



TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

172 Main Street

Killingly, CT 06239

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

****AMENDED****

TOWN COUNCIL MEETING REGULAR MEETING AGENDA

DATE: Tuesday, January 11, 2022

TIME: 7:00 PM

PLACE: Town Meeting Room
172 Main Street, Killingly

RECEIVED
TOWN CLERK, KILLINGLY, CT
2022 JAN 10 AM 10:17
Elizabeth M. W. - 10

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

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
 - a) Organizational Town Council Meeting – December 6, 2021
 - b) Regular Town Council Meeting – December 14, 2021
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
 - a) Killingly School Choice Week Proclamation
 - b) Killingly Teacher of the Year presentation to Mike Morrill
 - c) Ellis Tech Teacher of the Year presentation to Tim Milton
 - d) St. James School Teacher of the Year presentation to Laurie Barrette
7. UNFINISHED BUSINESS FOR TOWN MEETING ACTION
8. CITIZEN'S STATEMENT AND PETITION

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

Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written

Visit us at: www.Killingly.org

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public comment must be received prior to 2pm the day of the meeting. Written public comment will be posted on the Town's website www.killinglyct.gov.

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
 - a) Brian Card – Reappointment to the Planning & Zoning Commission as a Regular Member
 - b) Virge Lorents – Reappointment to the Zoning Board of Appeals as a Regular Member
 - c) Byron Marton – Reappointment to the Agricultural Commission as a Regular Member
 - d) Patrick McLaughlin – Reappointment to the Water Pollution Control Authority as a Regular Member
 - e) Thomas Weaver – Reappointment to the Permanent Building Commission as a Regular Member
 - f) Vance Carter – Appointment to Board of Recreation as a Regular Member
 - g) Kevin Mahan – Appointment to the Board of Recreation as Regular Member
 - h) Adam Reynolds – Appointment to the Permanent Building Commission as an Alternate Member
11. REPORTS FROM LIAISONS
 - a) Board of Education Liaison
 - b) Borough Council Liaison
12. DISCUSSION AND ACCEPTANCE OF MONTHLY BUDGET REPORTS
 - a) Summary Report on General Fund appropriations for Town government
 - b) System Object Based on Adjusted Budget for the Board of Education
13. CORRESPONDENCE/COMMUNICATIONS/REPORTS
 - a) Town Managers Report
 - b) Memo from BOE – Use of Non-Lapsing Funds
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
 - a) Appointment of Town Attorney – Tabled until January 11, 2022 meeting
15. NEW BUSINESS
 - a) Consideration and action on a resolution setting the date and time for the Town Council Goal Setting Session
 - b) Consideration and action on appointing Special Counsel
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
18. ADJOURNMENT

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

KILLINGLY TOWN COUNCIL OGANIZATIONAL MEETING

Date: Monday, December 6, 2021

Time: 8:00 p.m.

Place: Town Meeting Room
Killingly Town Hall

AGENDA KILLINGLY TOWN COUNCIL

The Town Council of the Town of Killingly held an Organizational Meeting on Monday, December 6, 2021 at 8:00 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 – Town Clerk**
- 2. Oath of Office - Town Clerk**
- 3. Election of Chairman/Vice-Chairman**
- 4. Discussion of appointment of Town Attorney**
- 5. Consideration and action on a resolution appointing the Town Council's Recording Secretary**
- 6. Consideration and action on a resolution establishing the date, time, and place of 2022 and 2023 Regular Town Council meetings**
- 7. Consideration and action on a resolution adopting the Town Council's Rules of Procedure**
- 8. Discussion of Town Council Liaisons to Boards and Commissions**
- 9. Council Chairman Message**
- 10. Adjournment**

1. Town Clerk Wilson called the Organizational Meeting to order at 8:00 p.m.
2. Town Clerk Wilson administered the Oath of Office to the incoming At-Large Council Members Jason Anderson, Patti Larrow George, Michelle Murphy, and Andrew T. Whitehead. Town Clerk Wilson administered the Oath of Office to the incoming District Council Members Ed Grandelski, Kevin Kerttula, Ula Tiik-Barclay, Tammy Wakefield, and Raymond Wood II.
3. Town Clerk Wilson opened nominations for Town Council Chairman. Mr. Wood, seconded by Ms. George, nominated Mr. Anderson for Town Council Chairman. Mr. Grandelski, seconded by Ms. Wakefield, moved to close nominations. Voice vote: Unanimous. Nominations were closed. On Voice vote, Mr. Anderson was unanimously voted town Council Chairman. Chairman Anderson took charge of the meeting. Ms. Wakefield, seconded by Mr. Wood, nominated Mr. Kerttula as Town Council Vice-Chairman. Mr. Grandelski, seconded by Mr. Anderson, moved to close nominations. Voice vote: Unanimous. Nominations were closed.

On Voice vote, Mr. Anderson was unanimously voted Town Council Vice-Chairman.

4. Discussion of appointment of Town Attorney

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

RESOLUTION APPOINTING TOWN ATTORNEY

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter IX, section 902 of the Killingly Town Charter, the firm of Halloran & Sage be appointed as Town Attorney.

BE IT FURTHER RESOLVED that the Town Council, pursuant to the Killingly Town Charter, reserves the right to appoint temporary counsel for special purposes and circumstances as may be required.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 6th day of December 2021

Discussion followed.

Mr. Wood made a motion, seconded by Mr. Grandelski, to table until the January 2022 Regular Council meeting.

Voice vote: Unanimous. Motion passed.

Resolution tabled.

5. Consideration and action on a resolution appointing the Town Council's recording secretary

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

RESOLUTION APPOINTING TOWN COUNCIL'S RECORDING SECRETARY

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter V, Section 503 of the Killingly Town Charter, Elizabeth Buzalski is appointed as Council Secretary for the Killingly Town Council for the purpose of recording, in written format, the minutes of Town Council meetings, with compensation as follows:

Regular Council Meetings:	\$287.00 per meeting
Special Council Meetings:	23.50 per hour

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 6th day of December 2021

Discussion followed.

Voice vote: Unanimous. Motion passed.

6. Consideration and action on a resolution establishing the date, time, and place of 2020 and 2021 regular Town Council meetings

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

**RESOLUTION ESTABLISHING DATE, TIME AND PLACE
OF 2020-2021 REGULAR TOWN COUNCIL MEETINGS**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter V, Section 504 of the Killingly Town Charter, the date, time and place of its regular monthly meetings in 2020 and 2021 shall be as follows:

Date: Second Tuesday of each month
Time: 7:00 PM
Place: Town Meeting Room
Killingly Town Hall
172 Main Street
Killingly, CT 06239

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut,
This 6th day of December 2021

Discussion followed

Voice vote: Unanimous. Motion passed.

7. Consideration and action on a resolution adopting the Town Council's Rules of Procedure

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

**A RESOLUTION ADOPTING THE TOWN COUNCIL'S
RULES OF PROCEDURE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter V, Section 504 of the Killingly Town Charter, the Rules of Procedure for the Killingly Town Council in effect as of December 2, 2019, and as attached hereto and considered a part hereof as Exhibit A, shall be in effect for the ensuing two years or until further amended in accordance with Article X of said Rules or replaced.

KILLINGLY TOWN COUNCIL

Jason Anderson

Chairman

Dated at Killingly, Connecticut,
this 2nd day of December 2017

Discussion followed.

Voice vote: Unanimous. Motion passed.

8. Discussion of Town Council Liaisons to Boards and Commissions

Chairman Anderson explained the list for Council Appointments of Liaisons and where to find meeting dates and times. Town Manager Calorio also explained the binders for incoming Councilors and reminded Councilors that her office was available to them if they had questions.

10. Council Chairman Message

Chairman Anderson read his message as incoming Council Chairman.

11. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 8:21 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

**KILLINGLY TOWN COUNCIL
REGULAR MEETING**

DATE: TUESDAY, December 14, 2021

TIME: 7:00 P.M.

PLACE: TOWN MEETING ROOM
KILLINGLY TOWN HALL

AGENDA

The Town Council of the Town of Killingly held a Regular Meeting on Tuesday, December 14, 2021, at 7:00 p.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

1. **CALL TO ORDER**
2. **PRAYER**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**
 - a) Special Town Council Meeting – October 5, 2021
 - b) Regular Town Council Meeting – October 12, 2021
 - c) Regular Town Council Meeting – November 9, 2021
6. **PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS**
 - a) Presentation of Plaques to outgoing Councilors Ernest Lee and Mark LaPrade
7. **UNFINISHED BUSINESS FOR TOWN MEETING ACTION**
8. **CITIZEN'S STATEMENTS AND PETITIONS**

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

Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written public comment must be received prior to 2 p.m. the day of the meeting. Written public comment will be posted on the Town's website, www.killinglyct.gov.
9. **COUNCIL/STAFF COMMENTS**
10. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
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) Appointment of Town Attorney – Tabled until January 2022

15. NEW BUSINESS

- a) Consideration and action on a resolution adopting the Collective Bargaining Agreement between the Killingly Board of Education and the Killingly Administrators' Association for the period July 1, 2022, through June 30, 2025

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

- a) Attorney-Client privileged communication not subject to disclosure under CGS 1-20(b)(10)
- b) Contract Negotiation – Verogy – Landfill Solar Project

18. ADJOURNMENT**REGULAR MEETING**

1. Chairman Anderson called the meeting to order at 7:00 p.m.
2. Prayer by Mr. Wood.
3. Pledge of Allegiance to the flag.
4. Upon roll call all Councilors were present. Also present were Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski.
5. Adoption of minutes of previous meetings
- 5a. Ms. George made a motion, seconded by Mr. Wood, to adopt the minutes of the Special Town Council Meeting of October 5, 2021, the Regular Town Council Meeting of October 12, 2021, and the Regular Town Council Meeting of November 9, 2021.
Discussion followed.
Voice Vote: Unanimous. Motion passed.
6. Presentations, proclamations and declarations:
- 6a. Presentation of Plaques to outgoing Councilors Ernest Lee and Mark LaPrade
Mr. Anderson presented a plaque to outgoing Councilor LaPrade. Mr. Lee was not available.
7. Unfinished Business for Town Meeting Action: None
8. Citizens' Statements and Petitions:
One Public Comment was received via email from Donna Bromwell supporting the solar panels on the landfill and that the publicity on the date and location of the voting for the Westfield Ave project was poor.
9. Council/Staff Comments:
Mr. Anderson agreed that the publicity was poor for the Westfield Ave project. Town Manager Calorio explained the restrictions on advertising regarding voting. Councilors discussed other methods of getting the word about votes to the public.
10. Appointments to Boards and Commissions: None
11. Reports from Liaisons:
- 11a. Report from the Board of Education Liaison:
Board of Education Liaison was not available.
- 11b. Report from the Borough Liaison:
Borough Liaison LaBerge reported on various activities of the Borough of Danielson.
12. Discussion and Acceptance of Monthly Budget Reports:
- 12a. Summary Report on General Fund Appropriations for Town Government:
Ms. Wakefield made a motion, seconded by Ms. George, to accept the summary report on general fund appropriations for Town Government.

Discussion followed.

Voice Vote: Unanimous. Motion passed.

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

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

Discussion followed.

Voice Vote: Unanimous. Motion passed.

13. Correspondence/Communications/Reports:

13a. Town Manager Report

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

14. Unfinished Business for Town Council Action:

14a. Appointment of Town Attorney – Tabled until January 2022

15. New Business:

a) Consideration and action on a resolution adopting the Collective Bargaining Agreement between the Killingly Board of Education and the Killingly Administrators' Association for the period July 1, 2022, through June 30, 2025

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

**A RESOLUTION ADOPTING THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE KILLINGLY BOARD OF EDUCATION AND THE KILLINGLY
ADMINISTRATORS' ASSOCIATION FOR THE PERIOD JULY 1, 2022, THROUGH
JUNE 30, 2025**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that in accordance with Connecticut General Statutes, Section 10-153d, the collective bargaining agreement between the Killingly Board of Education and the Killingly Administrators' Association for the period July 1, 2022, through June 30, 2025, is hereby approved and adopted.

KILLINGLY TOWN COUNCIL
Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 14th day of December 2021

Discussion followed.

Voice Vote: 8-0 majority, Ms. Murphy abstained. Motion passed.

