



# TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

172 Main Street

Killingly, CT 06239

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

## PUBLIC HEARING on Item #14(a) at 7:00 PM

### TOWN COUNCIL MEETING REGULAR MEETING AGENDA

**DATE:** Tuesday, May 10, 2022

**TIME:** 7:00 PM

**PLACE:** Town Meeting Room  
172 Main Street, Killingly

Meeting will be in person. It can also be viewed on Facebook Live or Channel 22. Go to [www.killinglyct.gov](http://www.killinglyct.gov) click on Facebook Live

1. CALL TO ORDER
2. PRAYER
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. ADOPTION OF MINUTES OF PREVIOUS MEETINGS
  - a) Special Town Council Meeting – April 2, 2022
  - b) Special Town Council Meeting – April 4, 2022
  - c) Special Town Council Meeting – April 5, 2022
6. PRESENTATIONS, PROCLAMATIONS AND DECLARATIONS
  - a) Proclamation recognizing and Supporting Law Enforcement
  - b) Proclamation recognizing May 2022 as Motorcycle Awareness Month
  - c) Proclamation recognizing May 2022 as Foster Care Awareness Month
  - d) Proclamation recognizing May 2022 as Lyme Disease Awareness Month
  - e) Proclamation recognizing May 2022 as National Military Appreciation Month
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.

Visit us at: [www.Killingly.org](http://www.Killingly.org)

This institution is an equal opportunity provider and employer.

RECEIVED  
TOWN CLERK KILLINGLY CT  
2022 MAY -5 PM 3:06  
Angela M. Quinn

Public comment can be emailed to [publiccomment@killinglyct.gov](mailto:publiccomment@killinglyct.gov) or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All written 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](http://www.killinglyct.gov).

9. COUNCIL/STAFF COMMENTS
10. APPOINTMENTS TO BOARDS AND COMMISSIONS
  - a) David Izzo, Jr. – Reappointment to the **Zoning Board of Appeals** as a Regular 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) Agriculture Commission Letter
  - c) Melting Point Welding & Fabrication, LLC letter
14. UNFINISHED BUSINESS FOR TOWN COUNCIL ACTION
  - a) Consideration and action on a resolution adopting the Affordable Housing Plan.
15. NEW BUSINESS
  - a) Consideration and action on a resolution authorizing the Revenue Collector to suspend and transfer uncollectible taxes to the Suspense Tax Book pursuant to Connecticut General Statutes
  - b) Consideration and action on a resolution to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2021-2022
  - c) Consideration and action on a resolution authorizing the execution of a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency (CIRMA)
16. COUNCIL MEMBER REPORTS AND COMMENTS
17. EXECUTIVE SESSION
  - a) Potential Sale of Town-owned Property
  - b) Contract Negotiations – PILOT Agreement
18. ADJOURNMENT

Item #6 (a)

**A Proclamation Recognizing and Supporting the Town of Killingly Constabulary,  
Connecticut State Police, and Other Law Enforcement Agencies**

**WHEREAS**, establishing a civil society requires a collaboration between the citizens of that community, law enforcement and prosecutors; and

**WHEREAS**, policing in American communities is a stressful, sometimes dangerous, and highly technical vocation in which officers know that their every interaction is subject to being photographed, filmed or audio recorded, and can be subject to public and media scrutiny; and

**WHEREAS**, the public often draws conclusions regarding an officer's actions without the appropriate awareness, knowledge, or education of the circumstances of the incident; and

**WHEREAS**, full support of communities and elected officials are necessary for law enforcement officers to do their job safely and effectively; and

**WHEREAS**, increases in crime occurring as a result of law enforcement disengagement will be stemmed only by a clear and concise message to law enforcement that when they do the right thing, they will be supported by the citizen community, law enforcement leadership, prosecutors and elected officials; and

**WHEREAS**, in 2021, there were 637 Line of Duty Deaths including 21 K-9 Officers in the United States, in which 438 had contracted COVID-19. As of May 2, 2022, there have been 107 Line of Duty Deaths including 8 K-9 Officers in the United States, in which 52 had contracted COVID-19; and

**NOW BE IT PROCLAIMED** that the Killingly Town Council recognizes the extreme danger that comes with the chosen profession of law enforcement. Each day when the men and women of our law enforcement agencies don their uniform and equipment, they are accepting the responsibility to serve and protect the lives and property of their communities at all costs, which could include their life. We recognize that we live in a time of great turmoil where the trust between many communities and law enforcement agencies is at an all-time low due to political and civil unrest. We recognize that despite this the fine men and women of law enforcement report to work every day to uphold laws enacted by federal, state, and local governing bodies. We recognize their dedication to the Town of Killingly, State of Connecticut and United States of America.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of May 2022

Item #6 (b)

**Proclamation Recognizing the Month of May 2022 as  
Motorcycle Awareness Month**

**WHEREAS**, motorcycle riding is a popular form of recreation and transportation for thousands of people across the state and nation; and

**WHEREAS**, motorcycles are a common and economical means of transportation that reduces fuel consumption and road wear, and contributes in a significant way to the relief of traffic and parking congestion; and

**WHEREAS**, the National Highway Traffic Safety Administration and the Motorcycle Safety Foundation have named May as Motorcycle Safety Awareness Month; and

**WHEREAS**, states and motorcycle organizations across this country will be conducting a variety of activities to promote the importance of motorist awareness and safely sharing the road with motorcycles and remind riders to make themselves more visible to others; and

**WHEREAS**, the Killingly Town Council wishes to promote the safety campaign of the National Highway Traffic Safety Administration in their effort to ensure the safety and wellbeing of all.

**WHEREAS**, all roadway users should unite in the safe sharing of roadways throughout the Town of Killingly, Windham County, and the State of Connecticut to follow the rules of the road so that all citizens will remain safe.

**NOW, THEREFORE BE IT PROCLAIMED**, The Killingly Town Council does hereby recognize the month of May 2022 as Motorcycle Awareness Month and urge all motorists to join in this effort to keep our roadways safe.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 10<sup>th</sup> day of May 2022

Item #6 (c)

**Proclamation Recognizing the Month of May 2022 as  
Foster Care Recognition Month**

WHEREAS, Children and youth are our hope for the future, and we assert that all children deserve a safe, loving, accepting, stable, and nurturing home; and

WHEREAS, families, serving as the primary support for identity development, connections, and self-esteem, are the very foundation of our communities and our state; and

WHEREAS, this year, National Foster Care Month is committed to highlighting the importance of relative and kinship care placements to maintain family and cultural connections; and

WHEREAS, in Connecticut, there are over 3,280 children and youth in placement of foster homes, with kinship and resource providers, where their needs for safety and belonging are ensured until their families can safely resume parenting responsibilities; and

WHEREAS, many foster families create permanency for children and youth through adoption, when those children and youth cannot safely return to live with their birth families; and

WHEREAS, foster care providers along with public and private community partners support the transition of youth and young adults to successful independence; and

WHEREAS, in these unprecedented times, we honor the enduring contributions of foster, kinship, respite and adoptive parents and we recognize the outstanding service and commitment these families provide to Connecticut children, youth and their families.

**NOW, THEREFORE BE IT PROCLAIMED,** The Killingly Town Council does hereby recognize the month of May 2022 as Foster Care Recognition Month in which we honor and recognize valuable and essential service of foster, kinship, respite, and adoptive families in our community and the care, support, safety, and guidance they provide.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 10<sup>th</sup> day of May 2022

Item #6 (d)

**Proclamation Recognizing the Month of May 2022 as  
Lyme Disease Awareness Month**

**WHEREAS**, Lyme Disease was discovered in 1975 by rheumatologist who found high incidence of arthritis in children and adults living in Lyme, Connecticut. Lyme Disease is an infectious disease caused by the spirochetal bacteria, or *Borrelia burgdorferi*, and transmitted through the bite of infected ticks; and

**WHEREAS**, Lyme and other tick-borne diseases are prevalent across the United States. Improper removal of the embedded ticks is dangerous and can increase the risk of infection. However, prompt treatment in early infection may cure Lyme and other tick-borne diseases, preventing permanent damage of future complications; and

**WHEREAS**, Lyme Disease has the potential to affect the brain, joints, and other body organs, mimicking the symptoms of several other diseases. Symptoms of Lyme Disease vary for each individual patient and vary in intensity throughout the duration of the disease. Many are misdiagnosed with other familiar conditions; and

**WHEREAS**, the science that surrounds Lyme and other tick-borne diseases remain unclear, prompting the need for citizens and healthcare providers to take all tick-borne diseases seriously to prevent illness; and

**WHEREAS**, the best prevention against tick-borne diseases is prevention. Wear long pants and long sleeves outdoors and in wooded areas and use of repellent, obtain education to recognize ticks, how to remove and dispose of them, and seek early treatment if you have been bitten or show signs and symptoms of a bite.

**NOW, THEREFORE BE IT PROCLAIMED**, The Killingly Town Council does hereby recognize the month of May 2022 as Lyme Disease Awareness Month and urged our citizens to become more aware and educated about these illnesses and how they can protect themselves.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 10<sup>th</sup> day of May 2022

Item #6 (e)

**Proclamation Recognizing the Month of May 2022 as  
National Military Appreciation Month**

WHEREAS, the rights of life, liberty, and the pursuit of happiness, enumerated in our Declaration of Independence, secured by the Constitution and the Bill of Rights, and enjoyed by every citizen of the United States, are secured by the dedication of the members of the United States Armed Forces; and

WHEREAS, the sacrifices made by all members of the United States Armed Forces and their loved ones are to be valued, and the brave men and women of our community who served and enlisted, ready to defend our homeland and safeguard the freedom and values for which we stand, deserve our recognition; and

WHEREAS, National Military Appreciation Month (NMAM) is celebrated every May and is a declaration that encourages U.S. citizens to observe the month in a symbol of unity; and NMAM honors the current and former members of the U.S. Armed Forces, including those who have died in the pursuit of freedom; and

WHEREAS, the month of May is characterized by six national observances which highlight the contributions of those who have served – Loyalty Day on May 1st; Public Service Recognition Week May 1-7th; Victory Day in Europe a/k/a V-E Day on May 8th; Military Spouse Appreciation Day on May 6th; Armed Forces Day on May 21st and Memorial Day on May 30th; and

**NOW THEREFORE BE IT PROCLAIMED**, The Killingly Town Council does hereby recognize May 2022 as National Military Appreciation Month as a symbol of unity to recognize, honor, and support the commitment and sacrifice of current, former, and fallen members of all branches of the United States Armed Forces.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut,  
this 10<sup>th</sup> day of May 2022

Ms. Murphy reported on the WPCA meeting, the Ag Commission meeting, and the Historical Society meeting.

Mr. Wood reported on the ZBA meeting, and attended the Fiscal Subcommittee m

Mr. Kerttula reported on the Permanent Building Committee and attended the Solid Waste Committee meeting and the Fiscal Subcommittee meeting.

Mr. Anderson attended the Personnel Subcommittee meeting and the Fiscal Subcommittee meeting.

Ms. George attended the Board of Education meeting, the NECCOG meeting and the opening of the Asian Market.

Ms. Wakefield reported on the Economic Development meeting and the Board of Rec meeting.

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

17. Executive Session: None

18. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:063 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

Date: Saturday, April 2, 2022

Time: 8:00 a.m.

Place: Town Meeting Room  
Killingly Town Hall

**AGENDA  
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Saturday, April 2, 2022, at 8:00 a.m. in the Town Meeting Room of the Killingly Town Hall, 172 Main Street, Killingly, Connecticut. The agenda was as follows:

- 1. Roll Call**
- 2. Public Comment**
- 3. Budget Review**
- 4. Adjournment**

1. Chairman Anderson called the Special Meeting to order at 8:05 a. m. On Roll Call, all Counselors were present. Ms. Murphy stepped out of the meeting at 8:05 a.m. and returned at



8:22 a.m. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present.

2. Public Comment: There were no Public Comments.

3. Budget Review:

Town Manager Calorio and Finance Director Hawkins presented the Town Operating and Capital Budgets to the Council and responded to questions and comments from Councilors. Chairman Anderson called a 15-minute recess at 9:46 a.m. The Council Meeting resumed at 10:02 a.m.

Superintendent Angeli and members of the Board of Education joined the meeting.

Superintendent Angeli presented the Board of Education Operating Budget.

Ms. Wakefield left at 11:59 a.m.

4. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 1:39 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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8:22 a.m. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present.

2. Public Comment: There were no Public Comments.

3. Budget Review:

Town Manager Calorio and Finance Director Hawkins presented the Town Operating and Capital Budgets to the Council and responded to questions and comments from Councilors. Chairman Anderson called a 15-minute recess at 9:46 a.m. The Council Meeting resumed at 10:02 a.m.

Superintendent Angeli and members of the Board of Education joined the meeting.

Superintendent Angeli presented the Board of Education Operating Budget.

Ms. Wakefield left at 11:59 a.m.

4. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 1:39 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

Date: Monday, April 4, 2022

Time: 7:00 p.m.

Place: Town Meeting Room  
Killingly Town Hall

**AGENDA  
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Monday, April 4, 2022, 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. Roll Call**
- 2. Public Comment**
- 3. Budget Review**
- 4. Adjournment**

1. Vice Chair Kerttula called the Special Meeting to order at 7:00 p. m. On Roll Call, all Counselors were present. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present. Mr. Anderson arrived at 7:04 p.m.

2. Public Comment:

Michael Hewko feels that the Lake Road Generating Plant should pay their fair share of taxes. Frederick Jackobi does not feel the Lake Road Generating Plant should continue to receive tax breaks.

There were no Public Comments submitted online.

3. Budget Review:

Town Manager Calorio and Finance Director Hawkins presented the Town Operating and Capital Budgets to the Council and responded to questions and comments from Councilors.

4. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:01 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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1. Vice Chair Kerttula called the Special Meeting to order at 7:00 p. m. On Roll Call, all Counselors were present. Town Manager Calorio, Finance Director Hawkins, and Council Secretary Buzalski were also present. Mr. Anderson arrived at 7:04 p.m.

2. Public Comment:

Michael Hewko feels that the Lake Road Generating Plant should pay their fair share of taxes. Frederick Jackobi does not feel the Lake Road Generating Plant should continue to receive tax breaks.

There were no Public Comments submitted online.

3. Budget Review:

Town Manager Calorio and Finance Director Hawkins presented the Town Operating and Capital Budgets to the Council and responded to questions and comments from Councilors.

4. Adjournment:

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

Voice Vote: Unanimous. Motion passed.

The meeting ended at 10:01 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

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**KILLINGLY TOWN COUNCIL  
SPECIAL TOWN COUNCIL MEETING**

**DATE:** Tuesday, April 5, 2022

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

**PLACE:** Town Meeting Room  
Killingly Town Hall

**AGENDA  
KILLINGLY TOWN COUNCIL**

The Town Council of the Town of Killingly held a Special Meeting on Tuesday, April 5, 2022, 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:

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1. **Call to Order**
2. **Roll Call**
3. **Interviews of Board/Commission applicants**
  - a. David Izzo, Jr.- Reappointment to the Zoning Board of Appeals
  - b. Matthew Wendorf – Reappointment to the Planning & Zoning Commission
4. **Citizens' Statements and Petitions**

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

Public comment can be emailed to [publiccomment@killinglyct.gov](mailto:publiccomment@killinglyct.gov) or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment must be received prior to 2 p.m. the day of the meeting. Public comment will be posted on the Town's website [www.killinglyct.gov](http://www.killinglyct.gov)

**5. Old Business - None**

**6. New Business**

- a. Pavement Management Plan - presented by Mat Dube, Director of Highway Operations

**7. Executive Session – None**

**8. Adjournment**

1. Chairman Anderson called the Special Meeting to order at 7:00 p.m.
2. On Roll Call, all counselors were present except Ms. Wakefield, who arrived at 7:05 p.m. Town Manager Calorio and Finance Director Hawkins were also present. Council Secretary Buzalski attended virtually.
3. Interviews for Boards/Commissions:
- 3a. David Izzo, Jr.- Reappointment to the Zoning Board of Appeals  
Mr. Izzo was not available.
- 3b. Matthew Wendorf – Reappointment to the Planning & Zoning Commission  
Councilors interviewed Matthew Wendorf. Mr. Wendorf is interested in being reappointed to the Planning & Zoning Commission. The term would run 01/2022 through 12/2024.
4. Citizens' Statements and Petitions  
Written public comment was received from Joyce Horne, 28 Laurel Dr., asking about the status of repairs to Laurel Drive in Zadora Heights.
5. Old Business - None
6. New Business
- 6a. a. Pavement Management Plan - presented by Mat Dube, Director of Highway Operations  
Mat Dube, Director of Highway Operations, presented the Pavement Management Plan and responded to Councilors' questions and comments.
7. Executive Session – None
8. Adjournment  
Mr. Grandelski made a motion, seconded by Mr. Wood, to adjourn the meeting.  
Voice Vote: Unanimous. Motion passed.  
The meeting ended at 8:50 p.m.

