



TOWN OF KILLINGLY

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

TOWN COUNCIL MEETING

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

DATE: Tuesday, September 8, 2020

TIME: 7:00 PM

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

Public can view the meeting on Facebook Live. Go to www.killinglyct.gov 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) Regular Town Council Meeting – August 11, 2020
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
 - a) Diaper Need Awareness Week Proclamation
 - b) Development of 140 Main Street, Parker Benjamin
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 or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov.
9. COUNCIL/STAFF COMMENTS

Elizabeth M. Wilson

2020 SEP -4 AM 10:45

RECEIVED
TOWN CLERK, KILLINGLY, CT

10. APPOINTMENTS TO BOARDS AND COMMISSIONS
11. REPORTS FROM LIAISONS
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
 - a) Summary Report on General Fund appropriations for Town government
 - b) System Object Based on Adjusted Budget for the Board of Education -NONE
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
 - a) Town Managers Report
 - b) Ribbon Cutting for Brunet & Real Estate Company
 - c) NTE: Notice of Public Hearing
 - d) Resignation of Chasity Walsh
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
 - a) Town Manager Evaluation
15. NEW BUSINESS
 - a) Consideration and action on a resolution to introduce and set a Public Hearing for October 13, 2020 on an ordinance to authorize a transfer from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account
 - b) Consideration an action on a resolution authorizing the use of up to \$5,000 of the Economic Development Trust Funds for professional services in the development of an EPA grant application
 - c) Consideration and action on a resolution approving the transfer of fiscal year 2019-2020 unexpended funds from the Killingly Conservation Commission, Killingly Inland Wetlands and Watercourses Commission and Killingly Agriculture Commission appropriations to the Open Space Land Acquisition Fund
 - d) Consideration and Action on a Resolution to introduce and set a Public Hearing for October 13, 2020 on an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC.
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
 - a) Potential Sale of Property – 140 Main Street

18. ADJOURNMENT

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

BE IT FINALLY RESOLVED that the Town Manager is authorized to enter into contracts and agreements relative to said projects.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 23th day of June 2020

Roll Call Vote: Unanimous. Motion Passed.

5. Adjournment

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

Roll Call Vote: Unanimous. Motion passed.

The meeting ended at 7:06 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**TOWN COUNCIL
KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, July 14, 2020

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, July 14, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting – May 5, 2020
 - b) Regular Town Council Meeting – May 12, 2020
 - c) Public Hearing – May 14, 2020
 - d) Special Town Council Meeting – May 21, 2020

- e) Special Town Council Meeting – May 27, 2020
- f) Special Town Council Meeting – June 1, 2020
- g) Public Hearing – June 9, 2020
- h) Special Town Council Meeting – June 23, 2020
- 6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Conservation Commission presentation of annual Environmental Award to Ralph Chartier
- 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 or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov.
- 9. **COUNCIL/STAFF COMMENTS**
- 10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
 - a) Appointment of Town Council Member to the Board of Education Negotiation Committee
- 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) Town Manager Evaluation Forms
 - c) Letter from the Access Agency regarding the Cold Weather Shelter
- 14. **UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION**
 - a) Consideration and Action on a Resolution to reschedule a Public Hearing for August 11, 2020 on an ordinance Authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds account
- 15. **NEW BUSINESS**
- 16. **COUNCIL MEMBER REPORTS AND COMMENTS**
- 17. **EXECUTIVE SESSION**
- 18. **ADJOURNMENT**

KILLINGLY TOWN COUNCIL

- 1. Chairman Anderson called the meeting to order at 7:02 p.m.
 - 2. Prayer by Mr. Wood.
 - 3. Pledge of Allegiance to the flag.
 - 4. Upon roll call all Councilors were present except Ms. Walsh, who was absent with notification. Also present were Town Manager Calorio and Finance Director Hawkins. Mr. Kerttula made a motion, seconded by Mr. Grandelski, to move agenda item 6 up before agenda item 5.
- Voice vote: Unanimous. Motion passed.

6. Presentations, proclamations and declarations:

6a. Conservation Commission presentation of annual Environmental Award to Ralph Chartier
Conservation Commission Chair Bromwell presented the 2020 annual Environmental Award to Ralph Chartier. The plaque read as follows:

Killingly Conservation Commission
ENVIRONMENTAL AWARD
Presented to Ralph S. Chartier
for
his commitment as Killingly Conservation
Commissioner for 12 years
Sharing his Master Gardener knowledge
and numerous hours of volunteer service
at our Open Space properties.
Town of Killingly
July 2020

5. Adoption of minutes of previous meetings

5a. Mr. Wood made a motion, seconded by Mr. Grandelski, to adopt the minutes of the Special Town Council Meeting on May 5, 2020, the Regular Town Council Meeting on May 12, 2020, the Public Hearing on May 14, 2020, the Special Town Council Meeting on May 21, 2020, the Special Town Council Meeting on May 27, 2020, the Special Town Council Meeting on June 1, 2020, the Public Hearing – June 9, 2020, and the Special Town Council Meeting on June 23, 2020.

Discussion followed.

Mr. Grandelski noted that on page 129, the bottom half of the page was blank and the date at the bottom of page should be May 27, 2020 instead of April 1, 2020. He then said that his comments under agenda item 3, Citizens Statements & Petitions, was left out. He wanted to ensure it was known that he was offended that the notice of Special Meeting was posted before he was informed about it. He also felt that the “REOPEN KILLINGLY” letter and meetings concerning it were fiscally irresponsible and not urgent.

On page 133, he felt that it should be noted that he did not want his name on the letter, even though the Town Attorney explained that a no vote by a Council Member would remove that Council Member’s name from the letter and an absent Council Member’s name would also not appear on the letter.

Mr. Kerttula made a motion, seconded by Mr. Wood, to amend the motion excluding the minutes of the May 21, 2020 meeting.

On the amendment, voice vote: Unanimous. Motion passed.

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. Appointment of Town Council Member to the Board of Education Negotiation Committee

Mr. Lee made a motion, seconded by Mr. Kerttula, to appoint Ms. George to the Board of Education Negotiation Committee.

Voice vote: Unanimous. Motion passed.

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

Board of Education Liaison was not able to attend.

11b. Report from the Borough Liaison:

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

12. Discussion and Acceptance of Monthly Budget Reports:

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

13b. Town Manager Evaluation Forms

Councilors discussed the procedure for submitting the Town Manager Evaluation forms.

13c. Letter from the Access Agency regarding the Cold Weather Shelter

Town Manager Calorio discussed the success of the Cold Weather Shelter, with the number of citizens served and the number of volunteer hours spent.

14. Unfinished Business for Town Council Action

14a. Consideration and Action on a Resolution to reschedule a Public Hearing for August 11, 2020 on an ordinance Authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds account

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

**RESOLUTION TO RESCHEDULE A PUBLIC HEARING FOR AUGUST 11, 2020 ON
AN ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$436,849 TO THE
ESTABLISHED UNEXPENDED EDUCATION FUNDS ACCOUNT**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be rescheduled for a public hearing on Tuesday, August 11, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at www.killinglyct.gov:

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

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

BE IT FURTHER ORDAINED that said transfer be herein adopted in reliance on the provisions of the Executive Order 7CC and Executive Order 7S, without submission to voters at Special

Town Meeting, is necessary to permit the orderly operation of the Town of Killingly and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, and that action is otherwise necessary for the protection of persons and property within the municipality, and

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

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

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

Discussion followed.

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

15. New Business: None

16. Council Member Reports and Comments:

Mr. Grandelski reported on the Housing Authority meeting, the WPCA meeting and the Conservation Commission meeting.

Mr. Kerttula reported on the Permanent Building Commission.

Mr. Lee attended the Economic Development Commission meeting.

Mr. LaPrade attended the Public Safety Commission meeting and the Conservation Commission meeting.

Ms. George attended the Planning and Zoning Commission.

Mr. Anderson attended the Board of Education meeting.

17. Executive Session:

17a) Contract Negotiation – Center Street Parking Lot Lease

Mr. Grandelski made a motion, seconded by Mr. Lee, to move to Executive Session with Town Manager Calorio to discuss the contract negotiation for the Center Street Parking Lot lease.

Voice vote: Unanimous. Motion passed.

Moved to Executive Session at 8:36 p.m. and returned at 8:52 p.m.

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:52 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**TOWN COUNCIL
KILLINGLY TOWN COUNCIL
PUBLIC HEARING**

DATE: TUESDAY, August 11, 2020
TIME: 7:00 P.M.
PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL
(COUNCIL MEMBERS ONLY)

The Town Council of the Town of Killingly held a Public Hearing on Tuesday, August 11, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, Killingly, Connecticut and virtually on Webex at which time interested persons were heard on the following ordinance:

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

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

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

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

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

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

There were no public comments received before the meeting and there were no calls in to the meeting.

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

Voice vote: Unanimous. Motion passed.

The Public Hearing ended, and the Town Council meeting began at 7:05 p.m.

**TOWN COUNCIL
KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, August 11, 2020

TIME: 7:00 P.M.

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

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, August 11, 2020 at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting: May 5, 2020
 - b) Regular Town Council Meeting: May 12, 2020
 - c) Public Hearing – May 14, 2020
 - d) Special Town Council Meeting – May 21, 2020
 - e) Special Town Council Meeting – May 27, 2020
 - f) Special Town Council Meeting – June 1, 2020
 - g) Public Hearing – June 9, 2020
 - h) Special Town Council Meeting – June 23, 2020
 - i) Regular Town Council Meeting – July 14, 2020
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
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 or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment received prior to the meeting will be posted on the Town's website www.killinglyct.gov
9. **COUNCIL/STAFF COMMENTS**
10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
11. **REPORTS FROM LIAISONS**
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. **DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS**
 - a) Summary Report on General Fund Appropriations for Town Government
 - b) System Object Based on Adjusted Budget for the Board of Education

13. CORRESPONDENCE/COMMUNICATIONS/REPORTS

- a) Town Manager Report

14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION

- a) Consideration and action on an ordinance authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds Account

15. NEW BUSINESS

- a) Consideration and action on a resolution appointing Ulla Tiik-Barclay to the Town Council for the unexpired term of the currently vacant seat, said term to expire in December 2021
- b) Consideration and action on a resolution authorizing the salary adjustments for non-union employees and management staff for fiscal year 2020-2021
- c) Discussion of Town Manager Evaluation

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

- a) Personnel Matter - Town Manager Evaluation
- b) Contract Negotiations - Lake Road Generating

18. ADJOURNMENT**KILLINGLY TOWN COUNCIL**

1. Chairman Anderson called the meeting to order at 7:05 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present except Ms. Walsh, who was absent with notification. Also present were Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski.
5. Adoption of minutes of previous meetings
5a-i. Mr. Grandelski made a motion, seconded by Ms. George, to adopt the minutes of the Special Town Council Meeting of, May 5, 2020, the Regular Town Council Meeting of May 12, 2020, the Public Hearing of May 14, 2020, the Special Town Council Meeting of May 21, 2020, the Special Town Council Meeting of May 27, 2020, the Special Town Council Meeting of June 1, 2020, the Public Hearing of June 9, 2020, the Special Town Council Meeting of June 23, 2020, and the Regular Town Council Meeting of July 14, 2020.
Discussion followed.
Voice Vote: Unanimous. Motion passed.
6. Presentations, proclamations and declarations: None
7. Unfinished Business for Town Meeting Action: None
8. Citizens' Statements and Petitions:
Lois Latraverse, 64 Island Rd, wrote in opposition to the Eversource request for the Town Council to contact the Governor's Chief of Staff and Commissioner of DEEP in support of the gas line pipeline extension permit being reviewed by DEEP. She is also in opposition to the NTE project as a whole and does not believe that the Town Manager and Council should be tied to the current CEBA agreement.
9. Council/Staff Comments:
Mr. Wood asked for clarification on the Eversource request. Town Manager Calorio responded that the request came to the Town Manager's office. She forwarded the request to each Council Member. Mr. Lee asked about Council Members not being able to oppose, only support the

project because they are bound by previous agreements. Town Manager Calorio explained that the current CEBA agreement and the Tax Stabilization Agreement do contain that stipulation.

10. Appointments to Boards and Commissions: None

11. Reports from Liaisons:

11a. Report from the Board of Education Liaison:

None (summer break)

11b. Report from the Borough Liaison:

None (summer break)

12. Discussion and Acceptance of Monthly Budget Reports:

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

Mr. Wood made a motion, seconded by Mr. Lee, 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:

None (summer break)

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

14. Unfinished Business for Town Council Action:

14a. Consideration and action on an ordinance authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds Account

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

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

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

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

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

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

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

Discussion followed.
Voice vote: Unanimous. Motion passed.

15. New Business:

15a. Consideration and action on a resolution appointing Ulla Tiik-Barclay to the Town Council for the unexpired term of the currently vacant seat, said term to expire in December 2021
Ms. George made a motion, seconded by Mr. Wood, to table agenda item 15a.

Voice vote: Unanimous. Motion passed.

15b. Consideration and action on a resolution authorizing the salary adjustments for non-union employees and management staff for fiscal year 2020-2021

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

**RESOLUTION AUTHORIZING SALARY ADJUSTMENTS FOR NON-UNION
EMPLOYEES AND MANAGEMENT STAFF FOR FISCAL YEAR 2020-2021**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to implement a compensation increase of 2.25% for part-time and full-time employees Town employees who are not represented by a collective bargaining unit (not including the Town Manager), and for department heads, effective July 1, 2020.