6. Council Member Reports and Comments:

Mr. Grandelski reported on the WPCA meeting.

Ms. Murphy reported on the Ag Commission meeting.

Mr. Kerttula reported on the Permanent Building Commission.

Mr. Anderson reported on the Board of Education meeting.

Ms. Wakefield reported on Parks and Rec activities.

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

17. Executive Session:

a) Attorney-Client privileged communication not subject to disclosure under CGS 1 20(b)(10)

b) Contract Negotiation – Verogy – Landfill Solar Project

Mr. Kerttula made a motion, seconded by Mr. Wood, to move to Executive Session with Town Manager Calorio and the Town Attorney to discuss privileged communication and contract negotiation.

Voice vote: Unanimous. Motion passed.

Moved to Executive Session at 8:07 p.m. and returned at 9:33 p.m.

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 9:34 p.m.

Respectfully submitted,

Elizabeth Buzalski
Council Secretary

Town of Killingly
School Choice Week

WHEREAS all children in Killingly should have access to the highest-quality education possible; and,

WHEREAS Killingly recognizes the important role that an effective education plays in preparing all students in Killingly to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Killingly; and,

WHEREAS Killingly is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS Killingly has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, The Killingly Town Council does hereby recognize January 23 – 29, 2022 as Killingly School Choice Week, and we call this observance to the attention of all of our citizens.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of January 2022.

Agenda Item #6b

PROCLAMATION HONORING
Michael Morrill
Killingly Public School
2022 TEACHER OF THE YEAR

WHEREAS, Michael Morrill has been an educator with the Killingly Public Schools since 2015. He joined Killingly Public Schools as a long-term substitute which was the beginning of his second career. Michael comes with years of education and experience that allows his positive influences and leadership to promote his student's success; and

WHEREAS, in addition to Michael's responsibilities in the classroom, he coaches Girls Basketball, advisor to the Technology Student Association and most recently, serves as the KIS Student Government and National Junior Honor Society advisor. He advocates for his students to take leadership roles and develop relationships with their peers that are positive and supportive; and

WHEREAS, Michael identified a need during the pandemic and shifted quickly to facilitating meetings with KIS staff for Social Emotional Learning (SEL) to meet the needs of students, and was instrumental in organizing and providing SEL professional development to KIS staff through the year;

WHEREAS, Michael has volunteered boundless hours to renovate and expand outdoor classroom and trails at Killingly Intermediate School to an oasis that is respected, admired, and enjoyed by the entire school. The outdoor classroom offers the students the ability to be interactive, makes a connection to nature and offers a hands-on learning approach. They can collect data and learn about the deciduous forests and ecological issues; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that Michael Morrill be publicly recognized for his exemplary service, extensive experience, and excellent teaching skills and for the well-earned distinction and respect he has received from his students and peers as the 2022 Killingly Public School Teacher of the Year; and

BE IT FURTHER PROCLAIMED that he be commended for his devotion to his students, their families, the school, and the community.

Presented this 11th day of January 2022 by the
KILLINGLY TOWN COUNCIL

Agenda Item #6c

PROCLAMATION HONORING
Timothy Milton
Harvard H. Ellis Technical High School
2022 TEACHER OF THE YEAR

WHEREAS, Timothy Milton has been an educator for the last 10 years at H.H. Ellis Technical High School. As a graduate of Norwich Technical High School, Mr. Milton has brought skill and positive influences to H.H. Ellis Technical High School from his over twenty-year career in the industrial field of Precision Manufacturing; and

WHEREAS, in addition to Mr. Milton's duties as teacher and his endless hours in his shop. He accepted the role of Department Head two years ago in the most challenging of years. His commitment and passion for students has never been brighter, including his success in turning his program from low enrollment to one of the most requested programs by students. Mr. Milton supported H.H. Ellis Technical High School and QVCC in forming a strong partnership in the development of the QVCC precision manufacturing program; and

WHEREAS, Mr. Milton has taken his enthusiasm and positivity from the classroom to the basketball courts and the baseball field. Coaching students for the last eight years with dedication, heart, and sportsmanship. He also volunteers for school committees and activities such as the senior prom; and

WHEREAS, Mr. Milton's loyalty and his craft of teaching allows him to encourage and grow his students, building an environment where he not only creates opportunity but is an ally to their dreams; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that Timothy Milton be publicly recognized for his exemplary service, extensive experience, and excellent teaching skills and for the well-earned distinction and respect he has received from his students and peers as the 2022 Harvard H. Ellis Technical High School Teacher of the Year; and

BE IT FURTHER PROCLAIMED that he be commended for his devotion to his students, their families, the school, and the community.

Presented this 11th day of January 2022 by the
KILLINGLY TOWN COUNCIL

Agenda Item #6d

PROCLAMATION HONORING
Laurie Barrette
St. James School
2022 TEACHER OF THE YEAR

WHEREAS, Laurie Barrette has served as dedicated teacher at St. James School since 2002; and

WHEREAS, Mrs. Barrette has served as a first-grade teacher for the last seven years. She brings imagination, passion, and experience from her earlier teaching years and creates a classroom full of excitement and structure. She utilizes her love of art to ignite her students; and

WHEREAS, Mrs. Barrette has taken her artistic talents and enthusiasm outside the classroom offering art workshops, PrimeTime Reading nights, and spirituality retreats. She also supports her parish as a Lector and enjoys quality time with her husband, children, and grandchildren.

NOW, THEREFORE, BE IT PROCLAIMED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that Laurie Barrette be publicly recognized for her exemplary service, extensive experience, and excellent teaching skills and for the well-earned distinction and respect she has received from her students and peers as the 2022 St. James School Teacher of the Year; and

BE IT FURTHER PROCLAIMED that she be commended for her devotion to her students, their families, the school, and the community.

Presented this 11th day of January 2022 by the
KILLINGLY TOWN COUNCIL

Interview Candidates for Boards and Commissions

Reappointments:

- a. **Brian Card** is seeking reappointment to the Planning & Zoning Commission as a Regular Member. The term would run 1/2022 through 12/2024, a three-year term.

Mr. Card has been a member of the Planning & Zoning Commission as a Regular Member since 2008 and prior to that, an Alternant Member for 2 years. His attendance has been steady over the course of his appointment.

The Planning & Zoning Commission is a Commission with 5 Regular Members and 3 Alternate Members. Including Mr. Card, all 5 regular members seats are filled. There are 3 Alternate member vacancies available.

- b. **Virge Lorents** is seeking reappointment to the Planning & Zoning Commission as a Regular Member. The term would run 1/2022 through 12/2024, a three-year term.

Ms. Lorents has been a member of the Planning & Zoning Commission as a Regular Member for many years. She was a member for over a decade in the 80's and 90's and came back to the Commission in 2015. Her attendance has been steady over the course of her appointment.

The Planning & Zoning Commission is a Commission with 5 Regular Members and 3 Alternate Members. Including Ms. Lorents, all 5 regular members seats are filled. There are 3 Alternate member vacancies available.

- c. **Byron Martin** is seeking reappointment to the Agricultural Committee as a Regular Member. The term would run 11/2021 through 10/2024, a three-year term.

Mr. Martin has been a member of the Agricultural Committee as a Regular Member since November 2012. His attendance has been steady over the course of his appointment.

The Agricultural Committee is a Commission with 5 Regular members and 3 Alternate members. Including Mr. Martin, 4 regular member seats are filled. There is one Regular member and one Alternate member vacancy available.

- d. **Patrick McLaughlin** is seeking reappointment to the Water Pollution Control Authority as a Regular Member. The term would run 11/2021 through 10/2024, a three-year term.

Mr. McLaughlin has been a member of the Water Pollution Control Authority as a Regular Member since January 2004. Mr. McLaughlin's attendance has been steady over the course of his appointment.

The Water Pollution Control Authority is an Authority with 5 Regular members and 2 Alternate members. Currently, there are 3 active Regular Members including Mr. McLaughlin. Two Regular Member and two Alternate Member seats are vacant.

- .
- e. **Thomas Weaver** is seeking reappointment to the Permanent Building Commission as a Regular Member. The term would run 12/15/2021 through 12/16/2025, a four-year term.

Mr. Weaver has been a member of the Permanent Building Commission since 1995. His attendance has been steady over the course of his twenty-six years on the commission.

The Permanent Building Commission is a Commission with 5 Regular Members and 2 Alternate Members. Currently, there are 5 active Regular Members including Mr. Weaver and 2 Alternate Member seat vacancies.

New Applicants to Boards and Commission:

Agriculture Commission- none

Conservation Commission- none

Board of Recreation

There are currently 2 Regular Member vacancies with a term of 2 years in which both terms run from 1/1/2022 through 12/31/2023.

Vance Carter of 77 Stearns Street, Danielson

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

Kevin Mahan of 17 Vezina Drive, Danielson

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

Building Board of Appeals-none

Cable Advisory Committee-none

Conservation Commission-none

Economic Development Commission-none

Historic District Commission-none

Housing Authority-none

Inlands Wetlands & Water Courses Commission-none

Open Space Land Acquisition Committee-none

Permanent Building Commission

There are currently 2 Alternate Member vacancies with a term of 4 years that would run 12/16/2020 through 12/16/2024.

Adam Reynolds of 5 LaFantasie Rd, Danielson

Mr. Reynolds is interested in being appointed as an Alternate Member of the Permanent Building Commission.

Planning & Zoning Commission-none

Public Safety Commission-none

Water Pollution Control Authority-none

Zoning Board of Appeals-none



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5300, ext. 7 Fax: 860-779-5382

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

Please fill in the following information to help us keep our information current.

DATE: 11-1-2021

NAME: Brian N. Card



Physical Address:

60 Mason Hill Rd Dayville CT 06241

Mailing Address:

same

Best phone contact: Cell: 401-255-8101 Home: 860-774-5607

***EMAIL:** brian.card@sbcglobal.net

PARTY AFFILIATION: ☐ Republican ☐ Democrat ☒ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

Currently a member of the (name commission) Planning & Zoning

I wish to be reappointed to this Board/Commission as a (regular / alternate) regular member.

Brian N. Card
(signature)

TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year _____ Attendance Previous Year _____

Visit us on the web at WWW.KILLINGLYCT.GOV

Unm 11/20 - for STC mtg conf
email from BC - advised STC mtg

conf address
reg / party



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5300, ext. 7 Fax: 860-779-5382

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

Please fill in the following information to help us keep our information current.

DATE: 10/28/21

NAME: Virge Lorents

Physical Address:

50 Peep Road Rd. Dayville, CT 06241

Mailing Address:

same

Best phone contact: Cell: 860-428-2798 Home: _____

*EMAIL: virge.lorents@gmail.com

PARTY AFFILIATION: ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☐ Yes ☒ No

Currently a member of the (name commission) Planning & Zoning

I wish to be reappointed to this Board/Commission as a (regular / alternate) _____ member.

Virge Lorents
(signature)

TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year _____ Attendance Previous Year _____

conf. address
notar, party

11/20 : s/w & confirmed.

Visit us on the web at WWW.KILLINGLYCT.GOV



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

byron@logees.net

DATE: 9-8-21

NAME: BYRON MARTIN

Please fill in the following information to help us keep our information current.

ADDRESS: 111 NORTH ST. DANIELSON, CT 06239

PHONE: Home: _____
Business and/or Cell: _____

PARTY AFFILIATION: ☐ Republican ☐ Democrat ☒ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

You are currently a member of the (name commission) AG - COMMISSIONER

Your membership term is due to expire 10-31-21

Do you wish to be appointed to this Board/Commission as a REGULAR for a 2 year term?

☒ Yes ☐ No

Byron E Martin
Signature

9-8-21
Date

Attendance Current Year 8 OUT OF 9 MEETINGS

Attendance Previous Year 11 OUT OF 12 MEETINGS

Please return this form to the Town Manager's Office by mail or faxing to 860-779-5382 no later than: _____

Visit us on the web at WWW.KILLINGLYCT.GOV

registered
cong. info.
address you

12/20: I'll ensure it can
make it
sent email w/ info into too



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

DATE: 9-6-21

patrickjmclaughlin
@yahoo.com

NAME: Patrick McLaughlin

Please fill in the following information to help us keep our information current.

