



TOWN OF KILLINGLY

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

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

Public Hearing – Virtual on WebEx

Phone – 1-408-418-9388

Access Code – 132 449 5504

TOWN COUNCIL MEETING

*****AMENDED AGENDA*****

DATE: Tuesday, August 11, 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) Special Town Council Meeting – May 5, 2020 – submitted with July 14th agenda
 - b) Regular Town Council Meeting – May 12, 2020 – submitted with July 14th agenda
 - c) Public Hearing – May 14, 2020 – submitted with July 14th agenda
 - d) Special Town Council Meeting – May 21, 2020
 - e) Special Town Council Meeting – May 27, 2020 – submitted with July 14th agenda
 - f) Special Town Council Meeting – June 1, 2020 – submitted with July 14th agenda
 - g) Public Hearing – June 9, 2020 – submitted with July 14th agenda
 - h) Special Town Council Meeting – June 23, 2020 – amendment included as exhibit a
 - b) Regular Town Council Meeting – July 14, 2020

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RECEIVED
TOWN CLERK, KILLINGLY, CT
2020 AUG -7 AM 10:22
Elizabeth M. Wilson

6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
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
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
 - a) Appoint 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 Managers 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

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

Hoween Flexer read a comment that she received from Lauren Decresto Crowley about her disappointment in the lack of support for the Education budget.

5. Adjournment

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

Roll call vote: Unanimous. Motion passed.

The meeting ended at 9:15 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
SPECIAL TOWN COUNCIL MEETING**

Date: Thursday May 21, 2020

Time: 7:00 p.m.

Place: Microsoft Office Teams - Virtual

**AGENDA
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Virtual Special Meeting on Thursday, May 21, 2020 at 7:00 p.m. using Microsoft Office Teams. The agenda was as follows:

1. Call to Order

2. Roll Call

3. Citizens' Statements and Petitions

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

4. New Business:

a) Consideration and action on a resolution requesting Governor Ned Lamont to reopen Killingly businesses and activities

5. Executive Session

a) Potential Claims and litigation

6. Adjournment

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

2. On Roll Call, all counselors were present except Mr. Grandelski and Ms. Walsh, who were absent with notification. Town Manager Calorio, Town Attorney Ken Slater, and Council Secretary Buzalski were also present.

3. Citizens' Statements and Petitions:

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

Lynn LaBerge wrote in opposition to the resolution.

Andrew Lee wrote in support of the resolution.

4. New Business

4a. Consideration and action on a resolution requesting Governor Ned Lamont to reopen Killingly businesses and activities

Mr. Kerttula made a motion, seconded by Mr. Lee to direct the Town Attorney to draft a resolution requesting Governor Ned Lamont to reopen Killingly businesses and activities. Discussion followed.

Roll Call Vote: Unanimous. Motion passed.

5. Executive Session: None

6. Adjournment

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

Roll Call Vote: Unanimous. Motion passed.

The meeting ended at 7:50 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

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 OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

Finance Department Budget Review

July 31, 2020

To: Mary Calorio, Town Manager

July 2020 Revenues

For the first month of the Town's fiscal year 2020-2021 collections appear to be within expectations at 9.76% of the overall budget for general town revenue. In the prior year, July 2019 revenue collections represented 19.70%. This variance is deemed related to the timing of month end as compared to the preparation of this report. Significant receipts included revenues for property taxes as anticipated for the July collection month and these accounts have not completed the posting process. Overall combined July tax and sewer collections were approximately \$12.2 million. In addition, the Town received a member equity distribution from the Town's insurance provider in the amount of \$23,123 reflected in miscellaneous revenues. The amount and timing, if any, of the distribution is at the discretion of the insurance provider and as such, was unanticipated revenue.

July 2020 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 7.09% for the month of July 2020 and compared to 6.24% in the prior year (July 2019). As we enter 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:

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.
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.
3. 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.

July 2020 Expenditures (Continued)

4. 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.

5. 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.

6. Human Service Subsidies

A majority of the Town's human service subsidy contracts are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.

7. 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 do date remain consistent within budgeted expectations.

