connecticut General Statutes and any special act, municipal charter, home rule ordinance, municipal ordinance, regulation or policy, a municipality or regional board of education, upon a majority vote of its legislative body, or in a municipality where the legislative body is a town meeting, the board of selectmen, or of the regional board of education, as applicable, may alter its budget adoption dates, provided such vote to alter budget adoption dates is taken before May 20, 2021 and the final budget is approved before June 30, 2021 or at a minimum the first town meeting, district budget meeting, or referendum that may be required to approve such budget is conducted before June 30, 2021. Such budget adoption dates may include, but need not be limited to, applicable dates relating to an executive presentation of a proposed budget, public hearings, fiscal authority action, publications, referenda or final budget adoption. Any vote by the legislative body of a municipality or of a regional board of education pursuant to this order shall include a reference to this order. For the purposes of this section, "municipality" has the same meaning as provided in section 7-401.
- (i) **Suspension of Three-Week Notice Provision for Municipal Referenda.** Notwithstanding the provisions of Section 9-369c(a) and 9-369(e) of the Connecticut General Statutes, absentee ballots may be made available for any referendum as defined in subsections (2) and (3) of Section 9-1(n) of

the Connecticut General Statutes to be held before May 20, 2021 provided that absentee ballots are made available not less than four (4) business days prior to the date on which the referendum is to be held. Absentee ballot applications and absentee ballot sets may be prepared by the municipal clerk, and may be mailed by the municipal clerk provided that such clerk determines that the application or ballot will reach the voter no later than the day before the referendum.

- (j) **Posting of Absentee Ballot Applications on Municipal or Regional Board of Education Web Sites.** Notwithstanding any provision of the Connecticut General Statutes to the contrary, for an election, primary or referendum to be held before May 20, 2021, a municipal clerk or regional board of education may make available on municipal or regional board of education web sites digital versions of absentee ballot applications for download and completion by any person eligible to vote in an election, primary, or referendum subject to this order.

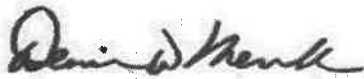
Unless otherwise provided herein, this order shall take effect immediately and remain in effect for the duration of the public health and civil preparedness emergencies declared on March 10, 2020, September 1, 2020, and January 26, 2021, including any extension or renewal of such declarations.

Dated at Hartford, Connecticut, this 6<sup>th</sup> day of April, 2021.

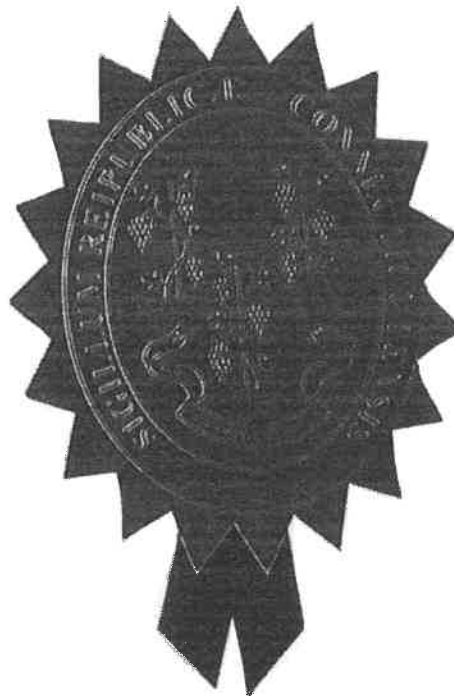


Ned Lamont  
Governor

By His Excellency's Command



Denise W. Merrill  
Secretary of the State



## Mary Calorio

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**From:** Sandra Amado <SAmado@CCM-CT.ORG> on behalf of CCM Public Policy and Advocacy <CPolicyandAdvocacy@CCM-CT.ORG>  
**Sent:** Wednesday, March 10, 2021 2:04 PM  
**Subject:** American Rescue Plan - Update on Senate Passage  
**Attachments:** Estimated CT Revenue (Revised 3-9).xlsx; Acceptable Use of Funds for Local Government Under the American Rescue Plan.docx

Dear CCM-Member CEO:

Over the weekend, the Senate passed the American Rescue Plan Act. The House still needs to vote on the final bill, but in an effort to provide members with timely information CCM wanted to share with members that **the State is anticipated to receive \$2.66 billion, and \$1.56 billion allocated directly to municipalities.**

**Attached is a updated spreadsheet with anticipated allocations for Connecticut municipalities.** (Please note, CCM is seeking clarity as to whether county funding has been estimated into the funding projects for each municipality or whether additional funds will be distributed on a per capita basis). In addition, attached you will find a list of acceptable uses of the funding.

Below are some of the key provisions:

- Funding for towns and cities will be distributed in a modified CDBG formula with entitlement cities (those with a population over 50,000) receiving funding directly from the Treasury Department and non-entitlement towns (those with a population under 50,000) distributed by the State as a passthrough.
- There is a particular provision that will allow states—like Connecticut—to receive additional funds which would have been allocated if the State had county governments. Therefore, Connecticut would not miss on additional funding.
- Funds must be spent by the end of calendar year 2024.
- State and local governments must provide periodic reports to the Treasury Department with a detailed accounting of the use of funds. States and territories must also provide any modifications to tax revenue sources. Funds can be recouped by the Treasury Department if the recipient does not comply with the eligible uses.
- Local governments will receive allocations in two tranches—the first half 60 days after enactment and the other half one year later. For non-entitlement units of local government, those deadlines are the dates for Treasury to send the funding to the state, which has an additional 30 days to distribute to each non-entitlement unit of local government.
- States have NO discretionary authority to change the amount of, or attach additional requirements to, the payments allocated to local governments.
- For non-entitlement towns, funding may not exceed 75% of the most recent adopted local budget as of January 27, 2020. Those funds will be returned to the Treasury Department.