BE IT FURTHER RESOLVED that the Town Manager is herein authorized to transfer a total amount not to exceed \$44,000 from the contingent account (63-50241) to the Personnel Services and related employee benefits accounts impacted by the herein proposed increases in compensation.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
This 11th day of August 2020

Discussion followed.
Voice vote: Unanimous. Motion passed.
15c. Discussion of Town Manager Evaluation

Mr. Kerttula made a motion, seconded by Mr. Wood to table agenda item 15c.

Voice vote: Unanimous. Motion passed.

16. Council Member Reports and Comments:

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

Mr. Wood reported on the Personnel Committee meeting.

Mr. Kerttula attended the Personnel Subcommittee and reported on the Permanent Building Commission.

Mr. Anderson reported on the Fiscal Subcommittee.

Mr. Lee attended the Personnel Subcommittee meeting.

17. Executive Session:

17a. Personnel Matter - Town Manager Evaluation

Tabled.

17b. Contract Negotiations - Lake Road Generating

Mr. Kerttula made a motion, seconded by Mr. Grandelski, to move to Executive Session with Town Manager Calorio to discuss the contract negotiations with Lake Road Generating.

Voice vote: Unanimous. Motion passed.

Moved to Executive session at 8:37 p.m. and returned at 9:02 p.m.

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:02 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

Office of the Town Manager
Town of Killingly, CT
Diaper Need Awareness Proclamation

Whereas, Diaper Need, the condition of not having a sufficient supply of clean diapers to ensure that infants and toddlers are clean, healthy and dry, can adversely affect the health and welfare of infants, toddlers, and their families; and

Whereas, national surveys report that one in three mothers experience diaper need while their children are less than three years of age and forty-eight percent of family's delay changing a diaper to extend their supply; an infant or toddler require an average of at least 50 diaper changes per week over the three years; and

Whereas, there are no government assistance programs for the purchase or provision of diapers, and a monthly supply of diapers can cost as much as six percent of a full time minimum wage worker's salary, therefore obtaining a sufficient supply of diapers can cause economic hardship to families; a supply of diapers is generally an eligibility requirement for infant and toddlers to participate in childcare programs and quality early education programs; and

Whereas, the people of Killingly recognize that addressing Diaper Needs can lead to economic opportunity for the states low-income families and can lead to improved health for families and their communities; and

Whereas, Killingly is proud to be home to various community organizations that recognize the importance of diapers in helping provide economic stability for families and distribute diapers to families through various channels; now

Therefore, I, Jason Anderson, Chairman of the Killingly Town Council, do hereby proclaim the week
of September 21st through September 27th, 2020 as

Diaper Need Awareness Week

And encourage the citizens of Killingly to donate generously to the IHSP-Diaper Bank of NECT which distribute diapers to families in need to help alleviate diaper need in Killingly and Northeastern Connecticut.

IN TESTIMONY WHEREOF, I have hereto set my hand

And caused to seal of the Town of Killingly to be

affixed on this day 8th of September 2020.

Jason Anderson, Chairman Killingly Town Council

MIXED USE DEVELOPMENT

Works Slots™ – Shared Office Space
Shops - Galleries - Lifestyle Business Offices™
Full Service Restaurant

CONFIDENTIAL

Phoenix on Main

July 22, 2020

A Historical Downtown Killingly, CT Redevelopment Project

PB Parker Benjamin
Real Estate Services, LLC Practical Investment Banking

REB.0788724 | REB.0789260

UPSON MARKET PLACE
29 MILL STREET, UNIONVILLE, CT 06085
(860) 983-0979 (860) 269-7272

NEW YORK, NY 10016
(212) 517-0905

CHARLESTON, SC 29401
(843) 408-0707

BOCA RATON, FL 33432
(561) 228-8585

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239
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PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

PROPERTY

140 MAIN STREET, aka the John Tighe Building, aka the Phoenix Building, is located in the Town of Killingly, CT. The property consists of one building circa 1890 construction with a total 20,800 SF. The Phoenix Building is situated on .26 acres of land and zoned in the Central Business District in the Borough of Danielson. Zoning allows for a multi use building with residential second floor. The Phoenix Building is a key property in the National Historic Downtown Main Street District. The Town of Killingly is a member of the CT Main Street Center and located in the National Heritage Corridor known as the Last Green Valley.

The Phoenix Building is of late 1800 construction in the italianate architectural style consisting of brick masonry walls. The property is presently uninhabitable. HVAC, electrical, and plumbing are inoperable or have been removed. The second floor has experienced water damage and deterioration from years of vacancy. The rear of the property abuts Town owned public parking areas.

The municipality received a \$250,000 Facade Funds Grant which was invested into the front of the building along with repainting the trim, new mahogany doors, and a new roof. The Town of Killingly has also provided a Hazardous Materials Opinion which has found Asbestos and Lead Hazards in the property which need mitigation.

A Sherwin Williams paint store occupied one of the storefronts for over 20 years while the rest has remained vacant. The current owner is the Town of Killingly, CT. The town purchased the property in 2016.





70
0.81 AcC
E
VN OF KILLINGLY
31

68
0.42 Ac
13

67
0.23 Ac
3

66
0.38 AcC
103

65
0.09 AcC
91

146
0.24 AcC
100

147
0.15 AcC
90

PROVIDENCE AND

AcC
1

MECHANIC

87
0.09 AcC
14

78
0.16 AcC
3

137
122

138
8

144
21

79
0.10 AcC
10

80
0.13 AcC
151

135
0.20 Ac
134

139
0.72 AcC
12

82
157

133
150

136
1.76 Ac
128

163
0.06 AcC

CENTRAL STREET

STREET

FURNACE

TOWN OF KILLINGLY
PARKING

Situated : 140 MAIN ST

Map ID: 005219

Class: Town of Killingly

Card: 1 of 1

Printed: November 25, 2019

CURRENT OWNER

KILLINGLY TOWN OF
172 MAIN ST
KILLINGLY CT 06239

GENERAL INFORMATION

Living Units 300
Neighborhood 198-134
Alternate Id 1309/347
Vol / Pg 8
District BORO CENTRAL BUSINESS
Zoning EXEMPT
Class

Property Notes

SHERWIN WILLIAMS
11/17/2015 TOK COUNCIL APPROVED
FUNDS TO PURCHASE BLDG FOR 85,000.

Land Information

Type	Size	Influence Factors	Influence %	Value
Primary	AC 0.2600			30,400

Total Acres: .26
Spot:

Location:

Assessment Information

	Assessed	Appraised	Cost	Income	Market
Land	21,280	30,400	30,400	30,400	0
Building	200,480	286,400	320,500	286,400	0
Total	221,760	316,800	350,900	316,800	0

Manual Override Reason

Value Flag INCOME APPROACH Base Date of Value 10/01/2018
Gross Building: Effective Date of Value 10/01/2019

Entrance Information

Date	ID	Entry Code	Source
12/21/06	DH	Complete	Other

Permit Information

Date Issued	Number	Price	Purpose	% Complete
07/16/19	26955	250,000	23 REPL	Roof Replacement, Remove Old R
08/08/18	26235	196,897	72 CREN	Facade Renovations Per Town Gr
01/24/13	22168	9,000	88 CHET	Nvc Install Natural Gas Heating Sy
12/15/08	19824	3,300	74 CRER	Nvc Loading Dock Repair
10/01/97	12841	10,000	88 CHET	Heat Boiler

Sales/Ownership History

Transfer Date	Price	Type	Validity
10/12/16	Land & Bldg		Sale To Or From Gov't
10/12/16	Land & Bldg		Valid Sale
10/01/93	130,000	Land & Bldg	

Deed Reference	Deed Type	Grantee
1309/347	Warranty Deed	KILLINGLY TOWN OF
1309/345	Quit Claim	TIGHE JOHN P
587/226	Quit Claim	TIGHE JOHN P

Inspection Witnessed By

Situs : 140 MAIN ST

Parcel Id: 005219

Class: Town of Killingly

Card: 1 of 1

Printed: November 25, 2019

Building Information

Year Built/Eff Year 1900 /
Building # 1
Structure Type Downtown Row Typ
Identical Units 1
Total Units 6
Grade C
Covered Parking
Uncovered Parking
DBA

Building Other Features

Line Type	Meas1	Meas2	# Stops	Ident Units	Line Type	+/-	Meas1	Meas2	# Stops	Ident Units
2	Loading Dock, Wood	100	1	1						

Interior/Exterior Information

Line	Level	From - To	Int Fin	Area	Perim	Use Type	Wall Height	Ext Walls	Construction	Partitions	Heating	Cooling	Plumbing	Physical	Functional
1	B1	B1	100	7,900	341	Support Area	8	None	Wood Frame/Joist/B	Normal	None	None	Normal	2	2
2	01	01	100	7,440	301	Multi-Use Retail	12	Brick Venet	Wood Frame/Joist/B	Normal	Hot Air	None	Normal	2	3
3	01	01	100	460	63	Support Area	10	Brick Venet	Wood Frame/Joist/B	Normal	None	None	Normal	2	3
4	02	02	100	5,000	280	Support Area	12	Brick Venet	Wood Frame/Joist/B	Normal	Hot Air	None	Normal	2	1

Interior/Exterior Valuation Detail

Line	Area	Use Type	% Good	% Complete	Use Value/RCNLD
1	7,900	Support Area	35		105,570
2	7,440	Multi-Use Retail	40		158,100
3	460	Support Area	40		11,850
4	5,000	Support Area	20		44,930

Outbuilding Data

Line	Type	Yr Blt	Meas1	Meas2	Qty	Area	Grade	Phy Fun	Value
------	------	--------	-------	-------	-----	------	-------	---------	-------

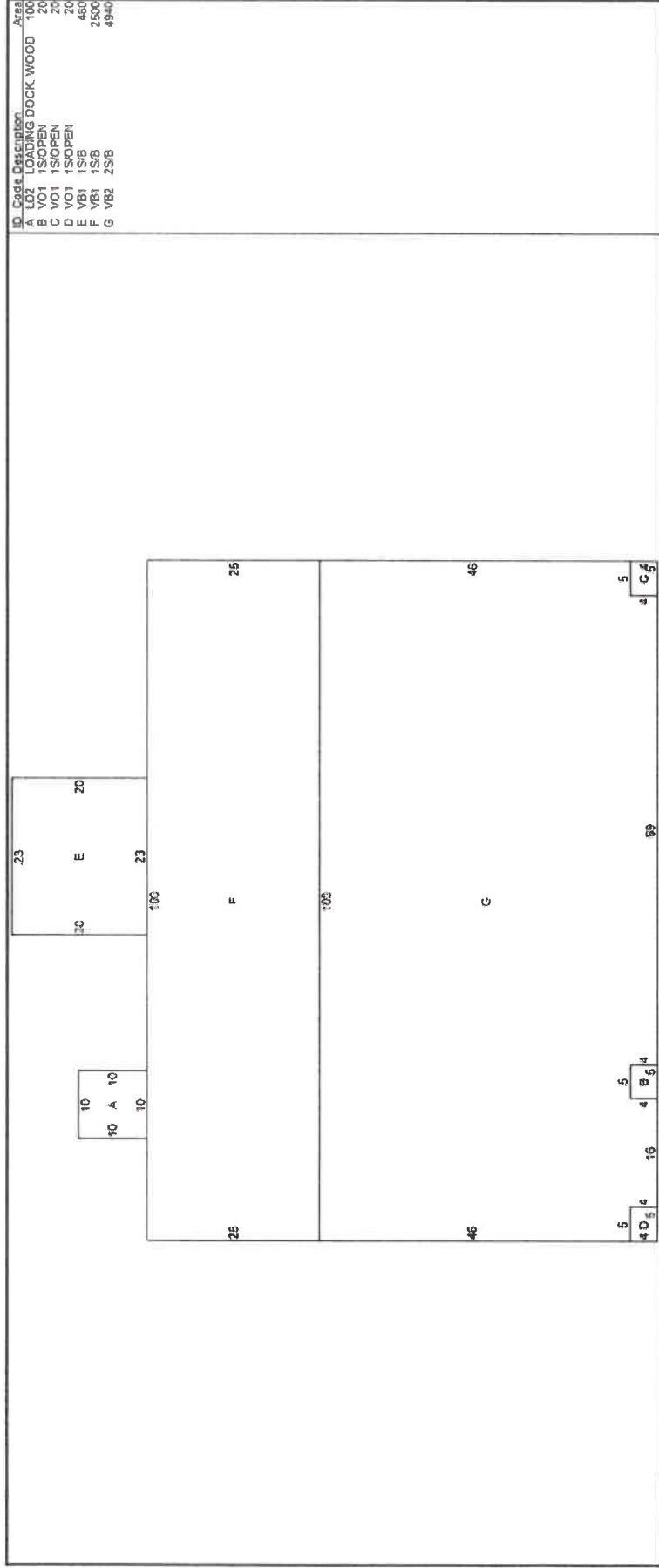
Situs : 140 MAIN ST

Parcel Id: 005219

Class: Town of Killingly

Card: 1 of 1

Printed: November 25, 2019



Additional Property Photos



Situs : 140 MAIN ST

Parcel Id: 005219

Class: Town of Killingly

Card: 1 of 1

Printed: November 25, 2019

Income Detail (Includes all Buildings on Parcel)

Use Mod Grp Type	Inc Model ModDescription	Units	Net Area	Income Rate	Econ Adjust	Potential Gross Income	Vac Model	Vac Adj	Additional Income	Effective Gross Income	Expense Model %	Expense Adj %	Expense Adj	Other Expenses	Total Expenses	Net Operating Income
---------------------	-----------------------------	-------	----------	----------------	----------------	---------------------------	--------------	------------	----------------------	---------------------------	--------------------	------------------	----------------	-------------------	-------------------	----------------------------

00	S	001	Support Or Municipal Prope	0	13,360				0							
23	S	002	Multi Use Sales	0	7,440	62,496	15		0	53,122	35			18,593	18,593	34,529

Apartment Detail - Building 1 of 1

Line	Use Type	Per Bldg	Beds	Baths	Units	Rent	Income
------	----------	----------	------	-------	-------	------	--------

Total Gross Building Area	20,800
Replace, Cost New Less Depr	320,450
Percent Complete	100
Number of Identical Units	1
Economic Condition Factor	
Final Building Value	320,450
Value per SF	15.41

Building Cost Detail - Building 1 of 1

Notes - Building 1 of 1

Total Net Income	34,529
Capitalization Rate	0.109000
Sub total	316,780
Residual Land Value	
Final Income Value	316,780
Total Gross Rent Area	7,440
Total Gross Building Area	20,800

Income Summary (Includes all Buildings on Parcel)

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

TOWN

Town of Killingly, CT



john phelan - wikipedia

Killingly is located in Windham County, Connecticut. The population is estimated to be 17,981 for the 2020 census. The town consists of the borough of Danielson and villages of Attawaugan, Ballouville, Dayville, East Killingly, Rogers, and South Killingly. Located in the Northeast corner of Connecticut, the community's beginning revolved around the borough and mill villages which continue today to be active community centers.