8. 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 July 2020

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	July	Percent
TAXES			
Current Property Taxes	35,545,708	3,898,495	10.97%
Back Taxes	600,000	-	0.00%
Penalty Fees	8,000	-	0.00%
Tax Interest	290,000	-	0.00%
Supplemental Motor Vehicle	375,000	-	0.00%
Remediation Financing	(150,595)	-	0.00%
TOTAL	\$36,668,113	3,898,495	10.63%
LICENSES & PERMITS			
Building Permits	200,000	40,943	20.47%
P&Z Permits	12,000	1,920	16.00%
Other Permits	7,000	560	8.00%
Airplane Tax	2,050	-	0.00%
TOTAL	\$221,050	\$43,423	19.64%
FINES & FEES			
Library Fines & Fees	14,500	291	2.01%
Alarm Reg Fees and Fines	4,000	250	6.25%
Animal Control Fines & Fees	500	-	0.00%
TOTAL	\$19,000	\$541	2.85%
USE OF MONEY & PROPERTY			
Interest Income	150,000	-	0.00%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Communication Tower Lease	101,000	11,524	11.41%
TOTAL	\$251,090	\$11,524	4.59%
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	-	0.00%
TOTAL	\$1,172,484	\$0	0.00%

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through July 2020

REVENUE ITEM	Fiscal Year 2020-2021		
	Budget	July	Percent
CHARGES OF SERVICE			
Community Development	70,000	-	0.00%
Town Clerk	160,000	22,500	14.06%
Conveyance Tax	200,000	9,635	4.82%
Elderly Housing - Sewer PILOT	27,626	-	0.00%
Recreation	130,000	980	0.75%
District Collections	12,775	-	0.00%
TOTAL	600,401	33,115	5.52%
OTHER REVENUES			
Miscellaneous	85,000	23,604	27.77%
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	23,604	1.37%
GENERAL TOWN REVENUE	\$41,083,241	\$4,010,703	9.76%
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	4,174,668	6.94%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through July 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	July	Percent
<u>GENERAL GOVERNMENT</u>				
Town Council				
Contractual Services	34,300	-	5,489	16.00%
Materials and Supplies	1,000	-	-	0.00%
Total	\$35,300	\$0	\$5,489	15.55%
Town Manager				
Personnel Services	233,760	-	22,846	9.77%
Contractual Services	25,350	-	1,830	7.22%
Materials and Supplies	3,500	-	-	0.00%
Total	\$262,610	\$0	\$24,676	9.40%
Legal Services				
Contractual Services	99,200	-	-	0.00%
Total	\$99,200	\$0	\$0	0.00%
Town Clerk				
Personnel Services	159,485	-	18,352	11.51%
Contractual Services	30,600	-	156	0.51%
Materials and Supplies	1,800	-	317	17.61%
Total	\$191,885	\$0	\$18,825	9.81%
Finance				
Personnel Services	237,960	-	27,103	11.39%
Contractual Services	53,450	-	258	0.48%
Materials and Supplies	1,700	-	-	0.00%
Total	\$293,110	\$0	\$27,361	9.33%
Assessor				
Personnel Services	174,980	-	10,820	6.18%
Contractual Services	6,560	-	635	9.68%
Materials and Supplies	1,500	-	-	0.00%
Total	\$183,040	\$0	\$11,455	6.26%
Revenue Collection				
Personnel Services	189,790	-	22,364	11.78%
Contractual Services	36,270	-	540	1.49%
Materials and Supplies	2,300	-	196	8.54%
Total	\$228,360	\$0	\$23,100	10.12%
Registration/Elections				
Personnel Services	56,426	-	-	0.00%
Contractual Services	17,400	-	4,269	24.53%
Materials and Supplies	500	-	-	0.00%
Total	\$74,326	\$0	\$4,269	5.74%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through July 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	July	Percent
Town Comm. & Service Agencies				
Contractual Services	80,793	-	4,724	5.85%
Total	\$80,793	\$0	\$4,724	5.85%
Planning and Development				
Personnel Services	248,670	-	28,150	11.32%
Contractual Services	7,670	-	-	0.00%
Materials and Supplies	1,200	-	20	1.67%
Total	\$257,540	\$0	\$28,170	10.94%
Information Technology				
Contractual Services	213,000	-	26,563	12.47%
Total	\$213,000	\$0	\$26,563	12.47%
Town Hall Building				
Personnel Services	16,380	-	1,932	11.79%
Contractual Services	63,880	-	7,009	10.97%
Materials and Supplies	2,900	-	-	0.00%
Capital Outlay	14,206	-	-	0.00%
Total	\$97,366	\$0	\$8,941	9.18%
Economic Development				
Personnel Services	126,900	-	14,495	11.42%
Contractual Services	8,000	-	15	0.19%
Materials and Supplies	500	-	-	0.00%
Total	\$135,400	\$0	\$14,510	10.72%
Highway Division Supervision				
Personnel Services	198,950	-	21,719	10.92%
Contractual Services	9,070	-	135	1.49%
Materials and Supplies	750	-	-	0.00%
Capital Outlay	7,666	-	-	0.00%
Total	\$216,436	\$0	\$21,854	10.10%
Engineering				
Personnel Services	346,925	-	31,752	9.15%
Contractual Services	14,350	-	250	1.74%
Materials and Supplies	8,600	-	444	5.17%
Capital Outlay	11,074	-	-	0.00%
Total	\$380,949	\$0	\$32,446	8.52%
Central Garage				
Personnel Services	234,450	-	26,887	11.47%
Contractual Services	129,800	-	2,915	2.25%
Materials and Supplies	288,700	-	6,131	2.12%
Capital Outlay	6,067	-	-	0.00%
Total	\$659,017	\$0	\$35,934	5.45%
Highway Maintenance				
Personnel Services	853,895	-	77,503	9.08%
Contractual Services	58,000	-	3,000	5.17%
Materials and Supplies	325,833	-	89,507	27.47%
Capital Outlay	374,451	-	-	0.00%
Total	\$1,612,179	\$0	\$170,010	10.55%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through July 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	July	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	-	57,932	14.89%
Contractual Services	56,950	-	1,204	2.11%
Materials and Supplies	19,000	-	111	0.58%
Capital Outlay	3,053	-	-	0.00%
Total	\$467,995	\$0	\$59,246	12.66%
Parks and Grounds				
Personnel Services	158,330	-	18,353	11.59%
Contractual Services	54,225	-	2,128	3.92%
Materials and Supplies	45,200	-	1,150	2.54%
Capital Outlay	18,613	-	-	0.00%
Total	\$276,368	\$0	\$21,631	7.83%
Public Library				
Personnel Services	409,557	-	45,218	11.04%
Contractual Services	135,860	-	6,811	5.01%
Materials and Supplies	14,500	-	-	0.00%
Capital Outlay	3,901	-	-	0.00%
Total	\$563,818	\$0	\$52,028	9.23%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	1,843	10.53%
Contractual Services	129,800	-	2,712	2.09%
Materials and Supplies	8,500	-	-	0.00%
Total	\$155,800	\$0	\$4,555	2.92%
Other Town Buildings				
Contractual Services	13,535	-	666	4.92%
Materials and Supplies	1,000	-	-	0.00%
Total	\$14,535	\$0	\$666	4.58%
Building Safety & Inspections				
Personnel Services	295,175	-	31,380	10.63%
Contractual Services	7,050	-	-	0.00%
Materials and Supplies	1,950	-	14	0.70%
Capital Outlay	26,371	-	-	0.00%
Total	\$330,546	\$0	31,394	9.50%
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 July 2020