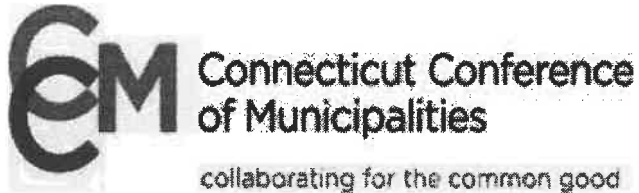
Yesterday, CCM hosted a “Federal Issues Briefing” which included **Irma Esparza Diggs**, NLC Senior Executive and Director of Federal Advocacy for NLC and **Dan DeSimone**, Lobbyist for the State of Connecticut. During the meeting, Irma and Dan provided answers to some questions that have been raised. You can view a recording of the presentation here: [CCM Federal Issues Briefing, March 9](#)

There still remains some questions as the final bill makes its way to the President’s desk. CCM will be working with NLC to have Treasury answer some of the questions posed that require additional guidance. In addition, in the upcoming

weeks CCM intends to schedule another webinar with our federal partners to provide more information and clarity in regards to the final bill.

Separate from the assistance for general government, the overall spending plan also includes specific funding for education. As CCM receives final information regarding the bill, we will provide specific district allocations to members.

If you have any questions, please contact Mike Muszynski, State and Federal Relations Manager at [mmuszynski@ccm-ct.org](mailto:mmuszynski@ccm-ct.org) or 203-500-7556.



### Acceptable Use of Funds for Local Government Under the American Rescue Plan

- (A) To respond to the public health emergency with respect to COVID–19 or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- (B) To respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) For the provision of government services to the extent of the reduction in revenue of such local government due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; or
- (D) To make necessary investments in water, sewer, or broadband infrastructure.

Local governments cannot use funds for deposit into any pension fund. In addition, cannot be used for directly or indirectly offsetting a tax cut.

American Rescue Act Funding Estimates  
as of 3/31/2021

|                    |                              |            |           |
|--------------------|------------------------------|------------|-----------|
| Town Allocation    | Killingly                    |            | 1,711,633 |
| County Allocation  | Windham County               | 22,649,150 | 3,362,210 |
|                    | <i>per capita allocation</i> |            |           |
| Board of Education | Killingly                    |            | 3,291,000 |



# TOWN OF KILLINGLY

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Office of the Town Manager  
172 Main Street, Killingly, CT 06239  
Tel: 860 779-5335 Fax: 860 779-5394

March 24, 2021

Mr. Robert Angeli  
Superintendent  
Killingly Public Schools

Dear Bob:

The Town has received many requests to expand playing courts for different sports. The tennis courts at the Westfield Ave site are currently not utilized. They are in disrepair and unusable at this time. The Town proposes transitioning the operations and maintenance of these courts to the parks department. We would prepare them for use and maintain the area throughout the seasons. This would provide active recreation space for the community. I've attached a site overview outlining the location of the courts.

We look forward to working with your staff to coordinate this use. Please let me know if you have any questions or concerns.

Sincerely,

  
Mary T. Calorio  
Town Manager



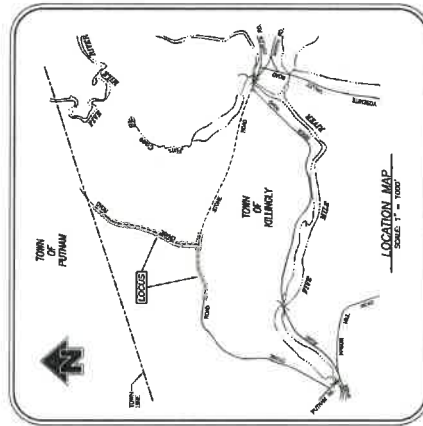


Imagery ©2021 Maxar Technologies, RIGIS, USDA Farm Service Agency, Map data ©2021 100 ft

# PROPOSED ROADWAY IMPROVEMENTS STONE ROAD & CHASE ROAD

**KILLINGLY, CONNECTICUT**

PREPARED FOR:  
TOWN OF KILLINGLY



| TITLE                                                             | COVER SHEET | KEY MAP |  | SHEET NO. |
|-------------------------------------------------------------------|-------------|---------|--|-----------|
| STONE ROAD PLAN & PROFILE No. 1<br>STATION 0+00 TO STATION 6+00   |             |         |  | 1 OF 8    |
| STONE ROAD PLAN & PROFILE No. 2<br>STATION 6+00 TO STATION 12+00  |             |         |  | 2 OF 8    |
| CHASE ROAD PLAN & PROFILE No. 3<br>STATION 0+00 TO STATION 6+00   |             |         |  | 3 OF 8    |
| CHASE ROAD PLAN & PROFILE No. 4<br>STATION 6+00 TO STATION 18+00  |             |         |  | 4 OF 8    |
| CHASE ROAD PLAN & PROFILE No. 5<br>STATION 18+00 TO STATION 23+00 |             |         |  | 5 OF 8    |
| DETAIL SHEET                                                      |             |         |  | 7 OF 8    |
|                                                                   |             |         |  | 8 OF 8    |