The town is conveniently situated at the intersection of I-395 and CT Route 6. It is 34 miles from TF Green International Airport, 41 miles from the Port of Davisville, RI, and 9.8 miles from Delta Bulk Railroad Transport. Hartford, CT is 57 miles from Killingly and New London, CT is 39 miles. Major Massachusetts cities in close proximity to Killingly are Worcester, MA at 34 miles, Boston, MA at 75 miles.

Killingly's form of government, established by Town Charter, is Town Council/Town Meeting/Town Manager.

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

PROJECT

OBJECTIVE

Acquire the fee simple interest in 140 Main Street from the Town of Killingly, CT and convert the existing structure into Work Slots™ shared office space and Lifestyle Business Offices™, along with 1st floor shops, galleries, experiential retail, and a full service restaurant. Design, permitting, and construction will commence immediately upon transfer of the deed.



TIMETABLE

Design Phase

Upon acquisition of the property, we will commence with the project's design phase. This will entail obtaining an A2/T2 survey of the property to be used in the development of a site plan and architectural & engineering drawings. We expect this phase to take 60 days.

Permitting Phase

Once the plans/drawings are complete they will be submitted to the Planning and Zoning Commission for approval. We expect the town's zoning process to take 60 days.

Concurrent with the town permitting, we will make application with the State Historic Preservation Office for Historical Tax Credits ("HTC"). The HTC process is expected to take 6-9 months.

Construction Phase

Construction is planned in 2 stages. Stage one will be directed at completion of the environmental remediation, exterior finishes, and the 2nd floor conversion of Work Slots™ and Lifestyle Business Offices™. This is expected to take 6-9 months. Stage two is the build-out of the 1st floor shops, galleries, experiential retail, and a full-service restaurant. 1st floor construction will be on a build-to-suit tenant space requirement basis. Stage two may run concurrent with stage one based upon commercial tenant demand.

Numerous jobs will to be created during the design & construction phase of the project. Based upon our previous experiences developing like-kind projects, we expect to provide 30 jobs throughout the construction phase of the project consisting of:

- Architecture
- Engineering
- Electricians^[1]_{SFP}
- Sprinkler
- HVAC
- Flooring
- Glazers- window & doors
- Roofing
- Telecom
- Carpentry
- Plumbers
- Cleanup and cartage

Leasing Phase

Work Slots™ absorption into the marketplace is expected to take 9-12 months, with rents fully stabilized in 2 years. It is anticipated marketing & leasing activities for the commercial spaces will take 1-2 years.

Post Construction and Leasing Phase

Once the construction and leasing phases of the project are completed and the building is fully leased, it is estimated the commercial tenant population will create 51 jobs. Our employment conclusion is based upon historical data of projects with a tenant mix consisting of shops, galleries, and Lifestyle Business Offices™, along with food service, each creating one employee per 242SF.

INVESTMENT

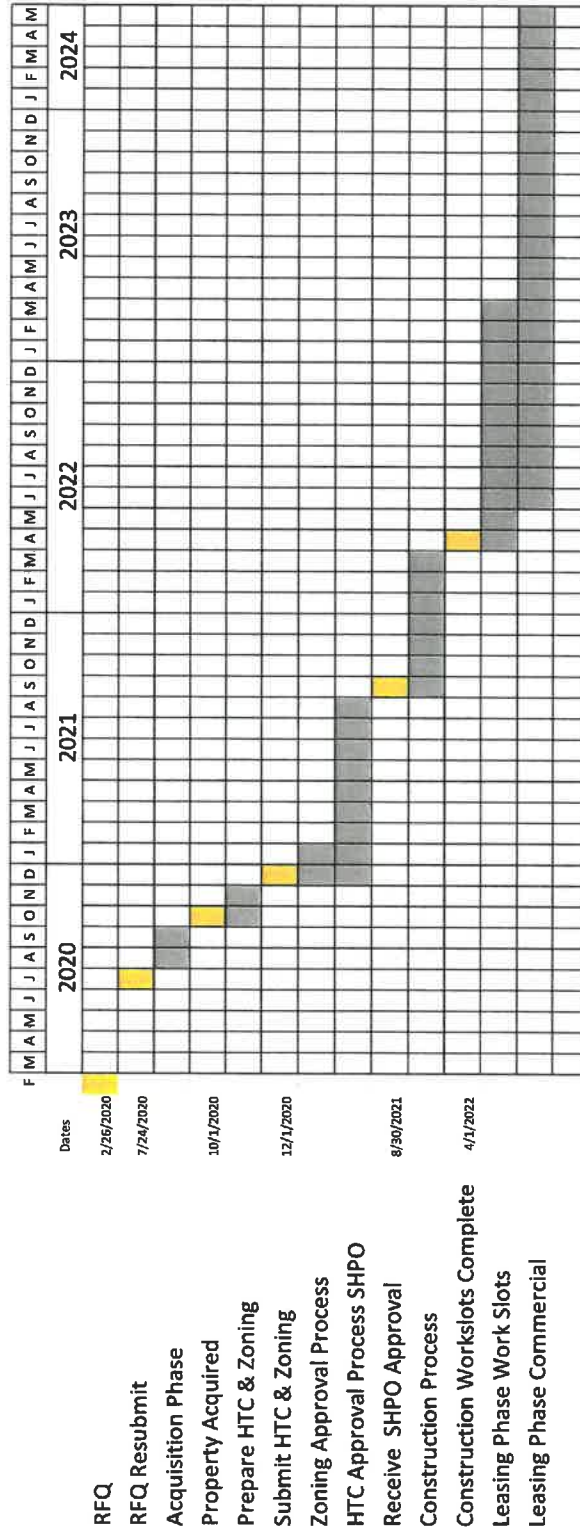
Stage one construction is budgeted at \$843,000. Stage two's budget will be based upon commercial tenant build-out requirements. We anticipate a range between \$200,000-600,000.

PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

TIMELINE

02/26/2020	- RFQ Submittal
10/01/2020	- Acquire Property - Launch Property website - Begin marketing initiatives - Commence Design Phase <ul style="list-style-type: none">- Survey- Site Plan- Architectural and Engineering Drawings
12/01/2020	- Make application to Planning & Zoning Commission for - Submit HRTC Part 1 & 2 to SHPO for HTC
02/01/2021	- Receive zoning approvals
08/31/2021	- Receive SHPO approval
09/01/2021	- Commence construction
04/01/2022	- Work Slots™ available for lease
06/01/2022	- Commercial space available to lease
04/01/2023	- Work Slots™ fully leased
06/01/2024	- Commercial space fully leased
03/01/2025	- Rents fully stabilized

Timeline



**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

ORGANIZATION

PRACTICAL INVESTMENT BANKING

Parker Benjamin, Inc., a privately held investment banking firm, was founded in 1983 to provide financial services for middle market companies with sales of \$3 to \$150 million. The firm's transactional activities include mergers and acquisitions, divestitures, venture capital and the private placement of debt and equity financing. We are also actively engaged in securing funds for commercial and industrial real estate properties. Parker Benjamin's non-transactional assignments include business valuations/appraisals, solvency opinions, fairness opinions, financial advice and expert testimony.

Paul M. Ruby, President

Paul has over 40 years of management consulting, strategic planning, corporate finance and operating management experience. While associated with an international consulting firm, Paul participated in a wide variety of financial planning assignments. As financial director of a Fortune 500 consumer products company, he designed and implemented their first strategic plan, evaluated acquisitions, analyzed new products and managed the finance department. He was head of mergers and acquisitions for a diversified NYSE Corporation and completed a number of acquisitions and divestitures. As president of two divisions, he restored one operation to profitability and expanded the other to a multi-plant operation. Prior to founding Parker Benjamin, he was senior merger and acquisition specialist at an investment banking firm. Currently, Paul actively serves on the Board of Directors of closely held and family businesses. Paul personally participates in every assignment. His analytical and negotiating skills are well documented as well as his ability to provide expert testimony in hostile environments. Paul has an engineering degree from M.I.T. and an M.B.A. from Harvard.

REAL ESTATE SERVICES

Parker Benjamin Real Estate Services is a licensed CT real estate brokerage company, specializing in the repurposing and renovation/ restoration of unique and/or historical properties for our clients and ownership accounts. REB.0789260

Brian L. Lyman, Managing Real Estate Broker – REB.788724

Mr. Lyman joined Parker Benjamin in 2010 as its managing broker of real estate services. Shortly thereafter, he opened Parker Benjamin's Charleston, SC office. The Company's real estate advisory practice focuses on zoning & environmental compliance, design & construction management, and directed Web based marketing initiatives, with a specialty niche in the adaptive reuse and restoration of 19th century historic buildings. The CT Main Street Center awarded Mr. Lyman its 2017 Keystone Award of Excellence for his Upson Market Place restoration project of the c1860 mill buildings

situated on the Farmington River in Downtown Unionville, CT. UCONN's CT Brownfield Initiative has invited Mr. Lyman to speak as a guest lecturer at its environmental engineering school at the Storrs, CT campus.

Mr. Lyman holds Connecticut, New York, North Carolina and Florida real estate broker licenses. He is a United States Coast Guard licensed captain, a FAA licensed pilot holding private pilot, complex, & hi-performance certificates, and has received a Federal Government security clearance TWIC.



*The catalyst that ignites Connecticut's Main Streets
as the cornerstones of thriving communities.*

CT Main Street Center has selected Mr. Lyman to receive the **2017 CT Main Street Keystone Award** for the **Upson Market Place** redevelopment project.

Dimitrios Karouta, Director - Real Estate Development

A Northeastern University Honors Graduate, Dimitri began his career at Xinnovation as a Project Manager with a client base consisting of financial services and real estate investment firms. Mr. Karouta went on to invest in real estate as well as owning and operating restaurants in the Northwest Hills of Connecticut. Mr. Karouta's entrepreneurial contributions include a real estate Investment firm (SK Flip Inc.), restaurant startups (OKT LLC), software startups (TicketBean inc.), and he is on the advisory board to a startup medical testing laboratory (MCR Labs).

CONSTRUCTION & PROPERTY MANAGEMENT

Early Mariner Design & Build, LLC operates as the construction and property management entity of the organization. HIC.0650722

Nate Brunetti – Property & Construction Manager

Nate has been inspired to work construction since his early years in high school. Learning the trade as an apprentice with Matt Reeder and Paul Osgood, GoodReed Construction, West Hartford, CT, Nate studied residential framing, window replacements, roofing, and kitchen and bathroom renovations with master carpenters.

Nate advanced his skills by working with the finest contractors, continuing his knowledge and expertise in residential construction and remodeling, post and beam, custom woodwork, while continually mastering finished carpentry. Nate works diligently, side by side with other tradesmen as a punch list carpenter, while communicating with all parties involved to complete the project at hand; seeing that the client's expectations are met.

Nate has been with Parker Benjamin since June 2018 covering a wide range of responsibilities as their point-man, for its residential and commercial building construction, renovation, and maintenance projects.