Expenditure	Fiscal Year 2020-2021			
	Budget	Transfers	July	Percent
Law Enforcement				
Personnel Services	524,875	-	35,846	6.83%
Contractual Services	507,968	-	3,904	0.77%
Materials and Supplies	27,900	-	-	0.00%
Capital Outlay	44,744	-	-	0.00%
Total	<u>\$1,105,487</u>	<u>\$0</u>	<u>\$39,750</u>	<u>3.60%</u>
Community Development				
Personnel Services	140,430	-	16,036	11.42%
Contractual Services	11,550	-	-	0.00%
Materials and Supplies	650	-	-	0.00%
Total	<u>\$152,630</u>	<u>\$0</u>	<u>\$16,036</u>	<u>10.51%</u>
Human Service Subsidies				
Contractual Services	553,369	-	84,131	15.20%
Total	<u>\$553,369</u>	<u>\$0</u>	<u>\$84,131</u>	<u>15.20%</u>
Employee Benefits				
Contractual Services	1,571,630	-	191,133	12.16%
Total	<u>\$1,571,630</u>	<u>\$0</u>	<u>\$191,133</u>	<u>12.16%</u>
Insurance				
Contractual Services	675,000	-	158,289	23.45%
Total	<u>\$675,000</u>	<u>\$0</u>	<u>\$158,289</u>	<u>23.45%</u>
Special Reserves & Programs				
Contractual Services	377,000	-	3,731	0.99%
Total	<u>\$377,000</u>	<u>\$0</u>	<u>\$3,731</u>	<u>0.99%</u>
General Town Operating Expenditures	\$11,694,103	\$0	\$1,134,531	9.70%
Debt Service	3,739,682	-	-	0.00%
Total	<u>\$3,739,682</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
Solid Waste Disposal Fund Subsidy	234,801	-	-	0.00%
	<u>234,801</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
Due To CNR Education	329,217	-	-	0.00%
	<u>329,217</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
TOTAL OPERATIONS & DEBT SERVICE	\$15,997,803	\$0	\$1,134,531	7.09%
General Fund - Education	44,147,274	-	1,170,971	2.65%
	<u>44,147,274</u>	<u>\$0</u>	<u>\$1,170,971</u>	<u>2.65%</u>
Total Expenditures	<u>\$60,145,077</u>	<u>\$0</u>	<u>\$2,305,503</u>	<u>3.83%</u>