Respectfully submitted,

Elizabeth Buzalski  
Council Secretary

## Interview Candidates for Boards and Commissions

### Reappointments:

1. David Izzo, Jr. is seeking reappointment to the **Zoning Board of Appeals** as a Regular Member. The term would run 02/01/2021 through 1/31/2026.

Mr. Izzo has been a member of the **Zoning Board of Appeals** as a Regular Member since February 2016, previously was an Alternate Member since October 2012. His attendance has been steady over the course of his appointment.

The **Zoning Board of Appeals** is a Commission with 5 Regular Members and 3 Alternate Members. Currently, there are 4 active Regular Members including Mr. Izzo. There are 3 Alternate Member seat vacancies.



Term Confirmation 11/2016 - 1/2021

# 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

dai644@yahoo.com

DATE: 09-15-2021

NAME: David A. Zizzo, Jr

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

ADDRESS: 19 King St. Danielson, CT 06239

PHONE: Home: 401-359-5444  
Business and/or Cell: 401-359-5444

PARTY AFFILIATION: ☐ Republican ☒ Democrat ☐ Unaffiliated/Other

Are you a registered voter? ☒ Yes ☐ No

You are currently a member of the (name commission) Zoning Board of Appeals

Your membership term is due to expire \_\_\_\_\_

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

☒ Yes ☐ No

Signature

Date

Attendance Current Year 2021

Attendance Previous Year 2020

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

12/20 = saw Dave, confirmed will attend  
1/25 = hear surgery - April will be better

3/30 = confirmed will attend 4/5/22

any party  
action  
reg voter

MEMO: Robert Angeli, Superintendent of Schools

FROM: Christine Clark, Manager of Business Affairs

RE: Monthly Financial Report (March 2022)

DATE: April 18, 2022

Attached please find the financial report for the month of March, the ninth month of fiscal year 2021-2022, which reflects expenditures and encumbrances of \$30,969,813 or 68.78% of the \$45,029,798 budget.

1. **BUDGET STATUS:** Current projection of expenditures indicates that approximately \$2M of the 2021-2022 budget will be unexpended. The projected balance includes anticipated expenditures to mitigate reductions of \$829,183 made to the 2022-2023 budget. Projected costs for special education outplacements as of 3/31/22 are within the budgeted line items, requiring no application of excess cost reimbursement. Excess cost reimbursement is estimated between \$680,000 and \$750,000 depending on the cap with any unapplied portion being retained by the Town. Further discussion of the placements and their costs is included in the **OTHER** section below.

**SALARIES:**

The expenditures include twenty payroll periods (out of 26) or 76.92% for our full year (twelve-month) employees.

Salary accounts in total are projected to net a positive balance of approximately \$1.2M. Unexpended salaries for school administration, teachers, non-certified personnel, paraprofessionals, operations and maintenance personnel and temporary personnel are the largest contributors to the balance.

Projections of School Administration (5112) salaries show a current budget surplus of approximately \$60,000 resulting from employee turnover.

Analysis of the Teachers' Salaries (5113) accounts as of 3/31/22 shows a projected budget surplus of approximately \$876K. Several placeholders have been included for positions not yet filled or filled with uncertified staff. During the month of March, position changes continued, resulting in the \$55K increase to the budget surplus over last month. An offset to the budget surplus from teacher vacancies and teacher absences can be seen in the increased use of substitutes. The Substitutes (5126) line item, for both short-term and long-term substitutes, reflects 123% of the budget expended as of 3/31/22. The rate of spending for substitutes increased again in March with an average daily spend of \$4,900.



Additional discussion on the status of substitutes follows in Substitutes (5126). Changes can be expected to continue as positions are vacated and filled.

**Non-Certified Salaries (5120)-** Projections of the non-certified staff salaries reflect a budget surplus of approximately \$78,000. Hourly non-certified staff such as speech language pathology assistants, physical therapy assistant and registered behavior technicians contributed salary savings due to an unpaid medical leave and differences in budgeted to actual payroll. Additional savings resulted from an unfilled campus security position for the entire year and an unpaid medical leave at Killingly High School.

**Secretarial/Clerical (5121)-** Projection of secretarial salaries as of 3/31/22 reflects a line-item deficit of (\$21,000) primarily for substitute coverage paid for a medical leave, as well as additional clerical time worked in the transportation department.

**Paraprofessionals (5122)-** The salary projections as of 3/31/22 have been expanded to include bus aides and special education summer school paraprofessionals not expected to expend funds prior to 6/30/22. A budget surplus of approximately \$335K is anticipated primarily due to staff turnover and position vacancies. Continued turnover and vacancies can be expected to result in additional budget savings. As of the end of March, approximately twenty-two special education paraprofessional positions were open.

**Projection of Operations & Maintenance (5124)** salaries indicates a budget surplus of approximately \$60,000 due to employees on unpaid disability and medical leaves.

**Transportation (5125)-** The current projection of transportation salaries includes salaries as paid during 2021-2022 pursuant to the Memorandum of Agreement for bus drivers to be paid \$25.00 per hour for regularly scheduled trips or special trips through 6/30/22. This rate exceeds the collective bargaining agreement rates for bus drivers of \$19.14-\$21.09 depending on date of hire. Grant support for the hourly pay differential of approximately \$4.00-\$6.00 was included in the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) budget in a \$229,000 placeholder. The transportation salaries are projected to exceed the budgeted line-item by \$40,000. Based on the status of the overall budget, the application of grant reimbursement has not been made to the transportation salaries for this analysis.

**Substitutes (5126)-** As noted in the Teachers' Salaries (5113) comments, substitute spending exceeded the budget allocation with 123% expended as of 3/31/22. After four months of increased average daily expenditures, the most recent activity has been used in the projection included here as a line-item deficit of (\$350,614). Unfortunately, the historical perspective of spending for substitutes is not particularly useful in determining the expected spending for the current year. The last "normal" year – 2018-2019 – had significantly lower substitute pay rates at \$95/day for non-certified and \$110/day for certified compared to current rates of \$150/\$175. Longer-term substitute stints for teacher vacancies usually mean higher rates of pay and overall spending. Conditions resulting in absences have also changed and add to the usual sick days and FMLA and child-rearing absences experienced historically.

A purely mathematical projection of Substitutes based on current year spending of \$492,614 at 3/31/22 indicates that the line item could be over budget by \$300K by 6/30/22. This calculated amount represents a \$25,000 increase over the same calculation presented last month but is not necessarily predictive of expenditures for the balance of the year. A projection based on the daily expenditure for substitutes in the latest payroll indicates that the line item could be over budget by \$350K, a significant difference in the projection. The increase in substitute pay expenditures correlates to the increase in the surplus reported for Teachers' Salaries (5113) of \$876K and may be considered an offset in expenditures. Since the nature of the expense itself is uncertain, it requires continued monitoring for changes in both absences and replacements and their effect on the budget.

Temporary (5128)- This line-item provides funding for substitute personnel for nursing, operations and maintenance and transportation. It is projected that \$94,500 of the line-item will be unexpended due to the inability to procure substitutes for these positions. This has resulted in additional hours worked by existing staff or additional outsourced transportation services.

#### **BENEFITS:**

A net positive balance of approximately \$994,000 is projected within the benefits accounts. \$2.2M of the overall budget surplus of \$2.8M is accounted for within the combined positive balances of salaries and benefits.

Health/Dental Insurance (5210)- Contributions to the self-insurance fund for health/dental insurance for all enrolled employees are projected to total \$4.5M, with a line-item surplus of \$783,000 expected from budgeted insurance packages not taken by employees and enrollment changes through the year. A small provision in the projection has been made for possible enrollments within the last two months of the year, due to qualifying events in employees' families.

HSA Contributions (5212)- As of the end of January most HSA account holders had received 100% of their annual contributions, except for employees with frozen accounts to which the contributions cannot be made and newly hired employees. Any additional contributions should not reduce the \$86,773 line-item by more than \$1,000 by year end.

Disability Insurance (5217)- The full year premium for the Board of Education's share (66%) of administrator disability insurance has been encumbered, resulting in 73% of the account balance expended.

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 3/31/22, the line-item balance is

\$3,084. If all enrolled participants use their maximum contributions and rollover balances from the prior year, there will be a line-item budget deficit of (\$4,785) at year-end.

FICA (5220) and Medicare (5225)- Payroll taxes computed on projected salaries reflect balances of \$32,000 and \$29,000 commensurate with the savings in salaries. Any additional salaries paid will result in increases to the payroll taxes.

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 3/31/22 unemployment compensation charges of \$8,932 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. The March invoice for unemployment compensation reflected credits exceeding the claims, requiring no net payment. These credits are believed to be the result of contested claims and reimbursements from prior year payments. Bills for the remainder of the year are projected at \$2,500, leaving a line-item surplus of \$38,500.

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 change by 6/30/22.

**OTHER:**

Projected balances of \$550,000 remaining in the services accounts (53XX through 55XX) reflect changes in conditions since budget preparation and the actual and anticipated expenditures through year-end.

Field Trips (5324)- Except for high school athletic trips, fewer field trips have been taken than in prior years due to the current environment. Trip charges for 2021-2022 have not yet been calculated but have been estimated to result in budget savings of \$44,000.

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. Almost 60% of the line-item funding has been transferred for technology supplies for in-house repairs, as outsourced repair services are not anticipated to the extent budgeted.

Pupil Transportation (5510)- Expenditures and encumbrances of \$40,813 as of the 3/31/22 report reflect both our current needs and anticipated needs for outside transportation providers to meet several special education runs. This represents an increase of \$6,000 over 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. Based on these efforts, we have been able to reduce, but not eliminate, our reliance on outside providers.

Communications (5530)- Expenditures include software subscriptions and licenses of \$412,000 in this account, with an unexpended balance of \$37,000 reflecting changes in anticipated needs during remote learning and return to in-person learning.

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 \$335,377, leaving a line-item surplus of \$85,173. During March there were credits received of \$3,355 for two students who withdrew from QMC, as well as an invoice for special education services for \$11,645.85 for a Barrows student. Included are the base tuition charges and additional charges for special education and related services for the remaining 47 students. Any further 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 March 31 report reflect balances of \$160,395 and (\$131,691) 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. The first payments of \$440,883 and \$141,521, or 75% of the preliminary reimbursements, were received in February based on the December 1<sup>st</sup> filing. The March 1<sup>st</sup> filing with estimated cost estimates will be the basis for the final reimbursement amounts, regardless of the actual amounts expended through year-end. Any difference in the expenditures at year-end from those reported on March 1 will result in an adjustment to the April 2023 Education Cost Sharing (ECS) payment. Local outplacement costs projected as of 3/31/22 do not exceed the budgeted appropriation and therefore require no application of excess cost reimbursement. Agency outplacement costs projected as of 3/31/22 exceed the budgeted appropriation by (\$119,601), however, this amount does not exceed the overall outplacement appropriation. Based on the March 1<sup>st</sup> filing, excess cost reimbursement to be received ranges from \$682,372 based on a cap of 25% to \$745,878 based on a preliminary cap of 18.02% (the 2020-2021 preliminary cap was 16.52% and the final cap was 19.69%).

The following table illustrates the projected costs and budget impact of the available excess cost reimbursement. As of March 31, 2022, total outplacement costs are not projected to exceed the budget; therefore, none of the estimated available excess cost reimbursement would be applied to the expenditures. Since the budget appropriation is sufficient for the costs related to the high-cost special education students, the Town would retain the balance of any excess cost reimbursement received from the State.

As of March 31, 2022	Budget Impact <b>without</b> Excess Cost Reimbursement	Budget Impact <b>with</b> Excess Cost Reimbursement
Budgeted Local Placement Costs	\$4,354,412	\$4,354,412
Total Projected Local Placement Costs	\$4,150,468	\$4,150,468
Excess Cost Reimbursement-Local Placements	\$0	\$0
<b>Net Local Placements</b>	<b>\$ 203,944</b>	<b>\$203,944</b>
Budgeted Agency Placement Costs	\$190,000	\$190,000
Total Projected Agency Placement Costs	\$309,601	\$309,601
Excess Cost Reimbursement- Agency Placements	\$0	\$0
<b>Net Agency Placements</b>	<b>(\$119,601)</b>	<b>(\$119,601)</b>
<b>Net Outplacements</b>	<b>\$84,343</b>	<b>\$84,343</b>

The Supplies (56XX) and Equipment (57XX) line-items reflect a net balance of \$55,000, with custodial and maintenance supplies of \$86,000 as the major contributor to the anticipated unexpended balance.

Heat Energy (5620)- Oil and propane costs of \$218,740 have been incurred as of 3/31/22. The contracted gallons of oil have been exceeded. Based on market prices and estimated deliveries, a line-item deficit of (\$93,616) is expected. Future oil deliveries will be at market price, estimated at \$4.50/gallon for 21,000 gallons and propane deliveries have been estimated at \$2.50/gallon for 4,250 gallons through 6/30/22.

Other Objects (5890)- An anticipated line-item surplus of \$53,000 is primarily due to fewer requests for employee tuition reimbursements guaranteed per bargaining unit agreements. Also contributing to the surplus is \$7,000 budgeted for the reimbursement to Food Services for student lunch debt which will not be needed since universal free meals have been extended through 6/30/22.

2. **BUDGET TRANSFERS:** The following transfers were made in March:

One transfer in excess of \$10,000 approved by the Board of Education at the February 23, 2022 meeting was made:

From: 100-140-10-12700-5113 PPS- Teacher Salaries	\$ 47,600.00
To: 100-140-10-12000-5330 PPS- Professional/Technical Services	\$ 47,600.00

To transfer PPS department funds budgeted for KHS special education teacher salaries to professional services for contracted teaching services due to inability to staff with permanent employee

Following are additional budget transfers made:

From: 100-110-10-10130-5810 KHS- Dues and Fees	\$ 426.00
To: 100-110-10-10130-5731 KHS- Instructional Equipment	\$ 426.00

To transfer KHS Science department funds for the purchase of chemistry supplies for new Honors and College Prep curriculum

From: 100-110-10-10130-5731 KHS- Instructional Equipment	\$ 426.00
To: 100-110-10-10130-5612 KHS- Instructional Supplies	\$ 426.00

To correct previous transfer request for KHS Science department funds for the purchase of chemistry supplies for new Honors and College Prep curriculum to supplies instead of equipment

From: 100-155-00-22100-5550 II- Printing & Binding	\$ 1,000.00
From: 100-155-00-22100-5731 II- Instructional Equipment	\$ 1,000.00
To: 100-155-00-22100-5612 II- Instructional Supplies	\$ 2,000.00

To transfer Instructional Improvement (II) funds for the purchase of Illustrative Math supplies

From: 100-110-10-10030-5530 KHS- Communications	\$ 900.00
To: 100-110-10-10090-5612 KHS- Instructional Supplies	\$ 900.00

To transfer KHS Business Education department funds to Family and Consumer Science department for purchase of kitchen supplies for Foods classes

From: 100-110-10-10030-5530 KHS- Communications	\$ 1,000.00
To: 100-110-10-10030-5612 KHS- Instructional Supplies	\$ 1,000.00

To transfer KHS Business Education department funds for the purchase of general classroom supplies

From: 100-110-10-10101-5430 KHS- Repairs & Maintenance Services	\$ 824.00
To: 100-110-10-10101-5580 KHS- Travel	\$ 468.00
To: 100-110-10-10101-5731 KHS- Instructional Equipment	\$ 1,292.00

To transfer KHS Video Technology department funds for the purchase of a tripod and replacement batteries for a mobile light kit

From: 100-115-15-10160-5810 Ag-Ed- Dues and Fees	\$ 100.00
To: 100-115-15-10160-5430 Ag-Ed- Repairs & Maintenance Services	\$ 100.00

To transfer Ag-Ed department funds for the repair of a tractor tire

From: 100-110-10-10080-5420 KHS- Contracted Maintenance Services	\$ 530.00
From: 100-110-10-10080-5580 KHS- Travel	\$ 350.00
From: 100-110-10-10080-5810 KHS- Dues and Fees	\$ 590.00
To: 100-110-10-10080-5612 KHS- Instructional Supplies	\$ 1,470.00

To transfer KHS Physical Education/Health department funds for purchase of replacement cornhole boards and Bluetooth speaker for weight room

From: 100-110-10-10130-5530 KHS- Communications	\$ 18.95
To: 100-110-10-10130-5731 KHS- Instructional Equipment	\$ 18.95

To transfer KHS Science department funds for payment of return shipping on the replacement spectrum tube power supply purchase for the wrong item received

3. **2020-2021 AUDIT:** The Town's financial audit for 2020-2021 concluded in March with a report to the Town Council. The budget variance for Education of \$(3,470,281) included in the audit report consists of the unexpended portion of the 2020-2021 budget appropriation of \$2,787,049 and the excess cost reimbursement of \$683,232 received from the State for 2020-2021 and retained by the Town since the budget appropriation was sufficient for the costs related to high-cost special education students. No request was made to the Town Council to transfer 2020-2021 funds to the Unexpended Education Funds account.
  