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

PROFESSIONALS

PROFESSIONAL SERVICES

The companies are supported by numerous professional service organizations;

Legal -

Scully, Nicksa, Martin & Reeve, LLP
79 Main Street
Unionville CT 06085

Contact:
Robert Reeve

Accounting -

Jean M. Olson, CPA
PO Box 184
East Glastonbury CT 06025

Contact:
Jean M. Olson

Architectural -

PJ Springsteel Architect LLC
150 Starr Street
Mystic, CT 06355

Contact:
Peter Springsteel

Investment Banking -

Parker Benjamin Inc.
1001 Planters Lane
Greensboro, GA 30642

Contact:
Paul M. Ruby

29 Mill Street
Unionville CT 06085

169 Plantation Drive
Titusville, FL 32780

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

SUB-CONTRACTORS

Electrical -

Youman Electrical Services, LLC
298 Berlin Street^[1]
Southington, CT 06489

Contact:
Scott Paradis

Fire Safety/ Sprinkler -

L&L Fire Protection, LLC
101 Jackson Street^[1]
Torrington, CT 06790

Contact:
Mike Livingstone

HVAC -

Integrated Building Solutions, LLC
PO Box 682
Rocky Hill, CT 06067

Contact:
Ryan Crafa

Plumbing -

Integrated Building Solutions, LLC
PO Box 682
Rocky Hill, CT 06067

Contact:
Ryan Crafa

David Robbin Plumbing & Heating
90 Cody Circle
South Windsor, CT 06074

Contact:
David Robbin

Finishes -

P&M Painting Services
19 Alderwood Drive^[1]
West Hartford, CT 06117

Contact:
Adam Najdzien

Sun Project Floors
362 Burrit Street
New Britain, CT 06052

Contact:
Marcin Krawiec

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

REFERENCES

Kathleen Eagen
Farmington Town Manager
1 Monteith Drive
Farmington, CT 06032

Rose Ponte
Farmington Economic Development Director
1 Monteith Drive
Farmington, CT 06032

Renee Tribert
Project Manager
CT Trust for Historic Preservation
940 Whitney Avenue
Hamden, CT 06517

Robert Geiger
Winsted Town Manager
338 Main Street
Winsted, CT 06098

Dennis Dressel
Winsted EDC Chairman
338 Main Street
Winsted, CT 06098

Patrick McMahon
Chief Executive Officer
CT Main Street Center
PO Box 270
Hartford, CT 06141

Tom Bombria
Project Coordinator
Community & Economic Development City of New London
181 State Street
New London, CT 06320

PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

CREDITS

Our background and experience extends beyond the restoration of historic mill buildings. Parker Benjamin and its construction & property management affiliate also specializes in construction and property management in remote and exotic locations. Past projects include;

- | | |
|----------------------------------|------------------------------------|
| • Upson Market Place, c1860 * | Unionville, CT |
| • Upson Apartments, c1860 | Unionville, CT |
| • Hamptons Summer Home | Shelter Island, NY |
| • Ephraim Ely House, c1814 | Scantic, CT |
| • Deepwater Dock Home | Lighthouse Point, FL |
| • Landry Estate, c1926 | West Hartford, CT |
| • Hale Factory c1870 | East Arlington, VT |
| • Mountain Top Home | Avon, CT |
| • Lakefront Home | Lake George, NY ^[SEP] |
| • Ski Chalet | Killington, VT ^[SEP] |
| • Mountain Top Home | West Hartford, CT ^[SEP] |
| • Private Island Residences | Deep Water Cay, Bahamas |
| • Railroad Depot Factory, c1936 | South Windsor, CT |
| • Manhattan Apartment | NYC, NY |
| • Cliff Top Home | Deadmans Cay, Bahamas |
| • Pope Factory, c1890 | Hartford, CT |
| • Lakefront Home | Sanford, ME ^[SEP] |
| • Summer Home | Block Island, RI |
| • Partridge Hollow Estate | Farmington, CT |
| • Niantic Bay Cottage | Mago Point, CT |
| • Caribbean Residential Compound | Culebra |

CT Main Street Center selected Mr. Lyman and Parker Benjamin Real Estate Services to receive the **2017 CT Main Street Keystone Award** for the **Upson Market Place** redevelopment project.



The catalyst that ignites Connecticut's Main Streets
as the cornerstones of thriving communities.

UPSON MARKET PLACE

29 Mill Street, Unionville, CT 06085



Art
Gallery
at Mill

Kd
KELLI DEASE PHOTOGRAPHY
MODERN CHILDREN'S PORTRAITS

Josephine's
CLASSIC TAILOR & BOUTIQUE

 culteavo

 Y-RISK

 RIMCO

SCENE
art bar

 ALLSTAR
SOCIETY • FITNESS • ENJOYANCE

 THE DOCTORS COMPANY

 MVP
SYSTEMS SOFTWARE

PB

Parker Benjamin

Practical Investment Banking

Real Estate Services

Parker Benjamin is pleased to announce Upson Market Place is fully leased.

PB initiated this development project and acted as construction manager, broker, and financial advisor to the property's investors.

www.ParkerBenjamin.com

**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

BEFORE- 29 MILL STREET UNIONVILLE, CT 06085



AFTER- UPSON MARKET PLACE



PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

UPSON MARKET PLACE – INTERIOR PICS



UPSON MARKET PLACE – INTERIOR PICS



**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

BEFORE- 35 MILL STREET UNIONVILLE, CT 06085



AFTER- UPSON TOWNHOUSES



**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

BEFORE- 32 LAKE STREET, WINSTED, CT 06098



AFTER- WINSTED EDGE WORKS



**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

BEFORE- 1940-1954 PARK STREET, HARTFORD, CT 06106



AFTER- PARKVILLE PLAZA



**PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239**

BEFORE- 408 NEW BRITAIN AVENUE, HARTFORD, CT 06106



AFTER- HILLSIDE PLAZA



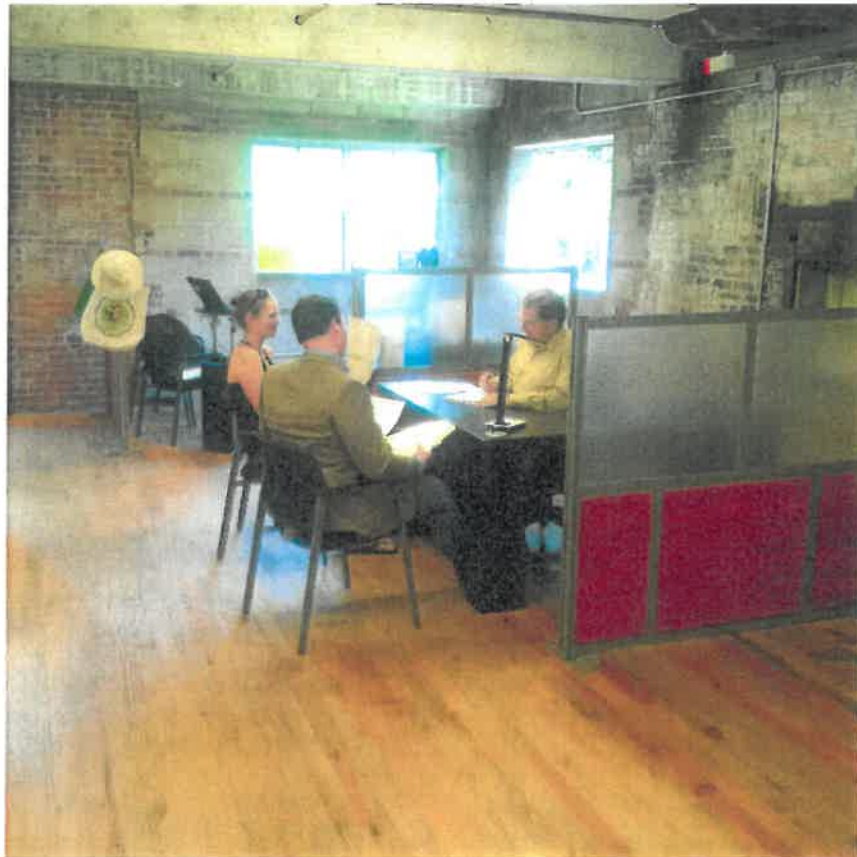
PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

Work Slots™



PHOENIX ON MAIN
140 Main Street, Killingly, CT 06239

Work Slots™

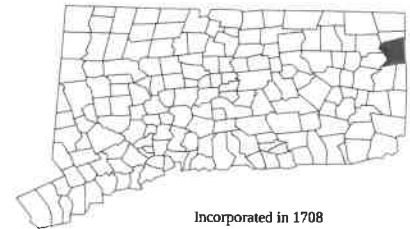


Killingly, Connecticut

CERC Town Profile 2019 Produced by Connecticut Data Collaborative

Town Hall
172 Main Street
Killingly, CT 06239
(860) 779-5334

Belongs To
Windham County
LMA Danielson - Northeast
Northeastern Planning Area



Incorporated in 1708

Demographics

Population

	<i>Town</i>	<i>County</i>	<i>State</i>
2000	16,472	109,091	3,405,565
2010	17,370	118,428	3,574,097
2013-2017	17,160	116,674	3,594,478
2020	17,981	126,432	3,604,591
'17 - '20 Growth / Yr	1.5%	2.6%	0.1%

	<i>Town</i>	<i>County</i>	<i>State</i>
Land Area (sq. miles)	48	513	4,842
Pop./Sq. Mile (2013-2017)	355	227	742
Median Age (2013-2017)	41	41	41
Households (2013-2017)	7,066	44,529	1,361,755
Med. HH Inc. (2013-2017)	\$54,868	\$62,553	\$73,781

	<i>Town</i>	<i>State</i>
Veterans (2013-2017)	1,238	180,111

Age Distribution (2013-2017)

	<i>0-4</i>	<i>5-14</i>	<i>15-24</i>	<i>25-44</i>	<i>45-64</i>	<i>65+</i>	<i>Total</i>
Town	1,094 6%	1,820 11%	1,852 11%	4,447 26%	5,383 31%	2,564 15%	17,160 100%
County	5,832 5%	13,454 12%	16,632 14%	28,476 24%	34,503 30%	17,777 15%	116,674 100%
State	186,188 5%	432,367 12%	495,626 14%	872,640 24%	1,031,900 29%	575,757 16%	3,594,478 100%

Race/Ethnicity (2013-2017)

	<i>Town</i>	<i>County</i>	<i>State</i>
White Non-Hisp	15,195	97,434	2,446,049
Black Non-Hisp	308	2,110	350,820
Asian Non-Hisp	261	1,519	154,910
Native American Non-Hisp	0	26	5,201
Other/Multi-Race Non-Hisp	605	2,623	84,917
Hispanic or Latino	791	12,946	551,916

Poverty Rate (2013-2017)

<i>Town</i>	<i>County</i>	<i>State</i>
11.2%	11.1%	10.1%

Educational Attainment (2013-2017)

	<i>Town</i>	<i>County</i>	<i>State</i>
High School Graduate	4,040 33%	673,582 27%	
Associates Degree	1,363 11%	188,481 8%	
Bachelors or Higher	2,772 22%	953,199 38%	

Economics

Business Profile (2018)

<i>Sector</i>	<i>Units</i>	<i>Employment</i>
Total - All Industries	530	9,025
23 - Construction	44	148
31-33 - Manufacturing	32	2,221
44-45 - Retail Trade	70	1,140
48-49 - Transportation and Warehousing	12	1,050
62 - Health Care and Social Assistance	55	1,247
Total Government	28	1,185

Top Five Grand List (2018)

	<i>Amount</i>
Lake Road Generating	\$123,076,373
Conn Light & Power	\$56,040,450
Dayville Property Development	\$34,585,810
Frito Lay	\$26,603,458
United Natural Foods	\$18,981,210
Net Grand List (SFY 2016-2017)	\$1,136,583,970

Major Employers (2014)

Frito Lay, Inc.	Staples Distribution
Rite Aid Distribution	United Natural Foods, Inc.
Spirol International Corporation	

Education

2018-2019 School Year

	<i>Grades</i>	<i>Enrollment</i>
Killingly School District	PK-12	2501

Smarter Balanced Test Percent Above Goal (2017-2018)

	<i>Grade 3</i>	<i>Grade 4</i>	<i>Grade 8</i>
	<i>Town</i> <i>State</i>	<i>Town</i> <i>State</i>	<i>Town</i> <i>State</i>
Math	58.2% 53.8%	46.7% 51.3%	23.6% 43.0%
ELA	53.8% 53.1%	43.8% 54.9%	57.0% 56.1%

Pre-K Enrollment (PSIS)

	<i>2018-2019</i>
Killingly School District	149

Rate of Chronic Absenteeism (2017-2018)

	<i>All</i>
Connecticut	10.7%
Killingly School District	13.6%

4-Year Cohort Graduation Rate (2017-2018)

	<i>All</i>	<i>Female</i>	<i>Male</i>
Connecticut	88.3%	91.8%	85.1%
Killingly School District	85.5%	91.5%	78.7%

Public vs Private Enrollment (2013-2017)

	<i>Town</i>	<i>County</i>	<i>State</i>
Public	89.7%	92.0%	86.8%
Private	10.3%	8.0%	13.2%

Killingly, Connecticut

CERC Town Profile 2019



Connecticut
Economic
Resource Center

Government

Government Form: Council - Manager

Total Revenue (2017)	\$60,884,366	Total Expenditures (2017)	\$58,173,946	Annual Debt Service (2017)	\$3,184,777
Tax Revenue	\$34,043,520	Education	\$44,788,575	As % of Expenditures	5.5%
Non-tax Revenue	\$26,840,846	Other	\$13,385,371	Eq. Net Grand List (2017)	\$1,772,252,233
Intergovernmental	\$22,586,845	Total Indebtedness (2017)	\$31,692,505	Per Capita	\$103,206
Per Capita Tax (2017)	\$1,966	As % of Expenditures	54.5%	As % of State Average	68.4%
As % of State Average	67.1%	Per Capita	\$1,846	Moody's Bond Rating (2017)	Aa3
		As % of State Average	73.4%	Actual Mill Rate (2017)	27.31
				Equalized Mill Rate (2017)	19.05
				% of Net Grand List Com/Ind (2017)	18.9%

Housing/Real Estate

Housing Stock (2013-2017)

	Town	County	State
Total Units	8,080	49,577	1,507,711
% Single Unit (2013-2017)	59.8%	66.2%	59.2%
New Permits Auth (2017)	30	134	4,547
As % Existing Units	0.4%	0.3%	0.3%
Demolitions (2017)	2	26	1,403
Home Sales (2017)	217	947	21,880
Median Price	\$184,000	\$196,800	\$270,100
Built Pre-1950 share	29.5%	31.6%	29.3%
Owner Occupied Dwellings	4,721	31,142	906,798
As % Total Dwellings	66.8%	69.9%	66.6%
Subsidized Housing (2018)	834	5,827	167,879

Distribution of House Sales (2017)

	Town	County	State
Less than \$100,000	24	80	536
\$100,000-\$199,999	90	376	5,237
\$200,000-\$299,999	80	339	6,681
\$300,000-\$399,999	18	110	3,863
\$400,000 or More	5	42	5,563

Rental (2013-2017)

	Town	County	State
Median Rent	\$918	\$869	\$1,123
Cost-burdened Renters	59.8%	52.2%	52.3%

Labor Force

	Town	County	State
Residents Employed	9,176	60,560	1,827,070
Residents Unemployed	446	2,866	78,242
Unemployment Rate	4.6%	4.5%	4.1%
Self-Employed Rate	7.9%	8.1%	10.0%
Total Employers	530	2,988	122,067
Total Employed	9,025	38,584	1,673,867

Connecticut Commuters (2015)

Commuters Into Town From:		Town Residents Commuting To:	
Killingly, CT	2,063	Killingly, CT	2,063
Plainfield, CT	732	Putnam, CT	834
Putnam, CT	625	Plainfield, CT	477
Brooklyn, CT	587	Brooklyn, CT	244
Thompson, CT	358	Norwich, CT	239
Woodstock, CT	273	Hartford, CT	206
Pomfret, CT	218	Windham, CT	196

Quality of Life

Crime Rates (per 100,000 residents) (2017)

	Town	State
Property	652	1,777
Violent	110	228

Disengaged Youth (2013-2017)

	Town	State
Female	0.0%	4.2%
Male	13.5%	5.6%

	Town
Library circulation per capita	7.02

Distance to Major Cities

	Miles
Providence	23
Hartford	43
Boston	55
New York City	136
Montreal	271

Residential Utilities

Electric Provider

Eversource Energy
(800) 286-2000

Gas Provider

Eversource Energy
(800) 989-0900

Water Provider

Connecticut Water Company
(800) 286-5700

Cable Provider

Atlantic Broadband
(844) 574-8435

Agenda Item #10

Interviewed Candidates for Boards and Commission

Reappointments:

Amelia Kellner is seeking reappointment to the Agriculture Commission as a Regular Member which is a 3 Yr. Term. The term would run 11/2019 thru 10/2022.