ADDRESS: 471 Wauregan Rd. Danielson

PHONE: Home: 860-779-7874
Business and/or Cell: 860 333 7216

PARTY AFFILIATION: ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

You are currently a member of the (name commission) WPCA

Your membership term is due to expire end of October 2021

Do you wish to be appointed to this Board/Commission as a Regular for a 3 year term?

☒ Yes ☐ No

Patrick McLaughlin
Signature

9-6-21
Date

Attendance Current Year missed one meeting (work related.)
with notification

Attendance Previous Year _____

Please return this form to the Town Manager's Office by mail or faxing to 860-779-5382 no later than: _____

Visit us on the web at WWW.KILLINGLYCT.GOV

reg
confirmed order / ok
party

12/20: o/w - confirmed to come '14



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5300, ext. 7 Fax: 860-779-5382

BOARDS & COMMISSIONS REAPPOINTMENT QUESTIONNAIRE

Please fill in the following information to help us keep our information current.

DATE: 10/28/2021

NAME: Thomas D. Weaver

Physical Address:

34 Raymond Rd Dayville, CT. 06241

Mailing Address:

34 Raymond Rd Dayville, CT. 06241

Best phone contact: Cell: 860-208-1088 Home: NA

***EMAIL:** weaver.electric@SNET.NET

PARTY AFFILIATION: ☒ Republican ☐ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

Currently a member of the (name commission) Permanent Building Comm.

I wish to be reappointed to this Board/Commission as a (regular / alternate) regular member.



TOWN MANAGERS OFFICE TO COMPLETE

Attendance Current Year _____ Attendance Previous Year _____

Visit us on the web at WWW.KILLINGLYCT.GOV

conf. address
party, no bar

12/20: LHM email re: 11/4/22
conf. his abk to come

12/20 - Union re 11/4/22



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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

FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: ☐ Yes ☐ No



Boards & Commissions Questionnaire

Date: 12-9-2021

Name: Vance Carter

Residence Address: 77 Stearns Street Danielson, CT 06239

Mailing Address: Same

Occupation: pharmacist

Phone Number: Home: 860-774-5232 Business: 860-774-5301 Cell: 860-428-3204

E-Mail Address: pharmrun@yahoo.com

- How long have you lived in Killingly? 1955 to 1979 then 1998 to present
- Are you a registered voter of the Town of Killingly? ☒ Yes ☐ No:
- What is your party affiliation? ☐ Republican ☐ Democrat ☒ Unaffiliated/Other
- Which Board or Commission appointment are you seeking? Parks + Recreation
- Would you prefer a regular position, alternate position, or it doesn't matter. (Please circle one)
- Why are you seeking appointment to this Board or Commission? Retiring in Feb 2022 and would like contribute my time to the community,
- What is your experience or knowledge regarding this Board or Commission? No experience, I have coached basketball, football and softball over the years, I have been an active runner for over 35 years.
- State your philosophy in regard to this Board or Commission: To offer residents recreation options for the enhancement of fitness and health. Offer programs that improves the quality of our town.
- Boards and Commissions meet a minimum of 15 times per year; more if there are special meetings or projects. Therefore, it is required for all members to be in attendance to insure a quorum. Are you able to devote this amount of time? ☒ Yes ☐ No
Do not know the inner workings of the commission but willing to learn.

Visit us on the web at WWW.KILLINGLYCT.GOV

Confirmed address
Voter status / party 12/14

12/23 - s/w waiting
Schedule

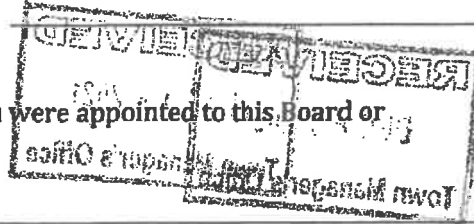
Boards & Commissions Questionnaire
Page 2

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

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

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

If yes, please explain:



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

If yes, please explain:

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

☐ Yes ☒ No

If yes, please explain:

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

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

1. Port & the Creation
2. _____
3. _____

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



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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



FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: ☐ Yes ☐ No

Boards & Commissions Questionnaire

Date: 11/9/2021

Name: Kevin Mahan

Residence Address: 17 Veyna Drive

Mailing Address: Danielson CT 06239

Occupation: maintenance state of CT

Phone Number: Home: 860-779-0414 Business: _____ Cell: 860-208-0012

E-Mail Address: Kmahano414@gmail.com

1. How long have you lived in Killingly? like long, 64 years
2. Are you a registered voter of the Town of Killingly? ☒ Yes ☐ No:
3. What is your party affiliation? ☐ Republican ☒ Democrat ☐ Unaffiliated/Other
4. Which Board or Commission appointment are you seeking? Recreation
5. Would you prefer a **regular** position, **alternate** position, or **it doesn't matter**. (Please circle one)
6. Why are you seeking appointment to this Board or Commission? To try and build activities for individuals of all ages.
7. What is your experience or knowledge regarding this Board or Commission? I have watched this department grow and do good things for the town. this would be with the help of the board.
8. State your philosophy in regard to this Board or Commission: In town we have citizens of all abilities, disabilities and interests. Providing them with activities or information on what's available to them could help improve the quality of life in a relaxed setting.
9. Boards and Commissions meet a minimum of 15 times per year; more if there are special meetings or projects. Therefore, it is required for all members to be in attendance to insure a quorum. Are you able to devote this amount of time? ☒ Yes ☐ No

regular/dual address confirm

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

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

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

If yes, please explain: _____

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

If yes, please explain: _____

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

☐ Yes ☒ No

If yes, please explain: _____

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

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

1. _____
2. _____
3. _____

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



TOWN OF KILLINGLY

TOWN MANAGER'S OFFICE

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

FOR OFFICE USE ONLY

Interview Date:

Interview Time:

Action Taken:

All Actions Completed: ☐ Yes ☐ No



Boards & Commissions Questionnaire

Date: 12/7/2021

Name: Adam Reynolds

Residence Address: 5 LaFantasie Rd, Danielson CT 06239

Mailing Address: Same

Occupation: Electrician

Phone Number: Home: _____ Business: 860-234-4985 Cell: 860-234-4985

E-Mail Address: areynoldselectric@gmail.com

- How long have you lived in Killingly? 41 years
- Are you a registered voter of the Town of Killingly? ☒ Yes ☐ No
- What is your party affiliation? ☐ Republican ☒ Democrat ☐ Unaffiliated/Other
- Which Board or Commission appointment are you seeking? Permanent Building Commission
- Would you prefer a **regular** position, **alternate** position, or **it doesn't matter** (Please circle one)
- Why are you seeking appointment to this Board or Commission? I would like to contribute my trade skills to the town.
- What is your experience or knowledge regarding this Board or Commission? I know this is the commission ^{that} acts on behalf of the town for all construction projects.
- State your philosophy in regard to this Board or Commission: Should hold contractors to highest standards. Ensure work is done correctly so as to keep costs down
- Boards and Commissions meet a minimum of 15 times per year; more if there are special meetings or projects. Therefore, it is required for all members to be in attendance to insure a quorum. Are you able to devote this amount of time? ☒ Yes ☐ No

Visit us on the web at WWW.KILLINGLYCT.GOV

Conf: address, voter register, affiliated,

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

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

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

If yes, please explain: _____

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

If yes, please explain: _____

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

☐ Yes ☒ No

If yes, please explain: _____

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

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

1. _____
2. _____
3. _____

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



TOWN OF KILLINGLY

FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

Finance Department Budget Review

December 31, 2021

To: Mary Calorio, Town Manager

December 2021 Revenues

As of December 2021, the Town's fiscal year 2021-2022 collections appear to be within expectations at 68.20% of the overall budget for general town revenue. In the prior year, December 2020 revenue collections represented 61.77%. Property tax revenues, permits, town clerk and conveyance fees continue to remain above average in the amount of collection as compared to this same time period in the prior year. Certain state grant payments were also received in December 2021, some of these payments were slightly above current year budget estimates.

December 2021 Expenditures

Budget to actual results for total Town operations and debt service expenditures are currently at 34.98% for the month of December 2021 as compared to 36.09% in the prior year (December 2020). During the first quarter of the fiscal year, many subscriptions and services with annual renewal become due and payable and several other services are subject to a quarterly payment schedule.

There were no new line items with significant year to date utilization during the current month.:

Prior Month(s) Discussion:

1. Registration/Elections - Contractual Services

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

2. Town Commissions and Service Agencies

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

3. Information Technology – Contractual Services

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

4. Engineering – Contractual Services

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

December 2021 Expenditures (Continued)

Prior Month(s) Discussion (Continued):

5. Recreation Admin and Program - Personnel Services
Consistent with budget expectations, year to date budget to actual includes the seasonal staff for summer programs and these costs are also consistent with the prior year.
6. Recreation Admin and Program - Contractual
Consistent with budget expectations, year to date budget to actual includes costs related to summer programs and are consistent with the prior year.
7. Parks and Grounds – Personnel Services
Consistent with budget expectations, these costs include additional part time staff that are hired to assist with the summer seasonal work for the summer maintenance and landscaping services.
8. Public Library - Contractual Services
Costs related to data processing are renewed annually and are within budget expectations.
9. 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.
10. 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.
11. 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.
12. Insurance
Insurance contracts are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.
13. Special Reserve and Programs
Included within the adopted budget were annual contributions to specific Town reserves and programs. These transfers were made in September 2021 which represent 32% of this department's budget.
14. Capital Outlay- (various departments) -
Annually as part of the budget process, the budget includes the annual contribution from each department to the Capital non-recurring Fund (CNR) to manage our renewal and replacement program for the Town's fleet of equipment and vehicles. These amounts are budgeted in the respective department capital outlay line item. This planned transfer from the General Fund has been made in the current month resulting in the full utilization of the capital outlay line item for most departments.

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through December 31, 2021

REVENUE ITEM	Fiscal Year 2021-2022		
	Budget	December	Percent
TAXES			
Current Property Taxes	36,264,881	24,716,800	68.16%
Back Taxes	500,000	308,732	61.75%
Penalty Fees	4,500	5,140	114.22%
Tax Interest	200,000	180,488	90.24%
Supplemental Motor Vehicle	375,000	-	0.00%
Remediation Financing	(150,595)	(75,298)	50.00%
TOTAL	\$37,193,786	25,135,862	67.58%
LICENSES & PERMITS			
Building Permits	240,000	111,211	46.34%
P&Z Permits	13,000	11,816	90.89%
Other Permits	8,000	11,090	138.63%
Airplane Tax	2,050	1,275	62.20%
TOTAL	\$263,050	\$135,392	51.47%
FINES & FEES			
Library Fines & Fees	10,000	4,657	46.57%
Alarm Reg Fees and Fines	5,000	3,425	68.50%
Dog Licenses	500	525	105.00%
TOTAL	\$15,500	\$8,607	55.53%
USE OF MONEY & PROPERTY			
Interest Income	100,000	35,877	35.88%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Sewer Plant Lease	42,000	18,000	100.00%
Communication Tower Lease	101,000	46,829	46.37%
TOTAL	\$243,090	\$100,706	41.43%
STATE GRANTS IN LIEU OF TAXES			
State-Owned Property	149,332	230,398	154.29%
Disability Exemption	4,583	5,096	111.20%
Veteran's Exemption	9,694	9,916	102.29%
Municipal Stabilization Grant	268,063	268,063	100.00%
	\$431,672	\$513,473	118.95%
OTHER STATE GRANTS			
Pequot/Mohegan Fund Grant	94,184	31,395	33.33%
Municipal Grants - In - Aid	976,064	-	0.00%
Adult Education	106,734	72,872	68.27%
TOTAL	\$1,176,982	\$104,267	8.86%

TOWN OF KILLINGLY
Estimated Revenue Detail
Monthly Report Through December 31, 2021