Town of Killingly
Town Manager's Report
August 11, 2020

1. Update – COVID-19

Governor Lamont's Update from August 4th at 2:30pm. For comparison, I've also included the data from last month's report of July 6th at 6pm. A county-by-county breakdown includes:

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

July 6 th at 6pm County	COVID-19 Cases		COVID-19 Deaths		COVID-19 Hospitalizations
	Confirmed	Probable	Confirmed	Probable	
Fairfield County	16,186	637	1,071	306	25
Hartford County	11,115	679	1,064	316	24
Litchfield County	1,440	64	117	20	1
Middlesex County	1,261	60	147	39	3
New Haven County	12,072	390	928	150	14
New London County	1,234	62	76	26	1
Tolland County	856	69	50	14	0
Windham County	617	7	13	1	1
<i>Pending address validation</i>	216	11	0	0	0
Total	44,997	1,979	3,466	872	69

2. Legislative Proposal regarding Police Accountability

I have attached CCM's summary and FAQ regarding the recently passed Police Accountability bill. The Governor signed the bill into law on Friday July 31st. Most of the bill has delayed implementation dates. This will allow POST to create an implementation strategy and directives. We will continue to work with POST and the State to implement and communicate the changes.

3. Storm Isaias Response

The Town was impacted mostly with winds during this storm. We experienced wind gusts of up to 70mph. This caused significant tree damage across town. At the peak, the Town had 14 closed roads. Two of these road closures were considered priority 1 as there was no alternative access to the residents in the area. The majority involved power lines. Overall, there were just over 40 road locations that had some level of impact.

Eversource assigned a crew to work with our Highway Department late Wednesday to clear Eversource's priority 2 sections. The Highway Crews stayed out throughout the duration of the initial storm event on Tuesday evening keeping roads open and properly blocking unsafe sections. The most severely impacted sections of Town were East Killingly, South Killingly and Attawaugan.

Due to the potential duration of the power outages, we made the Town Hall and Community Center available as a cooling/charging station. Potable (drinking) water can be obtained at the Community Center and Library. We worked with Willimantic Waste to open the Transfer Station an additional day on Friday for residents to dispose of brush and spoiled foods.

4. Personnel

I'd like to welcome our new Engineering Tech Alec Either. Alec joined our team on August 3rd.

5. Owen Bell Park – Playscape area project

The majority of the playground area and splash pad area were reopened on July 16th. I've attached a couple of aerial pictures of the playscape area. Only a small portion of the swing set area needs to be completed. That will be done in the coming weeks. Since reopening, the park has seen steady use. The public has been very respectful of the park and other people. We are very appreciative.



6. 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!

7. Prospect Street Sewer Main Project

The project is about 10% completed. The contract continues to install the sewer main in the roadway. Below are a few pictures of the project:





On July 24th the House of Representatives passed HB 6004, An Act Concerning Police Accountability. The proposal has been modified from earlier versions, especially in regards to government immunity. The bill has 45 sections with approximately 27 varying proposals that address police officer training, oversight, actions in the field, equipment and liability.

This document (1) provides an overview of some of the important sections that are relatable to municipalities, and (2) a series of answers to frequently asked questions regarding the bill.