**LEGEND**

|           |                      |
|-----------|----------------------|
| ○         | IRON PIN FOUND       |
| □ CB      | CATCH BASIN          |
| Ø         | UTILITY POLE         |
| ---100--- | EXISTING CONTOURS    |
| 100       | PROPOSED CONTOURS    |
| -----     | INLAND WETLANDS FLAG |
|           | STONE WALL           |
|           | STONE WALL REMAINS   |
|           | SILT FENCE           |

PREPARED BY:

|      |             |
|------|-------------|
| DATE | REVISIONS   |
|      | DESCRIPTION |



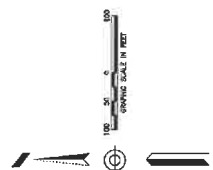
**Killingly Engineering Associates**  
*Civil Engineering & Surveying*


114 Westford Road  
 Killingly, CT 06241-6241  
 Phone: 860-633-7799  
 Fax: 860-633-7799  
[www.killinglyeng.com](http://www.killinglyeng.com)

September 2020

**FOR REVIEW ONLY  
NOT FOR CONSTRUCTION**

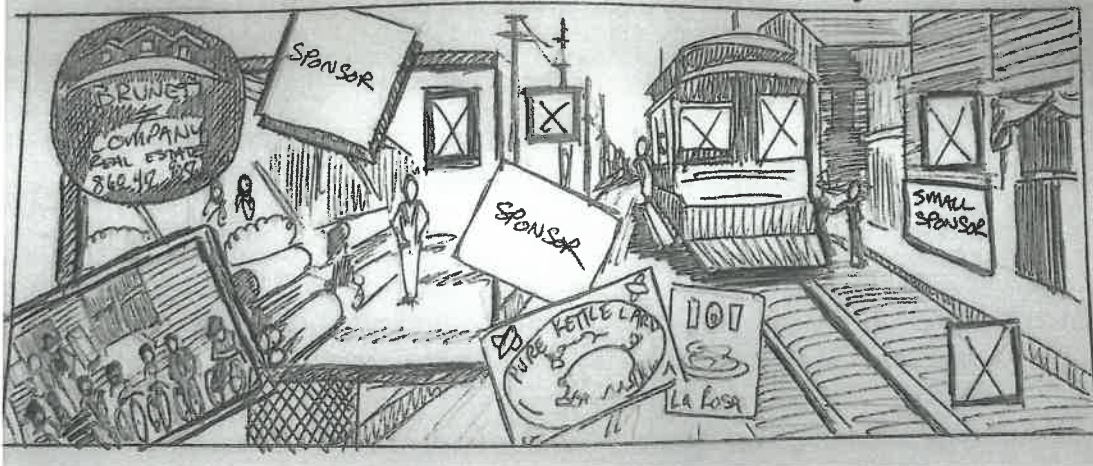
FORWARD PRESENTED BY P.F. NO. 22634 DATE



|                                                                                     |  |                                                                                                                                              |               |
|-------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| KEY MAP                                                                             |  | DATE: 8/21/2009                                                                                                                              |               |
| PREPARED FOR                                                                        |  | SCALE: 1" = 100'                                                                                                                             | DRAWN: AAR    |
| TOWN OF KILLBURY                                                                    |  | SHEET: 2 OF 5                                                                                                                                | ECHECKED: BKT |
| STONE ROAD & CHASE ROAD                                                             |  | DATE: 8/21/2009                                                                                                                              |               |
| KILLBURY, CONNECTICUT                                                               |  | JOB NO: 00003                                                                                                                                |               |
|  |  | 114 Westport Road<br>Killbury, CT 06032<br>Phone: 860-339-0441<br><a href="http://www.killbury-engineers.com">www.killbury-engineers.com</a> |               |
| <b>Killbury Engineering Associates</b><br><i>Civil Engineering &amp; Surveying</i>  |  | DATE: 8/21/2009<br>SCALE: 1" = 100'<br>SHEET: 2 OF 5<br>Dwg. No: 0001 FILE                                                                   |               |



# Help create a moment in time... *Help create Killingly...*



"Killingly is community strong and full of opportunity, comradery, and achievements.

Blending history, with a vision toward the future, brings something so special to this town.

Knowing the impact it will hold for years to come makes us very proud to be able to give back and help grow our community."

- Amy Brunet,  
Brunet & Company

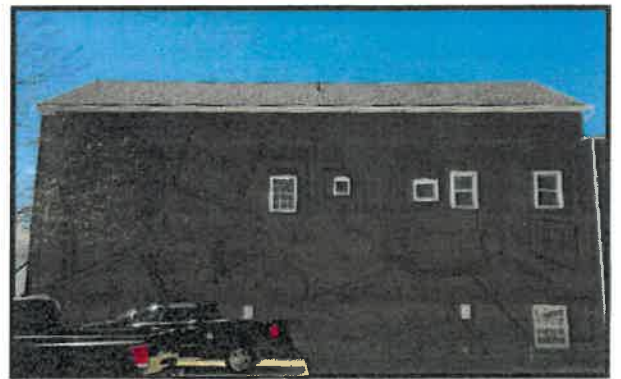
## Killingly, CT

A vibrant downtown is a celebration of the past and present. Old architecture blends with modern construction, creating a unique streetscape that embodies that town's unique culture and history.