REVENUE ITEM	Fiscal Year 2021-2022		
	Budget	December	Percent
CHARGES OF SERVICE			
Community Development	55,000	-	0.00%
Town Clerk	165,000	105,184	63.75%
Conveyance Tax	240,000	165,777	69.07%
Elderly Housing - Sewer PILOT	31,360	-	0.00%
Recreation	130,000	69,707	53.62%
District Collections	12,310	6,622	53.79%
TOTAL	633,670	347,290	54.81%
OTHER REVENUES			
Miscellaneous	85,000	57,099	67.18%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	2,901,066	2,901,329	100.01%
PILOT - Telecommunications	50,000	-	0.00%
Law Enforcement - SRO Reimbursement	82,942	-	0.00%
School Capital Contribution	234,828	245,502	104.55%
TOTAL	3,368,836	3,203,930	95.10%
GENERAL TOWN REVENUE	\$43,326,586	\$29,549,526	68.20%
SCHOOL			
Educational Cost Sharing	15,245,633	3,811,408	25.00%
Vocational Agriculture	645,860	380,550	58.92%
Non-Public School - Health	24,033	-	0.00%
Tuition:			
Regular	1,439,163	798,197	55.46%
Special Ed-Voluntary	250,000	-	0.00%
Vocational-Agriculture	743,707	442,813	59.54%
TOTAL	\$18,348,396	5,432,967	29.61%
Fund Balance	1,570,000	-	0.00%
TOTAL REVENUES	63,244,982	34,982,493	55.31%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through December 31, 2021

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	December	Percent
<u>GENERAL GOVERNMENT</u>				
Town Council				
Personnel Services	13,500	-	6,500	48.15%
Contractual Services	31,800	-	14,647	46.06%
Materials and Supplies	1,000	-	112	11.19%
Total	<u>\$46,300</u>	<u>\$0</u>	<u>\$21,259</u>	<u>45.92%</u>
Town Manager				
Personnel Services	203,860	-	97,398	47.78%
Contractual Services	26,200	-	6,178	23.58%
Materials and Supplies	3,500	-	243	6.94%
Total	<u>\$233,560</u>	<u>\$0</u>	<u>\$103,819</u>	<u>44.45%</u>
Legal Services				
Contractual Services	99,200	-	23,399	23.59%
Total	<u>\$99,200</u>	<u>\$0</u>	<u>\$23,399</u>	<u>23.59%</u>
Town Clerk				
Personnel Services	164,505	-	78,037	47.44%
Contractual Services	28,175	-	15,137	53.73%
Materials and Supplies	1,800	-	1,423	79.07%
Total	<u>\$194,480</u>	<u>\$0</u>	<u>\$94,597</u>	<u>48.64%</u>
Finance				
Personnel Services	242,380	-	115,329	47.58%
Contractual Services	55,960	-	18,003	32.17%
Materials and Supplies	1,700	-	407	23.97%
Total	<u>\$300,040</u>	<u>\$0</u>	<u>\$133,740</u>	<u>44.57%</u>
Assessor				
Personnel Services	181,230	-	85,575	47.22%
Contractual Services	7,135	-	4,035	56.55%
Materials and Supplies	1,500	-	575	38.34%
Total	<u>\$189,865</u>	<u>\$0</u>	<u>\$90,185</u>	<u>47.50%</u>
Revenue Collection				
Personnel Services	196,795	-	93,471	47.50%
Contractual Services	33,450	-	5,901	17.64%
Materials and Supplies	2,000	-	495	24.77%
Total	<u>\$232,245</u>	<u>\$0</u>	<u>\$99,868</u>	<u>43.00%</u>
Registration/Elections				
Personnel Services	56,800	-	20,133	35.44%
Contractual Services	18,000	-	9,786	54.37%
Materials and Supplies	500	-	160	32.09%
Total	<u>\$75,300</u>	<u>\$0</u>	<u>\$30,079</u>	<u>39.95%</u>
Town Comm. & Service Agencies				
Contractual Services	84,598	-	49,823	58.89%
Total	<u>\$84,598</u>	<u>\$0</u>	<u>\$49,823</u>	<u>58.89%</u>

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through December 31, 2021

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	December	Percent
Planning and Development				
Personnel Services	254,245	-	112,576	44.28%
Contractual Services	7,270	-	770	10.59%
Materials and Supplies	1,000	-	323	32.29%
Total	\$262,515	\$0	\$113,669	43.30%
Information Technology				
Contractual Services	209,450	-	118,627	56.64%
Total	\$209,450	\$0	\$118,627	56.64%
Town Hall Building				
Personnel Services	18,500	-	9,407	50.85%
Contractual Services	63,480	-	28,985	45.66%
Materials and Supplies	3,900	-	847	21.71%
Capital Outlay	12,706	-	12,706	100.00%
Total	\$98,586	\$0	\$51,944	52.69%
Economic Development				
Personnel Services	128,735	-	54,633	42.44%
Contractual Services	9,600	-	3,622	37.73%
Materials and Supplies	500	-	10	2.03%
Total	\$138,835	\$0	\$58,265	41.97%
Highway Division Supervision				
Personnel Services	203,085	-	88,995	43.82%
Contractual Services	6,520	-	1,203	18.46%
Materials and Supplies	750	-	150	19.94%
Capital Outlay	11,714	-	11,714	100.00%
Total	\$222,069	\$0	\$102,062	45.96%
Engineering				
Personnel Services	341,725	-	161,943	47.39%
Contractual Services	13,600	-	7,663	56.35%
Materials and Supplies	11,200	-	3,408	30.43%
Capital Outlay	11,274	-	11,274	100.00%
Total	\$377,799	\$0	\$184,289	48.78%
Central Garage				
Personnel Services	237,570	-	120,956	50.91%
Contractual Services	117,800	-	28,941	24.57%
Materials and Supplies	285,700	-	122,820	42.99%
Capital Outlay	6,067	-	6,067	100.00%
Total	\$647,137	\$0	\$278,785	43.08%
Highway Maintenance				
Personnel Services	877,510	-	381,588	43.49%
Contractual Services	56,800	-	12,120	21.34%
Materials and Supplies	332,833	-	42,575	12.79%
Capital Outlay	434,367	-	434,367	100.00%
Total	\$1,701,510	\$0	\$870,649	51.17%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through December 31, 2021

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	December	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	2,744	2.39%
Contractual Services	9,000	-	-	0.00%
Materials and Supplies	250,000	-	2,193	0.88%
Total	\$374,000	\$0	\$4,937	1.32%
Recreation Admin. & Program				
Personnel Services	392,462	-	187,339	47.73%
Contractual Services	49,250	-	18,197	36.95%
Materials and Supplies	16,400	-	9,711	59.21%
Capital Outlay	3,053	-	3,053	100.00%
Total	\$461,165	\$0	\$218,300	47.34%
Parks and Grounds				
Personnel Services	158,650	-	87,681	55.27%
Contractual Services	53,725	-	19,579	36.44%
Materials and Supplies	41,100	-	19,087	46.44%
Capital Outlay	31,813	-	31,813	100.00%
Total	\$285,288	\$0	\$158,159	55.44%
Public Library				
Personnel Services	438,451	-	206,356	47.06%
Contractual Services	135,160	-	74,134	54.85%
Materials and Supplies	14,000	-	7,055	50.39%
Capital Outlay	3,901	-	3,901	100.00%
Total	\$591,512	\$0	\$291,446	49.27%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	8,189	46.79%
Contractual Services	78,950	-	31,744	40.21%
Materials and Supplies	8,400	-	2,741	32.63%
Total	\$104,850	\$0	\$42,674	40.70%
Other Town Buildings				
Contractual Services	13,535	-	4,898	36.19%
Materials and Supplies	1,000	-	-	0.00%
Total	\$14,535	\$0	\$4,898	33.70%
Building Safety & Inspections				
Personnel Services	305,430	-	150,871	49.40%
Contractual Services	6,700	-	2,800	41.78%
Materials and Supplies	1,650	-	299	18.13%
Capital Outlay	22,871	-	22,871	100.00%
Total	\$336,651	\$0	176,841	52.53%
Animal Control				
Contractual Services	54,609	-	28,304	51.83%
Materials and Supplies	60	-	-	0.00%
Total	\$54,669	\$0	28,304	51.77%

TOWN OF KILLINGLY
Estimated Expenditure Summary
Monthly Report Through December 31, 2021

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	December	Percent
Law Enforcement				
Personnel Services	517,375	-	227,841	44.04%
Contractual Services	497,450	-	27,702	5.57%
Materials and Supplies	42,400	-	10,214	24.09%
Capital Outlay	46,544	-	46,544	0.00%
Total	\$1,103,769	\$0	\$312,300	28.29%
Community Development				
Personnel Services	140,430	-	67,412	48.00%
Contractual Services	9,300	-	3,727	40.07%
Materials and Supplies	650	-	122	18.70%
Total	\$150,380	\$0	\$71,260	47.39%
Human Service Subsidies				
Contractual Services	565,954	-	336,946	59.54%
Total	\$565,954	\$0	\$336,946	59.54%
Employee Benefits				
Contractual Services	1,584,411	-	745,911	47.08%
Total	\$1,584,411	\$0	\$745,911	47.08%
Insurance				
Contractual Services	686,000	-	511,178	74.52%
Total	\$686,000	\$0	\$511,178	74.52%
Special Reserves & Programs				
Contractual Services	367,000	-	230,979	62.94%
Total	\$367,000	\$0	\$230,979	62.94%
General Town Operating Expenditures	\$11,797,173	\$0	\$5,559,193	47.12%
Debt Service	5,195,193	-	465,231	8.96%
Total	\$5,195,193	\$0	\$465,231	8.96%
Solid Waste Disposal Fund Subsidy	234,801	-	-	0.00%
	234,801	\$0	\$0	0.00%
Capital Projects Fund	640,000	-	-	0.00%
	640,000	\$0	\$0	0.00%
Due To CNR Education	348,017	-	348,017	100.00%
	348,017	\$0	\$348,017	100.00%
TOTAL OPERATIONS & DEBT SERVICE	\$18,215,184	\$0	\$6,372,440	34.98%
General Fund - Education	45,029,798	-	15,512,355	34.45%
	45,029,798	\$0	\$15,512,355	34.45%
Total Expenditures	\$63,244,982	\$0	\$21,884,795	34.60%

MEMO: Robert Angeli, Superintendent of Schools
FROM: Christine Clark, Manager of Business Affairs
RE: Monthly Financial Report (November 2021)
DATE: December 9, 2021

Attached please find the financial report for the month of November, the fifth month of fiscal year 2021-2022, which reflects expenditures and encumbrances of \$17,988,421 or 39.95% of the \$45,029,798 budget.

1. **BUDGET STATUS:** Review of the month's financial reports indicates no budget accounts of particular concern. Most accounts are at expected levels of expenditures and encumbrances. Projected costs for special education outplacements as of 11/30/21 continue to be within the budget appropriations. Further discussion of the placements and their costs is included in the **OTHER** section below.

SALARIES:

The expenditures include eleven payroll periods (out of 26) or 42.3% for our full year (twelve month) employees.

Projections of School Administration (5112) salaries show a preliminary budget surplus of approximately \$50,000 based on employee turnover.

Analysis of the Teachers' Salaries (5113) accounts as of 11/30/21 shows a preliminary budget surplus of approximately \$549K. Several placeholders have been included for positions not yet filled or filled with uncertified staff. During the month of November, there were many position changes, resulting in the \$220K increase to the budget surplus over last month. Changes can be expected to continue as vacancies are filled and certifications are received.

Secretarial/Clerical (5121)- Projection of secretarial salaries reflects a line-item deficit of (\$33,000) primarily for substitute coverage paid and anticipated for a medical leave.

Paraprofessionals (5122)- Projection of paraprofessional salaries reflects an anticipated budget surplus of approximately \$116K as of 11/30/21, primarily due to staff turnover and position vacancies. As of the end of November, approximately nineteen special education paraprofessional positions were open.

Projection of Operations & Maintenance (5124) salaries indicates a budget surplus of approximately \$30,000 due to an employee on an unpaid disability leave.

BENEFITS:

HRA Funding (Health Reimbursement Account) (5218)- HRA funding is provided as an alternative to HSA contributions for employees enrolled in Medicare and ineligible to contribute to a health savings account. In lieu of the 50% funding of the health plan deductible, health expenditures up to the annual contribution amount are paid through an administrative service agreement with Stirling Benefits. Health reimbursement account expenditures are recorded in the month incurred. As of 11/30/21, the line-item balance is \$7,423. If all enrolled participants use their maximum contributions and rollover balances from the prior year, there will be a line-item budget deficit of \$7,036 at year-end. This is an increase over last month due to the enrollment of an additional participant.

