

*Town of Killingworth, Connecticut*

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# ANNUAL REPORT: Fiscal Year 2023-2024

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## **First Selectman**

An Introduction from the Board of Selectmen

The current administration took office in November of 2023. Here are some highlights of the work done by the town in the 2023/2024 fiscal year.

In July, the Charter Revision Committee completed its work and presented the proposed amendments of the charter to the former Board of Selectman. Said Board approved the changes made and submitted the proposed changes to the town for a vote at the municipal elections. The changes were approved by the voters, and took effect on December 08, 2023.

The fiscal year saw the continuation of several long-term capital projects. This work included planning for the restoration and stabilization of the storage barn on the town campus, the award of contract for the construction of a new multi-purpose field at Eric Auer Park, and improvements to the modular roof at Town Hall. Many of the projects that were approved through town meeting used American Rescue Plan Act funding to cover the cost of implementation or construction.

Throughout the year, discussions on traffic safety and how to address speeding concerns throughout town were held. Toward the end of the fiscal year the town participated in a State Police grant program to bring more troopers into town specifically for speed enforcement, resulting in well over one hundred traffic stops. Additionally, the town considered whether to request a second Resident State Trooper and worked with the Lower Connecticut River Valley Council of Governments on implementation of a Safe Streets for All study.

While it was ultimately decided that an additional State Trooper was unnecessary for the 2024/2025 fiscal year, other departments saw slight increases in staffing. First, the assessor's office saw the addition of a part-time Assessor Clerk to assist in the office in preparation for the upcoming revaluation. Secondly the Public Works department budget saw the addition of an additional operator position after several decades of shrinking the department.

These changes to staffing came as the town saw several figures leaving municipal government. In January of 2024 we saw the departure of the long-time road foreman Walter Adametz, with the formation of a Road Foreman Hiring committee to oversee his succession. Shortly afterward our Zoning Enforcement Officer Leo Bombalicki unfortunately resigned, with his successor Linda Kieft-Robitaille starting in March. Finally, long-time tax clerk Deborah Oehrle retired in March after helping train her successor Brian Winchell. We thank all once again for their service and work for the town.

As always, the town continues its commitment to fiscal restraint and responsibility. The current board is committed to ensuring that the funds entrusted to the town by residents are spent prudently.

Eric Couture, First Selectman

Submitted on behalf of the Board of Selectman

## Board of Finance

Annie Stirna, Chairman  
Marcel Couture, Vice Chairman  
Sarah O'Brien  
Michael Kovacs  
William Kosturko  
Tara Amatrudo, Secretary

### FINANCIAL HIGHLIGHTS

#### Board of Finance Operating Budget Allocation - \$30,600

#### Board of Finance Operating Expenditures - \$29,497

- \$25,566 Audit Expense
- \$1,214 Clerk
- \$1,950 Publication of Annual Budget
- \$ 768 Publication of Annual Report

#### Town of Killingworth Operating Budget

At the close of FY 23/24, Killingworth's operating expenditure totaled \$23,539,844. Approximately 76% (\$17,812,355) of these expenditures went to Killingworth's portion of the Regional School District 17 budget and approximately 24% (\$5,727,489) went to General Government, Public Safety, Highway, Sanitation and Health, Conservation and Land Use, Recreation, Community Services, Welfare and Debt and Lease Obligations. Most town departments maintained spending levels within defined budget limits. The FY23/24 unassigned general fund balance decreased by \$620,592 or 16% to \$3,374,740. The fund balance remained equal to more than 2 ½ months of regular general fund operating expense, which meets the recommendation of the Government Finance Officers Association and insulates our town from interruptions in revenue. The mill rate for FY 23/24 increased from 23.22 to 23.47.