Ms. Kellner has been a member of the Agriculture Commission since 2019. Ms. Kellner's attendance has been steady over the course of her occupancy.

Appointments:

The following candidates are scheduled to be interviewed at 7:00 p.m. for positions on the **Board of Recreation and Housing Authority**.

Board of Recreation

There is currently 1 Regular vacancy and 1 Alternate vacancy.

The Regular term would run 1/2020 thru 12/2021.

The Alternate term would run 3/2020 thru 2/2022.

Michael LeHoux, 90 Laurel Drive, Dayville, CT

Mr. LeHoux is interested in being appointed as a Regular Member of the Board of Recreation.

Housing Authority

There is currently 1 Regular vacancy available.

The Regular term would run 1/2020 thru 12/2024

Patricia Daly-Beyl 306 Snake Meadow Rd, Killingly CT

Ms. Daly-Beyl is interested in being appointed as a Regular Member of the Housing Authority.



TOWN OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

Finance Department Budget Review

August 31, 2020

To: Mary Calorio, Town Manager

August 2020 Revenues

For the first month of the Town's fiscal year 2020-2021 collections appear to be within expectations at 36.64% of the overall budget for general town revenue. In the prior year, August 2019 revenue collections represented 34.39%. Property tax revenues, building permits and planning and zoning permits have all had favorable increases in collections as compared to this same time period in the prior year.

August 2020 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 14.48% for the month of August 2020 and compared to 12.74% in the prior year (August 2019). During the first quarter of the new fiscal year, many subscriptions and services with annual renewal become due and payable and several other services are subject to a payment schedule which results in the payment of the first of four quarterly installments. Those expenditure line items with significant month to date utilization, but remain within budgeted expectations, are as follows:

Current Month Discussion:

1. Town Hall Building – Contractual Services

Year to date costs include the annual inspection, repair and maintenance for the Town Hall Elevator performed in late July every year.

2. Registration/Elections - Contractual Services

July 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.

Prior Month Discussion:

1. Town Council - Contractual Services

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

August 2020 Expenditures (Continued)

Prior Month Discussion (Continued):

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.

3. Highway Maintenance- Materials and supplies

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

4. Animal Control – Contractual Services

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

5. 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.

6. Employee Benefits

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

7. Insurance

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

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through August 2020

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	August	Percent
TAXES			
Current Property Taxes	35,545,708	14,642,393	41.19%
Back Taxes	600,000	139,803	23.30%
Penalty Fees	8,000	1,351	16.89%
Tax Interest	290,000	34,985	12.06%
Supplemental Motor Vehicle	375,000	-	0.00%
Remediation Financing	(150,595)	-	0.00%
TOTAL	\$36,668,113	14,818,533	40.41%
LICENSES & PERMITS			
Building Permits	200,000	55,614	27.81%
P&Z Permits	12,000	3,185	26.54%
Other Permits	7,000	1,550	22.14%
Airplane Tax	2,050	-	0.00%
TOTAL	\$221,050	\$60,349	27.30%
FINES & FEES			
Library Fines & Fees	14,500	644	4.44%
Alarm Reg Fees and Fines	4,000	425	10.63%
Animal Control Fines & Fees	500	1,040	208.00%
TOTAL	\$19,000	\$2,109	11.10%
USE OF MONEY & PROPERTY			
Interest Income	150,000	5,775	3.85%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Communication Tower Lease	101,000	15,889	15.73%
TOTAL	\$251,090	\$21,663	8.63%
STATE GRANTS IN LIEU OF TAXES			
State-Owned Property	149,332	-	0.00%
Disability Exemption	4,000	-	0.00%
Distressed Municipalities-Manufacturing Exemption	9,500	-	100.00%
Municipal Stabilization Grant (New)	268,063	-	0.00%
	\$430,895	\$0	0.00%
OTHER STATE GRANTS			
Pequot/Mohegan Fund Grant	102,239	-	0.00%
Municipal Grants - In - Aid	976,064	-	0.00%
Adult Education	94,181	67,087	71.23%
TOTAL	\$1,172,484	\$67,087	5.72%

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through August 2020

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	August	Percent
CHARGES OF SERVICE			
Community Development	70,000	-	0.00%
Town Clerk	160,000	22,429	14.02%
Conveyance Tax	200,000	31,854	15.93%
Elderly Housing - Sewer PILOT	27,626	-	0.00%
Recreation	130,000	2,882	2.22%
District Collections	12,775	-	0.00%
TOTAL	600,401	57,166	9.52%
OTHER REVENUES			
Miscellaneous	85,000	24,665	29.02%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	1,222,082	-	0.00%
PILOT - Telecommunications	50,000	-	0.00%
Law Enforcement - SRO Reimbursement	97,458	-	0.00%
School Capital Contribution	250,668	-	0.00%
TOTAL	1,720,208	24,665	1.43%
GENERAL TOWN REVENUE	\$41,083,241	\$15,051,572	36.64%
SCHOOL			
Educational Cost Sharing	15,245,633	-	0.00%
Vocational Agriculture	669,443	163,965	24.49%
Non-Public School - Health	22,871	-	100.00%
Tuition:			
Regular	1,516,536	-	0.00%
Special Ed-Voluntary	250,000	-	0.00%
Vocational-Agriculture	757,353	-	0.00%
TOTAL	\$18,461,836	163,965	0.89%
Fund Balance	600,000	-	0.00%
TOTAL REVENUES	60,145,077	15,215,537	25.30%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through August 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	August	Percent
<u>GENERAL GOVERNMENT</u>				
Town Council				
Contractual Services	34,300	-	6,103	17.79%
Materials and Supplies	1,000	-	-	0.00%
Total	\$35,300	\$0	\$6,103	17.29%
Town Manager				
Personnel Services	233,760	-	32,909	14.08%
Contractual Services	25,350	-	3,850	15.19%
Materials and Supplies	3,500	-	2	0.07%
Total	\$262,610	\$0	\$36,762	14.00%
Legal Services				
Contractual Services	99,200	-	2,179	2.20%
Total	\$99,200	\$0	\$2,179	2.20%
Town Clerk				
Personnel Services	159,485	-	26,488	16.61%
Contractual Services	30,600	-	2,449	8.00%
Materials and Supplies	1,800	-	361	20.05%
Total	\$191,885	\$0	\$29,298	15.27%
Finance				
Personnel Services	237,960	-	39,568	16.63%
Contractual Services	53,450	-	778	1.46%
Materials and Supplies	1,700	-	50	2.97%
Total	\$293,110	\$0	\$40,397	13.78%
Assessor				
Personnel Services	174,980	-	15,658	8.95%
Contractual Services	6,560	-	783	11.93%
Materials and Supplies	1,500	-	10	0.68%
Total	\$183,040	\$0	\$16,451	8.99%
Revenue Collection				
Personnel Services	189,790	-	32,040	16.88%
Contractual Services	36,270	-	1,453	4.01%
Materials and Supplies	2,300	-	306	13.29%
Total	\$228,360	\$0	\$33,798	14.80%
Registration/Elections				
Personnel Services	56,426	-	8,943	15.85%
Contractual Services	17,400	-	6,511	37.42%
Materials and Supplies	500	-	5	0.96%
Total	\$74,326	\$0	\$15,459	20.80%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through August 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	August	Percent
Town Comm. & Service Agencies				
Contractual Services	80,793	-	5,233	6.48%
Total	\$80,793	\$0	\$5,233	6.48%
Planning and Development				
Personnel Services	248,670	-	40,852	16.43%
Contractual Services	7,670	-	436	5.68%
Materials and Supplies	1,200	-	20	1.67%
Total	\$257,540	\$0	\$41,307	16.04%
Information Technology				
Contractual Services	213,000	-	32,175	15.11%
Total	\$213,000	\$0	\$32,175	15.11%
Town Hall Building				
Personnel Services	16,380	-	2,779	16.97%
Contractual Services	63,880	-	10,996	17.21%
Materials and Supplies	2,900	-	143	4.92%
Capital Outlay	14,206	-	-	0.00%
Total	\$97,366	\$0	\$13,918	14.29%
Economic Development				
Personnel Services	126,900	-	20,701	16.31%
Contractual Services	8,000	-	133	1.66%
Materials and Supplies	500	-	37	7.36%
Total	\$135,400	\$0	\$20,871	15.41%
Highway Division Supervision				
Personnel Services	198,950	-	31,796	15.98%
Contractual Services	9,070	-	323	3.57%
Materials and Supplies	750	-	97	12.96%
Capital Outlay	7,666	-	-	0.00%
Total	\$216,436	\$0	\$32,217	14.89%
Engineering				
Personnel Services	346,925	-	50,423	14.53%
Contractual Services	14,350	-	538	3.75%
Materials and Supplies	8,600	-	837	9.73%
Capital Outlay	11,074	-	-	0.00%
Total	\$380,949	\$0	\$51,798	13.60%
Central Garage				
Personnel Services	234,450	-	38,677	16.50%
Contractual Services	129,800	-	7,731	5.96%
Materials and Supplies	288,700	-	22,993	7.96%
Capital Outlay	6,067	-	-	0.00%
Total	\$659,017	\$0	\$69,401	10.53%
Highway Maintenance				
Personnel Services	853,895	-	122,067	14.30%
Contractual Services	58,000	-	3,879	6.69%
Materials and Supplies	325,833	-	205,246	62.99%
Capital Outlay	374,451	-	-	0.00%
Total	\$1,612,179	\$0	\$331,192	20.54%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through August 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	August	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	-	0.00%
Contractual Services	9,000	-	-	0.00%
Materials and Supplies	247,400	-	-	0.00%
Total	\$371,400	\$0	\$0	0.00%
Recreation Admin. & Program				
Personnel Services	388,992	-	72,894	18.74%
Contractual Services	56,950	-	2,906	5.10%
Materials and Supplies	19,000	-	138	0.73%
Capital Outlay	3,053	-	-	0.00%
Total	\$467,995	\$0	\$75,938	16.23%
Parks and Grounds				
Personnel Services	158,330	-	26,422	16.69%
Contractual Services	54,225	-	11,570	21.34%
Materials and Supplies	45,200	-	3,068	6.79%
Capital Outlay	18,613	-	-	0.00%
Total	\$276,368	\$0	\$41,061	14.86%
Public Library				
Personnel Services	409,557	-	66,693	16.28%
Contractual Services	135,860	-	11,381	8.38%
Materials and Supplies	14,500	-	429	2.96%
Capital Outlay	3,901	-	-	0.00%
Total	\$563,818	\$0	\$78,503	13.92%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	2,686	15.35%
Contractual Services	129,800	-	5,358	4.13%
Materials and Supplies	8,500	-	935	11.00%
Total	\$155,800	\$0	\$8,979	5.76%
Other Town Buildings				
Contractual Services	13,535	-	1,578	11.66%
Materials and Supplies	1,000	-	-	0.00%
Total	\$14,535	\$0	\$1,578	10.86%
Building Safety & Inspections				
Personnel Services	295,175	-	50,187	17.00%
Contractual Services	7,050	-	161	2.29%
Materials and Supplies	1,950	-	33	1.71%
Capital Outlay	26,371	-	-	0.00%
Total	\$330,546	\$0	50,381	15.24%
Animal Control				
Contractual Services	54,454	-	13,614	25.00%
Materials and Supplies	60	-	-	0.00%
Total	\$54,514	\$0	13,614	24.97%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through August 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	August	Percent
Law Enforcement				
Personnel Services	524,875	-	51,688	9.85%
Contractual Services	507,968	-	5,857	1.15%
Materials and Supplies	27,900	-	1,654	5.93%
Capital Outlay	44,744	-	-	0.00%
Total	\$1,105,487	\$0	\$59,199	5.36%
Community Development				
Personnel Services	140,430	-	23,385	16.65%
Contractual Services	11,550	-	150	1.30%
Materials and Supplies	650	-	4	0.59%
Total	\$152,630	\$0	\$23,539	15.42%
Human Service Subsidies				
Contractual Services	553,369	-	88,347	15.97%
Total	\$553,369	\$0	\$88,347	15.97%
Employee Benefits				
Contractual Services	1,571,630	-	307,402	19.56%
Total	\$1,571,630	\$0	\$307,402	19.56%
Insurance				
Contractual Services	675,000	-	164,491	24.37%
Total	\$675,000	\$0	\$164,491	24.37%
Special Reserves & Programs				
Contractual Services	377,000	-	1,827	0.48%
Total	\$377,000	\$0	\$1,827	0.48%
General Town Operating Expenditures	\$11,694,103	\$0	\$1,693,419	14.48%
Debt Service				
Total	3,739,682	-	14,938	0.40%
	\$3,739,682	\$0	\$14,938	0.40%
Solid Waste Disposal Fund Subsidy				
	234,801	-	-	0.00%
	234,801	\$0	\$0	0.00%
Due To CNR Education				
	329,217	-	-	0.00%
	329,217	\$0	\$0	0.00%
TOTAL OPERATIONS & DEBT SERVICE	\$15,997,803	\$0	\$1,708,357	10.68%
General Fund - Education				
	44,147,274	-	1,775,371	4.02%
	44,147,274	\$0	\$1,775,371	4.02%
Total Expenditures	\$60,145,077	\$0	\$3,483,727	5.79%