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

Unemployment Compensation (5250)- As of 11/30/21 unemployment compensation charges of \$4,337 have been paid. The 75% credit for reimbursement extended through the American Rescue Plan on claim weeks ending 4/10/21 through 9/4/21 has been fully applied. Claims received going forward will be payable in full.

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

OTHER:

Technology-Related Repairs/Maintenance (5432)- To date there have been no expenditures in this line-item which is budgeted for the repair services for KHS student devices.

Pupil Transportation (5510)- Expenditures and encumbrances of \$58,740 as of the 11/30/21 report reflect both our current needs and anticipated needs for outside transportation providers to meet several special education runs. This represents a reduction of \$12,508 from last month's report. For the most part, we are currently covering the regular education runs with in-district staffing. As the driver availability and student transportation needs change, these costs could change significantly in either direction. The 2021-2022 line-item budget of \$30,000 was prepared with the assumption that most runs would be covered with in-district staffing. Efforts to recruit and incentivize bus drivers include widespread advertising and temporary hourly pay increases. Due to the nationwide bus driver shortage, it is anticipated that we will need to supplement our in-district staffing with outside providers for the foreseeable future.

Tuition (5560)- Tuition costs for four magnet schools, including Eastconn's Quinebaug Middle College (QMC), Arts at the Capitol Theater (ACT), Windham's CH Barrows STEM, and LEARN's Regional Multicultural Magnet School (RMMS), are currently projected to total \$338,391, leaving a line-item surplus of \$82,159. Included are the base

tuition charges and additional charges for special education and related services for 51 students. Changes in enrollment and services provided will impact the anticipated line-item surplus.

Local and Agency Placement Tuition (5561) and (5562)- Local and agency outplacements per the November 30 report reflect balances of \$488,226 and (\$160,164) respectively. For purposes of estimating excess cost reimbursement, a per pupil expenditure amount of \$19,295.34 is being applied to agency placements and 4.5 times or \$86,829 is being applied to local placements. A cap of 30% is being assumed (the 2020-2021 cap was 19.69% and 2019-2020 was 29.11%). Excess cost reimbursement on the outplacements known as of 11/30/21 totals \$694,386 based on the stated assumptions.

The following table illustrates the projected costs and budget impact of the available excess cost reimbursement. As of November 30, 2021, total outplacement costs are projected to be within budget; therefore, none of the estimated excess cost reimbursement would be applied to the expenditures. Since the budget appropriation is sufficient for the costs related to the high-cost special education students, the Town would retain the excess cost reimbursement received from the State.

As of November 30, 2021	
Budgeted Local Placement Costs	\$4,354,412
Total Projected Local Placement Costs	\$4,155,040
Excess Cost Reimbursement-Local Placements	\$0
Net Local Placements	\$199,372
Budgeted Agency Placement Costs	\$190,000
Total Projected Agency Placement Costs	\$348,049
Excess Cost Reimbursement- Agency Placements	\$0
Net Agency Placements	(\$158,049)
Net Outplacements	\$41,323

Computer Software & Supplies (5695)- The \$(124.99) account balance as of 11/30/21 is expected to be offset with an account credit for recycled hardware of \$7,320 for computer-related supplies. Additional software and supply needs required budget transfers in the month of November, resulting in a realignment of the technology department budget prepared by the former director. Additional budget transfer request may be anticipated as needs arise throughout the end of the fiscal year.

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

From: 100-140-00-12000-5730 PPS Non-Instructional Equipment	\$ 110.00
To: 100-140-80-27000-5730 Transportation Non- Instructional Equipment	\$ 110.00

To transfer PPS department funds to Transportation for the purchase of a safety restraint vest for a special education student

From: 100-140-22-10000-5560 PPS Tuition- Regular Education	\$ 2,430.00
To: 100-140-22-12000-5560 PPS Tuition- Special Education	\$ 2,430.00

To transfer tuition funds from regular to special education for students attending magnet schools receiving special education services

From: 100-135-35-10000-5810 Goodyear- Dues and Fees	\$ 625.00
To: 100-135-35-24000-5530 Goodyear- Communications	\$ 625.00

To transfer Goodyear funds for annual subscription for Cayen, online program management and data collection software

From: 100-150-10-10000-5432 IT Technology-Related Repairs/Maintenance	\$ 9,759.14
To: 100-150-00-22300-5695 IT Computer Software and Supplies	\$ 9,759.14

To transfer IT department funds for purchase of various adapters

From: 100-140-00-21000-5330 PPS Professional/Technical Services	\$ 785.98
To: 100-140-30-12300-5612 PPS Instructional Supplies	\$ 785.98

To transfer PPS department funds for purchase of student/teacher edition of S.P.I.R.E. Sounds Sensible phonological program for KCS special education

From: 100-110-10-10060-5810 PPS Professional/Technical Services	\$	80.00
To: 100-110-10-10060-5530 PPS Instructional Supplies	\$	80.00

To transfer KHS World Language department funds for purchase of Pear Deck add-ons for enhancements to interactive learning experiences

3. **2020-2021 STATUS:** As of 11/30/21 there are 15 outstanding purchase orders totaling \$22,780 that remain open from fiscal year 2020-2021. Most represent purchases or services not received in their entirety due to supply chain issues, with many items backordered. Efforts continue to resolve the remaining issues.

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

Killingly Public Schools

System Object

Report # 106630

Statement Code: Sys Object

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Remaining	Percent Expended
	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 11/30/2021		7/1/2021 - 11/30/2021		
5111 Central Administration	\$349,243.17	\$0.00	\$349,243.17	\$0.00	\$0.00	\$134,905.70	\$214,337.47	38.63%
5112 School Administration	\$1,906,644.40	\$0.00	\$1,906,644.40	\$0.00	\$0.00	\$763,881.35	\$1,142,763.05	40.06%
5113 Teachers' Salaries	\$15,664,049.73	\$0.00	\$15,664,049.73	\$0.00	\$0.00	\$4,221,880.71	\$11,442,169.02	26.95%
5114 Finance/HR/Computer	\$392,402.90	\$0.00	\$392,402.90	\$0.00	\$0.00	\$148,816.26	\$243,586.64	37.92%
5115 Tutoring	\$120,120.00	\$0.00	\$120,120.00	\$0.00	\$0.00	\$12,498.63	\$107,621.37	10.41%
5119 Co-Curricular Stipends	\$366,780.09	\$0.00	\$366,780.09	\$0.00	\$0.00	\$95,650.24	\$271,129.85	26.08%
5120 Non-Certified Salaries	\$351,008.98	\$0.00	\$351,008.98	\$0.00	\$0.00	\$89,751.45	\$261,257.53	25.57%
5121 Secretarial/Clerical	\$1,274,539.01	\$0.00	\$1,274,539.01	\$0.00	\$0.00	\$549,117.45	\$725,421.56	43.08%
5122 Para-Professionals	\$2,281,254.10	\$0.00	\$2,281,254.10	\$0.00	\$0.00	\$598,755.48	\$1,682,498.62	26.25%
5123 Medical/Health	\$570,166.06	\$0.00	\$570,166.06	\$0.00	\$0.00	\$161,440.09	\$408,725.97	28.31%
5124 Operations & Maintenance	\$1,742,035.01	\$0.00	\$1,742,035.01	\$0.00	\$0.00	\$695,471.24	\$1,046,563.77	39.92%
5125 Transportation	\$1,130,357.64	\$0.00	\$1,130,357.64	\$0.00	\$0.00	\$393,166.70	\$737,190.94	34.78%
5126 Substitutes	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$160,102.77	\$239,897.23	40.03%
5127 Student Services	\$22,000.00	\$0.00	\$22,000.00	\$0.00	\$0.00	\$2,112.75	\$19,887.25	9.60%
5128 Temporary	\$154,800.00	\$0.00	\$154,800.00	\$0.00	\$0.00	\$24,161.74	\$130,638.26	15.61%
5130 Overtime	\$190,400.00	\$0.00	\$190,400.00	\$0.00	\$0.00	\$68,653.05	\$121,746.95	36.06%
5131 Computer Maintenance	\$203,548.50	\$0.00	\$203,548.50	\$0.00	\$0.00	\$89,875.79	\$113,672.71	44.15%

Killingly Public Schools

System Object

Report # 106630

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 11/30/2021	Requisitions	Expenditures 7/1/2021 - 11/30/2021	Amount Remaining 7/1/2021 - 11/30/2021	Percent Expended
5200 Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5210 Health/Dental Insurance	\$5,236,940.90	\$0.00	\$5,236,940.90	\$0.00	\$0.00	\$1,903,400.96	\$3,333,539.94	36.35%
5212 HSA Contributions	\$535,129.58	\$0.00	\$535,129.58	\$0.00	\$0.00	\$227,329.12	\$307,800.46	42.48%
5213 Life Insurance	\$33,681.00	\$0.00	\$33,681.00	\$0.00	\$0.00	\$11,017.63	\$22,663.37	32.71%
5214 Benefits- Early Retirees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5215 Post-Employment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5217 Disability Insurance	\$7,170.84	\$0.00	\$7,170.84	\$0.00	\$0.00	\$1,691.64	\$5,479.20	23.59%
5218 HRA Funding	\$11,625.00	\$0.00	\$11,625.00	\$0.00	\$0.00	\$4,202.16	\$7,422.84	36.15%
5220 FICA	\$449,637.37	\$0.00	\$449,637.37	\$0.00	\$0.00	\$149,250.66	\$300,386.71	33.19%
5225 Medicare	\$388,780.21	\$0.00	\$388,780.21	\$0.00	\$0.00	\$111,150.36	\$277,629.85	28.59%
5230 ERIP Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5231 Pension	\$153,826.00	\$0.00	\$153,826.00	\$0.00	\$0.00	\$0.00	\$153,826.00	0.00%
5232 Annuity Contributions	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$2,115.41	\$4,884.59	30.22%
5250 Unemployment Compensation	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$4,337.47	\$45,662.53	8.67%
5260 Workers' Compensation	\$360,000.00	\$0.00	\$360,000.00	\$169,736.45	\$0.00	\$169,735.15	\$20,264.85	94.30%
5322 Instructional Improvement	\$30,350.00	\$0.00	\$30,350.00	\$1,200.00	\$0.00	\$5,551.70	\$23,598.30	22.25%
5323 Pupil Services	\$130,126.00	\$0.00	\$130,126.00	\$36,708.00	\$0.00	\$31,892.18	\$61,525.82	52.72%

Killingly Public Schools System Object

Report # 106630

Account Number / Description	Adopted Budget	Transfers	Revised Budget	Encumbrances	Requisitions	Expenditures	Amount Remaining	Percent Expended
	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 11/30/2021		7/1/2021 - 11/30/2021	7/1/2021 - 11/30/2021	
5324 Field Trips	\$112,525.00	\$0.00	\$112,525.00	\$925.65	\$0.00	\$9,280.12	\$103,319.23	8.18%
5326 Testing	\$41,650.00	\$0.00	\$41,650.00	\$1,455.77	\$0.00	\$6,448.11	\$33,746.12	18.98%
5330 Professional/Technical Services	\$463,600.00	\$(2,490.79)	\$461,109.21	\$134,253.10	\$0.00	\$142,489.40	\$184,366.71	60.02%
5410 Utilities	\$1,249,370.02	\$0.00	\$1,249,370.02	\$2,020.00	\$0.00	\$360,218.75	\$887,131.27	28.99%
5420 Contracted Maintenance Services	\$884,968.19	\$0.00	\$884,968.19	\$164,376.89	\$0.00	\$382,694.36	\$337,896.94	61.82%
5430 Repairs & Maintenance Services	\$488,082.00	\$0.00	\$488,082.00	\$25,216.16	\$4,920.12	\$132,093.74	\$330,772.10	32.23%
5432 Technology-Related Repairs/Maintenance	\$20,000.00	\$(9,759.14)	\$10,240.86	\$0.00	\$0.00	\$0.00	\$10,240.86	0.00%
5440 Rentals	\$23,650.00	\$0.00	\$23,650.00	\$1,444.12	\$0.00	\$6,549.38	\$15,656.50	33.80%
5510 Pupil Transportation	\$30,000.00	\$0.00	\$30,000.00	\$47,782.00	\$0.00	\$10,958.00	\$(28,740.00)	195.80%
5520 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5529 Other Insurance & Judgments	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$16,375.00	\$1,625.00	90.97%
5530 Communications	\$482,923.78	\$1,662.31	\$484,586.09	\$35,525.70	\$0.00	\$360,435.67	\$88,624.72	81.71%
5531 Postage	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$20,146.01	\$5,853.99	77.48%
5532 Telephone	\$74,544.00	\$0.00	\$74,544.00	\$279.93	\$0.00	\$24,327.93	\$49,936.14	33.01%
5540 Advertising	\$12,448.00	\$0.00	\$12,448.00	\$460.00	\$0.00	\$3,301.00	\$8,687.00	30.21%
5550 Printing & Binding	\$28,458.00	\$0.00	\$28,458.00	\$3,575.58	\$0.00	\$3,172.77	\$21,709.65	23.71%
5560 Tuition	\$420,550.00	\$0.00	\$420,550.00	\$0.00	\$0.00	\$338,391.21	\$82,158.79	80.46%