4. **FOOD SERVICE MANAGEMENT COMPANY RFP:** Fiscal year 2020-2021 marked the end of our fourth and final contract amendment with Whitsons New England Inc. The Connecticut State Department of Education (CSDE) opted into a nationwide waiver authorized by section 2202(a) of the Families First Coronavirus Response Act allowing extensions of existing contracts through June 30, 2022. A new contract must be in place prior to July 1, 2022. During March, the Request for Proposals (RFP) was completed. Once the RFP is approved by CSDE, it will be posted with an anticipated submission deadline of May 6, 2022. Evaluation of the proposals, negotiations with the selected bidder, and review and approval of the contract by CSDE, will conclude with a recommendation to the Board of Education of the selected vendor to be made at the second June 2022 Board of Education meeting.
  
5. **QUARTERLY REPORTS ON EXPENDITURES AND REVENUES:** Pursuant to Section 290 of Public Act 19-117, the third quarterly report for 2021-2022 expenditures and revenues has been prepared for submission to the Town.
  
6. **SUBSTANTIAL DONATIONS:** In accordance with BOE policy, the following substantial donations were reported to the Business Office during March 2022:

Loos & Company	\$ 500.00	Donation	KIS Robotics Trip
Oneonta Fisheries Inc	\$2,000.00	Donation	KHS Football
Kazantzis Real Estate	\$1,501.35	Donation	KHS Boys' Basketball
David Fagen	\$ 500.00	Donation	KHS Library

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



# Killingly Public Schools

## System Object

Report # 109100

Statement Code: Sys 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 - 3/31/2022	Requisitions	Expenditures 7/1/2021 - 3/31/2022	Amount Remaining 7/1/2021 - 3/31/2022	Percent Expended
<b>5111 Central Administration</b>	\$349,243.17	\$0.00	\$349,243.17	\$0.00	\$0.00	\$255,965.19	\$93,277.98	73.29%
<b>5112 School Administration</b>	\$1,906,644.40	\$0.00	\$1,906,644.40	\$0.00	\$0.00	\$1,419,938.58	\$486,705.82	74.47%
<b>5113 Teachers' Salaries</b>	\$15,664,049.73	\$ (47,600.00)	\$15,616,449.73	\$0.00	\$0.00	\$9,402,096.69	\$6,214,353.04	60.21%
<b>5114 Finance/HR/Computer</b>	\$392,402.90	\$0.00	\$392,402.90	\$0.00	\$0.00	\$283,371.63	\$109,031.27	72.21%
<b>5115 Tutoring</b>	\$120,120.00	\$0.00	\$120,120.00	\$0.00	\$0.00	\$25,529.51	\$94,590.49	21.25%
<b>5119 Co-Curricular Stipends</b>	\$366,780.09	\$0.00	\$366,780.09	\$0.00	\$0.00	\$222,256.30	\$144,523.79	60.60%
<b>5120 Non-Certified Salaries</b>	\$351,008.98	\$0.00	\$351,008.98	\$0.00	\$0.00	\$181,430.05	\$169,578.93	51.69%
<b>5121 Secretarial/Clerical</b>	\$1,274,539.01	\$0.00	\$1,274,539.01	\$0.00	\$0.00	\$987,357.62	\$287,181.39	77.47%
<b>5122 Para-Professionals</b>	\$2,281,254.10	\$0.00	\$2,281,254.10	\$0.00	\$0.00	\$1,337,039.48	\$944,214.62	58.61%
<b>5123 Medical/Health</b>	\$570,166.06	\$0.00	\$570,166.06	\$0.00	\$0.00	\$372,189.51	\$197,976.55	65.28%
<b>5124 Operations &amp; Maintenance</b>	\$1,742,035.01	\$0.00	\$1,742,035.01	\$0.00	\$0.00	\$1,275,912.94	\$466,122.07	73.24%
<b>5125 Transportation</b>	\$1,130,357.64	\$0.00	\$1,130,357.64	\$0.00	\$0.00	\$840,590.35	\$289,767.29	74.36%
<b>5126 Substitutes</b>	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$492,613.51	\$ (92,613.51)	123.15%
<b>5127 Student Services</b>	\$22,000.00	\$ (2,044.00)	\$19,956.00	\$0.00	\$0.00	\$4,254.50	\$15,701.50	21.32%
<b>5128 Temporary</b>	\$154,800.00	\$0.00	\$154,800.00	\$0.00	\$0.00	\$33,369.02	\$121,430.98	21.56%
<b>5130 Overtime</b>	\$190,400.00	\$0.00	\$190,400.00	\$0.00	\$0.00	\$140,225.21	\$50,174.79	73.65%
<b>5131 Computer Maintenance</b>	\$203,548.50	\$0.00	\$203,548.50	\$0.00	\$0.00	\$147,681.65	\$55,866.85	72.55%

# Killingly Public Schools

## System Object

Report # 109100

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 - 3/31/2022	Requisitions	Expenditures 7/1/2021 - 3/31/2022	Amount Remaining 7/1/2021 - 3/31/2022	Percent Expended
<b>5200 Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5210 Health/Dental Insurance</b>	\$5,236,940.90	\$0.00	\$5,236,940.90	\$0.00	\$0.00	\$3,367,842.27	\$1,869,098.63	64.31%
<b>5212 HSA Contributions</b>	\$535,129.58	\$0.00	\$535,129.58	\$0.00	\$0.00	\$448,356.17	\$86,773.41	83.78%
<b>5213 Life Insurance</b>	\$33,681.00	\$0.00	\$33,681.00	\$0.00	\$0.00	\$20,035.76	\$13,645.24	59.49%
<b>5214 Benefits- Early Retirees</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5215 Post-Employment Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5217 Disability Insurance</b>	\$7,170.84	\$0.00	\$7,170.84	\$1,343.19	\$0.00	\$3,880.65	\$1,947.00	72.85%
<b>5218 HRA Funding</b>	\$11,625.00	\$0.00	\$11,625.00	\$0.00	\$0.00	\$8,540.82	\$3,084.18	73.47%
<b>5220 FICA</b>	\$449,637.37	\$0.00	\$449,637.37	\$0.00	\$0.00	\$294,632.71	\$155,004.66	65.53%
<b>5225 Medicare</b>	\$388,780.21	\$0.00	\$388,780.21	\$0.00	\$0.00	\$236,031.13	\$152,749.08	60.71%
<b>5230 ERIP Contributions</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5231 Pension</b>	\$153,826.00	\$0.00	\$153,826.00	\$0.00	\$0.00	\$0.00	\$153,826.00	0.00%
<b>5232 Annuity Contributions</b>	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$4,131.92	\$2,868.08	59.03%
<b>5250 Unemployment Compensation</b>	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$8,932.47	\$41,067.53	17.86%
<b>5260 Workers' Compensation</b>	\$360,000.00	\$0.00	\$360,000.00	\$84,869.20	\$0.00	\$254,602.40	\$20,528.40	94.30%
<b>5322 Instructional Improvement</b>	\$30,350.00	\$(151.45)	\$30,198.55	\$400.00	\$0.00	\$8,530.70	\$21,267.85	29.57%
<b>5323 Pupil Services</b>	\$130,126.00	\$0.00	\$130,126.00	\$22,692.00	\$0.00	\$75,277.52	\$32,156.48	75.29%

# Killingly Public Schools

## System Object

Report # 109100

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 - 3/31/2022	Requisitions	Expenditures 7/1/2021 - 3/31/2022	Amount Remaining 7/1/2021 - 3/31/2022	Percent Expended
<b>5324 Field Trips</b>	\$112,525.00	\$(6,707.50)	\$105,817.50	\$4,000.00	\$0.00	\$11,927.00	\$89,890.50	15.05%
<b>5326 Testing</b>	\$41,650.00	\$(400.00)	\$41,250.00	\$1,291.95	\$0.00	\$14,518.29	\$25,439.76	38.33%
<b>5330 Professional/Technical Services</b>	\$463,600.00	\$53,336.24	\$516,936.24	\$131,083.50	\$0.00	\$270,072.88	\$115,779.86	77.60%
<b>5410 Utilities</b>	\$1,249,370.02	\$0.00	\$1,249,370.02	\$1,010.00	\$0.00	\$823,610.17	\$424,749.85	66.00%
<b>5420 Contracted Maintenance Services</b>	\$884,968.19	\$(530.00)	\$884,438.19	\$62,594.88	\$0.00	\$703,751.49	\$118,091.82	86.65%
<b>5430 Repairs &amp; Maintenance Services</b>	\$488,082.00	\$(10,646.00)	\$477,436.00	\$31,372.34	\$2,733.80	\$243,846.91	\$202,216.75	57.65%
<b>5432 Technology-Related Repairs/Maintenance</b>	\$20,000.00	\$(11,863.14)	\$8,136.86	\$0.00	\$0.00	\$0.00	\$8,136.86	0.00%
<b>5440 Rentals</b>	\$23,650.00	\$0.00	\$23,650.00	\$4,107.59	\$0.00	\$7,220.91	\$12,321.50	47.90%
<b>5510 Pupil Transportation</b>	\$30,000.00	\$0.00	\$30,000.00	\$12,837.00	\$0.00	\$27,976.00	\$(10,813.00)	136.04%
<b>5520 Insurance</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>5529 Other Insurance &amp; Judgments</b>	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$16,375.00	\$1,625.00	90.97%
<b>5530 Communications</b>	\$482,923.78	\$(3,810.39)	\$479,113.39	\$13,339.15	\$0.00	\$398,557.80	\$67,216.44	85.97%
<b>5531 Postage</b>	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$20,532.01	\$5,467.99	78.97%
<b>5532 Telephone</b>	\$74,544.00	\$0.00	\$74,544.00	\$119.97	\$0.00	\$48,313.18	\$26,110.85	64.97%
<b>5540 Advertising</b>	\$12,448.00	\$0.00	\$12,448.00	\$0.00	\$0.00	\$5,369.69	\$7,078.31	43.14%
<b>5550 Printing &amp; Binding</b>	\$28,458.00	\$(1,450.00)	\$27,008.00	\$3,712.29	\$0.00	\$6,111.20	\$17,184.51	36.37%
<b>5560 Tuition</b>	\$420,550.00	\$0.00	\$420,550.00	\$0.00	\$0.00	\$327,254.81	\$93,295.19	77.82%

# Killingly Public Schools System Object

Report # 109100

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 - 3/31/2022	Requisitions	Expenditures 7/1/2021 - 3/31/2022	Amount Remaining 7/1/2021 - 3/31/2022	Percent Expended
5561 Local Placement Tuition	\$4,354,411.97	\$0.00	\$4,354,411.97	\$1,463,949.58	\$0.00	\$2,730,067.49	\$160,394.90	96.32%
5562 Agency Placement Tuition	\$190,000.00	\$0.00	\$190,000.00	\$91,009.34	\$0.00	\$230,681.71	\$(131,691.05)	169.31%
5580 Travel	\$64,106.00	\$(918.00)	\$63,188.00	\$0.00	\$0.00	\$28,821.23	\$34,366.77	45.61%
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	\$34,860.00	\$0.00	\$4,950.00	\$15,190.00	72.38%
5612 Instructional Supplies	\$127,432.23	\$12,561.98	\$139,994.21	\$21,543.97	\$4,388.97	\$76,754.58	\$41,695.66	70.22%
5613 Custodial & Maintenance Supplies	\$155,000.00	\$0.50	\$155,000.50	\$4,739.43	\$873.76	\$38,316.38	\$111,944.69	27.78%
5620 Heat Energy	\$230,249.50	\$0.00	\$230,249.50	\$0.00	\$0.00	\$218,740.12	\$11,509.38	95.00%
5626 Motor Fuels & Oils	\$183,560.00	\$0.00	\$183,560.00	\$0.00	\$0.00	\$93,806.45	\$89,753.55	51.10%
5627 Transportation Supplies	\$97,300.00	\$0.00	\$97,300.00	\$4,006.62	\$474.30	\$82,270.68	\$11,022.70	88.67%
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	\$(744.81)	\$47,518.48	\$9,785.53	\$0.00	\$14,087.34	\$23,645.61	50.24%
5691 Office Supplies	\$26,521.40	\$0.00	\$26,521.40	\$1,819.94	\$315.00	\$10,752.01	\$13,949.45	47.40%
5692 Health Supplies	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$7,286.20	\$10,713.80	40.48%
5695 Computer Software & Supplies	\$30,000.00	\$17,395.34	\$47,395.34	\$244.53	\$0.00	\$46,767.75	\$383.06	99.19%
5730 Non-Instructional Equipment	\$38,517.00	\$(1,455.19)	\$37,061.81	\$7,383.50	\$0.00	\$18,759.26	\$10,919.05	70.54%
5731 Instructional Equipment	\$34,323.00	\$5,797.80	\$40,120.80	\$9,757.78	\$0.00	\$23,175.84	\$7,187.18	82.09%

# Killingly Public Schools

## System Object

Report # 109100

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 - 3/31/2022	Requisitions	Expenditures 7/1/2021 - 3/31/2022	Amount Remaining 7/1/2021 - 3/31/2022	Percent Expended
<b>5732 Vehicles</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$41,870.90	\$0.00	\$0.00	---
<b>5734 Computer Hardware</b>	\$51,000.00	\$0.00	\$51,000.00	\$7,008.19	\$0.00	\$37,612.03	\$6,379.78	87.49%
<b>5810 Dues &amp; Fees</b>	\$112,200.97	\$(2,851.37)	\$109,349.60	\$609.00	\$0.00	\$67,204.21	\$41,536.39	62.02%
<b>5890 Other Objects</b>	\$105,202.50	\$1,830.49	\$107,032.99	\$5,499.21	\$0.00	\$27,591.51	\$73,942.27	30.92%
<b>5900 Contingency</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
<b>100 General Fund</b>	\$45,029,797.50	\$0.50	\$45,029,798.00	\$2,036,989.68	\$50,656.73	\$28,932,823.26	\$14,059,985.06	68.78%
<b>GRAND TOTAL</b>	\$45,029,797.50	\$0.50	\$45,029,798.00	\$2,036,989.68	\$50,656.73	\$28,932,823.26	\$14,059,985.06	68.78%



# TOWN OF KILLINGLY

## FINANCE DEPARTMENT

172 Main Street, Killingly, CT 06239

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

## Finance Department Budget Review

April 30, 2022

To: Mary Calorio, Town Manager

### **April 2022 Revenues**

As of April 2022, the Town's fiscal year 2021-2022 collections continue to be within expectations at 96.76% of the overall budget for general town revenue. In the prior year, April 2021 revenue collections represented 87.29%. 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. Based on current year to date projections, it is expected the year end revenues will meet or exceed the budgeted expectations.

### **April 2022 Expenditures**

Budget to actual results for total Town operations and debt service expenditures are currently at 68.96% for the month of April 2022 as compared to 56.98% in the prior year (April 2021).

Items with high year to date utilization, that remain within budget expectations, that have been carried forward from the prior month are as follows:

### ***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.

## **April 2022 Expenditures (Continued)**

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

5. Highway Winter Maintenance  
Due to the timing, number, and nature of winter storms that have occurred to date, the winter maintenance account has increased approximately \$114,000 as compared to March of the prior year. Current costs to date remain with budgeted expectations.
6. 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.
7. 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.
8. 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.
9. Public Library - Contractual Services  
Costs related to data processing are renewed annually and are within budget expectations.
10. 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.
11. 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.
12. 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.
13. Insurance  
Insurance contracts are paid in quarterly installments. Costs are consistent with the prior year and are within current budget expectations.
14. Special Reserves 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.
15. 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.