Town of Killingly
Town Manager's Report
September 8, 2020

1. Update – COVID-19

Governor Lamont's Update from September 1st at 4pm. For comparison, I've also included the data from last month's report of August 4th at 2:30pm. A county-by-county breakdown includes:

Sept. 1 st at 4pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	18,204	735	1,101	314	13
Hartford County	12,870	659	1,104	321	15
Litchfield County	1,640	73	118	20	1
Middlesex County	1,402	64	154	38	5
New Haven County	13,266	445	959	150	17
New London County	1,519	68	80	27	4
Tolland County	1,080	67	51	14	0
Windham County	797	10	14	1	1
<i>Pending address validation</i>	105	2	0	0	0
Total	50,883	2,123	3,581	885	56

August 4 th at 2:30pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	17,223	653	1,096	312	15
Hartford County	12,071	640	1,092	320	14
Litchfield County	1,537	63	117	21	1
Middlesex County	1,330	61	153	38	4
New Haven County	12,692	408	954	150	23
New London County	1,358	63	77	26	2
Tolland County	992	61	52	14	0
Windham County	707	9	14	1	1
<i>Pending address validation</i>	232	10	0	0	0
Total	48,142	1,968	3,555	882	60

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
Cases in Killingly		
August 31, 2020	49	0
August 20, 2020	46	0
June 1, 2020	29	0
May 17, 2020	24	0
April 7, 2020	6	0

Executive Order 7NNN (attached) modified the requirements for the wearing of cloth face coverings/masks in public places. The Order states, in part, "Effective immediately, any person in a public place in Connecticut, whether indoors or outdoors, who does not maintain a safe social distance of approximately six feet from every other person shall cover their mouth and nose with a mask or cloth face-covering." The Town will maintain our current signage and practice at all buildings. We have not had a significant issue with people not respecting social distancing protocol. Most patrons/residents have been utilizing face coverings.

New guidance has been issued by the partnership Reopening Archives, Libraries and Museums (REALM) regarding the recommended quarantine period for library materials. Formerly the recommendation was a 72-hour quarantine. The new recommendation is a minimum of 5 days for quarantine of materials. The Library has instituted this change. All returned materials will be quarantined for a one-week period.

On September 1st the Governor renewed the public health and civil preparedness emergencies for the State. Extending the expiration of the Executive Orders to February 9, 2021. Attached is a copy of the declaration.

2. Storm Isaias Response

The Town has performed a full inventory of all our traffic control signs/cones utilized during the storm response. Overall, the Town did sustain loss or damage of traffic control signs/cones that have an approximate value of \$850. Also, I submitted the attached statement to PURA for consideration in the investigation of Eversource's preparation and response to the storm.

3. Personnel

We continue to advertise for the open Assessor position. State-wide there have been many openings for this position and most municipalities are competing for the same candidates. There is a shortage of qualified candidates in this field currently. I will be re-advertising this position to the New England area. We may need to explore a consulting agreement for an interim period of time.

4. Owen Bell Park – Playscape area project

The project has been completed! The final area of turf around the handicap accessible swing area was installed on August 31st. The playground area looks great. We've received many compliments. We are working with our insurance consultant to develop appropriate signage for the area.

5. Household Hazardous Waste Day

The Household Hazardous Waste Day was held on July 25th. It was a very successful event. Approximately 450 residences utilized the opportunity to dispose of hazardous waste. Overall, there were two full 30 yard roll off containers and two full 53-foot trailers filled with material. We have received many compliments about how smooth and organized the event was managed. Thank you to Dave Capacchione, Town Engineer and staff for coordinating this event!

The final totals are in! We had a total of 418 vehicles come through the lines. More than half of the participants heard about the event through the Shoppers Guide/Turnpike Buyer and about a quarter of them hear about it through social media sites. Half of the participants indicated this was their first time participating in a Household Hazardous Waste event. The total cost for the setup, processing and disposal is just under \$18,000. This was budgeted for in the Solid Waste Disposal Fund budget.

6. Meetings Attended

Sustainable CT Board of Directors Meeting
Northeast Council of Government Regular Meeting
Region 4 Law Enforcement Working Group Regular Meeting
Permanent Building Commission Regular Meeting

STATE OF CONNECTICUT

BY HER EXCELLENCY

SUSAN BYSIEWICZ

EXECUTIVE ORDER NO. 7NNN

**PROTECTION OF PUBLIC HEALTH AND SAFETY DURING COVID-19 PANDEMIC --
MASKS AND FACE COVERINGS**

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

WHEREAS, pursuant to such declaration, Governor Lamont has issued sixty-five (65) executive orders to suspend or modify statutes and to take other actions necessary to protect public health and safety and to mitigate the effects of the COVID-19 pandemic; and

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

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

WHEREAS, 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 cancellation of gatherings of ten people or more and social distancing in smaller gatherings; 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

WHEREAS, in recognition of the effectiveness of usings masks or face coverings in preventing the transmission of COVID-19, Executive Order No. 7BB, Section 2 required the use of a mask or face covering by anyone in a public place who does not maintain a safe distance of six feet from other people, but did not require documentation of any kind if a person claimed a medical condition prevented them from wearing a mask or face covering; and

WHEREAS, the residents of Connecticut have been shown perseverance and diligence in using protective measures such as face coverings, distancing, and adherence to size limits on social and recreational gatherings; and

WHEREAS, despite Connecticut's resulting success in reducing and limiting the prevalence of COVID-19 infections, state and local public health officials, as well as other municipal officials, have reported incidents of non-compliance with mask requirements and disregard of restrictions imposed on social and recreational gatherings; and

WHEREAS, public health officials have reported that a number of COVID-19 infection clusters, which pose the risk of leading to widespread community transmission of the disease, have occurred as the result of attendance of people at parties in excess of the social gathering limits or in violation of requirements to wear face coverings or masks; and

WHEREAS, public health and municipal officials have reported that some people who refuse to wear a mask have done so have falsely claimed a medical reason for doing so, and that some organizations philosophically opposed to these scientifically proven health public health protections have urged their members or those attending protests to claim a medical exemption because Executive Order No. 7BB does not require documentation; and

WHEREAS, upon a proclamation that a public health or civil preparedness emergency exists, Section 28-9(b) of the Connecticut General Statutes authorizes the modification or suspension in whole or in part by executive order of any statute or regulation or requirement or part thereof that conflicts with the efficient and expeditious execution of civil preparedness functions or the protection of public health; and

NOW, THEREFORE, I, SUSAN BYSIEWICZ, Acting Governor of the State of Connecticut, by virtue of the authority vested in me by the Constitution and the laws of the State of Connecticut, do hereby **ORDER AND DIRECT**:

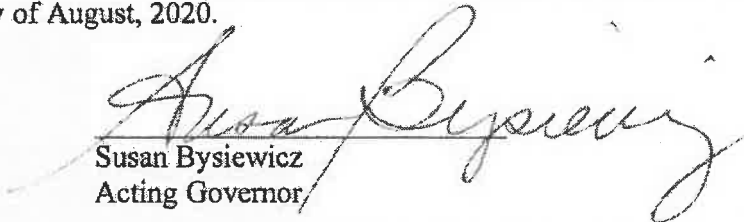
1. Executive Order No. 7BB, Section 2, issued on April 17, 2020, is repealed. Effective immediately, any person in a public place in Connecticut, whether indoors or outdoors, who does not maintain a safe social distance of approximately six feet from every other person shall cover their mouth and nose with a mask or cloth face-covering. In addition, individuals shall use a mask or cloth face covering when using the services of any taxi, car, livery, ride-sharing or similar service, or any means of mass public transit, or while within any semi-enclosed transit stop or waiting area.
 - a. Nothing in this order shall require the use of a mask or cloth face covering by anyone for whom doing so would be contrary to his or her health or safety because of a medical condition, a child in a child care setting, or anyone under the age of 2 years. Any person who declines to wear a mask or face covering because of a medical condition shall be exempt from this order and any requirement to wear masks in Sector Rules or other rules issued by the Commissioner of the Department of Economic and Community Development (DECD), but only if such person provides written documentation that the person is qualified for the exemption from a licensed medical provider, the Department of Developmental Services or other state agency that provides or supports

services for people with emotional, intellectual or physical disabilities, or a person authorized by any such agency. Such documentation need not name or describe the condition that qualifies the person for the exemption.


- b. The Commissioner of DECD shall issue updated versions of Sector Rules, Safe Workplace Rules for Essential Employers, or other rules issued pursuant to previous executive orders, which updated versions shall set forth updated requirements for face coverings within those settings, and which, when complied with, shall constitute compliance with this order.
 - c. This order shall supersede and preempt any current or future municipal order whenever such order conflicts with this order.
2. The Commissioner of DECD may issue or amend Sector Rules to establish size limits for private gatherings of people who do not live in the same household, regardless of whether such gathering has been organized by a business.

This order shall take effect immediately and remain in effect for six months.

Dated at Hartford, Connecticut, this 14th day of August, 2020.


Susan Bysiewicz
Acting Governor

By Her Excellency's Command



Denise W. Merrill
Secretary of the State





STATE OF CONNECTICUT

GOVERNOR NED LAMONT

September 1, 2020

The Honorable Denise Merrill
Secretary of the State
State Capitol Hartford, CT 06106

Frederick J. Jortner
Clerk of the State House of Representatives
State Capitol
Hartford, CT 06016

Michael Jefferson
Clerk of the State Senate
State Capitol
Hartford, CT 06016

RE: Declaration of Public Health and Civil Preparedness Emergencies

Dear Secretary Merrill and Clerks of the General Assembly:

On March 10, 2020, in response to the global pandemic of COVID-19 disease associated with a novel coronavirus that was affecting multiple countries and states and had resulted in the spread of infections in Connecticut and surrounding states, as well as resulting shortages of personal protective equipment and other supplies that could jeopardize public safety and civil preparedness, and in order to provide me and other appropriate officials with all authorities necessary to limit the spread of the COVID-19 coronavirus and protect public safety within the State of Connecticut, I declared a public health emergency and civil preparedness emergency throughout the State, pursuant to Sections 19a-131a and 28-9 of the Connecticut General Statutes. Those states of emergency were to remain in effect through September 9th, 2020, unless terminated earlier by me.

Since I declared those public health and civil preparedness emergencies in March of this year, and due in substantial part to the multiple orders I have issued during that time, Connecticut has made significant progress in containing and reducing the spread of COVID-19 and mitigating the devastating public health and economic effects of that disease. Nevertheless, COVID-19 remains a global pandemic capable of spreading quickly within our state. That risk would be heightened substantially if the existing emergencies expired as scheduled on September 9. As a result, and for the same reasons I declared those emergencies on March 10, pursuant to Sections 19a-131a and 28-9 of the Connecticut General Statutes, I am renewing the existing public health emergency and civil preparedness emergencies throughout the State. The Department of Public Health, along with municipal and district health departments, as well as multiple other state agencies in supporting roles, are responding to these renewed public health and civil preparedness emergencies. These renewed states of emergency shall remain in effect until February 9, 2021, unless earlier terminated by me.

In addition, I will be required in the coming months to respond to a number of additional public health and civil preparedness risks that were not concerns or clear justifications for the original emergencies I declared in March of this year and have now renewed. Among many other things, I will be required to manage the reopening and continued operation of schools, colleges and universities as well as the potential health and other risks that may arise out of the coming general election in November. Moreover, since first declaring emergencies in March of this year, we have learned of unanticipated health effects from COVID-19 that are not well understood by the medical community, that no vaccine or effective treatment for COVID-19 has been approved or made available for wide distribution, and that our residents, businesses, and government agencies face new and unanticipated economic, fiscal, and operational challenges as a result of the COVID-19 pandemic, which require the flexibility and responsiveness provided by the emergency powers in Sections 19a-131a and 28-9 of the Connecticut General Statutes in order to protect the public health and promote civil preparedness. As a result, out of an abundance of caution and to eliminate any confusion about the extent of my emergency powers to address the many risks and concerns that will arise in the coming months and did not constitute clear justifications for the original emergencies I declared in March of this year, and pursuant to Sections 19a-131a and 28-9 of the Connecticut General Statutes, I hereby declare that new states of public health and civil preparedness emergency exist throughout the State. The Department of Public Health, along with municipal and district health departments, as well as multiple other state agencies in supporting roles, are responding to these new public health and civil preparedness emergencies. The new states of emergency shall run concurrently with the renewed states of emergency and shall remain in effect until February 9, 2021, unless earlier terminated by me.