Killingly Public Schools

System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 11/30/2021	Requisitions	Expenditures 7/1/2021 - 11/30/2021	Amount Remaining 7/1/2021 - 11/30/2021	Percent Expended
5561 Local Placement Tuition	\$4,354,411.97	\$0.00	\$4,354,411.97	\$2,655,798.09	\$0.00	\$1,210,387.88	\$488,226.00	88.79%
5562 Agency Placement Tuition	\$190,000.00	\$0.00	\$190,000.00	\$251,962.64	\$0.00	\$98,201.41	\$(160,164.05)	184.30%
5580 Travel	\$64,106.00	\$250.00	\$64,356.00	\$0.00	\$0.00	\$10,760.49	\$53,595.51	16.72%
5590 Other Purchased Services	\$218,324.16	\$0.00	\$218,324.16	\$0.00	\$0.00	\$96,888.12	\$121,436.04	44.38%
5611 Instructional Supplies- Warehouse	\$55,000.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	0.00%
5612 Instructional Supplies	\$127,432.23	\$1,777.48	\$129,209.71	\$16,384.24	\$1,961.10	\$41,695.74	\$71,129.73	44.95%
5613 Custodial & Maintenance Supplies	\$155,000.00	\$0.50	\$155,000.50	\$103.45	\$636.37	\$18,920.00	\$135,977.05	12.27%
5620 Heat Energy	\$230,249.50	\$0.00	\$230,249.50	\$0.00	\$0.00	\$47,400.00	\$182,849.50	20.59%
5626 Motor Fuels & Oils	\$183,560.00	\$0.00	\$183,560.00	\$0.00	\$0.00	\$41,601.36	\$141,958.64	22.66%
5627 Transportation Supplies	\$97,300.00	\$0.00	\$97,300.00	\$3,396.43	\$0.00	\$41,825.88	\$52,077.69	46.48%
5641 Textbooks	\$0.00	\$250.00	\$250.00	\$0.00	\$0.00	\$236.75	\$13.25	94.70%
5642 Library Books/Periodicals	\$48,263.29	\$(250.00)	\$48,013.29	\$12,135.45	\$0.00	\$2,403.29	\$33,474.55	30.28%
5691 Office Supplies	\$26,521.40	\$0.00	\$26,521.40	\$2,191.95	\$0.00	\$4,601.03	\$19,728.42	25.61%
5692 Health Supplies	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$6,059.83	\$11,940.17	33.67%
5695 Computer Software & Supplies	\$30,000.00	\$9,759.14	\$39,759.14	\$7,320.00	\$0.00	\$32,564.13	\$(124.99)	100.31%
5730 Non-Instructional Equipment	\$38,517.00	\$(1,806.00)	\$36,711.00	\$0.00	\$0.00	\$4,422.66	\$32,288.34	12.05%
5731 Instructional Equipment	\$34,323.00	\$3,172.37	\$37,495.37	\$5,573.13	\$0.00	\$11,650.59	\$20,271.65	45.94%

Killingly Public Schools System Object

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Transfers 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 11/30/2021	Requisitions	Expenditures 7/1/2021 - 11/30/2021	Amount Remaining 7/1/2021 - 11/30/2021	Percent Expended
5732 Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
5734 Computer Hardware	\$51,000.00	\$0.00	\$51,000.00	\$2,351.39	\$0.00	\$11,234.33	\$37,414.28	26.64%
5810 Dues & Fees	\$112,200.97	\$(-1,265.37)	\$110,935.60	\$643.00	\$0.00	\$53,778.71	\$56,513.89	49.06%
5890 Other Objects	\$105,202.50	\$(-1,300.00)	\$103,902.50	\$10,609.22	\$76.46	\$12,563.23	\$80,730.05	22.30%
5900 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
100 General Fund	\$45,029,797.50	\$0.50	\$45,029,798.00	\$3,593,428.34	\$7,594.05	\$14,394,992.72	\$27,041,376.94	39.95%
GRAND TOTAL	\$45,029,797.50	\$0.50	\$45,029,798.00	\$3,593,428.34	\$7,594.05	\$14,394,992.72	\$27,041,376.94	39.95%

Town of Killingly
Town Manager's Report
January 11, 2022

1. Update – COVID-19

Governor Lamont's Update for hospitalizations by county as of January 3rd compared to December 6th:

County	COVID-19 Hospitalizations Dec 6 th	COVID-19 Hospitalizations Dec 6 th
Fairfield County	459	103
Hartford County	421	151
Litchfield County	33	18
Middlesex County	47	22
New Haven County	577	136
New London County	98	43
Tolland County	12	3
Windham County	29	24
Total	1,676	500

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
Cases in Killingly		
January 3, 2022	2,955	70
December 6, 2021	2,516	66
November 1, 2021	2,153	65
October 1, 2021	2,007	63
September 7, 2021	1,829	61
August 4, 2021	1,753	61
July 6, 2021	1,735	61
June 3, 2021	1,731	61
May 4, 2021	1,702	60
April 4, 2021	1,593	60
March 1, 2021	1,486	59
February 15, 2021	1,451	56
February 2, 2021	1,334	49
January 14, 2021	1,054	38

Also, included is a graph showing the daily change of COVID cases from January 1, 2021 to January 3, 2022. Case counts continue to rise. Killingly continues to average 18.5 daily cases. The State publishes the case counts on weekdays. Therefore, Monday counts are typically higher as they reflect positive cases from the weekend as well. You will note on the graph the higher case points are reflecting weekend counts. There have been no new state mandates and there doesn't appear to be any on the horizon. As the daily case counts continue to rise, I'm advocating for employees and citizens to take precautions such as washing hands frequently and observe social distancing recommendations.

Below is the vaccine distribution by age group for the Town of Killingly with a month over month comparison. I have also included the map reflecting total vaccine distribution for the Town of Killingly in comparison to the rest of the State.

Age Group	Percentage Fully Vaccinated As of 1/3/22	Percentage Fully Vaccinated As of 12/6/21
5-11	8.55%	.23%
12-17	46.60%	44.95%
18-24	52.74%	51.14%
25-44	49.59%	48.72%
45-64	64.98%	64.35%
65+	99.38%	99.24%

2. COVID Home Test Kit Distribution

The Town received approximately 1,300 home test kits on Saturday 1/1/22 in the evening. The public distribution occurred on Wednesday 1/5. The event was publicized to be from 6pm to 8:30pm at the Town Hall in the rear parking lot. We cleared the parking lot in early afternoon to set up and stage for the distribution. In an effort to keep roads from being congested, we began distribution at 4:30pm. Staff continued to update social media platforms to encourage residents to participate. The evening went smoothly. The lines were very small and moved quickly. On average the wait time was under 5 minutes. Overall, we distributed approximately 800 kits. The remaining 500 kits have been distributed to our elderly housing complexes, EMS, and Town staff.

As of the writing of this report, the Town is receiving another distribution of home test kits from the State. Once I have confirmed quantity, we will plan a means of distribution. I have been contacted by several local agencies requesting kits. Each of the agencies work with vulnerable populations. I will coordinate with those groups. I announced at the KBA meeting for businesses to contact my office if they are in need of kits. Once we have these distributed kits, I will determine how to proceed with distributing any remaining kits.

3. Employee Recognition Luncheon

On December 16th we held our annual Employee Recognition Luncheon. I'd like to congratulate the following employees on their dedication and years of service with the Town:

Joe Bogoslofski – 15 Years	Tracy Bragg – 15 Years
Paul Brown – 15 Years	Elizabeth Wilson – 15 Years
Matt Salce – 20 Years	Allison Whiston – 20 Years
Tristan Mioduszewski – 25 Years	Christine Fitzsimmons – 35 Years
Diane Guertin – 40 Years	

4. Economic Development Updates

Black Pond Brews held a ribbon cutting on Saturday December 18th at their new location on Hartford Pike. The ribbon cutting was well attended. We are excited to see them in their new location and wish them much success.

NK Asian Market has relocated to 16 Furnace Street (former location of Bousquet's Appliance). This location is significantly larger than their former location. We congratulate them on this new growth and expansion.

The Economic Development Commission received a presentation (attached) from Wendy Bury of the Cultural Coalition on how to create a Cultural District. I've attached the presentation slides. The Commission learned how to develop a district, the requirements of the representatives and the benefits of establishing a cultural district. The Economic Development Commission will have further discussions on this topic.

5. Grant Updates

The Historical Society was awarded a \$5,300 grant from CT Humanities Organization for technology improvements. Jill St. Clair, Killingly Economic Development Director worked with the Historical Society leaders to submit the grant application. The Historical Society will be purchasing new technology to digitize some of their collection and make them public facing.

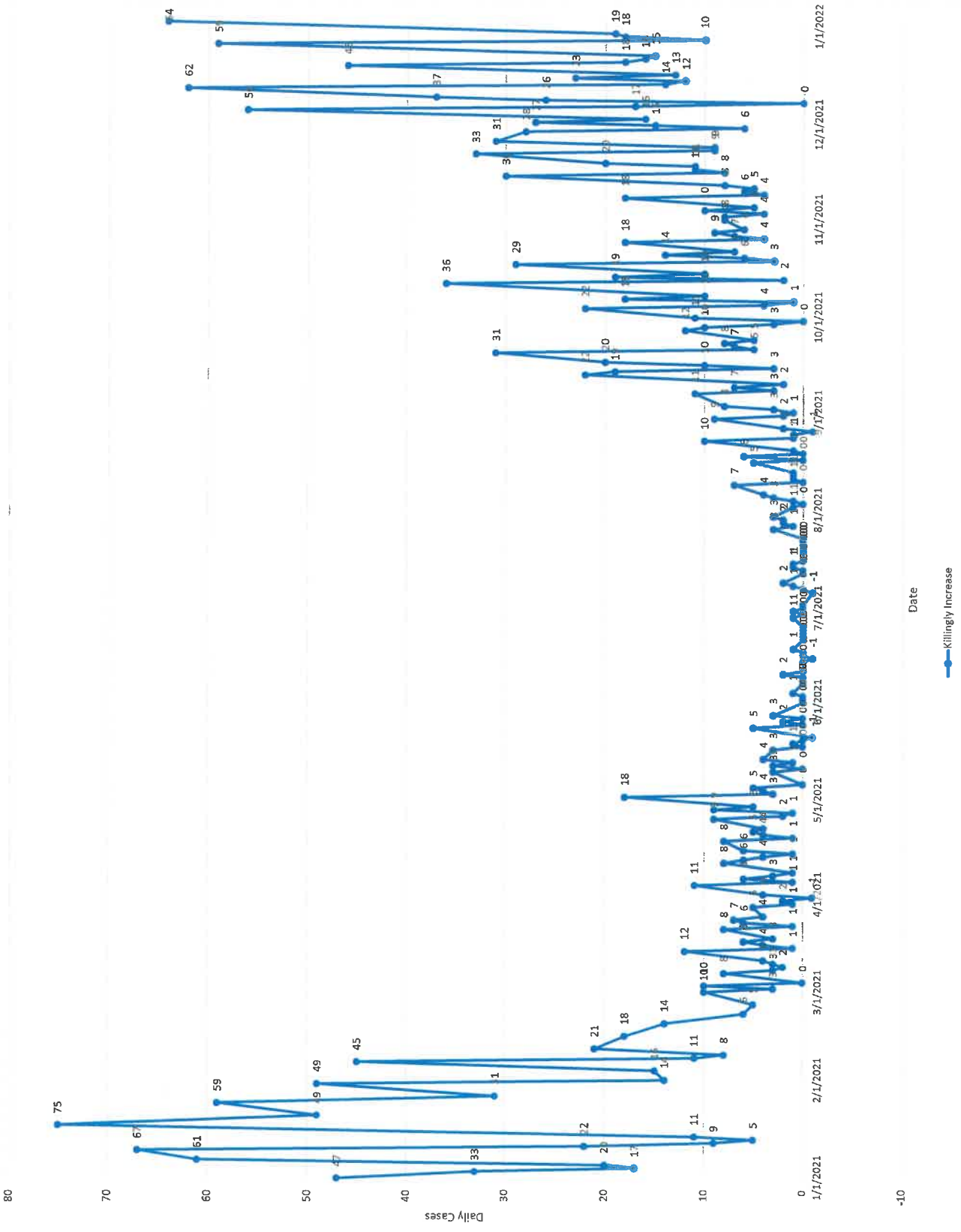
The Town is submitting two applications under the CT Communities Challenge Grant Program. This program is a competitive grant focused on improving livability, vibrancy, convenience and appeal of communities throughout the state. CT DECD will award between \$20-\$50 million in this competitive round. Grant sizes are \$1M to \$10M. With only a maximum pot of funding at \$50 million, there will not be many projects selected for funding. However, we feel both projects have great potential for funding. The first application will be for funding \$9.5 million of the Westfield Ave Renovation/Community Center Relocation costs. The second application is for the creation of destination placemaking in the Center Street parking lot area. This is currently being evaluated by the Economic Development Commission through their contract with Kent & Frost.