HB 6004 Summary:

- **Sections 1-4, and 15:** Modifies the POST Council membership, authority and requires them to enact new policies (ex. implicit bias training, managing crowds, mental health assessment policies, etc.). The additional changes associated with POST include:
 - Requires police officers to pass a drug test as a condition of renewing their certification (which must be done every three years). This would include testing for anabolic steroids.
 - Allowing the Council to cancel or revoke an officer's certification for conduct undermining public confidence in law enforcement, including (1) discriminatory conduct, (2) falsifying reports, (3) racial profiling in violation of state law, or (4) used excessive force or physical force found to be unjustified after investigation. *(Current law already allows revocation of certification for improper use of a firearm that result in death or serious bodily injury)*
 - Permits POST to suspend an officer's certification for up to 45 days and censure the officer upon any of the grounds that could lead to cancellation or revocation.
 - Modifies the membership of POST to include additional members.
- **Sections 10 and 11:** Requires each law enforcement agency in a municipality that serves a "relatively high concentration of minority residents" to develop a report regarding efforts to recruit, retain and promote minority police officers.
- **Sections 3, 15-16:** Requires police officers to undergo mental health assessments every five years:
 - The assessments must be conducted by a board-certified psychiatrist or a licensed psychologist that has experience diagnosing and treating PTSD.
 - Allows law enforcement administration to stagger the scheduling of police officer assessments of an entire department to ensure at least 25% are conducted each year over a five-year period.
 - Allows law enforcement administration, for good cause and in writing, to require additional mental health assessments of an officer. The officer would need to comply within 30 days.

- The results of any assessment would be provided to both the law enforcement administration and police officer.
 - Requires POST and DESPP to create policies which will examine, among other things, the fiscal implications of such assessments as well as permissible personnel actions, if any, that law enforcement units may take based on the assessments' results, all while considering the officers' due process rights. *(The full list can be found in the FAQ section).*
- **Section 17:** Allows the creation of a police civilian review board within a municipality and provides them with specific authority.
- **Section 18:** Requires each municipal police department to evaluate the feasibility and impact of using social workers for the purpose of remotely responding to particular calls, or accompanying officers on certain calls where their assistance may be needed.
- **Sections 19-20 and 45:** By July 1, 2022 bill requires all police officers and agencies to deploy and use body and vehicle dash cameras. Specifically, the bill:
 - Extends policies and provisions regarding body camera usage and footage to dashboard cameras.
 - Requires POST and DESPP to create policies regarding the usage of body cameras for sensitive law enforcement work, such as detective and undercover activities.
 - Prohibits policies and guidelines on retaining body and dashboard camera data in storage for longer than a year except, in cases where units know the data is pertinent to any ongoing civil, criminal, or administrative matter.
 - Requires OPM to administer a grant program for FY21 and FY22 to fund up to 50% for distressed municipalities and 30% for other municipalities, the cost of purchases of equipment, devices and/or one-year of digital data storage services for municipalities. The State would utilize \$4 million in general obligation bonds to fund the program.
- **Section 29:** Modifies the law regarding excessive use of force by narrowing the circumstances which an officer is justified in using deadly physical force. In particular, establishes two new factors to consider when evaluating whether an officer's use of deadly physical force was "objectively reasonable" to include whether:
 - The person upon whom deadly physical force was used possessed or appeared to possess a deadly weapon (current law);
 - (New) The officer engaged in reasonable de-escalation measures before using deadly physical force; and
 - (New) Any of the officer's conduct led to an increased risk of the situation that led up to the use of such force.

The two new requirements - de-escalation measures and provocation - would be new elements that a police officer in a deadly force case would need to prove (it is unclear which party would have the burden of proof on these issues). It should be noted that the provocation doctrine, was explicitly rejected by the United States Supreme Court, City and County of Los Angeles v. Mendez, 137 S.Ct. 1539 (2017).

- **Section 30 and 43:** Requires a police officer that witnesses another officer use “unreasonable or illegal use of force” to intervene and attempt to stop the excessive force. In addition, requires particular reporting requirements for the witnessing officer.
- **Sections 21-22:** Prohibits consent searches of individuals and limits searches of motor vehicles stopped solely for motor vehicle violations.
- **Sections 33-35 and 46:** Creates a new Office of the Inspector General within the Division of Criminal Justice specifically to investigate and prosecute deadly police use-of-force incidents.
- **Section 40:** Prohibits state and local police from obtaining surplus military equipment (*the specific types of equipment are prescribed in the bill and referenced in the FAQ section*). In addition, allows the Governor’s office or DESPP to require a municipality to sell, transfer or dispose of any prohibited equipment.
- **Section 41:** Establishes a new civil cause of action in state court against police officers who deprive an individual of equal protection or privileges and immunities of state law. By creating a cause of action against police officers in statute, the bill, in certain circumstances, eliminates the possibility of claiming governmental immunity. In particular, governmental immunity is not a defense (1) for actions solely seeking equitable relief and (2) in actions seeking damages, unless at the time of the conduct, the officer had an *objectively good faith belief* that their conduct did not violate the law. As this is a new which mirrors federal doctrine regarding qualified immunity, federal case law regarding qualified immunity will likely be used on this instructive on this issue - even though not binding.
- **Section 44:** Requires law enforcement units to obtain accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA) by 2025.