Since 1708, the town of Killingly has been a focal point for commerce and culture within Northeast Connecticut, once known as one of the greatest manufacturing towns in the state. Echoes of Killingly's past still can be felt on Main Street, with its historic buildings and quaint park.

Preservation of Killingly's historical buildings help to celebrate the town's past, while promoting future success for the small businesses that continue to be the heartbeat of the community.

Parallel to the Killingly Town Hall sits the LaClair Building, constructed in 1937. Now home to Brunet & Company Real Estate LLC., this building boasts a large north-facing exterior wall. As drivers and pedestrians make their way down Main Street, this wall acts as a gateway to downtown Danielson. **We have a vision to use this wall to create a mural that celebrates the unique history and heritage of Killingly...**



This mural will incorporate historical photos of Killingly's Powdrell & Alexander textile mills, the Providence and Danielson Street Railway, and other images from Killingly's past. A modern twist for this mural creation will allow for business sponsorship opportunities, with vintage artistic interpretations of sponsor logos. Three different logo sizes; small, medium and large, will be available and will entice a find and seek component for those admiring the creation.



Your logos will be admired on a mural that reflects the community's rich history while promoting the great businesses that are laying the foundation for the future of Killingly. Your business will be making history by creating a moment in time. *Help create Killingly!*

## Sponsorship Levels

### ☐ The Picasso Sponsor ..... \$5,000

Recognition for years to come on a large scale. Business will stand out and be represented in roughly 4 square feet space. Recognition plaque will thank sponsors and list them with a fun, find and seek component for those admiring the creation.

### ☐ The Monet Sponsor..... \$2,500

Recognition for years to come on a medium scale. Business will stand out and be represented in roughly 2 square feet of space. Recognition plaque will thank sponsors and list them with a fun, find and seek component for those admiring the creation.

### ☐ The Van Gogh Sponsor..... \$1,000

Recognition for years to come on a smaller scale. Business will be represented in roughly 1 square foot of space. Recognition plaque will thank sponsors and list them with a fun, find and seek component for those admiring the creation.

### ☐ The Shadow Artist/Community Sponsor

I am interested in sponsoring in the amount of \$\_\_\_\_\_ but do not wish to be recognized personally. Sponsors that fall under this category will be recognized as a collective sponsorship level.

Company Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Check # \_\_\_\_\_

Checks should be made payable to: Jennerate, LLC | P.O. Box 426 • Putnam, CT 06260

Please email your logo to [jenneratepro@gmail.com](mailto:jenneratepro@gmail.com) for review.

Rough sketches will be provided before final completion.

Deadline for submission is May 31, 2021.

For any questions  
or to discuss further  
please contact:

*Jennerate, LLC*

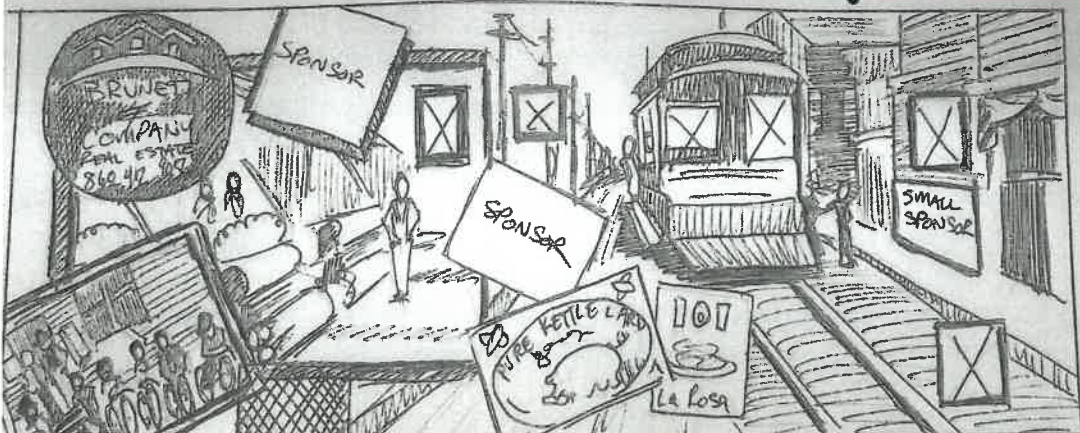
508.963.6619

Jennifer Brytowski

[jenneratepro@gmail.com](mailto:jenneratepro@gmail.com)

Help create a moment in time...

*Help create Killingly...*



"When we build ...  
let it not be for present  
delights nor for present use  
alone. Let it be such work as  
our descendants will thank us  
for, and let us think ...  
that a time is to come when  
these stones will be held  
sacred because our hands have  
touched them, and that men  
will say as they look upon the  
labor, and the wrought  
substance of them, See!  
This our fathers did for us!"

- John Ruskin

\*The artist sketch is simply a rendering to give a visual concept and is not an exact depiction of final piece.

## **KILLINGLY PUBLIC LIBRARY**

Live programs are hosted on Zoom and require registration.