**April 2022 Expenditures (Continued)**

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

16. Debt Service

The increase in debt service is related to the project financing of the WPCA facility upgrade with CT DEEP. The debt service is paid by the General fund and reimbursed by the Sewer Operating Fund. Corresponding revenue has been recorded to date for the transaction. Debt service due at closing amounted to \$1,544,176. Current costs to date remain with budgeted expectations.



**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through April, 2022**

REVENUE ITEM	Fiscal Year		
	2021-2022		
	Budget	April	Percent
<b>TAXES</b>			
Current Property Taxes	36,264,881	35,802,780	98.73%
Back Taxes	500,000	475,035	95.01%
Penalty Fees	4,500	6,737	149.71%
Tax Interest	200,000	306,861	153.43%
Supplemental Motor Vehicle	375,000	429,842	114.62%
Remediation Financing	(150,595)	(75,298)	50.00%
<b>TOTAL</b>	<b>\$37,193,786</b>	<b>36,945,958</b>	<b>99.33%</b>
<b>LICENSES &amp; PERMITS</b>			
Building Permits	240,000	186,142	77.56%
P&Z Permits	13,000	23,849	183.45%
Other Permits	8,000	15,830	197.88%
Airplane Tax	2,050	1,275	62.20%
<b>TOTAL</b>	<b>\$263,050</b>	<b>\$227,096</b>	<b>86.33%</b>
<b>FINES &amp; FEES</b>			
Library Fines & Fees	10,000	8,992	89.92%
Alarm Reg Fees and Fines	5,000	5,806	116.12%
Dog Licenses	500	525	105.00%
<b>TOTAL</b>	<b>\$15,500</b>	<b>\$15,323</b>	<b>98.86%</b>
<b>USE OF MONEY &amp; PROPERTY</b>			
Interest Income	100,000	66,899	66.90%
Louisa E. Day Trust	60	-	0.00%
Thomas J. Evans Trust	30	-	0.00%
Sewer Plant Lease	42,000	34,000	80.95%
Communication Tower Lease	101,000	89,075	88.19%
<b>TOTAL</b>	<b>\$243,090</b>	<b>\$189,974</b>	<b>78.15%</b>
<b>STATE GRANTS IN LIEU OF TAXES</b>			
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%
	<b>\$431,672</b>	<b>\$513,473</b>	<b>118.95%</b>
<b>OTHER STATE GRANTS</b>			
Pequot/Mohegan Fund Grant	94,184	62,789	66.67%
Municipal Grants - In - Aid	976,064	-	0.00%
Adult Education	106,734	72,872	68.27%
<b>TOTAL</b>	<b>\$1,176,982</b>	<b>\$135,661</b>	<b>11.53%</b>

**TOWN OF KILLINGLY**  
**Estimated Revenue Detail**  
**Monthly Report Through April, 2022**

REVENUE ITEM	Fiscal Year 2021-2022		
	Budget	April	Percent
<b>CHARGES OF SERVICE</b>			
Community Development	55,000	27,909	50.74%
Town Clerk	165,000	188,625	114.32%
Conveyance Tax	240,000	276,230	115.10%
Elderly Housing - Sewer PILOT	31,360	-	0.00%
Recreation	130,000	81,557	62.74%
District Collections	12,310	13,244	107.59%
<b>TOTAL</b>	<b>633,670</b>	<b>587,564</b>	<b>92.72%</b>
<b>OTHER REVENUES</b>			
Miscellaneous	85,000	72,422	85.20%
Sewer Assessment Fund	15,000	-	0.00%
Sewer Operating Fund	2,901,066	2,901,329	100.01%
PILOT - Telecommunications	50,000	43,444	86.89%
Law Enforcement - SRO Reimbursement	82,942	42,219	50.90%
School Capital Contribution	234,828	250,483	106.67%
<b>TOTAL</b>	<b>3,368,836</b>	<b>3,309,897</b>	<b>98.25%</b>
<b>GENERAL TOWN REVENUE</b>	<b>\$43,326,586</b>	<b>\$41,924,946</b>	<b>96.76%</b>
<b>SCHOOL</b>			
Educational Cost Sharing	15,245,633	15,233,226	99.92%
Vocational Agriculture	645,860	465,585	72.09%
Non-Public School - Health	24,033	24,357	101.35%
Tuition:			
Regular	1,439,163	1,292,823	89.83%
Special Ed-Voluntary	250,000	-	0.00%
Vocational-Agriculture	743,707	510,360	68.62%
<b>TOTAL</b>	<b>\$18,348,396</b>	<b>17,526,352</b>	<b>95.52%</b>
Fund Balance	1,570,000	-	0.00%
<b>TOTAL REVENUES</b>	<b>63,244,982</b>	<b>59,451,298</b>	<b>94.00%</b>

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through April, 2022**

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	April	Percent
<b>GENERAL GOVERNMENT</b>				
Town Council				
Personnel Services	13,500	-	9,125	67.59%
Contractual Services	31,800	-	18,000	56.60%
Materials and Supplies	1,000	-	376	37.65%
Total	\$46,300	\$0	\$27,501	59.40%
Town Manager				
Personnel Services	203,860	5,430	169,438	80.96%
Contractual Services	26,200	-	8,093	30.89%
Materials and Supplies	3,500	-	948	27.08%
Total	\$233,560	\$5,430	\$178,479	74.68%
Legal Services				
Contractual Services	99,200	-	52,145	52.57%
Total	\$99,200	\$0	\$52,145	52.57%
Town Clerk				
Personnel Services	164,505	1,670	134,888	81.17%
Contractual Services	28,175	-	25,572	90.76%
Materials and Supplies	1,800	-	1,794	99.64%
Total	\$194,480	\$1,670	\$162,254	82.72%
Finance				
Personnel Services	242,380	2,650	199,276	81.33%
Contractual Services	55,960	-	19,093	34.12%
Materials and Supplies	1,700	-	1,049	61.68%
Total	\$300,040	\$2,650	\$219,417	72.49%
Assessor				
Personnel Services	181,230	2,040	148,279	80.91%
Contractual Services	7,135	-	6,220	87.18%
Materials and Supplies	1,500	-	970	64.66%
Total	\$189,865	\$2,040	\$155,469	81.01%
Revenue Collection				
Personnel Services	196,795	1,895	161,552	81.31%
Contractual Services	33,450	-	10,607	31.71%
Materials and Supplies	2,000	-	1,219	60.94%
Total	\$232,245	\$1,895	\$173,378	74.05%
Registration/Elections				
Personnel Services	56,800	-	24,333	42.84%
Contractual Services	18,000	-	12,250	68.06%
Materials and Supplies	500	-	353	70.55%
Total	\$75,300	\$0	\$36,936	49.05%
Town Comm. & Service Agencies				
Contractual Services	84,598	-	68,998	81.56%
Total	\$84,598	\$0	\$68,998	81.56%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through April, 2022**

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	April	Percent
Planning and Development				
Personnel Services	254,245	1,930	199,295	77.80%
Contractual Services	7,270	-	2,366	32.55%
Materials and Supplies	1,000	-	502	50.23%
Total	\$262,515	\$1,930	\$202,163	76.45%
Information Technology				
Contractual Services	209,450	-	186,541	89.06%
Total	\$209,450	\$0	\$186,541	89.06%
Town Hall Building				
Personnel Services	18,500	-	15,361	83.03%
Contractual Services	63,480	-	50,424	79.43%
Materials and Supplies	3,900	-	2,219	56.89%
Capital Outlay	12,706	-	12,706	100.00%
Total	\$98,586	\$0	\$80,710	81.87%
Economic Development				
Personnel Services	128,735	780	93,392	72.11%
Contractual Services	9,600	-	6,302	65.65%
Materials and Supplies	500	-	283	56.51%
Total	\$138,835	\$780	\$99,977	71.61%
Highway Division Supervision				
Personnel Services	203,085	2,060	156,112	76.10%
Contractual Services	6,520	-	1,904	29.20%
Materials and Supplies	750	-	300	39.97%
Capital Outlay	11,714	-	11,714	100.00%
Total	\$222,069	\$2,060	\$170,030	75.86%
Engineering				
Personnel Services	341,725	5,685	280,789	80.82%
Contractual Services	13,600	-	8,183	60.17%
Materials and Supplies	11,200	-	6,198	55.34%
Capital Outlay	11,274	-	11,274	100.00%
Total	\$377,799	\$5,685	\$306,443	79.91%
Central Garage				
Personnel Services	237,570	-	184,948	77.85%
Contractual Services	117,800	-	82,992	70.45%
Materials and Supplies	285,700	-	209,796	73.43%
Capital Outlay	6,067	-	6,067	100.00%
Total	\$647,137	\$0	\$483,803	74.76%
Highway Maintenance				
Personnel Services	877,510	-	676,295	77.07%
Contractual Services	56,800	-	20,241	35.64%
Materials and Supplies	332,833	-	71,888	21.60%
Capital Outlay	434,367	-	434,367	100.00%
Total	\$1,701,510	\$0	\$1,202,791	70.69%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through April, 2022**

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	April	Percent
Highway Winter Maintenance				
Personnel Services	115,000	-	108,984	94.77%
Contractual Services	9,000	-	4,390	48.78%
Materials and Supplies	250,000	-	233,615	93.45%
Total	\$374,000	\$0	\$346,990	92.78%
Recreation Admin. & Program				
Personnel Services	392,462	1,840	283,298	71.85%
Contractual Services	49,250	-	32,524	66.04%
Materials and Supplies	16,400	-	13,216	80.58%
Capital Outlay	3,053	-	3,053	100.00%
Total	\$461,165	\$1,840	\$332,091	71.73%
Parks and Grounds				
Personnel Services	158,650	-	135,108	85.16%
Contractual Services	53,725	-	27,841	51.82%
Materials and Supplies	41,100	-	28,810	70.10%
Capital Outlay	31,813	-	31,813	100.00%
Total	\$285,288	\$0	\$223,571	78.37%
Public Library				
Personnel Services	438,451	12,840	349,076	77.35%
Contractual Services	135,160	-	100,330	74.23%
Materials and Supplies	14,000	-	10,588	75.63%
Capital Outlay	3,901	-	3,901	100.00%
Total	\$591,512	\$12,840	\$463,895	76.76%
Civic & Cultural Activities				
Contractual Services	3,500	-	-	0.00%
Total	\$3,500	\$0	\$0	0.00%
Community Center				
Personnel Services	17,500	-	14,205	81.17%
Contractual Services	78,950	-	63,428	80.34%
Materials and Supplies	8,400	-	4,625	55.06%
Total	\$104,850	\$0	\$82,258	78.45%
Other Town Buildings				
Contractual Services	13,535	-	11,078	81.85%
Materials and Supplies	1,000	-	20	2.00%
Total	\$14,535	\$0	\$11,098	76.35%
Building Safety & Inspections				
Personnel Services	305,430	440	263,221	86.06%
Contractual Services	6,700	-	3,642	54.35%
Materials and Supplies	1,650	-	391	23.72%
Capital Outlay	22,871	-	22,871	100.00%
Total	\$336,651	\$440	290,125	86.07%
Animal Control				
Contractual Services	54,609	-	54,608	100.00%
Materials and Supplies	60	-	-	0.00%
Total	\$54,669	\$0	54,608	99.89%

**TOWN OF KILLINGLY**  
**Estimated Expenditure Summary**  
**Monthly Report Through April, 2022**

Expenditure	Fiscal Year 2021-2022			
	Budget	Transfers	April	Percent
Law Enforcement				
Personnel Services	517,375	8,115	402,733	76.64%
Contractual Services	497,450	-	36,433	7.32%
Materials and Supplies	42,400	-	21,735	51.26%
Capital Outlay	46,544	-	46,544	0.00%
Total	\$1,103,769	\$8,115	\$507,446	45.64%
Community Development				
Personnel Services	140,430	2,425	93,714	65.60%
Contractual Services	9,300	-	5,586	60.06%
Materials and Supplies	650	-	170	26.19%
Total	\$150,380	\$2,425	\$99,470	65.10%
Human Service Subsidies				
Contractual Services	565,954	-	503,228	88.92%
Total	\$565,954	\$0	\$503,228	88.92%
Employee Benefits				
Contractual Services	1,584,411	6,400	1,268,675	79.75%
Total	\$1,584,411	\$6,400	\$1,268,675	79.75%
Insurance				
Contractual Services	686,000	-	561,646	81.87%
Total	\$686,000	\$0	\$561,646	81.87%
Special Reserves & Programs				
Contractual Services	367,000	(56,200)	268,095	86.26%
Total	\$367,000	(\$56,200)	\$268,095	86.26%
<b>General Town Operating Expenditures</b>	<b>\$11,797,173</b>	<b>\$0</b>	<b>\$8,820,230</b>	<b>74.77%</b>
Debt Service	5,195,193	-	3,158,038	60.79%
Total	\$5,195,193	\$0	\$3,158,038	60.79%
Solid Waste Disposal Fund Subsidy	234,801	-	234,801	100.00%
	234,801	\$0	\$234,801	100.00%
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%
<b>TOTAL OPERATIONS &amp; DEBT SERVICE</b>	<b>\$18,215,184</b>	<b>\$0</b>	<b>\$12,561,087</b>	<b>68.96%</b>
General Fund - Education	45,029,798	-	29,476,917	65.46%
	45,029,798	\$0	\$29,476,917	65.46%
<b>Total Expenditures</b>	<b>\$63,244,982</b>	<b>\$0</b>	<b>\$42,038,004</b>	<b>66.47%</b>

Town of Killingly  
Town Manager's Report  
May 10, 2022

1. Update – COVID-19

Governor Lamont's Update for hospitalizations by county as of April 5<sup>th</sup> compared to March 2<sup>nd</sup>

County	COVID-19 Hospitalizations May 4th	COVID-19 Hospitalizations April 5th
Fairfield County	65	32
Hartford County	73	35
Litchfield County	7	2
Middlesex County	7	3
New Haven County	64	28
New London County	25	4
Tolland County	0	0
Windham County	4	2
<b>Total</b>	<b>245</b>	<b>106</b>

Below are the case counts reported for Killingly:

	COVID-19 Confirmed Cases	COVID-19 Deaths
<b>Cases in Killingly</b>		
May 4, 2022	4,270	80
April 5, 2022	4,187	80
March 2, 2022	4,144	77
February 2, 2022	4,019	74
January 3, 2022	2,955	70
December 6, 2021	2,516	66
November 1, 2021	2,153	65

Below is the vaccine distribution by age group for the Town of Killingly with a month over month comparison:

Age Group	Percentage Fully Vaccinated As of 4/27/22	Percentage Fully Vaccinated As of 3/30/22
5-11	22.94%	22.33%
12-17	50.53%	50.53%
18-24	57.98%	57.52%
25-44	53.33%	53.13%
45-64	67.49%	67.09%
65+	100%	100%

2. Killingly Memorial School Project Update

Space Standard Waiver – The State has a calculation which is applied to all building projects that determines the amount of space eligible for grant reimbursements. This calculation is based on the State's per pupil space requirements. Buildings or renovations that exceed this calculation have a reduced grant eligibility. The original building was designed in the late 1940's with construction starting in early 1951. The State

Legislation provides an exemption of the space standards for buildings constructed prior to 1950 due to the inherent inefficiencies in building designs prior to 1950. The current Interim Director of the Office of School Construction has decided to adhere to a strict read of the legislation and has deemed the project falls outside of that exemption because the building was physically constructed in 1951. Our contention is that while the building may have been physically constructed in 1951, the building was designed in the late 1940's and therefore designed with the same inefficiencies recognized in the intent of the legislation. The Town was seeking legislative support for special legislation exempting the KMS Renovation project from the space standards requirements as we continued to work with the Office of School Construction Grant & Review (OSCGR) on applying for a space standard waiver. The OSCGR granted the Town's waiver request (copy attached). The Town withdrew the request for special legislation.