Frequently Asked Questions

Below are some FAQ regarding provisions of HB 6004. Some expand upon the details that are outlined in the summary above.

- **Do police officers or municipalities need to purchase individual liability insurance for officers?**

No. The bill only requires the Police Accountability and Transparency Task Force to, among other things, *study* “the merits and feasibility of requiring a municipality to maintain professional liability insurance on behalf of its police officers”. The Task Force will need review these and other proposals and report to the Judiciary Committee their recommendations by January 2021. Once complete, the Judiciary would need to consider them for possible legislative action.

➤ **How does Section 41 affect the relationship between Resident State Troopers and their host municipalities?**

Based on the recent contracts between the State and host municipalities for Resident State Trooper services, towns are generally removed from liability for any action of a state police officer within their jurisdiction.

➤ **How is “military equipment” defined:**

The banned military style equipment includes:

- A controlled firearm, ammunition, bayonet, grenade launcher, grenade, including stun and flash-bang, or an explosive;
- A controlled vehicle, highly mobile multi-wheeled vehicle, mine resistant ambush-protected vehicle, truck, truck dump, truck utility, or truck carryall;
- An armored or weaponized drone;
- A controlled aircraft that is combat configured or combat coded or has no established commercial flight application;
- A silencer;
- Along-range acoustic device; or
- An item in the federal supply class of banned items.

➤ **What is the process for treatment for an officer after a mental health evaluation? What process will be established for their return to work? What will occur if an officer is not able to return to work?**

The bill remains silent on several of the questions raised regarding the outcome of such assessments. Rather, the bill relies on POST to develop and implement written policies by January 1, 2021 on the outcome of the behavioral health assessments. At a minimum, these policies must address:

- Confidentiality of assessments, including compliance with the federal Health Insurance Portability and Accountability Act (HIPAA);
- Good faith reasons that law enforcement administrative leaders may rely upon when requesting that an officer undergo an additional assessment beyond those that are required;
- Availability of behavioral health treatment services for any police officers;
- The ability of an officer’s ability to review and contest their assessments’ results;
- Permissible personnel actions, if any, that law enforcement units may take based on the assessments’ results, while considering the officers’ due process rights; and
- Financial considerations that law enforcement units or police officers may incur due to the assessments.

➤ **What will happen if a municipality fails to obtain accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA)?**

While the bill does not impose direct penalties or consequences for failure to obtain accreditation, failure to do so would place the law enforcement agencies in non-compliance which could expose them to legal liability, as well may make them ineligible to obtain outside services or grants. Currently, there are 16 municipal police departments that are CALEA accredited.

➤ **Will towns or police departments be required to release personnel files of officers, including mental health records, upon a FOIA request?**

There are no changes in regards to the current law and practice regarding municipal police departments reporting of personnel files through an FOIA request.

The bill requires only state police disciplinary records be subject to FOIA. This is done by prohibiting any collective bargaining agreement, either enacted or in the future, from including a provision that would prevent any disciplinary action contained in a sworn member's personnel file from being discussed under FOIA.

➤ **How does the bill address labor issues, specifically how does it address an officer that has been decertified or loses their certification?**

Based on current law, an individual is prohibited from serving as a police officer if their certification has been canceled or revoked. The bill makes changes and expands the reasons for which an officer's certification may be revoked or suspended. As referenced above, these include (1) discriminatory conduct, (2) falsifying reports, (3) racial profiling in violation of state law, or (4) used excessive force or physical force found to be unjustified after investigation. *(Current law already allows revocation of certification for improper use of a firearm that result in death or serious bodily injury).*

The bill also allows POST to develop and issue written guidance to law enforcement units on grounds for certification suspension, cancellation, or revocation. The guidance may include, among other things, (1) reporting procedures that must be followed concerning these actions; (2) examples of discriminatory conduct and conduct that undermines public confidence in law enforcement; and (3) examples of misconduct while off-duty.