Instructional programs are hosted on our YouTube Channel.

Register online at [killinglypl.org](http://killinglypl.org) or by calling the library 860-779-5383

### **April Programs**

**Take and Make: Clay Pot Bunnies**

**Take and Make: Mother's Day Craft**

**Take and Make: Children's Crafts**

**Sundays (YouTube) - Gluten Free Baking**

**Mixed Up Mondays**

Join our library community on [Facebook](#) & [Instagram](#) in unscrambling book titles. We will reveal a jumble of letters that will test your book knowledge.

**Book Talk Tuesdays (YouTube)** Book recommendations for PreK-4th grade

**Wednesdays**

**Preschool Story Time** Registration Required **April 7 – May 26, 10:00 AM** Perfect for ages 2-5 years old

**Let's Talk Books: Travel Away with Books (YouTube)** **April 14, 3:00 PM**

**Great Genre Book Club: Poetry** Registration Required **April 7, 4:00 PM** For Teens

**Game On!** Registration Required **April 21, 4:00 PM** For Teens

**KPL Bake Off** Registration Required **April 21, 6:00 PM**

- Join us for a baking challenge! For April's creation, you will need at least 4 cupcakes and vanilla frosting. You will be using other items found around the kitchen to complete the challenge.

### **Mindfulness for the Stressed & Depressed Registration Required April 28, 5:30 PM**

- Special guest, Stephen Cuddy will be presenting information for the stressed and depressed, or those that just want to relax. His focus will be on mindfulness with practical tips to manage stress and improve mental health.

### **Thursdays**

#### **Earth Day Story Walk (Cat Hollow) April 22, 10:00 AM**

- Celebrate Earth Day with your local librarians. We will meet at the Dog Hill Road entrance of Cat Hollow.

#### **Earth Friendly: A Parallel Craft Series (YouTube) April 1-29 11:00 AM**

- Learn how to live sustainably in this first of its kind, parallel series. Miss Allison and Miss Kim will teach you ways to create fun, unique projects from commonly found items.

### **Fun & Games Fridays**

- Do you like challenges? Join us on our [Facebook](#) and [Instagram](#) pages. Each challenge is a different format/game and is uniquely created. Answers will be released the following week.

### **Saturdays**

- **Tales for Tots Registration Required April 10-24, 9:30 AM**

## **May Programs**

**Take and Make: Star Wars Lantern**

**Take and Make: Children's Crafts**

**Sundays**

**Gluten Free Baking (YouTube)**

**Mondays**

**Tween Art Therapy (YouTube)**

**Tuesdays**

**Trivia Tuesdays**

Join us for Star Wars related trivia posted via our [Facebook](#) and [Instagram](#) pages. Answers will be revealed the following week.

**Star Wars Bingo Registration Required May 4, 6:30 PM**

**Wednesdays**

**Preschool Story Time Registration Required April 7 – May 26, 10:00 AM For Ages 2-5**

**Let's Talk Books: It's All a Mystery (YouTube) May 12, 3:00 PM For Adults**

**Great Genre Book Club: Sci-Fi Registration Required May 5, 4 PM For Teens**

**Game On! Registration Required May 19, 4:00 PM For Teens**

**KPL Bake Off Registration Required May 19, 6:00 PM**

- Join us for a baking challenge! For May's creation, you will need a round cake and vanilla frosting. You will be using other items found around the kitchen to complete the challenge.

**Fridays**

**Outdoor Stories May 7 – May 28, 11:00 AM Join us at Owen Bell Park**



**Fun & Games Fridays** Challenge yourself with these Virtual Escape Rooms

**Saturdays**

**Pixel Projects (YouTube) May 1- 29 4:00 PM** For ages 7-11

From Minecraft creations to pixel wall art, watch this series to learn how to create these amazing crafts.



## Killingly Business Association, Inc.

March 30<sup>th</sup>, 2021

Mary Calorio, Town Manager  
Town of Killingly  
172 Main Street  
Killingly, CT 06239

Dear Mary,

As the Town of Killingly embarks upon the budget process, the membership of Killingly Business Association, Inc. (KBA) would like to thank you for your support of our organization over the years. We are a viable business group working toward the common good of the town. We strive to create a positive experience for people that come to Killingly to shop in our local businesses. Your support helps us to sponsor events and promotions and to help contribute to revitalization projects towards that goal.

COVID19 has proven to be a challenge for consumers, businesses and municipalities alike. In spite of this unprecedented obstacle, the KBA has pushed forward. Over the past few months we have hosted a few events (adhering to state and local guidelines) so we can continue to support the community. In addition to our farewell to The Trink-et Shoppe, we had a wonderful turnout at our drive through Candy Car Parade, furthered our success with the Visions of Cheer decorating contest, and continue today with our KBA Holiday Shopping Passport. As a group, we are very proud of the hard work put forth by our committee chairs and our members to make our events so successful.

This year we are looking to reinvigorate the community and do our part to bring businesses back to pre-COVID levels. We would like to increase funding for our beautification committee which seeks to improve the image and aesthetics of the entire Killingly area. Last year the KBA funded planters on the sidewalks of Main Street which were filled with beautiful flowers that truly helped to brighten the mood during dark times. We are also looking to expand on our 2<sup>nd</sup> Saturday's event from 2 years ago (depending on the COVID environment and state guidelines). KBA leadership has several tentative ideas in the works and we are waiting to see how the pandemic recovery materializes before we make any definitive decisions.