#### Capital Budget and Multi-Year Capital Improvement Plan (MYCIP)

The Board of Finance, in conjunction with the Board of Selectmen, monitors the Reserve for Capital and Nonrecurring Expenditures Fund and expenditures on approved capital projects. The town's 10-year capital plan (MYCIP) is a living document that evolves and is updated and presented for approval at town meeting on an annual basis. The town approved \$2,027,846 in capital projects for FY 23/24: 40% (\$800,000) for Road improvements; 45% (\$907,759) for Facilities and Equipment; 11% (\$215,087) for Public Safety; and 5% (\$105,000) Recreation. Many of the projects are to be funded by the ARPA grant (\$968,346)

#### Summary

The Board of Finance, in conjunction with the Board of Selectmen, continues to refine long-range financial and capital plans in an attempt to keep mill rate growth at a reasonable level, without diminishing current services to the community or imperiling the town's ability to respond to unforeseen

contingencies. The town's auditors, Seward and Monde, rendered an opinion that the financial statements present fairly, in all material respects, the financial position of the Town of Killingworth as of June 30, 2024, and the respective changes in financial position for the year ended in accordance with accounting principles generally accepted in the United States of America. The audit document is included in the annual report.

Respectfully submitted by Annie Stirna, Chairman

**MUNICIPAL BOARDS, DEPARTMENTS AND  
ORGANIZATIONS**

## Assessor's Office

2023 Grand List

2023-2024 Capital Expenditures:

Submitted by Shauna Ham, Assessor

The Assessor's primary objective is to ensure that the property tax burden is distributed fairly among Killingworth property owners. The Assessor's office provides a comparison of the Net Taxable Grand List with a breakdown of the dollar amount of increase or decrease, as well as the associated percentage change. This involves a comparison of each component of the grand list: Real Estate, Personal Property, and Motor Vehicles. Throughout the year, real estate sales, building and land use permits, surveys, subdivisions, new businesses, and motor vehicle transactions are examined and compiled into a complete list of all taxable and tax-exempt properties located in Killingworth as of October 1st of the Grand List Year. The assessment office also administers all relief and exemptions, e.g. Veterans, Additional Veterans, Blind, Disabled, State and local Elderly Homeowners Tax Relief and Volunteer Ambulance and Fire Fighter Abatements. The October 1, 2021 Grand List was the last Revaluation year.

*The data presented compares the Grand List of October 1, 2023, to the Grand List of October 1, 2022 and shows the fluctuations in the taxable Grand List across each component of the tax base.*

<b>2023 GRAND LIST</b>	<b>Real Property</b>	<b>Personal Property</b>	<b>Motor Vehicles</b>	<b>Totals</b>
Gross Taxable	\$ 737,356,200	\$ 22,690,130	\$ 83,226,260	\$843,272,590
Exemptions	\$ 1,104,500	\$ 1,365,522	\$302,440	\$ 2,772,462
Net Taxable	\$ 736,251,700	\$ 21,324,608	\$ 82,923,820	\$ 840,500,128

<b>2022 GRAND LIST</b>	<b>Real Property</b>	<b>Personal Property</b>	<b>Motor Vehicles</b>	<b>Totals</b>
Gross Taxable	\$ 732,349,170	\$ 19,611,300	\$ 86,216,650	\$838,177,120
Exemptions	\$ 1,101,500	\$ 1,167,240	\$ 387,500	\$ 2,656,240
Net Taxable	\$ 731,247,670	\$ 18,444,060	\$ 85,829,150	\$ 835,520,880

**Year-to-Year Grand List Comparison**

<u>Change Summary</u>	<b>Real Property</b>	<b>Personal Property</b>	<b>Motor Vehicles</b>	<b>Totals</b>
Gross Taxable	\$5,007,030	\$ 3,078,830	\$ (2,990,390)	\$ 5,095,470
Gross Percent Change	0.68%	15.70%	-3.47%	0.61%
Net Change to GL	\$ 5,004,030	\$2,880,548	\$ (2,905,330)	\$ 4,979,248
Net Percent change	0.68%	15.62%	-3.39%	0.60%

**Killingworth Top 10 Net Assessments for the 10/1/2023 Grand List**

<u>Name</u>	<u>Net Total Assessment</u>
Eversource Inc dba CT Light and Power	\$ 11,930,650
Sun Beechwood LLC	\$ 5,973,270
Connecticut Water Company (The)	\$ 5,166,570
CT Clinical Services Inc (DBA Turnbridge)	\$ 4,960,500
Anderson, Norma R Trustee	\$ 2,126,530
M & M Realty Holdings LLC	\$ 2,001,510
KTV CostFam Limited Partnership (KTV Inc)	\$ 1,473,150
Roman, Laura (A)	\$ 1,425,130
Comcast of CT Inc	\$ 1,300,170
Saw Mill Hollow LLC	\$ 1,227,100
<b>TOTAL TOP 10</b>	<b>\$ 37,584,580</b>
<b>NET TAXABLE 2023 GRAND LIST</b>	<b>\$ 840,500,128</b>
<b>TOP 10 AS % OF GRAND LIST</b>	<b>4.47%</b>