6. Meetings Attended

Sustainable CT Finance Committee
Sustainable CT Board Meeting
Permanent Building Committee Meeting

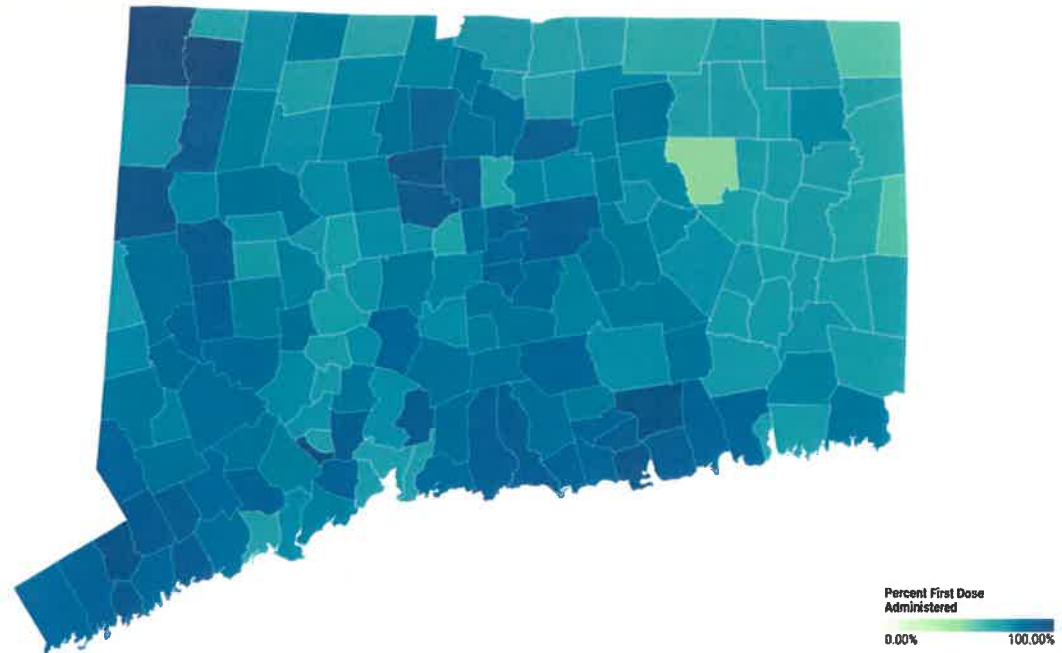
Killingly Business Association meeting
Bi-weekly KMS Project planning meeting

Daily Covid Increases - Killingly



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

As reported to the CT Immunization Registry (CT WIZ)

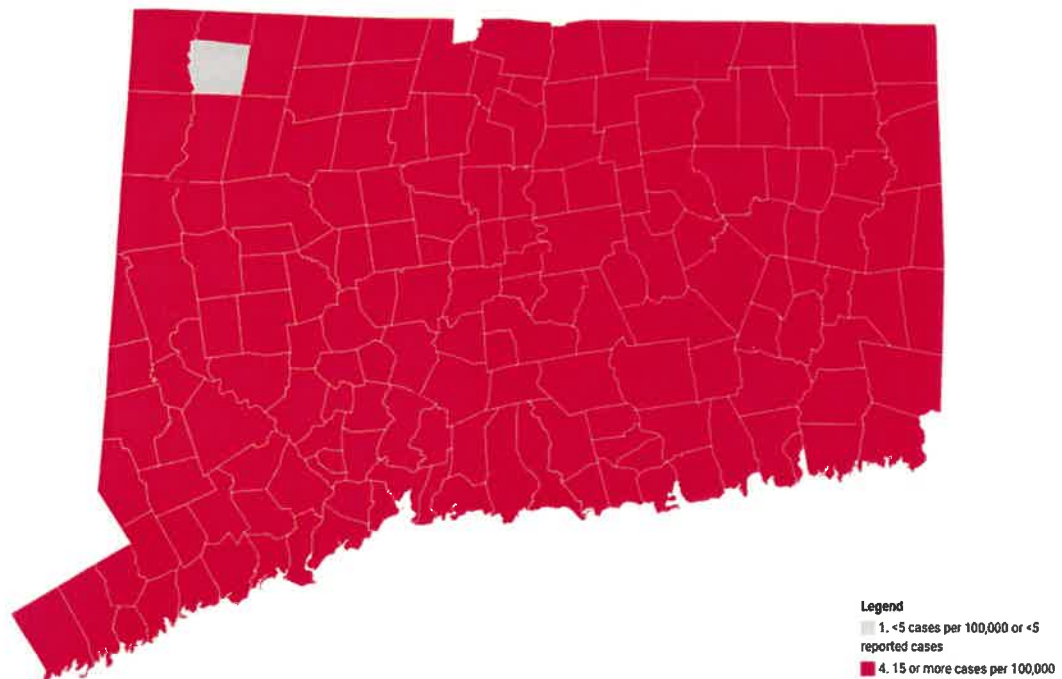


Data are preliminary and are subject to change

Map Ver 6 24 21 • Source [Connecticut Department of Public Health](#) • Embed • Download image • Created with [Datawrapper](#)

Town Map

Average Daily Rate of COVID-19 Cases Among Persons Living in Community Settings per 100,000 Population By Town



This map shows the average daily rate of new cases of COVID-19 by town during the past two weeks. Only cases among persons living in community settings are included in this map, the map does not include cases among people who reside in nursing home, assisted living, or correctional facilities

Map Ver 5 18 2021 • Source [CT Department of Public Health](#) • Embed • Download image • Created with [Datawrapper](#)



Department of Economic and
Community Development

Office Of The Arts

Connecticut Cultural Districts

STANDARDS AND CRITERIA OVERVIEW



Cultural Districts Legislative Statute

Cultural Districts (Legislative Statute- An Act Concerning the Establishment of Municipal Cultural Districts effective October 2019)



CULTURAL DISTRICT DEFINITION

A Cultural District is a specific area of a city or town identified by the municipality that has a number of cultural facilities, activities and/or assets – both for profit and nonprofit.

It is...

- A walkable, compact area that is easy for visitors to recognize.
- A center of cultural activities – artistic and economic.
- A place in your city/town where community members congregate, and visitors may enjoy those places that make a community special.

WHY ESTABLISH A CULTURAL DISTRICT?

Market	Market arts and culture attractions to visitors
Promote	Promote and encourage artists, entrepreneurs and creative businesses
Tourism	Promote tourism and increase visitation
Quality of Life	Improve the quality of life for residents
Strengthen	Strengthen distinctive character of communities
Economic Growth	Create a plan to drive economic growth and expand tax base
Sustainable CT Support	Support Sustainable CT certification https://sustainablect.org/actions-certifications/
Contribute	Contribute to Connecticut's cultural assets
Highlight	Highlight culture and history of your community

ASSESS READINESS



Cities and towns should assess their readiness to establish a Cultural District.



Assess the inventory and location of cultural assets in the municipality.



Confirm if your city or town is eligible by reviewing the Standards & Criteria.



Submit a letter of intent to establish a Cultural District to your Designated Regional Service Organization (DRSO).

STANDARDS AND CRITERIA

The municipality must vote to approve Cultural District.

The municipality must be in Connecticut.

The Cultural District must meet the requirements of Cultural District definition.

The Cultural District must have defined boundaries.

The Cultural District must be walkable and accessible.

The Cultural District must have cultural facilities and assets.

The Cultural District should have public infrastructure and amenities.

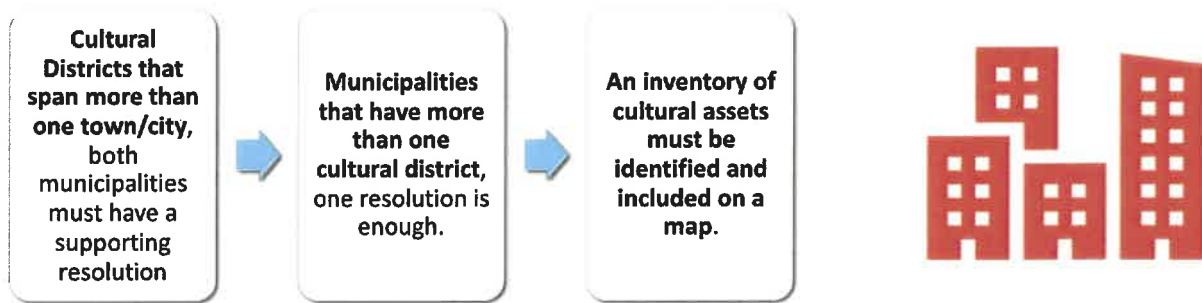
The municipality must hold at least one community input meeting in order for people to learn about the proposed Cultural District and goals.

The municipality must pass a resolution following the community input meeting/s.

The municipality must form a Cultural District Commission.

More standards & criteria on next slide.

STANDARDS AND CRITERIA continued



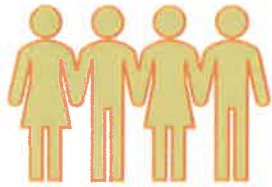
MAPPING



The map should show the boundaries of the proposed Cultural District and where the district is in the municipality (color maps are best).

The map should include the following:

- Cultural facilities
- Artistic spaces
- Creative businesses
- Historic sites
- Locations of cultural activities



CULTURAL DISTRICT COMMISSION

A CITY OR TOWN MUST ESTABLISH A CULTURAL DISTRICT COMMISSION. A CULTURAL DISTRICT COMMISSION MAY BE ESTABLISHED THROUGH *ONE OF THE THREE* MODELS AND IN ACCORDANCE WITH THE MUNICIPALITY'S GOVERNANCE STRUCTURE

CULTURAL DISTRICT COMMISSION

1

Create new Board/Commission in accordance with local charter requirements.

2

Assign to an existing Board/Commission and create an Advisory Council subcommittee reporting to the existing Board/Commission.

3

Assign Cultural District oversight to an existing Board/Commission, **if the Board or Commission can meet the community representation requirement.**

Members

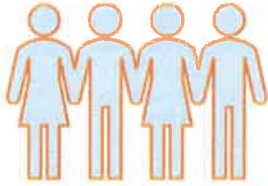
Cultural District Commission members should include at least one representative from six (6) of the following categories:

- City, town or borough
- Local cultural council / arts council
- Cultural organizations (historical society, museum, ethnic heritage organization)
- At least one artist that lives and/or works in the district
- Organizations that represent artists (artist cooperative, etc.) if applicable
- For-profit creative business i.e. gallery, theater
- Local business and/or chamber of commerce

Members continued

A city, town or borough may elect to include additional representatives. This will depend on the assets in the Cultural District and the district's goals. They can be from:

- Tourism
- Historic Preservation/History
- Leisure Industry (including hotels and similar businesses)
- Educational Institutions
- Economic/Community Development



Duties and Procedures

THE CULTURAL DISTRICT COMMISSION SHOULD BE RESPONSIBLE FOR DEVELOPING A MANAGEMENT PLAN AND PROVIDE OVERSIGHT WITH IMPLEMENTATION.