### 3. WPCA – Plant Operations

The WPCA operations have been contracted to SUEZ (formerly United Water) since 2005. The original contract was a 10-year agreement. Two subsequent amendments extended the contract by 7 years (one 5-year extension and one 2-year extension) to June 30, 2022 with the option to further extend the agreement for one additional year. The second amendment was to allow for the completion of the facility upgrade and a period of run time to determine new operational costs/impacts from the upgrade. The WPCA issued an RFP to evaluate contract operators to evaluate a new long-term operations contract. An RFP for contract operators was performed in January 2022. The WPCA requested to activate the one-year extension option in the final agreement. SUEZ declined the one-year extension request. The WPCA has directed the Town to transition operations of the wastewater treatment facility and system to Town staff. This transition will be effective July 1, 2022. Therefore, we have issued job postings for all positions for operations. The job postings went online on April 27<sup>th</sup> and have been advertised in the paper. We will begin our first round of interviews on May 19<sup>th</sup>. Town staff is also managing the conversion of all vendors and IT infrastructure to Town accounts in preparation for this transition. We expect to meet the transition timeline of July 1<sup>st</sup>.

### 4. Upcoming Road Work

As the weather warms up and the sun begins to shine, we will begin road work around town. Below is a list of roads, type of application, approximate start date and approximate duration of project:

	<u>Approx. Start Time</u>	<u>Duration</u>
<u>Repaving</u>		
Cranberry Bog Road (Cook Hill to Bailey Hill)	May 16 <sup>th</sup>	1 week
Franklin & East Franklin (St. James Church to Rte 6)	May 16 <sup>th</sup>	1 week*
Furnace Street (Franklin to Cottage)	May 16 <sup>th</sup>	1 week*

Please note that smaller work will be happening on both Franklin & Furnace for a week or two after the main repaving to adjust manhole covers and finalize any aprons.

Also, in mid to late May crack sealing will occur on River Road, Mayhew Dr, State Ave, North Rd, Cardinal Dr, Shelby Cr, Courtney Ln, Ledge Rd and Quinn's Hill Rd. This application has a relatively low impact on residence and should take just over a week. Also, note that not all roads will be crack sealed their entire length. Some may one be crack sealed in the segments the application is right for.

### 5. SpringFest – May 14, 2022

This event has had many iterations over the years. Currently, Spring Fest is an event organized and operated by an outside organization. The organization fundraises to generate operational funds to cover the costs of the event. The organization reserves Davis Park for the day and requests permission to close Main Street,



Reynolds Street and a portion of Broad Street for portions of the day. Given the size and logistical impacts of this event the Town participates in coordination meetings regarding road closure and public safety. For public safety, the Town will have all Constables and Resident State Troopers working the event and several officers from Troop D. The Town may need to utilize some Highway staff to assist with road closures during the event. Staff has been working with the event organizers to develop safety plans, trash disposal and logistics.

6. Library

The library staff alerted our Building Maintainer about potential termites in the young adult's area of the building. The presence of termites has been confirmed. The Town has contacted several exterminators to evaluate the building and provide treatment plans. To date we have received one quote for services totaling \$3,332 for the initial year. The service is recommending a five-year maintenance plan with an annual cost of \$596. Once the extermination is complete, we can determine the extent of damage and any repair work that might need to be done. We will be expediting this treatment to minimize any additional damage. It is not anticipated that the treatment will impact the daily operations of the facility.

7. Legislative Update

The legislative session ended on May 4<sup>th</sup>. Attached is the initial review of grant funding approved in the State Budget. The State funded the municipal grants at the Governor's proposed levels. There is still a lot of information to digest and determine impact to the municipalities. I will have a more detailed report of local impacts for your June meeting.

8. Meetings Attended

Bi-weekly KMS Project planning meeting  
CCM Legislative Committee Meeting  
Conservation Commission Regular Meeting

SpringFest Coordination Meetings  
CTCMA Regular Meeting  
Planning & Zoning Workshop



**DEPARTMENT OF ADMINISTRATIVE SERVICES**

April 21, 2022

Mr. Robert Angeli  
Superintendent  
Killingly Public Schools  
PO Box 210  
Killingly, CT 06239

**Subject: OSCG&R Project No. 069-0069 RNV, Killingly Memorial School  
Approval of "Space Waiver Request"**

Dear Mr. Angeli:

The Office of School Construction Grants & Review has reviewed your space waiver request for the Killingly Memorial School Renovation, dated April 14, 2022 (attached) with the "Space Waiver Calculations" by Antinozzi Associates (attached).

Our review has found your request and explanation to be in accord with the standards for a space waiver. The project budget remains unchanged at \$34,000,000.

If you have any questions or comments, please do not hesitate to the OSCG&R office at (860) 713-6490.

Sincerely,

DocuSigned by:  
*Noel Petra*  
59274CBDCF1A41C...

Noel Petra, Deputy Commissioner  
Real Estate & Construction Services  
Department of Administrative Services

CC: Michelle Gilman DAS Commissioner  
Michael LoSasso, Antinozzi Associates  
David Ferris  
Kermit Thompson, OSCG&R  
Michelle Dixon, OSCG&R  
Plan Review/Grant File

Attachments: Ltr dated April 14, 2022, space waiver calculations and floor plan

May 4, 2022

## Adopted FY 23 State Budget Adjustments: Impact on Killingly

On May 3, 2022, the General Assembly adopted its adjustments to the FY 23 state budget. Below are preliminary grant estimates for Killingly for certain key programs.

CCM has been informed that these estimates should not be used to finalize municipal budgets. It is suggested that municipalities contact the administering agency of each grant in order to obtain final grant payment amounts.

Grant:	Est. FY 22	Original FY 23	Adopt. Adj. FY 23	Adopt. Adj. FY 23 v. Orig. FY 23	
	(\$)	(\$)	(\$)	(\$)	(%)
Adult Education	109,308	109,923	115,393	5,470	5.0%
ECS Grant	15,574,402	15,574,402	15,574,402	0	0.0%
LoCIP	134,049	134,049	134,049	0	0.0%
Pequot-Mohegan Grant	94,184	94,184	94,184	0	0.0%
PILOT	230,398	237,555	237,555	0	0.0%
Town Aid Road	360,700	360,700	360,700	0	0.0%
Grants for Municipal Projects	1,228,578	1,228,578	1,228,578	0	0.0%
Municipal Transition Grant*	0	0	0	0	
Municipal Revenue Sharing	0	0	0	0	
Municipal Stabilization Grant	268,063	268,063	268,063	0	0.0%
Total	17,999,681	18,007,454	18,012,923	5,470	0.0%

\* The budget includes a property tax cap of 32.46 mills on motor vehicles. The Municipal Transition Grant would reimburse towns for revenue lost as a result of the cap.

More details on the FY 23 state budget adjustments and other legislation impacting municipal finance will be provided in the coming days. Updates will be available at <https://www.ccm-ct.org/Advocacy/State-Budget-Information>.

To The Town Council:



It has come to our attention that Adam Hunt is still considered a member of the Agriculture Commission and will be considered a member until he provides a resignation letter. No one has been able to contact Adam Hunt within the past three years. The contact information he provided no longer seems to be up to date and it is no longer known if he is still a resident of Killingly. Because of this, we have no way of asking him to provide a resignation letter.

It is my recommendation as Chair of the Agriculture Commission that he is removed in accordance with Section 811 of the Killingly Town Charter. According to Section 811, the Town Council shall have the power to remove any Council appointee for reasons including excessive absences from commission meetings, which is defined as more than 50% in a calendar year. Adam Hunt joined the Agriculture Commission back in April of 2018 and has not attended a meeting since November of 2018. He missed 100% of meetings in the 2019, 2020, and 2021 calendar years.

  
Byron Martin



EDWARD B. O'CONNELL  
TRACY M. COLLINS\*  
PHILIP M. JOHNSTONE+\*  
CHARLES C. ANDERSON  
KERIN M. WOODS+  
ELLEN C. BROWN\*  
MARK S. ZAMARKA  
CATHERINE A. MARRION  
TIMOTHY D. BLEASDALE

April 21, 2022

OF COUNSEL:  
ROBERT W. MARRION  
ROBERT P. ANDERSON, JR.  
FREDERICK B. GAHAGAN

Jason Anderson, Chair  
Killingly Town Council  
Killingly Town Hall  
172 Main Street  
Killingly, CT 06329

+ ALSO ADMITTED IN RI  
\*ALSO ADMITTED IN MA

Dear Mr. Anderson,

This letter is to let the Town Council know about an exciting project proposed for the former Benny's store at 543 Wauregan Road. As the Council is no doubt aware, the property has been vacant for a number of years now. Our clients Weld, LLC, which recently purchased the property, and Melting Point Welding & Fabrication, LLC are proposing to revitalize the existing property and make it the headquarters for Melting Point Welding & Fabrication, LLC ("Melting Point"). To that end, we presently have a pending site plan and special permit application with the Planning and Zoning Commission, which has been designated Application #22-221291. We hope that the Town Council will consider formally supporting our application to the Planning and Zoning Commission.

Melting Point is presently located in Plainfield, and our application is intended to allow it to relocate its business to 543 Wauregan Road, Killingly. Melting Point is engaged in the fabrication or manufacturing of welded metal products, such as wrought iron staircases, railings, and other customized metal products. The property is presently zoned to allow such economic activity to occur there.

Melting Point's hours of operation generally vary by the requirements of a particular job, however, the general proposed hours of operation are as follows:

- Office Hours: 7:30 a.m. to 5 p.m., Monday - Friday
- Workshop Hours: 6 a.m. to 2:30 p.m., Monday - Friday
- Field Hours (off site): 7 a.m. to 4:30 p.m.
- Weekend hours limited to owner performing office work and smaller equipment and vehicle maintenance tasks. No employees work in the shop on the weekends.

Presently, Melting Point has 15 employees, including 3 office employees, 5 workshop employees, and 7 field work employees. The total number of employees

fluctuates according to business demands; however, Melting Point estimates that in the future it may increase its total number of employees up to 25. Any such additional employees would be a mixture of on-site workshop employees and off-site field work employees. Also working on site are: the owner/president of Melting Point, Brian Caya, and Melting Point's vice president, Joanna Burgess. Field work employees primarily work off site, but will come to the property to collect products, materials, tools, etc. for transport to and use at off-site work locations. Beyond the listed employees who work on-site, the business does not generate traffic in that it is not open to the general public and will not routinely have customers coming and going from the property.

Melting Point's present operations generate a small amount of additional commercial traffic in the form of deliveries. Off loading of the below identified deliveries typically takes less than 20 minutes and, when necessary, employs the use of an overhead crane or forklift. While subject to change as business requires, deliveries are typically:

- Steel delivery as needed, but generally one to three deliveries per week. Some weeks there are no steel deliveries.
- Consumables delivery once per week
- UPS/FedEx type deliveries once per day.

Melting Point is not proposing any outdoor storage. From time to time, the applicant anticipates that finished products may be loaded on trailers that will wait outside in the parking lot to be hauled to a work site, however, any such waiting time is anticipated to be less than 24 hours in most cases and would be screened from neighboring properties by the vegetative buffer the applicant is proposing to create along Wauregan Road and Lucienne Avenue.

For additional general information regarding Melting Point and to see photographs of examples of its work products, please see Exhibit 1 attached hereto.

We believe that our proposal will be good for Killingly and the immediate neighborhood around 543 Wauregan Road. Melting Point is excited for the opportunity to bring a new business to Town and it hopes to become a valuable member of Killingly's business community.

Best regards,



Timothy D. Bleasdale, of  
Waller, Smith & Palmer, P.C.



**954 Norwich Rd.  
Plainfield, CT 06374**

**Ph. 860-564-3766**

**Fax 860-564-3756**

**[www.mpwelding.com](http://www.mpwelding.com)**

Melting Point Welding & Fabrication would like to take the opportunity to introduce ourselves to you. Melting Point was started in February of 2011 with one goal in mind to provide professional, quality work. Our experience is rooted in custom fabrication, building construction, ornamental, miscellaneous metals, and structural steel fabrication. With our expertise in metal pan stairs and railings.

Melting Point has a proven track record of successful completion of projects with contracts ranging from a few thousand dollars to over 1.7 million dollars. Melting Point has the know-how, ability, equipment, and workforce to take on projects of all kinds whether it be fabrication only, or fabrication and installation, we are capable.

Our Services include:

- In-shop fabrication of various metals, including stainless steel, aluminum, bronze, and brass
- MIG, TIG, and ARC welding
- Bending, shearing, cutting, and forming of metals
- High-Definition Plasma cutting and plate processing
- Erection of structural steel and misc. metals
- Millwright service
- Crane Service - 70 Ton Hydraulic crane and 17 Ton Boom truck

How the process works:

Projects are received for bid from general contractors, the owner Brian Caya reviews the drawings and specifications and provides an estimate. Once a contract is signed the project is turned over to one of our two project managers, Craig Saad, and Justin LeBeau. They will study the drawings and field measure when necessary to create shop drawings to fabricate from and erection drawings for the installation crew. Once the drawings are approved by the architect and engineers, the material is ordered and will be delivered to the shop to be off loaded inside the building with overhead cranes and forklifts. The drawings are then released to our shop foreman Carl Smith, who will distribute them and coordinate the fabrication with the shop welders. Once fabrication is complete they will receive a coat of shop primer and be loaded for transport to the jobsite via our own trucks for erection/installation. In some cases, the products may leave the shop bare and be sent to a galvanizer, powder coater, or other specialty coating depending on the job requirements. At that time, it falls in the hands of one of our field foremen either Matt DeCrescenzo, or Jean Lajeunesse and their field welders to complete the installation.

Our office hours are 7:00am – 5:30pm

Our shop hours are 6:00am – 4:30pm

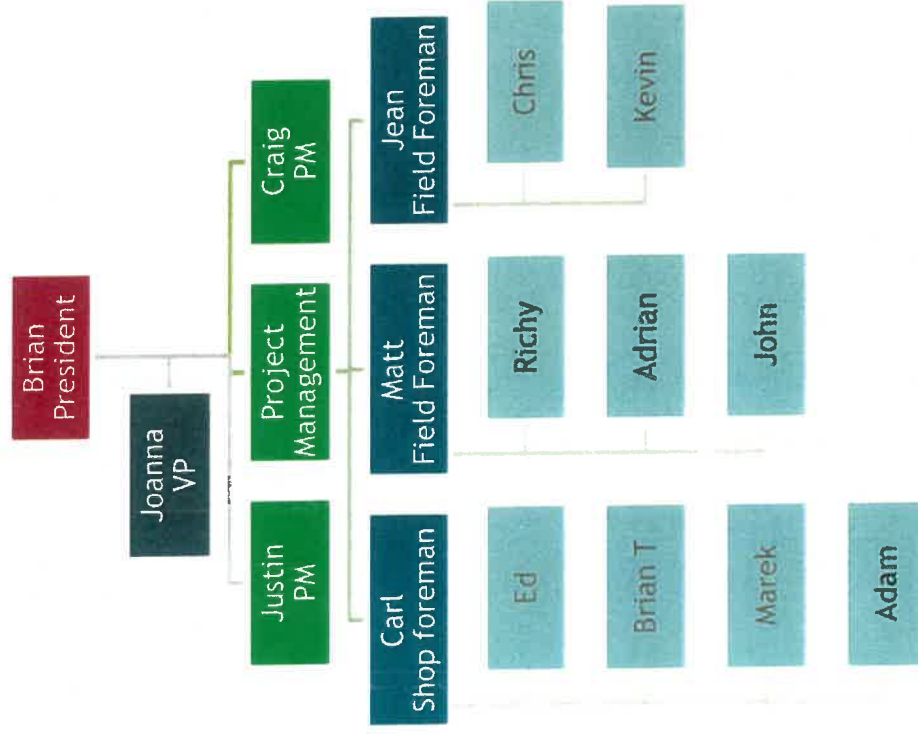
Our field hours are 7am-4:30pm (at the jobsite, leave and return to the shop at time respective to travel distance)