## Board of Assessment Appeals

2023-2024 FY Annual Report

Matthew T. Stillman (D – Chair)  
Carolyn Anderson (D - Secretary)  
Todd Blewett (R- member)

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Budget Allocation: \$500.00**

**Other Revenues:** The Killingworth Board of Assessment Appeals (“BAA”) has no incoming revenue other than financing through the Town Budget.

**Operating Expenditures:** The BAA has the statutory obligation of publishing the committee’s meeting notice dates for both the Spring and Fall meetings. The Board aims to provide a small stipend to each member to reimburse them for personal costs/expenses in attending either: a) outside educational events to become more knowledgeable with assessment rules/regulations/updates, and/or b) attending BAA hearings or events run by the Board or the Assessor in Killingworth.

Aside from publication fees for public notice, other than travel expenses/costs for Board members, the only other standard expenses incurred are those for photocopying, mailings and other documents deemed necessary by statute(s) to conduct the BAA hearings. The salaries of the Town Assessor and town hall staff who assist us regularly are typically provided through the Assessor’s line-item budget.

**Potential expenditures:** Various training seminars that are run by the CT Assoc of Assessing Offices are sometimes attended by members. In 2025, the Killingworth Assessor is hosting a BAA Appeals workshop. It is not believed this is our expense as we are not the hosts, but I raise it to the Town’s knowledge.

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The BAA runs two (2) appeal hearings annually pursuant to the Connecticut General Statutes. The Fall session is held every September and is primarily for the purpose of hearing appeals on motor vehicle assessments. The Spring session, held in March annually, is to hear appeals for tax year’s assessments for Real Property, and Business Personal Property.

Although every resident in town can appeal their assessments, there were only a limited number of Real Property appeals in both the 2024 Spring Session and the 2024 Fall Session. To my knowledge, there have not been more than a few subsequent appeals from the BAA hearings to the CT Superior Court in the past few years. The notes from all the BAA hearings are on file with the Assessor.

Respectfully submitted by

Matthew T. Stillman, BAA Chairperson, 2024

## Board of Elections

Nancy McCormick, Certified Registrar of Voters (D)  
Lauren Blaha, Certified Registrar of Voters (R)

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation:** \$19,775

**Other revenues:** The State of CT provided a grant to all towns of \$10,500 for use in implementing Early Voting

**Operating Expenditures:** \$24,927.35

### KEY ACTIVITIES AND ACCOMPLISHMENTS

This was the first year of Early Voting in the State, starting with the Presidential Preference Primary which occurred over four days in April. Checkers, moderators, and registrars worked during this period to affect a smooth transition of this new requirement both for election workers and for voters. Other than referenda, all elections will have periods of Early Voting, ranging from 4 to 14 days. This year moderators were certified or recertified for new four-year terms.

Respectfully submitted by:

Nancy McCormick, Certified Registrar of Voters (D)  
Lauren Blaha, Certified Registrar of Voters (R)

# Building Department

Annual Report FY 23-24

The Building Department had an increase in renovations/additions with both residential and commercial properties while maintaining consistent new home construction during the 2023-2024 fiscal year. Solar still is a driving factor in the alternative heat/energy source due to the rising cost of fuel and electricity.