THE CULTURAL DISTRICT COMMISSION SHOULD CONVENE ON A REGULAR BASIS AND OPERATE IN ACCORDANCE WITH MUNICIPALITY'S GOVERNANCE STRUCTURE.

Duties and Procedures **continued**

THE CULTURAL DISTRICT COMMISSION MUST DEVELOP:

- GOALS AND OBJECTIVES
 - A MANAGEMENT PLAN
 - A CULTURAL ASSETS MAP AND INVENTORY
 - A MARKETING PLAN*
 - GOALS AND SUCCESS MEASURES FOR THE DISTRICT
-



Department of Economic and
Community Development

Office Of The Arts

EAT. PLAY. STAY.

CTvisit.com

QUALIFY FOR STATE'S INVESTMENT OF RESOURCES

The Department of Economic and Community Development, including the Office of the Arts and the Office of Tourism, and Designated Regional Service Organizations are committed to supporting the formation, development and establishment of Cultural Districts.

All of the above agencies/organizations can provide additional in-kind marketing, promotion and resources for established Cultural Districts.

- PROMOTION OF CULTURAL DISTRICT BY CT OFFICE OF TOURISM AND RECOGNITION ON STATE'S TOURISM WEBSITE, CTVISIT.COM
- PROMOTION OF CULTURAL DISTRICTS BY CT OFFICE OF THE ARTS
- PROMOTION OF CULTURAL DISTRICTS BY LOCAL DESIGNATED REGIONAL SERVICE ORGANIZATION (DRSO)
- SUPPORT FROM DRSO'S (I.E. TIME, EXPERTISE, CONSULTING, ETC. AS AVAILABLE)
- OTHER INVESTMENT OPPORTUNITIES AS THEY BECOME AVAILABLE

Types of Investment in Cultural Districts

SUBMIT (ELECTRONICALLY) THE FOLLOWING DOCUMENTS TO YOUR DESIGNATED REGIONAL SERVICE ORGANIZATION FOR REVIEW:

LETTER OF ENDORSEMENT FROM CHIEF ELECTED OFFICIAL

COPY OF RESOLUTION FROM THE CITY COUNCIL/BOARD OF SELECTMEN (SEE SAMPLE RESOLUTION)

MASTER MAP: PLEASE PROVIDE A MAP OF THE CULTURAL DISTRICT

LIST OF CULTURAL ASSETS, INCLUDING CULTURAL EVENTS HELD AT LOCATIONS WITHIN THE PROPOSED CULTURAL DISTRICT

LIST OF AVAILABLE MUNICIPAL RESOURCES THAT WOULD SUPPORT AND/OR BENEFIT CULTURAL DISTRICT (EX. TAX CREDIT, INCENTIVES, ETC.)

OFFICIAL LEGAL DOCUMENTS ON ZONING OVERLAPS OR ORDINANCES RELEVANT TO THE CULTURAL DISTRICT, SUCH AS EXISTING ARTS OR HISTORIC DISTRICT (IF APPLICABLE)

MARKETING MATERIALS, IF RELEVANT TO THE CULTURAL DISTRICT

NOTE: DRSO WILL FORWARD DOCUMENTS TO CT OFFICE OF THE ARTS

To qualify for State's investment of resources

THE CT OFFICE OF THE ARTS COLLECTS INFORMATION ABOUT ALL ITS APPLICANTS. IN ADDITION TO THE ABOVE DOCUMENTS, THE OFFICE OF THE ARTS REQUESTS THAT YOU PROVIDE THE FOLLOWING MATERIALS. THESE MATERIALS WILL BE USED TO DEVELOP INFORMATION ABOUT DESIGNATED CULTURAL DISTRICTS APPLICANTS FOR REPORTS PURPOSES. YOUR RESPONSES WILL NOT BE A FACTOR IN THE REVIEW OF YOUR APPLICATION.

PROVIDE THE INFORMATION BELOW *IF AVAILABLE*:

- ✓ SUPPORTING SECTION/REFERENCE IN MUNICIPAL PLAN OF CONSERVATION AND DEVELOPMENT
- ✓ EXISTING COMPLETE CULTURAL RESOURCES INVENTORY/MAP, IF AVAILABLE
- ✓ MAPS OF ANY RELEVANT EXISTING DISTRICTS, SUCH AS AN ARTS DISTRICT AND/OR HISTORIC DISTRICT
- ✓ K-12 ARTS CURRICULUM EDUCATION INFORMATION –NUMBER OF ART/S TEACHERS IN THE MIDDLE AND HIGH SCHOOLS? DOES THE DISTRICT HAVE AN ARTS CURRICULUM COORDINATOR, OR A TEACHER THAT HAS TIME DEDICATED TO FILL THAT ROLE?
- ✓ LIST OF ALL RELEVANT TOWN COMMITTEES AND COMMISSIONS THAT WILL INTERFACE WITH THE CULTURAL DISTRICT COMMISSION DUE TO THE NATURE OF THEIR RESPONSIBILITIES, EX. ARTS COMMISSION, HISTORIC DISTRICT COMMISSION, AND/OR ARCHITECTURAL ADVISORY COMMITTEE. INCLUDE LIST OF MEMBERS, COMMISSION BUDGET, THEIR QUALIFICATIONS, AND IF COMMISSIONERS RECEIVE ANY TRAINING.

To qualify for State's investment of resources

SITE VISIT

A MEETING WITH THE CHIEF ELECTED OFFICIAL AND/OR DESIGNEE AND/OR OTHER RELEVANT MUNICIPAL EMPLOYEES

A WALKING TOUR OF THE PROPOSED CULTURAL DISTRICT

A MEETING WITH THE CULTURAL DISTRICT COMMISSION/COMMITTEE MEMBERS AND APPROPRIATE STAKEHOLDERS TO HEAR ABOUT THE GOALS, OBJECTIVES AND PLANS FOR THE CULTURAL DISTRICT

ADDITIONAL RESOURCES

Sustainable CT Alignment

(In progress) Municipalities participating in Sustainable CT may be able to meet the criteria and received points for Action Item 3, Vibrant and Creative Cultural Ecosystems, through the Cultural District designation. Sustainable CT municipal participants are eligible to apply for Community Matching Funds. Community Matching Funds provide one-to-one matching funds for projects that align with Sustainable CT actions and Community Match Fund projects helps towns earn points towards certification.



ADDITIONAL RESOURCES

At present, the statute that established the legislation does not include grant funds. A variety of funding opportunities are available through the Connecticut Office of the Arts, the State Historic Preservation Office, Sustainable CT, and Connecticut Humanities.

[CT Office of the Arts](#)

[State Historic Preservation Office](#)

[Connecticut Humanities](#)

[CT Tourism Districts](#)



Mr. Robert J. Angeli
Superintendent of Schools
rangeli@killinglyschools.org



Dr. Sue Nash-Ditzel
Assistant Superintendent
snash@killinglyschools.org

December 21, 2021

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

Dear Mary:

In accordance with the Memorandum of Understanding between the Town Council of the Town of Killingly and the Killingly Board of Education, regarding the management of the Unexpended Education Funds account or non-lapsing account, please consider this letter as notification that on December 15, 2021 the Board passed a motion to authorize the superintendent to utilize up to \$100,000 from the non-lapsing account for repairs/upgrades to the elevator at 79 Westfield Avenue building.

The project is included in Town of Killingly / BOE Capital Improvement Plan by Building 2020-2021 through 2025-2026.

Please feel free to share this with members of the Town Council. If there any questions or concerns, please do not hesitate to contact me.

Sincerely,



Robert Angeli
Superintendent of Schools

AGENDA ITEM COVER SHEET

May - Ca

- Resolution

Item #14a
Resolution #R22-01

RESOLUTION APPOINTING TOWN ATTORNEY

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter IX, Section 902 of the Killingly Town Charter, the firm of Halloran & Sage be appointed as Town Attorney.

BE IT FURTHER RESOLVED that the Town Council, pursuant to the Killingly Town Charter, reserves the right to appoint temporary counsel for special purposes and circumstances as may be required.

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut,
this 11th day of January 2022

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

Elizabeth Wilson, Town Clerk

Date

(Seal)

Town of Killingly
Summary of Legal Expenses
FY 2017- Current

Vendor	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	YTD 2022	Totals
Halloran and Sage	2,130.50	851.00	12,135.95	33,523.00	46,651.77	14,431.12	109,723.34
Murtha Cullina	-	26,604.50	100,300.20	90,558.24	72,724.22	10,555.15	300,742.31
St Onge - Town Attorney	24,631.25	11,613.00	-	-	-	-	36,244.25
Other	3,665.50	-	-	-	-	-	3,665.50
	<u>30,427.25</u>	<u>39,068.50</u>	<u>112,436.15</u>	<u>124,081.24</u>	<u>119,375.99</u>	<u>24,986.27</u>	<u>450,375.40</u>
NTE:							
Halloran and Sage	2,130.50	851.00	5,044.95	3,274.50	10,534.05	-	21,835.00
Murtha Cullina	-	-	-	-	-	-	-
TRC Lockbox	48,281.32	-	-	-	-	-	48,281.32
Reimb State of CT	(48,281.32)	-	-	-	-	-	(48,281.32)
	<u>2,130.50</u>	<u>851.00</u>	<u>5,044.95</u>	<u>3,274.50</u>	<u>10,534.05</u>	<u>-</u>	<u>21,835.00</u>
Murtha Cullina:							
Retainer	-	12,000.00	36,000.00	18,000.00	-	-	66,000.00
Other Matters	-	14,604.50	64,300.20	72,558.24	72,724.22	-	224,187.16
Use of Retainer							
Hours Charged to the Retainer		51.30	160.00	135.60			346.90
Total legal hours		102.00	500.10	419.60			1,021.70

Agenda Item #15a

Resolution #22-

**RESOLUTION SETTING THE DATE AND TIME FOR THE TOWN COUNCIL
GOAL SETTING SESSION**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that,
the Town Council will hold a goal setting session as follows:

Date:

Time:

Location:

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of January 2022

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

Elizabeth Wilson, Town Clerk

Date

(Seal)

Agenda Item #15 (b)

AGENDA ITEM COVER SHEET

ITEM: Consideration and action on a resolution appointing Special Counsel.

ITEM SUBMITTED BY: Mary T. Calorio, Town Manager

FOR COUNCIL MEETING OF: January 11, 2022

TOWN MANAGER APPROVAL:

Mary T. Co

ITEM SUMMARY: The Town has engaged with Pullman & Comley to perform tax sales. This firm has conducted these sales on behalf of the Town for many years. The legal fees are not paid by the Town, they are included in the tax sale cost paid by the buyer.

The Town also engages with is Pullman & Comley as our Bond Counsel. Formerly the legal staff was with Day Pitney and transitioned to Pullman & Comley. Pullman & Comley provides legal services regarding the authorization and issuance of debt service. While the Town might utilize their services for many years before a project is authorized and ultimately bonded, Pullman & Comley receives compensation only when the Town issues debt. The Town evaluated firms for this service about 4 years ago. Pullman & Comley has retained the same rate structure as previously agreed with Day Pitney. The Town of Killingly has a long history working with the bond counsel staff at Pullman & Comley. This long working history allows for lower issuing costs as the attorney is very familiar with our long term capital planning, Charter and Ordinances.

FINANCIAL SUMMARY: N/A

STAFF RECOMMENDATION: Approval of the Resolution

TOWN ATTORNEY REVIEW: N/A

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

SUPPORTING MATERIALS:

- Resolution

Resolution #22-

RESOLUTION APPOINTING SPECIAL COUNSEL

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that, pursuant to Chapter IX, Section 902, of the Killingly Town Charter, that

- a) the firm of Pullman & Comley, LLC be appointed as special bond counsel and as special counsel for revenue collection matters

KILLINGLY TOWN COUNCIL

Jason Anderson
Chairman

Dated at Killingly, Connecticut
this 11th day of January 2022

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

Elizabeth Wilson, Town Clerk

Date

(Seal)