Our hours are subject to change due to jobsite requirements





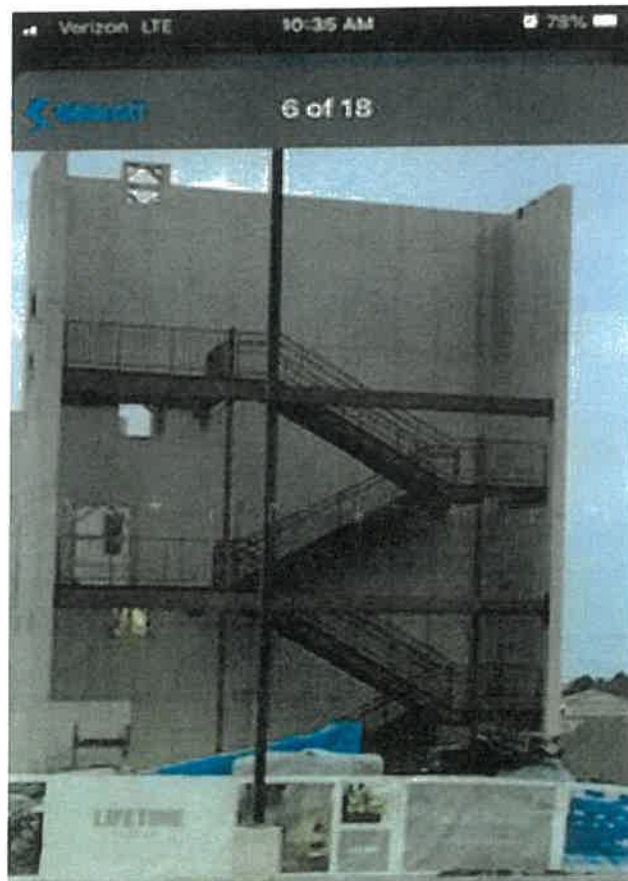
# Organizational Chart



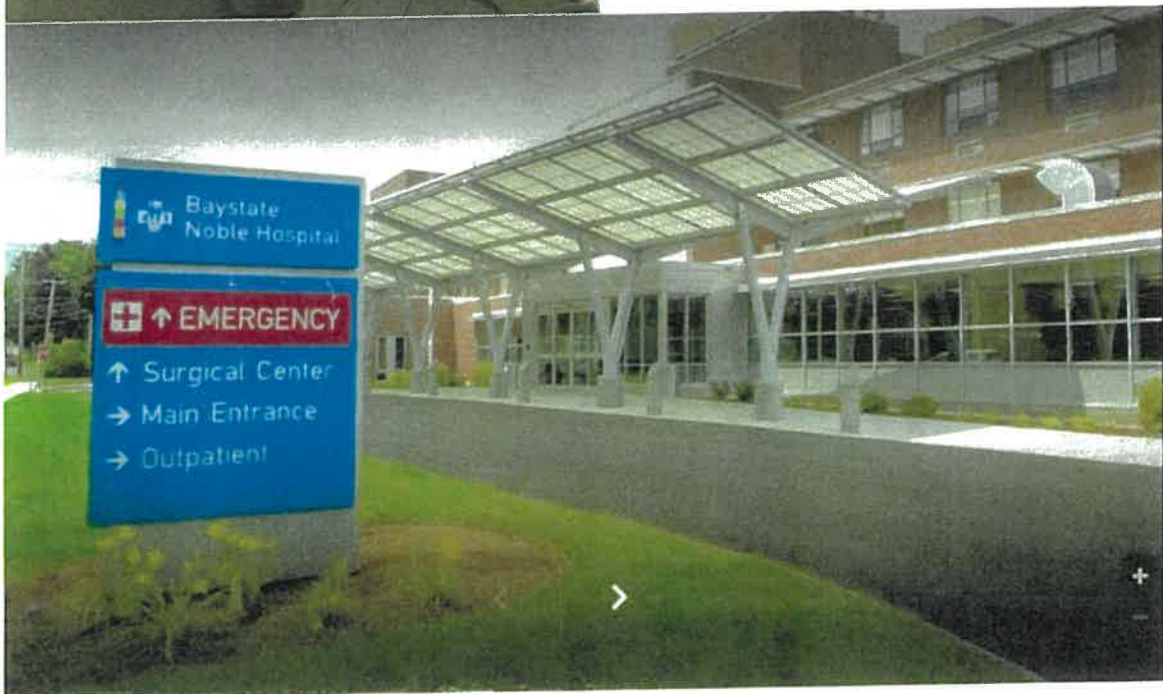




Rhode Island Public Transit Authority



Lifetime Fitness



Baystate Noble Hospital





Maple Commons



U.S Coast Guard





60 Tupelo RD, Swampscott, MA



## AGENDA ITEM COVER SHEET

**ITEM:**           **Consideration and action on a resolution adopting the Affordable Housing Plan**

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

**FOR COUNCIL MEETING OF:**               May 10, 2022

**TOWN MANAGER APPROVAL:** 

**ITEM SUMMARY:**                               The Town Council received a presentation on the proposed Affordable Housing Plan at the April 12, 2022 meeting. State legislation Sec. 8-30j was passed during the 2021 legislative session. This statute requires municipalities to create and file an Affordable Housing Plan for the town with the State. In the original guidance issued by the State outlining the requirements and submission process, the deadline was July 1, 2022. Subsequently, the State issued final guidance and revised the required submission date to June 1, 2022. The Town Council may hold a public hearing on the proposed Affordable Housing Plan prior to final adoption and submission. Town staff from the Community Development, Planning and Zoning and Economic Development offices collaborated on the creation of this plan.

The draft Affordable Housing Plan was reviewed by the Planning and Zoning Commission at their April 18, 2022 meeting. The Commission approved the 8-24 review.

**FINANCIAL SUMMARY:**                               N/A

**STAFF RECOMMENDATION:**                               Approval of the Resolution

**TOWN ATTORNEY REVIEW:**                               Reviewed by Legal Counsel

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

**SUPPORTING MATERIALS:**

- Resolution
- Draft Affordable Housing Plan

Resolution #22-

**RESOLUTION ADOPTING THE AFFORDABLE HOUSING PLAN**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the proposed Affordable Housing Plan be adopted and transmitted to the State of Connecticut as required by General State Statutes

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of May 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 May 10, 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 he has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

**(Seal)**





# TOWN OF KILLINGLY

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## Affordable Housing Plan 2022

DRAFT SUBMITTED: April 4, 2022

PREPARED BY:

Ann-Marie L. Aubrey,  
Director of Planning & Development

Jonathan Blake  
Planner I / Zoning Enforcement Office

Mary Bromm  
Community Development Administrator

Jill St. Clair  
Economic Development Director

# TOWN OF KILLINGLY

## AFFORDABLE HOUSING PLAN 2022

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Revised - 04/05/2022

## **COMMUNITY VALUE STATEMENT**

The Community of Killingly values housing for all people, as reflected in the 2020-2030 Plan of Conservation and Development where it reads – “Housing in both quantity and quality, available for the full range of income levels, which would complement the positive natural and cultural characteristics of the Town.” (*Town of Killingly, 2020 - 2030 Plan of Conservation and Development, Effective 05/04/2020 , Section 3.4 Housing, Page 28*) However, the community’s value statement under this Affordable Housing Plan is updated to state the following – **“Housing in both quantity and quality, available for the full range of income levels, for all ages, and inclusive of people with varying special needs. Said housing should complement the positive natural and cultural characteristics of the Town.”** The Town of Killingly recognizes that a stable and secure residence is one of the back bones of building a thriving community where residents flourish.

“The development, maintenance, and redevelopment of housing plays a major role in shaping the community’s physical character, transportation investments, public infrastructure investments, and the need for and location of schools and community facilities. Killingly has a wide spectrum of housing types, including rural farmhouses, old mill housing, seasonal vacation homes, mobile homes, garden apartments, and single and multi-family housing.” (*Town of Killingly, 2020 – 2030 Plan of Conservation and Development, Effective 05/04/2020, Section 3.4 Housing, Page 25*)

“Inadequate or substandard housing can lead to other economic, health and social problems for the community. Problems associated with substandard housing can result in a high crime rate, drug usage, fires and increased high school dropout rates. The appearances of run-down housing in an area can also hinder economic development by discouraging developers from investing in the Town.” (*Town of Killingly, 2020 – 2030 Plan of Conservation and Development, Effective 05/04/2020, Section 3.4 Housing, Page 25*)

The community promotes the value of a safe, secure home for all residents, and understands the impact of proper housing on the success of its’ residents and the success of the whole community.

## **UNDERSTANDING AFFORDABLE HOUSING**

To understand the history of affordable housing, one needs to comprehend just what affordable housing is. As defined by the United States Housing & Urban Development (HUD), a broad-based definition of affordable housing is housing that should not exceed 30% of the gross income of the household occupying a single residence. That cost of housing, at the minimum, includes mortgage, rent, real estate taxes, and utilities. Some scholars also include any other costs that either renters or homeowners may incur associated with living in the residence such as homeowner association fees, and insurance. Today some scholars in the field of affordable housing believe the cost of transportation to and from work should also be included; however, that will be discussed in further detail later in this document. The 30% threshold became effective in 1981 and is used for both homeowners and renters alike and has not been adjusted in 40 years. (*Defining Housing Affordability*, Published August 14, 2017, <https://www.huduser.gov/portal/pdredge/pdr-edge-featd-article-081417.html>) The 30% threshold is an increase over the previously used threshold of 25%. This definition of affordable housing covers all types of housing and the people that live in said housing. For example, if your gross household income is \$90,000.00 annually and you live in a residence that costs you more than \$30,000.00 annually, that residence is not affordable for your income level under HUD's current definition of affordable.

## **DEFINITION OF AFFORDABLE HOUSING FOR PURPOSES OF THIS PLAN**

The State's definition of affordable housing under Section 8-30g of General Statutes for the State of Connecticut has a narrower definition and is the main type of affordable housing that this plan addresses.

Under Section 8-30g affordable housing is 1) Low- and moderate-income housing that has received some sort of governmental financial assistance (for construction or rehab thereof) ; 2) Housing for tenants that have received rental vouchers; 3) Housing with Connecticut Housing Finance Authority (CHFA) or the United States Department of Agriculture (USDA) single family mortgages (often referred to as "first-time home buyers' loans); 4) Housing with deed restrictions limiting the price to low- and moderate-incomes as classified by the State. The deed restriction must be in place and stay in place for forty (40) years to qualify as affordable housing status under Connecticut's statutes.

Section 8-30g applies to housing stock that is “assisted housing” by the government; “housing that is receiving, or will receive, financial assistance under any governmental program for the construction or substantial rehabilitation of low- and moderate-income housing, and any housing occupied by persons receiving rental assistance under Chapter 319uu or Section 1437f of Title 42 of the United States Code.” (CGS Sec. 8-30g(3))

Section 8-30g is the Affordable Housing Land Use Appeals Act which “allows housing developers willing to build housing with long-term affordability to low-and-moderate income households to challenge the town’s failure to approve the proposal even when they do not meet a municipality’s zoning regulations.” (*“What is the Affordable Housing Appeals Procedure? [Section 8-30g]”; Partnership for Strong Communities, February 22, 2022*)

**Section 8-30j Affordable housing plan** -requires that each municipality shall prepare, or amend, and adopt an affordable housing plan for the municipality every five (5) years. It further states that such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality.

At present, the Town of Killingly is one of only thirty-one (31) municipalities that is exempt from the Affordable Housing Appeals Procedure as we currently have 10.35% of our current housing stock that classifies as affordable housing under Sec. 8-30g. Why is this important? By being on the exempt list from Sec. 8-30g allows us to “connect the dots” in the way that is most important to our community and not just to someone else’s “bottom line”. Right now, we have control over the script; however, that control could easily slip out of our grasp if we are not pro-active about establishing more affordable housing within our community over the next five years.

(Continued on next page)

### **Killingly's Status on Connecticut's Affordable Housing Appeals Exempt Status List**

YEAR	CENSUS DATA	GOV'T. ASSISTED	TENANT RENTAL ASSISTANCE	SINGLE FAMILY CHFA/USDA MORTGAGES	DEED RESTRICTED UNITS	TOTAL ASSISTED UNITS	PERCENT AFFORDABLE § 8-30g
2021	7,592	467	152	167	0	786	10.35%
2020	7,592	520	147	188	0	855	11.26%
2019	7,592	520	147	201	0	868	11.43%
2018	7,592	520	112	202	0	834	10.99%
2017	7,592	520	117	296	0	933	12.29%
2016	7,592	520	112	297	0	929	12.24%
2015	7,592	527	106	417	0	1,050	13.83%
2014	7,592	495	107	488	0	1,090	14.36%
2013	7,592	530	125	479	0	1,134	14.94%
2012	7,592	530	120	309	0	959	12.63%
2011	7,592	530	124	251	0	905	11.92%
2010	6,909	658	n/a	248	0	906	13.11%

**(NOTE: The Census Data on this table is from the 2010 Census – Once the 2020 Census information is publicly available the Census Data will most likely change, and if it changes to a larger number our Percent of Affordable Housing under §8-30G may be lower than presented above.)**

According to the table above, government financially assisted (for construction or rehabilitative purposes) housing is the largest segment of affordable housing within Killingly, followed by the CHFA / USDA mortgages on single family dwellings, with tenant rental assistance being the smallest segment of affordable housing assistance. Currently, there are no deed restricted units located within Killingly.

It should be noted that the Town of Killingly is currently at an all-time low for affordable housing units, at 10.35%. The highest percentage of affordable housing recorded for Killingly was in 2013 at 14.94%. This does not mean that affordable housing is no longer needed in the community, if anything, it shows that many of our CHFA / USDA mortgages have aged out or been refinanced to conventional lending.

According to the Partnership for Strong Communities Housing Data Profiles, Killingly is at risk of losing another 7% of our federally assisted housing units (mortgages) within the next five (5) years.

### **WHO DOES AFFORDABLE HOUSING SERVE?**

Affordable Housing serves the community as a whole; as well as, the individuals and families that reside in affordable housing units. Affordable housing is one piece of the puzzle when it comes to providing housing diversity, and housing equity within our community.

Affordable housing serves a purpose for the student just graduating from school and getting their first job, the newly married couple purchasing their first home, a single parent trying to provide a safe and secure place for his/her family, someone that due to injury can no longer work a full-time job but wants to stay independent, and the elderly couple (or elderly single) on a limited income, that no longer can afford to, or does not want to, stay in their large family home.

Affordable housing also supports our major employer base. For example, one issue that staff hears from our employers is that they cannot find local employees. Staff rephrases that problem as there is not enough housing within a reasonable distance of employment locations that employees can afford. The major mode of transportation for residents of Killingly is driving; however, the Town of Killingly recently completed their “Killingly Industrial Park Connectivity Plan.” That plan noted “15.9% of households in Killingly do not have access to a vehicle or have less vehicles than workers.” (*Killingly Industrial Park Connectivity Plan, Page 9, September 2021*) – [original source 2019 American Community Survey {ACS}, 5-year Estimate]. Killingly does not have easy access to public transportation. The Northeast Council of Governments does offer a limited schedule of buses, unfortunately, the bus schedules cannot accommodate our major employers or their employees, as the bus schedules and employers’ / employees’ work schedules do not coincide. Even those Killingly residents travelling to work outside of Killingly cannot use CT Rapid Transit (bus or trains) unless they drive to a location in another municipality. If it was, or is, possible to construct affordable housing near our major employment centers we might be able to solve the issue of transportation to and from their place of employment. The resolution might take a partnership of the employers and developers, but we are hopeful a solution will be found.

## **OUTSIDE ISSUES AFFECTING KILLINGLY'S AFFORDABILITY**

Over the last decade the number of residents commuting outside of Killingly for their employment has grown. There is a concern that Killingly is becoming a bedroom community for the cities of Hartford, Providence, Worcester, Boston and other cities and towns outside of the northeast region of Connecticut. One reason for this could be the prohibitive cost of housing in other employment centers in comparison to the housing costs in Killingly for the same style house. Unfortunately, this dynamic has both positive and negative outcomes, 1) those people trying to sell their homes have received offers and closed quickly; and 2) due to the above, the increase in housing prices has outpaced the means of some locally generated incomes.

This pressure of becoming a bedroom community for businesses outside of our own town continues with the development of, and growth of large-scale employers in the eastern region of Connecticut. Electric Boat and Amazon are just two examples of such pressure.

Finally, a portion of the housing shortages we face today are due to the circumstances surrounding COVID for the past two (2) years. There is an adverse effect on the building supply chain which in turn causes an increase in the prices of home construction; and when a house does become available on the market it sells within a matter of days often for a price higher than listed. This places additional cost burdens and stress on those trying to find a suitable family home.

## **HOUSING STOCK ASSESSMENT FOR KILLINGLY**

**(NOTE: Graphs from 2018 American Community Survey are based upon 5-year estimates, and therefore will vary in number from the more accurate numbers of the 2021 Town Profile provided by AdvanceCT / CTDATA.)**

According to the 2018 American Community Service 5-year estimates, there are 7,968 units of housing located within the Town of Killingly, of those approximately 64% are single family homes. All other types of residences, two family, multi-family units, apartment complexes, condominiums, and trailers equal less than half, approximately 36% of the remaining housing stock. Most units (75%) contain either 2 or 3 bedrooms, with studio units or 1-bedroom units comprising 14% of the inventory, leaving 4-bedroom units at 12% of the housing stock. The Town does have a diverse nature of housing, but those diverse housing options are still the minority of total housing units.