We realize the difficulties that face you in providing a budget that is agreeable to the townspeople and also meets the ever changing demands of the town. We appreciate the support the town has given us in years past and the relationship the KBA has with the town is vital to our success. We are asking for that same level of support again as we forge ahead in a new chapter of the KBA's history, one of progression, inclusion, and greater community presence. We ask for your support in not just revitalizing Killingly, but reaffirming that Killingly is more than just a location, it's a destination. We are respectfully requesting that we be included in your annual budget for the proposed amount of funding for \$3,000.00.

Again, thank you for your continued support. If you have any questions, please contact me at (860)774-7733.

Sincerely,  
Shane Young, President

Kimberly Sweet, Treasurer

Killingly Business Association, Inc.

Killingly Business Association, Inc.

Agenda Item # 15(a)

**RESOLUTION IN SUPPORT OF “HOME RULE” IN MUNICIPAL ZONING DECISION MAKING**

(Approved by the Town of Killingly Town Council)

Whereas, Connecticut’s town and cities successfully use local zoning and planning processes to balance private property rights, the community’s interests, demands on infrastructure, housing needs, and economic growth; and

Whereas, local control and decision making empowers the residents and taxpayers of each town and city to carefully tailor zoning policies that reflect its unique geography, economy, and housing market; and

Whereas, localized decision making ensures the greatest level of accountability while allowing affected community members the greatest level of input and the platform, through the public hearing, to provide specific, relevant information on potential impacts that only they would have knowledge of; and

Whereas, local control and local input enable neighbors and the local community to provide beneficial suggestions, identify errors, and maximize community buy-in on zoning proposals; and

Whereas, proposals have been introduced in General Assembly to strip local planning and zoning processes from towns and cities, and

Whereas, proposals have been introduced in the General Assembly to allow outside Housing Authorities within 15 miles radius to develop affordable housing projects within our town; and

Whereas, BY RIGHT multi-family development can lead to exponential market value over building and can cause adverse impacts to town infrastructures; and

Whereas, BY RIGHT development gives outsized rights to builders over all other property owners and prevents local Planning and Zoning Commissions from identifying the potential impacts of their projects and imposing conditions upon a developer to address those direct impacts; and

Whereas, eliminating public hearings and community input on zoning matters would have unintended consequences such as increased infrastructure costs, increased local property taxes, and reduced home and business values which will be borne by the town residents; and

Whereas, each town and city already have the choice to modify or abolish its zoning ordinances if the elected town or city government decides it best serves the community’s interests; and

NOW BE IT RESOLVED the Town Council of Killingly opposes any State Mandated one size fits all Zoning Legislation and the ability of any outside housing authority to have jurisdiction over our towns Affordable Housing plan and any similar legislation that would further overrule, remove or diminish local control and decision making related to planning and zoning or affordable housing from the Town of Killingly; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to all State Representatives and State Senators representing this town, to the Governor, all members of the State Legislature's Planning and Development, Finance, Transportation and Housing Committees, and to all legislators sponsoring bills that remove local control of planning and zoning and affordable housing.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,  
this 13th day of April 2021

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on April 13, 2021, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

---

Elizabeth Wilson, Town Clerk

---

Date

(Seal)

## AGENDA ITEM COVER SHEET

**ITEM:**           **Consideration and action on a resolution to accept the Town's Basic Financial Statements and Related Audit Reports for the fiscal year ended June 30, 2020 and to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2020-2021**

**ITEM SUBMITTED BY:**                           Mary Calorio, Town Manager  
Jennifer Hawkins, Director of Finance

**FOR COUNCIL MEETING OF:**               April 13, 2021

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:**                               This item is to accept the Town's Basic Financial Statements and Related Audit Reports for the fiscal year ended June 30, 2020 and to retain the firm of Mahoney Sabol & Company, LLP (the Town's current independent auditor) to complete the Town's financial audit for the fiscal period July 1, 2020 to June 30, 2021. Mahoney Sabol & Company has prepared the Town's audit for the last five fiscal years. In May 2019 the Town Council approved a two-year contract extension for auditing services with Mahoney Sabol & Company. The audit for fiscal year 2020 will be the final year of that extension. The extension requires reappointment each year of the contract. We anticipated performing an RFP for the upcoming year. However, there were significant delays due to the pandemic for many auditing firms. We request the Council consider reappointing Mahoney Sabol & Company for the current fiscal year (20-21) audit. The Town will perform an RFP early in the next fiscal (FY 21-22) for the Council's consideration. The Town is required by State statute to appoint an auditor prior to June 30<sup>th</sup> of the fiscal year.

**FINANCIAL SUMMARY:**                               The fee proposed by Mahoney Sabol & Company would remain the same at \$48,000.