As I did at the time I declared the original public health and civil preparedness emergencies on March 10, and in accordance with Section 19a-131a (f) of the Connecticut General Statutes, I hereby authorize and direct the Commissioner of Public Health to delegate the powers regarding isolation or quarantine to municipal and district directors of public health, while concurrently retaining such authority.

Orders regarding additional measures to protect public health and safety and ensure the state's civil preparedness will follow as I determine to be necessary.

I am filing this declaration with you under my hand and seal on this 1st day of September, 2020.



A handwritten signature in cursive script that reads "Ned Lamont".

Ned Lamont
Governor



TOWN OF KILLINGLY

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

August 20, 2020

The Honorable Marissa P. Gillett
Chair, Public Utilities Regulatory Authority
Department of Energy & Environmental Protection
10 Franklin Square
New Britain, CT 06051

Re: Docket No. 20-08-03 – Investigation into Electric Distribution Companies' Preparation for and Response to Tropical Storm Isaias

Dear Madam Chair:

I'm writing today regarding the above-mentioned investigation. The Town of Killingly has experienced many power outages during several storms this past year. Tropical Storm Isaias has been the most significant. Unfortunately, Eversource was very ill prepared on the eastern side of the state to respond to the devastation left in the storm's wake. With the prediction of being faced with a significant number of storms this season, we urge action to ensure that Eversource improves the preparation/staging locations and restoration response.

Eversource communicated to Killingly's Emergency Management Director immediately after the storm outlining their staging areas as Danbury and Waterbury. This is inadequate response to such a wide area of damage.

Eversource failed to adhere to their established "Make Safe" protocols to address life safety issues. Killingly had two roads that were classified as Priority 1 Blocked Roads. This means, the roads are completely inaccessible by an alternative route. One road was a dead end. The other was a large portion of a residential road blocked on either end with no intersecting roads. The residents were trapped. Emergency services had no access to the households. This condition remained for almost 48 hours. This is unacceptable and inexcusable. Thankfully none of these residents had any life-threatening emergencies. But this condition has happened in many previous storms. The roads were identified to Eversource during the storm. They should have been "made safe" immediately after the storm. Unfortunately, Eversource did not respond until that Thursday and actually addressed other roads before responding to these critical roads.

Killingly also experienced several areas where live power lines crossed major roadways. In total Killingly had 14 roads with live wires down. Our last road was opened on 8/11, one week after

the storm. This is put our residents in grave danger for a prolonged period of time. We had to request wire guards to two locations due to the severe delay in response.

Eversource should have worked with the Town to 1) mitigate electrical hazards caused by downed wires; 2) identify blocked roads that were impassible to fire/ambulance apparatus and emergency vehicles; and 3) assigned resources to clear blocked roads working from highest to lowest priorities until all blocked roads were addressed.

Communication needs to be improved. The Town is assigned a Municipal Liaison for the event. In the last several storms, Killingly's liaison has been reassigned mid-storm and we have to restart the process with a new liaison. This slows the restoration process, creates added strain and frustration during an already difficult period. During Storm Isaias the Town was reassigned four times in the first 48 hours which is the time period that poses the greatest risk to the public. The Municipal Liaison should also have direct communication with Eversource's Operations Center. They currently go through at least 4 other people in the hierarchy none of which are connected to operations. Direct communication with operations is imperative during emergency restoration.

The Municipal Liaison should also have the capacity to enter new locations into the operations system in coordination with the Town's representative. Currently, directly after the storm, our Emergency Management Director and the Municipal Liaison review the list of impacted roads and the priority assigned. If a road is not on Eversource's list, the Municipal Liaison instructs the Town to call the Emergency Dispatch Center to have them report the road or change the priority code. The Emergency Dispatch Center is taking all emergency calls. It is frustrating to have an Eversource representative instruct us to contact the dispatch center to call a road into Eversource's operations center. There must be a more efficient way! The Municipal Liaison should have the ability to raise or lower a priority code or add a new location into Eversource's system.

Communication between the line crew, operations and municipal liaison also needs to be improved. We have had several incidents in which the municipal liaison reports that a site has been completed by "Make Safe" only to go to the site and find that nothing has been done or it is only partially cleared. I've had to take pictures of locations to prove the site is not "Safe" per their protocols. This is also unacceptable. I do not mean to imply the ground crew was misleading. I think there is a breakdown in communication at the operations level and areas are listed as completed that still need work.

The Town has requested Eversource to assign a line crew to team with our Highway crew. This model had been used successfully for many years. Immediately following a storm, Eversource would dispatch a line crew to work on the priority roads in a municipality. The Town would team a Highway crew with that line crew to assist in clearing debris and open the roads once the line crew deenergized the line and made the site safe. This was very efficient. Roads were made passable and safe in usually 24-48 hours. Eversource dispatched other crews to work on power restorations based on priority needs. Our crews stand ready to assist in the recovery period.

All of these issues outlined above are not recent issues. They occur with every storm event going back to Irene in 2011. We urge PURA to evaluate these reoccurring, systematic issues with the response and restoration process. Our communities, residents and ratepayers deserve safe and efficient restoration of their utility. The Town is willing to work with Eversource to achieve this goal.

Respectfully,

A handwritten signature in blue ink, appearing to read "Mary T. Calorjo", with a long horizontal flourish extending to the right.

Mary T. Calorjo
Town Manager

Please Join Us!

Ribbon Cutting



Friday, September 18, 2020

12:00 Noon

161 Main Street

Killingly, CT

860-234-0434

www.brunetandcompanyrealestate.com

Refreshments



Notice of Public Hearing
Applicant: NTE Connecticut, LLC
Application No.: 201615592
Town: Killingly

The Commissioner of the Department of Energy and Environmental Protection (DEEP) hereby gives notice of a public hearing concerning an application by NTE Connecticut, LLC for a permit to discharge industrial wastewater associated with steam electric power generation operations at 189 Lake Road, Killingly, CT. The hearing, to be held on October 1, 2020 is more thoroughly described herein.

Application No.: 201615592

Applicant's Name and Address: NTE Connecticut, LLC
24 Cathedral Place, Suite 300
Saint Augustine, FL 32084

Type of Permit/Activity: Industrial Wastewater Discharge Permit

Type of Facility: Steam Electric Power Generating Facility

Facility/Site Location: Killingly Energy Center, 189 Lake Road, Killingly, CT 06241

NOTICE OF HEARING

DEEP will hold a hearing to receive public comments on this application on October 1, 2020 at 3:00 pm through Zoom, a remote online hearing platform. A link to the meeting will be posted on the DEEP Calendar of Events at www.ct.gov/deep/calendar and can be found below. This public comment hearing will consist of informational presentations by the parties and the receipt of public comment on the record.

October 1, 2020 Public Comment Hearing:

Zoom Link: <https://ctdeep.zoom.us/j/92554402449>

Telephone: +1 646 876 9923

Meeting ID: 925 5440 2449

This matter will continue with a remote evidentiary hearing for the presentation of testimony and documentary evidence by the parties to this matter, on October 2, 2020 at 10:00 am. A link to the meeting will be posted on the DEEP Calendar of Events at www.ct.gov/deep/calendar and can be found below.

October 2, 2020 Evidentiary Hearing:

Zoom Link: <https://ctdeep.zoom.us/j/93288476462>

Telephone: +1 646 876 9923

Meeting ID: 932 8847 6462

Members of the public should refer to the DEEP Calendar of Events for the official schedule in this matter, including cancellations, or other schedule alterations.

Written Comments will be accepted until the close of business on October 9, 2020. Written comments may be submitted by mail to the address below or by e-mail to the hearing officer at brendan.schain@ct.gov.

CT DEEP
Office of Adjudications
79 Elm Street
Hartford, CT 06106
Attn: Brendan Schain

Interested persons who wish to obtain more information regarding the application and draft license may do so by contacting Robin Jazxhi of the Water Permitting and Enforcement Division at robin.jazxhi@ct.gov.

DEEP is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the Americans with Disabilities Act. To request an accommodation contact us at 860-418-5910 or deep.accommodations@ct.gov.

Dated: August 25, 2020

A handwritten signature in black ink, appearing to read "Oswald Inglese, Jr.", with a horizontal line drawn through the signature.

Oswald Inglese, Jr.
Director
Water Permitting and Enforcement Division
Bureau of Materials Management and Compliance Assurance

Mary Calorio

From: Chastity Walsh
Sent: Tuesday, September 1, 2020 4:29 PM
To: Mary Calorio; Jason Anderson
Cc: Kevin Kerttula
Subject: Resignation

Ms. Calorio and Mr. Anderson,

After much consideration, it is with regret that I must submit my resignation effective immediately, to the Killingly Town Council, due to unforeseen personal issues and professional reasons. Due to my career taking on more expectations, obligations and hours, I am unable to commit myself to the position as I had planned. It is unfair for the town, fellow council members and most importantly, the voters for me not to be able to commit 100% to the council, as well as not being able to attend the meetings as scheduled. I want to thank each of you for your support, and hope you understand that my career and family need to take priority, at this time.

With sincere gratitude,
Chastity Walsh

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AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution to introduce and set a Public Hearing for October 13, 2020 on an ordinance to authorize a Transfer from the Plan of Conservation and Development Reserve Account to the River Trail Capital Account

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: September 8, 2020

TOWN MANAGER APPROVAL: _____

ITEM SUMMARY: This item sets the public hearing for the proposed transfer of \$45,000 from the Plan of Conservation and Development Reserve to the River Trail Capital Account for the Town's local match of State Grant funds. The Town applied for a Trails and Greenways grant with CT DEEP. The grant was awarded earlier this year. The proposed transfer would provide the local match requirement to the State grant for the extension of the Killingly River Trail south toward Plainfield. This grant is to design, permit and survey the river trail area heading south to terminate almost at the Plainfield town line, known as Phase V and Phase VI River Trail extension. The Town has been awarded construction funds for a portion of this extension, known as Phase V. The design of Phase VI includes the Quandoc River crossing. The Fiscal Subcommittee reviewed this proposal at their meeting on August 25, 2020 and recommended the proposal for approval to the Town Council.

FINANCIAL SUMMARY The total amount of the transfer is \$45,000. The Plan of Conservation and Development Reserve account has an unencumbered balance of \$70,248.46. This capital project is a goal outlined in the current POCD and aligns with the plan. The current POCD was renewed in March 2020. The POCD is required to be updated every 10 years which would be in 2030. The Town staff performed the update inhouse providing the savings in the Reserve account.

STAFF RECOMMENDATION: Approval of Resolution

TOWN ATTORNEY REVIEW: N/A

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution
- Appendix A – Trails and Greenways Grant

**RESOLUTION TO SET A PUBLIC HEARING FOR OCTOBER 13, 2020 ON AN
ORDINANCE AUTHORIZING A TRANSFER OF UP TO \$45,000 TO THE
RIVER TRAIL CAPITAL ACCOUNT FROM THE PLAN OF CONSERVATION
AND DEVELOPMENT RESERVE FUND**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be rescheduled for a public hearing on Tuesday, October 13, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at www.killinglyct.gov:

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

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

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

KILLINGLY TOWN COUNCIL

Dated at Killingly, Connecticut
This 8th day of September 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of the resolution adopted by the Killingly Town Council at its duly called and held meeting on September 8, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

Appendix A

SCOPE OF WORK

Description: The Town of Killingly will acquire designs for a 1.06 mile multi-use, off-road trail along the Quinebaug River, beginning at the termination of the existing River Trail Multi-Use Path, heading south to terminate in a new location, 500 feet from the Plainfield town line, abutting State of CT land. This addition to the River Trail will allow a safe route for commuters, walkers, runners, and bicyclists across Killingly for transportation and recreation. The continuation of the River Trail along this segment will further reduce on-road travel for followers of the East Coast Greenway route.