<b>TOTAL NUMBER OF HOUSING UNITS</b>	<b>7,968</b>	<b>100%</b>
--------------------------------------	--------------	-------------



Single Housing Units	(1)	5,153	65.7%
Two Housing Units Each	(2)	856	10.7%
Three to Four Housing Units Each	(3 to 4)	592	7.4%
Five to Nine Housing Units Each	(5 to 9)	625	7.8%
Ten to Nineteen Housing Units Each	(10 to 19)	181	2.3%
Twenty to Forty-Nine Housing Units Each	(20 to 49)	88	1.5%
Fifty or More Housing Units Each	(50 +)	26	0.3%
Mobile Homes	(Mobile)	447	5.6%

Source – 2018 American Community Survey, 5-year estimates, Table B25024 (Secondary – CT DATA Collaborative)

COUNT OF BEDROOMS PER UNIT	Killingly, Town Of	Windham County	Connecticut
Studio or 1 Bedroom	14%	13%	15%
2 Bedrooms	30%	26%	27%
3 Bedrooms	44%	43%	36%
4 Bedrooms	12%	17%	22%

Source – 2018 American Community Survey, 5-year estimates, Table B25041 (Secondary – CT DATA Collaborative)

The age of the housing unit is important as well, since the older structures built prior 1978 often will not contain the same safety features as modern housing stock. Older housing stock may contain environmental hazards not fully addressed; also, it may not meet today's standards for Americans with Disabilities Act (ADA) accessibility needs, and fire safety codes. Approximately 39% of the rental units were constructed before 1950, 18% were constructed between 1950-1969, and 43% were built after 1970, while a majority (58%) of the owner-occupied units were built in 1970 or after.

AGE OF THE UNITS / RESIDENCES	Killingly, Town Of	Windham County	Connecticut
<b>OWNER OCCUPIED</b>	---	---	---
Before 1950	28%	25%	24%
1950 – 1969	14%	20%	32%
1970 and after	58%	55%	44%
<b>RENTER OCCUPIED</b>	---	---	---
Before 1950	39%	43%	36%
1950 – 1969	18%	20%	41%
1970 and after	43%	36%	41%

Source: 2018 American Community Survey, 5-year estimates, Table B25036 (Secondary – CT DATA Collaborative)

What is the occupancy status of housing in Killingly? According to the 2018 American Community Survey, 5-year estimates, almost 60% of the housing units in Killingly are owner occupied, renters occupy another 27%, with approximately 14% vacancy rate. However, when you get into the multi-family homes the owner-occupied rate drops to 22%, while the renter rate increases to 59%. We caution readers that due to the demand for housing in this current market there are currently no vacant units available; however, this may change once the stay of evictions is lifted.

<b>OCCUPANCY STATUS OF HOUSING</b>	<b>Killingly, Town Of</b>	<b>Windham County</b>	<b>Connecticut</b>
<b>Total Housing Units</b>	---	---	---
Owner Occupied	59%	62%	60%
Renter Occupied	27%	27%	30%
Vacancy Rate	14%	10%	10%
<b>Single Family Homes</b>	---	---	---
Owner Occupied	79%	82%	83%
Renter Occupied	~12%	~9%	~10%
Vacancy Rate	~9%	~9%	~7%
<b>Multi-Family Homes</b>	---	---	---
Owner Occupied	22%	~15%	18%
Renter Occupied	59%	71%	69%
Vacancy Rate	~19%	~14%	~13%

Source - 2018 American Community Survey, 5-year estimates (Secondary – Partnership for Strong Communities 2020 Housing Data Profiles - Killingly)

According to the 2018 American Community Survey, rental units in Killingly are reasonable, 44% of the units can be rented for somewhere between \$500.00 to \$999.00; 32% of the units rent out between \$1,000.00 to \$1,499.00, with a minority of them renting out for over \$1,500.00. Recently however, several rental units throughout the town were sold and updated, and we can already see the upward trend of rental costs. The 2021 Killingly Town Profile, by AdvanceCT, lists the median rent at \$1,024.00.

<b>UNITS BY GROSS RENT</b>	<b>Killingly, Town Of</b>	<b>Windham County</b>	<b>Connecticut</b>
Under \$500.00	8%	16%	10%
\$500.00 to \$999.00	44%	43%	25%
\$1,000.00 to \$1,499	32%	29%	37%
\$1,500.00 and over	11%	8%	25%

No Rent Paid	5%	4%	4%
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Source – 2018 American Community Survey, 5-year estimates – Table B25063 (Secondary – CT DATA Collaborative)

According to the 2021 Killingly Town Profile, by AdvanceCT, the median household income for Killingly is \$62,500 which is in line the Connecticut Department of Housing’s 100% annual median income for a 2-person household of \$66,560.

The same 2021 Town Profile reports that the median home value is \$192,000, while the 2019 Zillow Home Value Index states that the average sale price of a home in Killingly is \$204,678. Readers are cautioned to remember that due to the recent high demand for housing and the low quantity of available housing stock in recent months (late 2021 to early 2022), neither one of these values may accurately reflect the current market values.

MEDIAN SALE PRICE SINGLE FAMILY	Killingly, Town Of	Windham County	Connecticut
2016	\$193,800	\$203,200	\$274,500
2017	\$188,500	\$197,500	\$270,500
2018	\$187,300	\$196,900	\$269,300
2019	\$184,000	\$196,800	\$270,100
2020 - (No Information Available)	---	---	---
2021	\$192,000	---	\$275,400

Source; Town Profiles Connecticut Economic Resource Center (n/k/a ADVANCE CT)

AVERAGE PRICE FOR SINGLE FAMILY	Killingly, Town Of	Windham County	Connecticut
2019	\$204,678	\$200,234	\$259,129

Zillow Home Value Index (average for 12 months) – (Secondary – CT DATA Collaborative)

Each year, the National Low Income Housing Coalition calculates the “housing wage,” the hourly wage required to afford a two-bedroom rental home without spending more than 30% of the renter’s gross household income on housing. Killingly is included in the Windham County Metro Area. The housing wage in Killingly is \$19.62, which is 25% lower than the State of Connecticut’s housing wage of \$26.42 (Source, 2019 National Low Income Housing Coalition, <https://nlihoc.org/>) The housing wage of \$19.62 comes out to an annual gross salary of \$35,708.40 (35-hour workweek) or \$40,809.60 (40-hour workweek). At these levels, the individual’s income would be classified somewhere between 50% to

80% of the Annual Median Income (AMI) by the Connecticut Department of Housing and would classify for affordable housing assistance.

Connecticut's minimum wage as of July 1, 2022, will be \$14.00 per hour, or \$5.00 below the necessary housing wage. Someone working for minimum wage of \$14.00 would earn an annual gross salary of \$25,480 (based on 35-hour work week) or \$29,120 (based on a 40-hour work) week. Those salaries range somewhere between 30% and 50% of the Annual Median Income (AMI) by the Connecticut Department of Housing and once again would classify for affordable housing assistance.

To state those facts in a different manner, someone earning \$14.00 per hour would need to work 80 hours per week to meet or exceed the 100% of the annual median income listed below; and someone earning \$19.62 per hour would need to work close to 60 hours per week to meet or exceed the 100% of the annual median income listed below.

**Connecticut Department of Housing – Development Program – Annual Median Income – June 1, 2021**

Household	1 Person	2 People	3 People	4 People	5 People
100 % of AMI	\$ 58,240	\$ 66,560	\$ 74, 880	\$ 83,200	\$ 89,856
80% of AMI	\$ 46,590	\$ 53,248	\$ 59,904	\$ 66,560	\$ 71,885
60% of AMI	\$ 43,260	\$ 49,440	\$ 55,620	\$ 61,740	\$ 66,720
50% of AMI	\$ 29,120	\$ 33,280	\$ 37,440	\$ 41,600	\$ 44,928
30% of AMI	\$ 21,600	\$ 24,700	\$ 27,800	\$ 30,850	\$ 33,350

**WHAT IS COST BURDENED?**

To determine if a homeowner or renter is cost burdened by their residence one looks to compare the percentage of their gross income to what they spend on their housing. If the housing unit costs less than 30% of the annual gross income of the household there is no burden on that household. If the household spends somewhere between 30% and 50% of the household income on housing, then the

household a defined as “moderately burdened.” If the household spends over 50% of the household income on housing, then the household is defined as “severely burdened”.

The following quote sums up the importance of affordable housing in any community. “In addition to meeting the basic need for shelter, housing can also be a component of efforts to promote positive life outcomes for low- and moderate-income families. Research shows that affordable housing has the capacity to help improve residents’ health, access to education, and employment prospects. Conversely, high housing cost burdens are associated with negative life outcomes such as declines in mental health, reduced parental enrichment spending and cognitive achievement for the low- and moderate-income children, and reduced educational attainment among children. Ensuring that policymakers define housing affordability in a way that allows families to obtain quality housing and comfortably pay other nondiscretionary costs is important to helping those families thrive.” (*Defining Housing Affordability*, Published August 14, 2017, <https://www.huduser.gov/portal/pdredge/pdr-edge-featd-article-081417.html>) The writers of this report would like to add the following statement to this quote – When individuals and families thrive, so too the community they are a part of.

According to the 2020 Housing Data Profiles for Killingly prepared by the Partnership for Strong Communities over 54% of our renters face some sort of burden meeting their housing costs, while only 27% of (home)owners have cost burdens; however, those (home)owners that have a mortgage on their units are more likely to be cost burdened than those that do not.

<b>HOUSING COST BURDEN FOR RENTERS</b>	<b>Killingly, Town Of</b>	<b>Windham County</b>	<b>Connecticut</b>
Severe Burden (50% or greater)	25%	22%	26%
Moderate Burden (30% to 50%)	29%	27%	23%
Not Burdened (Less Than 30%)	40%	45%	45%
Not Computed	6%	6%	6%
<b>HOUSING COST BURDEN FOR OWNERS</b>	---	---	---
Severe Burden (50% or greater)	9%	9%	12%
Moderate Burden (30% to 50%)	18%	17%	17%
Not Burdened (Less Than 30%)	73%	74%	71%
Not Computed	---	---	---

(Source – 2018 American Community Survey, 5-year estimates ( - (Secondary – CT DATA Collaborative)

The State of Connecticut reports, the Town of Killingly currently has 467 units of government assisted (financial aid given for construction and/or rehab) living units within the community. The map showing the Town of Killingly Assisted Housing Facilities is enclosed herewith and incorporated herein.

Though we cannot verify the number of people on the waiting lists for all assisted living units, we can verify, the Killingly Housing Authority has a waiting list which contains over 140 names. Many of the people on the waiting list are single elderly females and young disabled community members.

### **LAND USE AND ZONING ASSESSMENT**

The Killingly Planning and Zoning Commission and staff have responded to the changing needs of people needing, or looking for, housing within the Killingly Community. Staff continues to be pro-active in keeping up to date on the most current trends and offerings. Some of the more recent zoning regulations put in place or reviewed and amended to meet these changing housing needs are as follows.

1) Mill Mixed Use Development (MMUD) – “is to provide the opportunity to redevelop former mill properties that are part of the town’s landscape, character, and history.” (*Town of Killingly Zoning Regulations, Section 445.1 Intent, 10/15/2015*) This designation allows for the following uses – single family, two-family dwellings, multi-family dwellings, live-work space, as well as several commercial uses. These regulations were reviewed and amended in October 2015.

The community has a several mill sites located throughout the community which offer redevelopment potential. The Mill at Killingly Apartments, located at 42 Maple Street, was fully renovated, and opened for occupants in January 2020, and the Town was a partner in the redevelopment of that site. Now completed the site offers 32 residential units, they are all classified as affordable units. The Bailey Hill Mill was in the process of being redeveloped into a small village center, containing commercial/retail units, a coffee shop, and residential units when a fire occurred in March 2019. That site is currently the subject of a civil litigation matter, and the Town has no way to know when, or if, the redevelopment of that site will occur. Other mill sites offer opportunity, but only when all the parties – landowners, developers, and the Town – can reach an agreement for the re-development and addressing of environmental injustices.

2) Secondary Dwelling Unit (SDU) – This was created to provide flexibility in housing options in response to the changing needs of families, create new housing units while respecting and maintaining, the appearance and scale of single-family development neighborhoods, provide housing that responds to smaller household size and increasing housing costs, provide opportunities for a younger generation to live independently, and provide an older generation with a means of obtaining rental income, security, companionship and/or care services. Secondary units may be located within a residence, attached to the residence or an outbuilding, or can be free standing. These regulations were reviewed and amended in July 2018.

Applications for secondary dwelling units are increasing. The number of applications for such secondary dwelling units shows that there is indeed a need for this type of residence; however, since the costs of construction of a secondary dwelling unit is often solely on the shoulders of a landowner, usually occurs when both the need arises, and the landowner has the financial capacity to start construction.

3) Planned Residential Development (PRD) – This was created to provide for controlled flexibility in land development schemes, establish performance criteria for residential development, and establish opportunity for innovative combinations of housing. There are two types of PRD, 1) Independent Residential Living (IRL), and 2) Residential Life Care Communities (RLCC). These regulations were reviewed and amended in August 2017. Currently, most, if not all, multi-family units are developed under PRD.

Planned Residential Development is extraordinarily successful. A recent example of a PRD is Westview Country Living (WCL). WCL is a 74-unit development for the “well-elderly”. Seniors that need little to no assistance with their day-to-day self-care, but no longer wish to live on their own. WCL was fully occupied when it officially opened, and to this day has a waiting list of future tenants. Though this development is not considered affordable housing, it provides a particular type of residence for the people of the community.

The next page has two charts which show the type of residential housing allowed in each zoning district for both the Town of Killingly Zoning Regulations, and the Borough of Danielson Zoning Regulations. Please note that multi-family units are allowed under Planned Residential Development.

Town of Killingly ZONING REGULATIONS	SINGLE FAMILY	TWO- FAMILY	MULTI- FAMILY	SECONDARY DWELLING	PLANNED RESIDENTIAL	CLUSTER FLEX DEV	LETTING OF ROOMS	CONVALES ELDERLY	LIVE / WORK SPACE
RURAL DEVELOPMENT	ALL	ALL	NO	ALL	SP	SP	NO	NO	
LOW DENSITY	ALL	ALL	SP	ALL	SP	SP	SP	SP	
MEDIUM DENSITY	ALL	ALL	SP	ALL	SP	SP	SP	NO	
PROF. & BUS. OFFICE	ALL*	ALL	NO	NO	NO	NO	NO	NO	
VILLAGE COMMERCIAL	ALL*	NO	NO	NO	NO	SP#	NO	NO	
GENERAL COMMERCIAL	NO	NO	NO	NO	NO	SP#	NO	NO	
INDUSTRIAL DISTRICT	NO	NO	NO	NO	NO	SP#	NO	NO	
LIGHT INDUSTRIAL	NO	NO	NO	NO	NO	SP#	NO	NO	
MIX USE INTERCHANGE	NO	NO	NO	NO	NO	NO	NO	NO	
BUSINESS PARK DIST	NO	NO	NO	NO	NO	NO	NO	NO	
FLOOD HAZARD DIST	SP*	NO	NO	NO	NO	NO	NO	NO	
MILL MIXED USE DIST	ALL	ALL	ALL	NO	NO	NO	NO	SP	ALL

Borough of Danielson ZONING REGULATIONS	SINGLE FAMILY	TWO- FAMILY	MULTI- FAMILY	SECONDARY DWELLING	PLANNED RESIDENTIAL	CLUSTER FLEX DEV	LETTING OF ROOMS	CONVALES ELDERLY	LIVE / WORK SPACE
RESIDENTIAL MEDIUM	ALL	ALL	NO	NO	NO	SP	NO	NO	NO
RESIDENTIAL HIGH	ALL	ALL	ALL	NO	NO	SP	SP	SP	NO
GENERAL COMMERCIAL	ALL*	NO	NO	NO	NO	SP	NO	NO	NO
CENTRAL BUS. DIST	ALL*	NO	ALL	NO	NO	NO	NO	NO	NO
INDUSTRIAL ZONE	NO	NO	NO	NO	NO	SP#	NO	NO	NO
FLOOD HAZARD DIST	SP*	NO	NO	NO	NO	NO	NO	NO	NO

**Legend:**

ALL – Allowed

SP – Special Permit

NO – Not Allowed

\* - Special Requirements must be met.