This bill does not address precedent that has been established by the State Labor Board or through arbitration.

Resolution #20-45

**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**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that Ulla Tiik-Barclay is hereby appointed to the Town Council in accordance with sections 206 and 502 of the Killingly Town Charter. Said appointment will expire with the appointment of the new Town Council in December 2021.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 11th day of August 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 August 11, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Mary T. Calorio now holds the office of Town Manager and that he has held that office since March 11, 2019.

Elizabeth Wilson, Town Clerk

Date

(Seal)

AGENDA ITEM COVER SHEET

ITEM: Consideration and Action on an ordinance Authorizing a transfer of up to \$436,849 to the established Unexpended Education Funds account

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: August 11, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: The item was introduced to the Town Council at the March 10, 2020 regular Town Council meeting. At which time, the Council scheduled the public hearing and special Town Meeting for April 14th. Due to the Governor's Executive Orders related to COVID19, this public hearing and special town meeting was cancelled. Governor's Executive Order 7CC expanded the applicability of Executive Order 7S to permit the municipality's legislative body be authorized to "approve the transfer of funds to or from capital or reserve accounts". The Town will need to take action on this item to allow finance to close the books and record any transfers in preparation of the audit. Please be aware – this request is for unexpended funds from the fiscal year ended June 30, 2019.

In accordance with a memorandum dated October 4, 2016 and amended on May 14, 2019 regarding the management of the Unexpended Education funds account, the Board of Education is requesting that the Town Council authorize to transfer an amount of up to \$436,849 of the anticipated surplus from the fiscal year 2018-2019 to the established Unexpended Education Funds account.

FINANCIAL SUMMARY: \$436,849 surplus from 2018-2019 fiscal year to the established Unexpended Education Funds account. This will bring the Non-Lapsing Fund balance to \$1,392,846. The Board of Education total surplus for fiscal year 2018-2019 was \$765,275. The remaining surplus of \$328,426 has been returned to the General Fund Balance of the Town.

STAFF RECOMMENDATION: Approval of the Ordinance

TOWN ATTORNEY REVIEW: N/A

COUNCIL ACTION DESIRED: Action on the Ordinance

SUPPORTING MATERIALS:

- Ordinance
- Memorandum from BoE
- Executive Order 7CC

Ordinance #20-

**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

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 August 11, 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

Agenda Item #15(a)

AGENDA ITEM COVER SHEET

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

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: August 11, 2020

TOWN MANAGER APPROVAL:



ITEM SUMMARY: This item proposes to increase by 2.25% the FY 20-21 compensation of the part-time and full-time employees of the Town not affiliated with a collective bargaining unit (not including the Town Manager).

The managers and staff have faced unprecedented challenges this last fiscal year and have risen to the challenges. From pivoting to develop ways to virtually connect with our residents for service, meeting with businesses to explore reopening solutions, to creating online recreational and reading programs to keep our community engaged, the staff quickly and proactively modified their way of providing services to the community. I applaud them all for their efforts in the last several months. However, this collective response would not have been possible if our staff was not already working as a close-knit team. The quick response to the ever-changing landscape has been critical to keep services functioning for our businesses and residents. This proposal is also based upon the positive operational results from the budget management of all the management staff. A draft performance evaluation system was presented to the Personnel Subcommittee at their July 28, 2020 meeting. This system will be implemented and evaluated over the next year. The Personnel Subcommittee recommended approval of the proposed salary adjustments.

No Town employee should be discussed during consideration of this item as individual municipal employees have the right to be present for discussions regarding them and further may request that said discussion be held in either executive session or open session.

FINANCIAL SUMMARY: This item would authorize a transfer of approximately \$44,000 from the contingent account to the various personnel services and employee benefit accounts impacted by the proposed increases in compensation. The Contingency Account has a current balance of \$275,000. If approved, the balance after this transfer will be \$231,000

STAFF RECOMMENDATION:
TOWN ATTORNEY REVIEW:
COUNCIL ACTION DESIRED:
SUPPORTING MATERIALS:

Approval of the Resolution
N/A
Action on the Resolution

- Resolution

Resolution #20-46

**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

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 August 11, 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)