**STAFF RECOMMENDATION:**                               Approval of the Resolution

**TOWN ATTORNEY REVIEW:**                               N/A

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

**SUPPORTING MATERIALS:**

- Resolution

Resolution #21-20

**RESOLUTION TO ACCEPT THE TOWN'S BASIC FINANCIAL  
STATEMENTS AND RELATED AUDIT REPORTS FOR THE FISCAL  
YEAR ENDED JUNE 30, 2020 AND TO APPOINT MAHONEY SABOL &  
COMPANY, LLP, CERTIFIED PUBLIC ACCOUNTANTS, TO PERFORM  
THE TOWN'S AUDIT FOR FISCAL YEAR 2020-2021**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town's *Basic Financial Statements, Independent Auditor's Report, Supplemental Statements and Federal and State Single Audit Reports* as prepared by Mahoney Sabol & Company, Certified Public Accountants, LLP for the fiscal year ended June 30, 2020 be hereby accepted, and

BE IT FURTHER RESOLVED that pursuant to Section 510 of the Town Charter, Mahoney Sabol & Company, LLP, Certified Public Accountants, LLP, are hereby designated to be the Town's Independent Auditors for the fiscal period July 1, 2020 to June 30, 2021.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of April 2021

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on April 13, 2021, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that he has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)

## AGENDA ITEM COVER SHEET

- Resolution
- Maps of parcels to be deeded
- Quit Claim Deed

Resolution #R21- 21

**RESOLUTION INTRODUCING AND SETTING A PUBLIC HEARING AND  
SPECIAL TOWN MEETING ON MAY 25, 2021 ON A PROPOSED  
ORDINANCE TO AUTHORIZE CONVEYANCE FROM EVERSOURCE TO  
THE TOWN FOR PROPERTIES RELATED TO THE RECONSTRUCTION  
OF LAKE ROAD**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for Public Hearing and a Special Town Meeting on Tuesday, May 25, 2021 at 7:00 p.m. and 8:00 p.m. respectively, in the Killingly High School Auditorium, 226 Putnam Pike, Killingly, Connecticut:

**ORDINANCE TO AUTHORIZE CONVEYANCE FROM EVERSOURCE TO  
THE TOWN FOR PROPERTIES RELATED TO THE RECONSTRUCTION  
OF LAKE ROAD**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is herein authorized to sign and execute all documents to convey a Quit Claim Deed, attached as Exhibit A, for the properties identified therein and acquired for highway purposes related to the reconstruction of the Lake Road.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

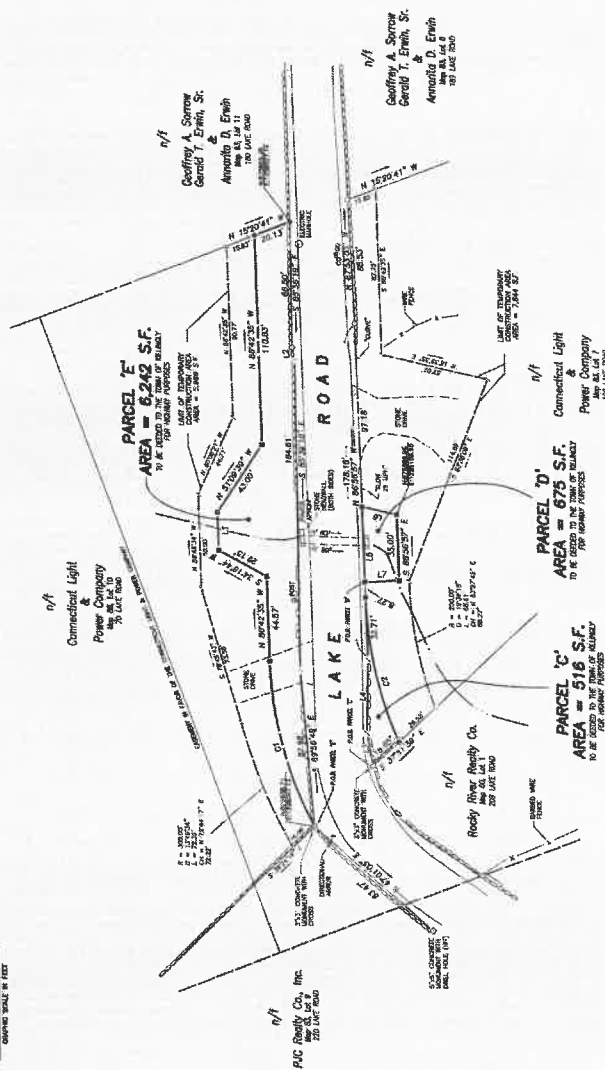
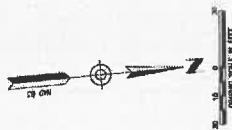
Dated at Killingly, Connecticut  
this 13<sup>th</sup> day of April 2021

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on April 13, 2021, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

\_\_\_\_\_  
Elizabeth Wilson, Town Clerk  
(Seal)

\_\_\_\_\_  
Date





## Notes:

- This survey has been presented at the National Conference on Surveying, 90-3306-1 through 90-3306-20, and the Transactions for Surveys and Land in the State of Connecticut, published by the Connecticut Association of Real Estate Surveyors, Inc. on September 20, 1987.
- The survey conforms to a Class "A-2" Intellectual Accuracy.
  - Survey Type: Property Survey.
  - Boundary Determination Category: Dependent Recovery
  - North orientation, bearings and coordinates values shown are based on North American Datum of 1983 (NAD 83) and are taken from radial distance measurements of the Town of Killingworth's GPS control points.