- 1. Deliverables:** The Town of Killingly will utilize the Trails and Greenways funds to hire an engineering design firm to provide a complete set of final design project plans and specifications for both Phase V and Phase VI of the River Trail: Beginning at the termination of the existing River Trail, including a bridge crossing the Quandoc River and terminating at the Northern property boundary of the State of CT land parcel in Killingly (See Appendix D). Additionally, the Town of Killingly will utilize these funds to hire a land surveyor for a full topographical land survey (A2) and flood plain certificates for the entire stretch of the River Trails proposed Phase V and Phase VI segments. Amenities along the River Trail will include informational kiosks, trail signs, pull-offs for viewpoints and benches.
- 2. Budget:** Eligible project costs will be reimbursed in accordance with the following budget and associated tasks. Budgetary adjustments including the use of project contingency will require written approval by the Department of Energy and Environmental Protection's (DEEP) Trails and Greenways Program Coordinator. The Contractor shall notify the Department (DEEP) in writing requesting approval of budgetary adjustments budget items. All eligible project costs will be reimbursed at a rate of 80% (not to exceed task totals) with the remainder of eligible costs earned as project match. The Contractor shall adhere to the Project task/budget list below:

Killingly River Trail Phase V & VI Budget		
Task 1	Site Design:	\$ 130,000.00
	Retain consultant(s) who will work with the town to develop a full and comprehensive engineered design for the Phase V & VI River Trail segments, connected by a bridge over Quandoc Brook.	
Task 2	Topographic Land Survey and Flood Plain Certificate:	\$ 30,000.00
	Retain land surveyor(s) who will work with the town on providing a topographical survey (A2) and flood plain certificate for Phase V and Phase VI of the River Trail.	
Task 3	Permitting (State, Local, Federal):	\$20,000.00
	Retain permitting at state, local and federal agencies as required.	
	Less: Local Match (20% minimum requirements): Town of Killingly staff will provide match through billable hours on site preparation, design review, sub-contracting and bid processes. The Town has also committed to provide cash match to meet the minimum requirement if needed.	\$45,000.00
	Project Total	\$225,000.00
	State Grant (not to exceed)	\$180,000.00

- 3. Location Map:** Project site map is attached hereto as Appendix D which consists of one page numbered D-1.
- 4. Acknowledgement of Funding:** Any publication or sign produced or distributed or any publicity conducted in association with this Contract must provide credit to the Connecticut Bikeway, Pedestrian Walkway, Recreational Trail and Greenway Grant Program. This program should be referenced as “The Connecticut Recreational Trails Program”.
- 5. Match Requirements:** The Contractor agrees to provide to the Commissioner, documentation that it has provided not less than twenty percent (20%) of the project cost as matching contribution. Match documentation may be submitted with each monthly invoice (Appendix C). Matching contribution shall be in the form of cash contributions towards construction contracts, in-kind labor and/or equipment, equipment lease/rental or material purchase or donation above and beyond the grant amount. In-kind labor shall be defined as the pay rate for that particular job function. No fringe or indirect cost shall be added to In-kind labor. Equipment shall be credited at the rate allowable by the current Federal Emergency Management Agency (FEMA). Note: Planning and environmental assessment (including archaeological/historical assessment) costs incurred less than 18 months prior to State grant approval may be counted toward the applicant's 20% match.
- 6. Publication of Materials:** The Contractor must obtain written approval from DEEP's Trails & Greenways Program Coordinator prior to distribution or publication of any printed material prepared under the terms of this Contract.

Unless specifically authorized in writing by the State, on a case by case basis, Contractor shall have no right to use, and shall not use, the name of the State of Connecticut, its officials, agencies, or employees or the seal of the State of Connecticut or its agencies: (1) in any advertising, publicity, promotion; or (2) to express or to imply any endorsement of Contractor's products or services; or (3) to use the name of the State of Connecticut, its officials agencies, or employees or the seal of the State of Connecticut or its agencies in any other manner (whether or not similar to uses prohibited by (1) and (2) above), except only to manufacture and deliver in accordance with this Agreement such items as are hereby contracted for by the State. In no event may the Contractor use the State Seal in any way without the express written consent of the Secretary of State.

7. ADA Publication Statement:

For all public notices printed in newspapers, the following ADA and Title VI Publication Statement should be used:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the Americans with Disabilities Act. To request an accommodation contact us at (860) 418 5910 or <mailto:deep.accommodations@ct.gov>.

If there is not a meeting or event associated with the material(s) being published, the following ADA and Title VI Publication Statement should be used:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact us at (860) 418 5910 or deep.accommodations@ct.gov if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint.

If the material(s) being published have a meeting or event associated with them, the following ADA and Title VI Publication Statement should be used:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact us at (860) 418 5910 or deep.accommodations@ct.gov if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint. Any person needing a hearing accommodation may call the State of Connecticut relay number - 711. Requests for accommodations must be made at least two weeks prior to any agency hearing, program or event.

For videos that will be published on the DEEP website, the following ADA and Title VI statement and the following line should be included on the DVD cover and the title page of the video:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. To request an accommodation contact us at (860) 418-5910 or deep.accommodations@ct.gov.

This video with closed captioning is available at www.ct.gov/deep.

- 8. Submission of Materials:** For the purposes of this Contract, all correspondence, summaries, reports, products and extension requests shall be submitted to:

Department of Energy and Environmental Protection
State Parks Division
Laurie Giannotti, Trails & Greenways Program Coordinator
79 Elm Street
Hartford, CT 06106-5127

All invoices must include the PO #, PSA #, Project Title, DEEP Bureau/Division name, amount dates and description of services covered by the invoice, and shall be submitted to:

DEEP – Financial Management Division
Accounts Payable
79 Elm Street
Hartford, CT 06106-5127

- 9. Permits:** No work shall commence until all required local, state and federal permits and approvals have been obtained by the Contractor. In addition, the contractor must provide the Connecticut Recreational Trails Program documentation that any threatened and endangered species protections which may have been specified by DEEP's Natural Diversity Database and/or historical or archaeological resource protections which may have been specified by Connecticut State Historic Preservation Office have been implemented.
- 10. Quarterly Progress Reports:** Following Execution of this Contract, the Contractor shall provide quarterly progress reports (Appendix E) of project status to the Connecticut Recreational Trails Program (CRTP) Coordinator once every quarter during the time in which this Contract is in effect.
- 11. Extensions/Amendments:** Extensions will generally NOT BE GRANTED. However, if just cause can be demonstrated and approved by DEEP, an extension of not more than one year from the contract

end date may be granted. If it is anticipated that the project cannot be completed as scheduled, a no-cost extension must be requested in writing **no later than 60 days prior to the expiration date of the contract**. Said extension request shall include a description of what work has been completed to date, shall document the reason for the extension request, and shall include a revised work schedule and project completion date. If deemed acceptable, approval will be received in the form of a contract amendment. Formal written amendment of the contract is required for extensions to the final date of the contract period and changes to terms and conditions specifically stated in the original contract and any prior amendments, including but not limited to:

- a. revisions to the maximum contract payment,
- b. the total unit cost of service,
- c. the contract's objectives, services, or plan,
- d. due dates for reports,
- e. completion of objectives or services, and
- f. any other contract revisions determined material by DEEP.

12. Final Project and Financial Report: Prior to final reimbursement, the Contractor shall submit to the Connecticut Recreational Trails Program, a Final Report including documentation, satisfactory to the Commissioner, demonstrating that all the elements have been met and with supporting documentation sufficient to demonstrate eligible expenditures. A sample format is attached as Appendix C.

Appendix D. Killingly River Trail Phase V & VI



Legend

-  Bridge
-  River_Trail

0 0.125 0.25 0.5 Miles



AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution authorizing the use of up to \$5,000 of the Economic Development Trust Funds for professional services in the development of an EPA Grant Application

ITEM SUBMITTED BY: Jill St. Clair, ED Director
Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: September 8, 2020

TOWN MANAGER APPROVAL:

ITEM SUMMARY: This item would authorize the use of Economic Development Trust Funds in the amount of up to \$5,000 for professional services in the development of an EPA Grant application to perform Phase 2 environmental study on the Ballouville Mill site. The professional services would assist the Town staff in the development of the budget and environmental specifications needed submit with the grant application.

The Economic Development Commission voted on September 1, 2020 to recommend to the Town Council the utilization of the Economic Development Trust Funds for this purpose.

FINANCIAL SUMMARY: The Economic Development Trust has a current balance of \$157,772.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: N/A

COUNCIL ACTION DESIRED:	Action on the Resolution
<p>APPROVED – The Council approves the Resolution.</p> <p>AMENDS – The Council approves the Resolution with amendments.</p> <p>DEFERS – The Council defers the Resolution to a future meeting.</p> <p>REJECTS – The Council rejects the Resolution.</p>	<p>ADOPTED – The Council adopts the Resolution.</p> <p>ADOPTED WITH AMENDMENTS – The Council adopts the Resolution with amendments.</p> <p>DEFERRED – The Council defers the Resolution to a future meeting.</p> <p>REJECTED – The Council rejects the Resolution.</p>

SUPPORTING MATERIALS:

- Resolution

Resolution #20 - 48

**RESOLUTION AUTHORIZING THE USE OF UP TO \$5,000 OF THE
ECONOMIC DEVELOPMENT TRUST FUNDS FOR PROFESSIONAL
SERVICES IN THE DEVELOPMENT OF AN EPA GRANT APPLICATION**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager be herein authorized to use up to \$5,000 in funding from the Economic Development Trust Fund for professional services in the development of an EPA grant application

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 8th day of September 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on September 8, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution approving the transfer of fiscal year 2019-2020 unexpended funds from the Killingly Conservation Commission, Killingly Inlands Wetlands and Watercourses Commission and Killingly Agriculture Commission appropriations to the Open Space Land Acquisition Fund

ITEM SUBMITTED BY Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: September 8, 2020

TOWN MANAGER APPROVAL: _____

ITEM SUMMARY: Certain unexpended funds, in accordance with Article XI, Section 2-171 of the Killingly Code of Ordinances, which stipulates the Town Council “may transfer unexpended funds from any Conservation and Inland Wetlands and Watercourses Commissions and Agriculture Commissions budgeted funds remaining at the end of the fiscal year” to the Open Space Land Acquisition (OSLA) Fund, have been transferred to that Fund. The sole purpose of the OSLA Fund is the preservation or the acquisition of land (or interest in land, etc.) for open space, natural resource protection, recreational or agricultural purposes. The OSLA Fund currently contains a healthy balance of \$222,133. The Killingly Conservation Commission did not expend \$1,529.91 of its 2019-20 appropriation of \$2,500; the Killingly Inlands Wetlands and Watercourses Commission did not expend \$400.63 of its 2019-20 appropriation of \$4,000; the Killingly Agriculture Commission did not expend \$567.10 of its 2019-20 appropriation of \$2,500. The amount unexpended by the three commissions equals \$2,497.64. If these funds are not transferred to the OSLA fund, they will automatically drop to the Town’s Unassigned General Fund Balance. The Fiscal Subcommittee reviewed the proposed transfer at their meeting on August 25, 2020 and recommend approval to the Town Council.

FINANCIAL SUMMARY: The item would authorize the transfer of \$1,529.91 from the Killingly Conservation Commission (09-50264), \$400.63 from the Killingly Inlands Wetlands and Watercourses Commission (09-50258) and \$567.10 from the Killingly Agriculture Commission (09-50298) to the Open Space Land Acquisition Fund. This transfer will increase the Open Space Land Acquisition Fund by \$2,497.64 to a balance of \$224,631.

STAFF RECOMMENDATION: Approval of Resolution

TOWN ATTORNEY REVIEW: N/A

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution

Resolution # 20 - 49

**RESOLUTION APPROVING THE TRANSFER OF FISCAL YEAR 2019-2020
UNEXPENDED FUNDS FROM THE KILLINGLY CONSERVATION
COMMISSION, KILLINGLY INLANDS WETLANDS AND
WATERCOURSES COMMISSION AND KILLINGLY AGRICULTURE
COMMISSION APPROPRIATIONS TO THE OPEN SPACE LAND
ACQUISITION FUND**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the unexpended funds for fiscal year 2019-20 from the Killingly Conservation Commission (account #09-50264) in the amount of \$1,529.91, the Killingly Inlands Wetlands and Watercourses Commission (account #09-50258) in the amount of \$400.63 and the Killingly Agriculture Commission (account #09-50298) in the amount of \$567.10 be transferred to the Open Space Land Acquisition Fund (account #23310).

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
This 8th day of September 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on September 8, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a Resolution to introduce and set a public hearing for October 13, 2020 on an ordinance to authorize a Purchase and Sale Agreement to sell Town property at 140 Main Street to PB Projects VII LLC.

ITEM PREPARED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: September 8, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item is to introduce a proposed Ordinance to authorize a Purchase and Sale Agreement between the Town and PB Projects VII, LLC. for property at 140 Main Street. The Agreement would provide for the transfer of the property at a purchase price of \$1,000 based on the development proposal received on July 22, 2020. The developer has proposed to invest between \$1,043,000 to \$1,443,000 in the redevelopment of this building into Lifestyle Business Offices, retail space and restaurant space. The project anticipates the creation of 51 jobs. The redevelopment proposal estimates the Work Slots available for lease in Spring 2022 with the commercial space available for lease in Spring/Summer 2024.

The Town purchased the property in 2016 with the vision to spur revitalization and development in our Central Business District. Town's overall investment in the property includes the original purchase price of \$85,000, façade grant funds of \$250,000 and environmental assessments. However, this property currently remains tax exempt. The long-term goal for this endeavor has and continues to be, to see the property redeveloped into a vibrant economic resource for our community and business district. In 2018 and 2019 the Town conducted three RFQ in an effort to identify a potential developer. There were four respondents to the most recent RFQ performed in March 2019.

The Economic Development Commission interviewed PB Projects VII, LLC at their meeting on August 13, 2020. The Commission unanimously recommended the sale of 140 Main Street to PB Projects VII, LLC to the Town Council.

FINANCIAL SUMMARY: The sale of 140 Main Street would provide revenue to the Economic Development Trust Fund of \$1,000. This parcel would then be taxable property.

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: Yes

COUNCIL ACTION DESIRED: Action on the Resolution

SUPPORTING MATERIALS:

- Resolution

RESOLUTION TO INTRODUCE AND SET A PUBLIC HEARING FOR OCTOBER 13, 2020 ON AN ORDINANCE TO AUTHORIZE A PURCHASE AND SALE AGREEMENT TO SELL TOWN PROPERTY AT 140 MAIN STREET TO PB PROJECTS VII, LLC.

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the following ordinance be introduced and set down for Public Hearing on Tuesday, October 13, 2020 at 7:00 p.m. The public hearing will be held virtually on WebEx. Call information will be posted on the Town's website at www.killinglyct.gov:

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

Ordinance # _____

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

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

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

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 8th day of September 2020

Attest: I, Elizabeth Wilson, Town Clerk of the Town of Killingly, do hereby certify that the above is a true and correct copy of a resolution adopted by the Killingly Town Council at its duly called and held meeting on September 8, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that she has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk
(SEAL)

Date