<i><u>Category</u></i>	<i><u>2019/2020</u></i>	<i><u>2020/2021</u></i>	<i><u>2021/2022</u></i>	<i><u>2022/2023</u></i>	<i><u>2023-2024</u></i>
<i>Residential- Est. Val.</i>	\$ 4,936,903.49	\$ 8,370,780.64	\$ 8,233,932.43	\$ 9,028,769.63	9,110,910.00
<i>Commercial</i>	\$ 221,400	\$ 58,000	\$ 508,000	\$ 10,500.00	120,516.91
<i>Renovations</i>	\$ 3,774,512.40	\$ 3,638,981.86	\$ 5,274,271.45	\$ 4,977,481.21	6,759,970.46
<b>TOTALS</b>	<b>\$ 8,932,815.89</b>	<b>\$ 12,067,762.50</b>	<b>\$ 14,016,203.88</b>	<b>\$14,016,750.84</b>	<b>15,991,397.37</b>
<i>Revenues: Permit Fees</i>	\$ 126,363.33	\$ 168,220.98	\$ 208,470.85	\$ 197,773.62	236,259.75
<i>Certificates of Occupancy &amp; Certificates of Completion</i>	181	172	193	250	171
<i>Building Permits Issued:</i>	490	709	602	670	537
<i>New Dwellings*</i>	7	7	9	8	9
<i>Commercial</i>	5	5	8	1	5
<i>Renovations/Additions</i>	156	156	134	133	149
<i>Barns/Sheds</i>	11	24	19	14	6
<i>Garages</i>	9	9	2	13	4
<i>Electrical</i>	104	205	162	199	143
<i>Plumbing</i>	55	89	81	83	76
<i>Mechanicals</i>	84	146	133	128	98
<i>Pools</i>	16	23	5	8	10
<i>Wood Stoves</i>	19	12	16	25	9
<i>Solar</i>	19	22	25	48	23
<i>Demolition Permits</i>	5	6	7	7	5

\*replacement mobile homes no longer included

## Committee on Aging

2023

Joan Gay, Chair

Joyce Mason, Vice-Chair,

Jean Panciera. Secretary

William Joyce

Mary Solera

Ex-Officio Member, Mercedes Riccuiti, Municipal Agent for the Elderly

2024

Joan Gay, Chair

Joyce Mason, Vice-Chair

Cheryl Fine

William Joyce

Margaret Tobelman

Ex-Officio Member, Mercedes Riccuiti, Municipal Agent for the Elderly

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation:** \$1,500.00

**Other revenues:** None

**Operating Expenditures:** \$880.00 for Clerk services

### KEY ACTIVITIES AND ACCOMPLISHMENTS

- Developed Survey to Identify the Needs of Seniors. Surveys were available through an online site provided by RiverCog and paper copies which were distributed at the Town Hall and Beechwood. A total of 404 responses received of which 317 were online and 87 were printed surveys. The prioritized results were:
  - Priority 1: Housing Costs/Taxes - 86%
  - Priority 2: Health/Safety - 84%
  - Priority 3: Recreation/Activities - 66%
  - Priority 4: Senior Center/Community Center - 61%
  - Priority 5: Nutrition/Food - 57%
  - Priority 6: Socialization/Loneliness - 46%

- Priority 7: Fuel Assistance/Rent Rebate - 43%
  - Priority 8: Employment Opportunities - 15%
  - Priority 8: Need Assistance Navigating Medicare/Medicaid - 15%
  - Priority 9: Help with Smartphones, Computers, Communicating with Others - 14%
  - Priority 10: Transportation to Doctors and Shopping - 10%
- 
- Presented the summary of the Survey results to the Board of Selectmen, Planning and Zoning Commission, Haddam/Killingworth Recreation Department, Youth and Family Services, River Valley Transit and the Beechwood Community. The results were also communicated to the Board of Finance, Health and Safety Committee and District 17 Regional Board of Education.
  - Based on the Survey results, developed prioritized lists of programs and events for fiscal year 2024-2025.
  - Developed a Communication Strategy consisting of online and paper publications i.e. The Source, H-K Now, CT Examiner, Beechwood Newsletter; Facebook sources i.e. Killingworth Connection, Killingworth Stompin' Ground, All Things Killingworth; Informational websites i.e. The Town of Killingworth, All Things Killingworth, Haddam-Killingworth Patch; and Killingworth Churches.
  - Guest Speakers presented information regarding services available to seniors:
    - Heather Milardo, The Estuary
    - Brandon Geraghty, River Valley Transit
    - Michelle Puzzo, UR Community Cares *on their value to Killingworth residents.*

**Respectfully submitted by:**

*Joan Gay, Chair*

# Emergency Management

Emergency Management Director: Brian Walsh  
 Deputy Emergency Manager: Anthony Gentile  
 Radio Ops Manager: Tage Carlson