#### REFERENCES

1. **ALUMINUMS Ltd. Title:** Surveying - Prepared for: RTE  
Sheet 2 of 2 - 120 - box: 40/20 Engineering Aerobics  
Sheet 2 of 2 - 120 - box: 40/20 Engineering Aerobics

|                                                             |           |                                  |                 |
|-------------------------------------------------------------|-----------|----------------------------------|-----------------|
| DATE                                                        | 9/19/2000 | CONFIRMATION AND FIELDS IS VALID | NO<br>EXCEPTION |
| <p>CONFIRMATION AND FIELDS IS VALID</p> <p>NO EXCEPTION</p> |           |                                  |                 |

PROPERTY SURVEY  
SHOWING PROPERTY AND EASEMENT AREA  
TO BE ACQUIRED BY  
**TOWN OF KILLINGLY**  
FROM  
**CONNECTICUT LIGHT &  
POWER COMPANY**  
76 S. 191 LANE ROAD  
KILL DEER, CONNECTICUT

**Killingly Engineering Associates**  
Civil Engineering & Surveying

116 Western Road  
Kuala Lumpur, Malaysia  
Tel: 603-779-7259  
www.zetengroup.com

TO ANY KNOWING INTELLECT, THIS MAP IS SUBSTANTIALLY CORRECT  
S NOTED

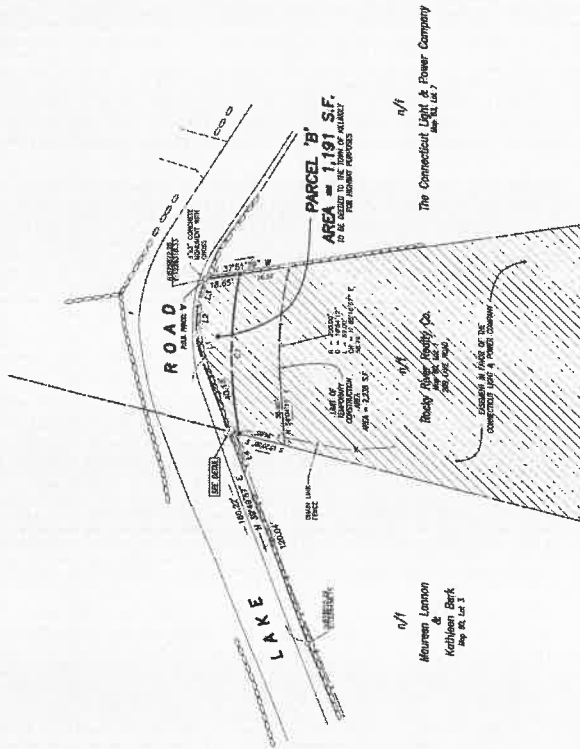
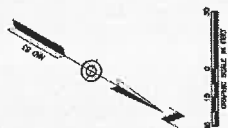
9-20-36

GIVEN A TRUE COPY OF THE MAP TO THE  
L.C. NO. 70481 DATE

NO CERTAINLY BE EXPRESSED OR IMPLIED UNLESS THIS MAP BEGINS

### LEGEND

- IRON PIN TO BE SET  
 ○ IRON PIN FOUND  
 ■ CONCRETE MONUMENT TO BE SET  
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 Ø UTILITY POLE  
 STONE WALL  
 STONE WALL REMAINS



40782

- The survey has been presented pursuant to the provisions of the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the Transmittals for Surveys and Maps in the Status of Completed Surveys, as adopted by the Connecticut Association of Land Surveyors, Inc. on September 26, 1970.
- Title survey conforms to a Class "A-2" horizontal accuracy
  - Survey Type: Property Survey
  - Boundary Determination Category: Dependent Recovery.
- North orientation, bearings and coordinate values shown are based on North American Datum of 1983 (NAD 83) and are taken from actual field measurements of the State of Illinois's GPS

and structure.

- [illegible]

|                    |                                              |                    |
|--------------------|----------------------------------------------|--------------------|
| 10/10/2000<br>DATE | CONSTRUCTION WILL START IN ABOUT<br>ONE YEAR | 10/10/2000<br>DATE |
|--------------------|----------------------------------------------|--------------------|

PROPERTY SURVEY  
SHOWING PROPERTY AND EASEMENT AREA  
TO BE ACQUIRED BY  
**TOWN OF KILLGELY**  
FROM  
**ROCKY RIVER REALTY CO.**

209 LAKE ROAD  
KILLINGLY, CONNECTICUT  
**ngly Engineering Associates**  
Civil Engineering & Surveying

DATE 5/28/2020  
SCALE 1" = 30'  
SHEET 1 OF 1  
PWS: Joe GLENN FRI  
114 Westwood Road  
P.O. Box 411  
Kittling, Connecticut 06241  
860 779-7239  
[www.kittlingengineering.com](http://www.kittlingengineering.com)

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT  
AS NOTED HEREIN.

NO CERTIFICATION IS EXPRESSED OR IMPLIED UNLESS THIS MAP BEARS THE ORIGINAL SEAL AND SIGNATURE OF THE LAND SURVEYOR

## END

- |            |                             |
|------------|-----------------------------|
| ●          | IRON PIN TO BE SET          |
| □          | IRON PIN FOUND              |
| ▣          | CONCRETE MONUMENT FOUND     |
| ■          | CONCRETE MONUMENT TO BE SET |
| +          | SIGN                        |
| ○○○○○○○○○○ | STONE WALL                  |
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