## **PLAN GOALS, POLICIES AND ACTIONS**

**Goal** – Housing in both quantity and quality, available for the full range of income levels, for all ages, and inclusive of people with varying special needs. Said housing should complement the positive natural and cultural characteristics of the Town

**Policy** – Promote and maintain an adequate supply of housing at, and for, all income levels.

**Action** – Adapt existing non-residential buildings for residential use where appropriate.

**Action** – Put covenants into place on affordable housing to ensure the long-term or permanent affordable status of these units.

**Action** – Promote higher density housing capability.

**Action** – Research and implement programs that create an increase in the number of owner-occupied rental properties.

**Policy** – Provide housing options for populations with special needs.

**Action** – Work with social service providers and public agencies to locate support facilities and infrastructure that compliments housing (affordable and needs based) development.

**Action** – Encourage the production of a range of housing types for the elderly and for people with disabilities in areas that are served by the proper support facilities and infrastructure.

**Policy** – Ensure housing development matches the needs of the Town and blends with the existing infrastructure.

**Action** – Review, revise, and amend the zoning regulations and subdivision regulations as necessary to keep the regulations as current as possible with attention to housing opportunities.

**Action** – Continue staff education on most current housing trends and governmental regulations.

**Action** – Staff collaborate with developers to make them aware of the need of housing for the Killingly community, and to keep them aware of the Town's expectations.

## **IMPLEMENTATION STRATEGY**

Staff realizes that they are the front-line workers in making this plan a reality. Staff also realizes that to succeed they will need to work with other various municipal boards and commissions, various state agencies, including various financial programs run by the state, landowners, and developers. To create more affordable housing within the community will be a process and will not be accomplished overnight; however, it is a process that can be and will be done. Staff members have worked on these types of projects in the past and will take those lessons learned to make future projects better.

## AGENDA ITEM COVER SHEET

- Resolution
- Suspense list

**RESOLUTION AUTHORIZING THE REVENUE COLLECTOR TO SUSPEND AND  
TRANSFER UNCOLLECTIBLE TAXES TO THE SUSPENSE TAX BOOK PURSUANT  
TO CONNECTICUT GENERAL STATUTES**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Revenue Collector's certification recommending transfer of uncollectible, uncollected personal property and motor vehicle taxes to the suspense tax book has been reviewed and authorization given to transfer such taxes in the amount of \$100,361.26 in accordance with Section 12-165 of the Connecticut General Statutes.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of May 2022

I, Elizabeth M. Wilson, Town Clerk of the Town of Killingly, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on May 10, 2022 at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such 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 the Town Manager and that she has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)

Bill #	Dst	Name	Code	Reason	Date	Town Due	To Dist	Sewer Due	Sewer Susp	Total Due	Total Susp
2014-03-0060618		AYER MICHAEL R	U	UNABLE TO LOCATE	4/11/2022	185.71		185.71			
2014-03-0060997		BEAUDOIN JAMES A	U	UNABLE TO LOCATE	4/11/2022	146.65		146.65			
2015-03-0051053		BEAUDOIN JAMES A	U	UNABLE TO LOCATE	4/11/2022	136.28		136.28			
2020-03-0051370		BERGMAN FRANK E	D	DECEASED	4/11/2022	9.05		9.05			
2019-02-0040319		2 BRENNAN THERESA	O	OUT OF BUSINESS	4/11/2022	81.12		81.12			
2014-03-0076054		BURGOYNE WYATT M	U	UNABLE TO LOCATE	4/11/2022	45.88		45.88			
2015-03-0055461		BURKART SHERRI L	U	UNABLE TO LOCATE	4/11/2022	169.32		169.32			
2019-03-0052465		BURWELL CHARLOTTE	D	DECEASED	4/11/2022	47		47			
2020-03-0052350		BURWELL CHARLOTTE	D	DECEASED	4/11/2022	28.91		28.91			
2020-03-0052351		BURWELL CHARLOTTE	D	DECEASED	4/11/2022	81.2		81.2			
2020-03-0053438		COUTURE CATHERINE L	D	DECEASED	4/11/2022	84.97		84.97			
2017-02-0049943		1 CRAFTON SHERRIE L	U	UNABLE TO LOCATE	4/11/2022	102.72		102.72			
2018-02-0049943		1 CRAFTON SHERRIE L	U	UNABLE TO LOCATE	4/11/2022	101.72		101.72			
2020-03-0053520		CRISTINA GLORIA A	D	DECEASED	4/11/2022	24.64		24.64			
2019-03-0055009		ERSKINE RICHARD H	D	DECEASED	4/11/2022	171.63		171.63			
2020-03-0054838		ERSKINE RICHARD H	D	DECEASED	4/11/2022	167.68		167.68			
2018-04-0081165		FLANNERY DOUGLAS D	D	DECEASED	4/11/2022	64.15		64.15			
2019-03-0055298		FLANNERY DOUGLAS D	D	DECEASED	4/11/2022	56.18		56.18			
2020-03-0055120		FLANNERY DOUGLAS D	D	DECEASED	4/11/2022	56.31		56.31			
2014-03-0064882		8 FLANNERY DOUGLAS DWYER 2	D	DECEASED	4/11/2022	56.8		56.8			
2017-02-0049787		4 FONTANEZ CRUZ	U	UNABLE TO LOCATE	4/11/2022	158.24		158.24			
2018-02-0049787		4 FONTANEZ CRUZ	U	UNABLE TO LOCATE	4/11/2022	103.08		103.08			
2019-02-0049787		4 FONTANEZ CRUZ	U	UNABLE TO LOCATE	4/11/2022	127.16		127.16			
2019-04-0081026		GALLANT ANNA M	D	DECEASED	4/11/2022	204.02		204.02			
2020-03-0055429		GALLANT ANNA M	D	DECEASED	4/11/2022	168.51		168.51			
2020-03-0056077		GREENE CLARA E	D	DECEASED	4/11/2022	69.49		69.49			
2020-03-0056078		GREENE CLARA E	D	DECEASED	4/11/2022	17.3		17.3			
2019-03-0057174		HORTON WILLIE J	D	DECEASED	4/11/2022	113.84		113.84			
2019-03-0057175		HORTON WILLIE J	D	DECEASED	4/11/2022	130.35		130.35			
2020-03-0056902		HORTON WILLIE J	D	DECEASED	4/11/2022	103.07		103.07			
2020-03-0056903		HORTON WILLIE J	D	DECEASED	4/11/2022	99.38		99.38			
2020-03-0058323		LAMBERT ELEANOR M	D	DECEASED	4/11/2022	179		179			
2017-02-0050363		8 LCF MAINTENANCE LLC	U	UNABLE TO LOCATE	4/11/2022	67.32		67.32			
2018-02-0050363		8 LCF MAINTENANCE LLC	U	UNABLE TO LOCATE	4/11/2022	66.47		66.47			
2020-03-0059355		MAHER DOROTHY	D	DECEASED	4/11/2022	84.97		84.97			
2015-16-0000880		8 MARCHIONTE PROPERTIES LLC	T	TAX SALE RESIDUAL	4/11/2022	88,691.46		88,691.46			
2017-02-0050371		2 MILLENNIUM EVENTS LLC	U	UNABLE TO LOCATE	4/11/2022	135		135			
2018-03-0060691		MORENCY MELISSA D	D	DECEASED	4/11/2022	91.85		91.85			
2018-04-0082325		MORENCY MELISSA D	D	DECEASED	4/11/2022	16.3		16.3			
2019-03-0060805		MORENCY MELISSA D	D	DECEASED	4/11/2022	81.56		81.56			
2019-03-0060806		MORENCY MELISSA D	D	DECEASED	4/11/2022	45.83		45.83			
2020-03-0060385		MORENCY MELISSA D	D	DECEASED	4/11/2022	79.19		79.19			
2020-03-0060386		MORENCY MELISSA D	D	DECEASED	4/11/2022	46.76		46.76			
2019-03-0060846		MORIN THOMAS J	D	DECEASED	4/11/2022	308.74		308.74			

2019-03-0060847	MORIN THOMAS J	D	DECEASED	4/11/2022	245.91	245.91		
2019-03-0060848	MORIN THOMAS J	D	DECEASED	4/11/2022	101.27	101.27		
2019-03-0060849	MORIN THOMAS J	D	DECEASED	4/11/2022	30.31	30.31		
2020-03-0060424	MORIN THOMAS J	D	DECEASED	4/11/2022	254.42	254.42		
2020-03-0060425	MORIN THOMAS J	D	DECEASED	4/11/2022	300.42	300.42		
2017-02-0050037	8 N & J COMMERCIAL LLC	U	UNABLE TO LOCATE	4/11/2022	34.37	34.37		
2018-02-0050037	8 N & J COMMERCIAL LLC	U	UNABLE TO LOCATE	4/11/2022	33.7	33.7		
2020-03-0061600	PERREAULT HUBERT R	D	DECEASED	4/11/2022	13.8	13.8		
2020-03-0061601	PERREAULT JOAN C	D	DECEASED	4/11/2022	55.51	55.51		
2014-04-0082777	SCOTT JANICE M	U	UNABLE TO LOCATE	4/11/2022	66.2	66.2		
2014-02-0040137	8 ST RABON PRIVATE EQUITY LLC	O	OUT OF BUSINESS	4/11/2022	2,764.80	2,764.80		
2015-02-0040137	8 ST RABON PRIVATE EQUITY LLC	O	OUT OF BUSINESS	4/11/2022	2,764.80	2,764.80		
2019-03-0066402	WILLIAMS ROBERT C	D	DECEASED	4/11/2022	329.44	329.44		
2020-03-0065737	WILLIAMS ROBERT C	D	DECEASED	4/11/2022	359.5	359.5		
# Of Acct: 58				359.5			100,361.26	
Grand Total: 58					100,361.26			100,361.26

Agenda Item #15(b)

**AGENDA ITEM COVER SHEET**

**ITEM:**                   **Consideration and action on a resolution to appoint Mahoney Sabol & Company, LLP, Certified Public Accountants, to perform the Town's audit for fiscal year 2021-2022**

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

**FOR COUNCIL MEETING OF:**           May 10, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:**                   This item is to retain and extend a contract with the firm of Mahoney Sabol & Company, LLP (the Town's current independent auditor) to complete the Town's financial audit for the fiscal period July 1, 2021 to June 30, 2022. Mahoney Sabol & Company has prepared the Town's audit for the previous six fiscal years. This will also approve a three-year contract extension for auditing services with Mahoney Sabol & Company. We anticipated performing an RFP for the upcoming year. However, there are significant market pressures and delays amongst many firms related to the pandemic. This was evident based on a market survey of bids for auditing services over the past eighteen months. We request the Council consider reappointing Mahoney Sabol & Company for the current fiscal year (21-22) audit and extend the contract for through the fiscal year audit of 2024. The three-year proposal includes a stipulation that the firm be annually reappointed based on performance. The Town is required by State statute to appoint an auditor prior to June 30<sup>th</sup> of the fiscal year.

The Fiscal Subcommittee reviewed this item at their April 27, 2022 meeting and recommended it for adoption to the Town Council.

**FINANCIAL SUMMARY:**                   The proposed fee for the first year (fiscal year 2021-2022) of the three-year period is \$54,000, for the second year (fiscal year 2022-2023) is \$58,000 and for the third year (fiscal year 2023-2024) is \$62,000.

**STAFF RECOMMENDATION:**                   Approval of the Resolution

**TOWN ATTORNEY REVIEW:**                   N/A

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

**SUPPORTING MATERIALS:**

- Resolution

**RESOLUTION TO APPOINT MAHONEY SABOL & COMPANY, LLP,  
CERTIFIED PUBLIC ACCOUNTANTS, TO PERFORM THE TOWN'S  
AUDIT FOR FISCAL YEAR 2021-2022**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that pursuant to Section 510 of the Town Charter, Mahoney Sabol & Company, LLP, Certified Public Accountants, LLP, are hereby designated to be the Town's Independent Auditors for the fiscal period July 1, 2021 to June 30, 2022.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of May 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 May 10, 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 he has held that office since March 11, 2019.

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

\_\_\_\_\_  
Date

(Seal)



## AGENDA ITEM COVER SHEET

**ITEM:** Consideration and action on a resolution authorizing the execution of a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency (CIRMA)

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

**FOR COUNCIL MEETING OF:** May 10, 2022

**TOWN MANAGER APPROVAL:**



**ITEM SUMMARY:** CIRMA has a program whereby it protects its business by capping the annual increase on municipal Liability-Auto-Property (LAP) insurance rates. There is no downside for the Town—rates are capped but not floored. If we negotiate this agreement, there will be no increase to our LAP rate for next fiscal year and any 2023-24 and 2024-25 increases will be capped at 3%. The Town agrees not to bid coverage for those fiscal years.

The Fiscal Subcommittee reviewed this item at their April 27, 2022 meeting and recommended it for adoption to the Town Council.

**FINANCIAL SUMMARY:** N/A

**STAFF RECOMMENDATION:** Approval of the Resolution

**TOWN ATTORNEY REVIEW:** Attorney will review any documents prior to execution by the Town Manager.

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

**SUPPORTING MATERIALS:**

- Resolution
- Agreement

Resolution # 22 – 27

**CONSIDERATION AND ACTION ON A RESOLUTION AUTHORIZING THE EXECUTION OF  
A THREE-YEAR BUDGET STABILIZATION AGREEMENT WITH THE CONNECTICUT  
INTERLOCAL RISK MANAGEMENT AGENCY (CIRMA)**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KILLINGLY that the Town Manager is hereby authorized to enter into a three-year budget stabilization agreement with the Connecticut Interlocal Risk Management Agency.

KILLINGLY TOWN COUNCIL

Jason Anderson  
Chairman

Dated at Killingly, Connecticut  
this 10<sup>th</sup> day of May 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 May 10, 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)**



**Connecticut Interlocal  
Risk Management Agency**

545 Long Wharf Drive, 8th Floor  
New Haven, Connecticut 06511-5950  
Telephone: 203-946-3700  
CIRMA.org

January 12, 2022

**Letter of Commitment for Budget Stabilization Program between the  
Connecticut Interlocal Risk Management Agency (CIRMA)  
and the  
Town of Killingly and Killingly Board of Education  
Effective 7/01/22-23 – 7/01/24-25**

CIRMA certifies that the Town is eligible for the Budget Stabilization Program for Liability-Automobile-Property (LAP), which includes enhanced risk management services, and a multiple-year coverage period with stabilized rates applicable to annual contributions.

This program provides the following benefits to help the Town address their LAP losses:

- The Town receives a customized risk management program to reduce loss costs and insurance premiums.
- The Town secures a stable multi-year risk management budget to facilitate municipal financial planning.
- The Town re-allocates savings from loss costs and insurance premiums to risk management programs and other municipal operational expenses.
- The Town enhances its community goodwill and public image through improved risk management practices, reduced losses, and premium savings.

**CIRMA's Commitment**

- This is a multi-year commitment by CIRMA to assist the Town in implementing and monitoring the risk management program and return to the Town the risk management results.
- CIRMA agrees, in partnership with the Town, to establish a risk management plan to create a safe municipal environment and reduce losses.
- CIRMA agrees to cap rate increases to the LAP policy as follows:
  - 2022-2023: 0% over 2021-2022, plus exposure
  - 2023-2024: 3% over 2022-2023, plus exposure
  - 2024-2025: 3% over 2023-2024, plus exposure
- Rate increases are exclusive of any variations in the equipment breakdown premium provided through Hartford Steam Boiler, excess liability premium for limits above \$11M and any separately placed policies.
- These are maximum increases possible; actual increases may be less.

- This agreement is subject to modification based on material changes in the State of Connecticut General Statutes and/or material changes in CIRMA's reinsurance terms, conditions, and/or premiums.

#### **Town Commitment**

- The Town agrees not to bid the LAP insurance program referenced herein for the time period noted above in accordance with CIRMA's Budget Stabilization Program.
- The Town agrees that the only way to reduce losses is through effective implementation of a risk management program.
- The Town agrees to commit sufficient resources to support and implement the risk management initiatives agreed upon with CIRMA.
- The Town acknowledges that this is a multi-year approach to reducing losses and to creating a safe municipal environment.

In the event the Town bids this contract during this program period, this mutual commitment ceases. Additionally, CIRMA reserves the right to terminate or modify the program for the following reasons:

- If the Town does not implement the agreed upon risk management initiatives.
- If the Town fails to make timely payment of premiums.
- If the Town possesses an unmanaged high risk/non-standard exposure.

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David Demchak  
President and CEO  
CIRMA

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Ms. Mary Calorio  
Town Manager  
Town of Killingly

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Date

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Date