## FINANCIAL HIGHLIGHTS

Budget FY 2023-24	Budget	Expenses
	\$5,000	\$6,762.17
Training		
Emergency management training budget	\$500	\$122.09
Infrastructure		
EOC Communications	\$2,500	\$6,579.32
EOC Supplies	\$500	\$60.76
Operations	\$0	\$0
Administrative	\$0	\$0
Sheltering	\$1,000	\$0
Community Engagement and Partnerships		
CERT/NGO Volunteerism	\$500	\$0

The town of Killingworth, Office of Emergency Management had a productive year. We have begun strengthening our resilience, with volunteers. A value to the town unable to be calculated in a budget. The expense of Everbridge has shifted back under our budget. This puts the communications expenses over the budget. In future years we will need to invest in our infrastructure to further advance our abilities to “weather the storm” of any emergency hardships we encounter.

Respectfully submitted,  
 Brian Walsh  
 Director, Office of Emergency Management

## Fire Marshal

Fire Marshal: Dennis Campbell

Deputy Fire Marshal: Jim McDonald, Jeff Hesel (Clinton FM)

**Contact:** Dennis Campbell  
Cell: 860-391-5603  
Email – [firemarshal@townofkillingworth.com](mailto:firemarshal@townofkillingworth.com)

### FINANCIAL HIGHLIGHTS

<b>Town of Killingworth Operating Budget Allocation:</b>	<b>\$27,221</b>
<b>Other revenues:</b>	\$0
<b>Operating Expenditures</b>	<b>\$24,616</b>
• Stipend	\$20,400
• Other (Codes, Fire Prevention Materials, Seminars/Training, Professional Memberships, Cell Phone, On-Call Coverage)	\$4,216
<b>Capital Expenditures (if applicable):</b>	<b>None</b>

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The Local Fire Marshal’s responsibility is defined by Connecticut General Statute and is broken up into 2 main categories:

- First, is to enforce the Connecticut State Fire Safety and Prevention Codes, which apply to every occupancy within the town *except* one- and two-family dwellings. These codes require plan review and inspections of new commercial buildings as well the ongoing inspections of occupancies to ensure continued compliance. The Fire Marshal works with the Building Official and is required to sign off on all commercial building permits and Certificates of Occupancy.
- Secondly, the Local Fire Marshal must investigate the origin, cause, and circumstances surrounding all fires and explosions that they are notified of. The Local Fire Marshal works in conjunction with the CT State Police should a criminal prosecution of arson be warranted. These investigations must be reported to the Federal Emergency Management Agency (FEMA) via the National Fire Incident Reporting System (NFIRS). This information is used for research and analysis of fire and EMS incidents.

**Respectfully submitted by:**

*Dennis Campbell, Killingworth Fire Marshal*

## Helping Hands Food Pantry

Staffed by volunteer members of the Killingworth Women’s Organization (KWO) acting as agents of the Town of Killingworth.

### FINANCIAL HIGHLIGHTS

#### Town of Killingworth Operating Budget Allocation

The town covers the cost of utilities, cleaning services and miscellaneous repairs to the building. These expenses are not reflected in the financials that follow.

<b>Community donations made to the municipal account:</b>		<b>\$16,519</b>
<b>Expenditures:</b>	Groceries	\$16,871
	<u>Miscellaneous</u>	<u>\$ 200</u>
	Combined	\$17,071

The town maintains a balance of funds from prior years which allows expenditures to exceed donations periodically. This fund balance as of June 30, 2024, was \$10,828.

### KEY ACTIVITIES AND ACCOMPLISHMENTS

Helping Hands Food Pantry is open one day a week for 2 ½ hours. Available items include perishable and non-perishable food items. Fresh produce, when available, is supplied by Shared Harvest. Approximately 40 holiday meals are available in April, November and December. We provide home deliveries as needed.

#### Respectfully submitted by:

Eric Couture  
First Selectman

## Historic Review Committee

Elizabeth Doyle Disbrow, Chair  
Bruce E. Dodson  
Joseph T. Hutchins  
Lucinda H. Hogarty, Secretary  
David D. Meixell

### ALTERNATES

Laura Lee Lefko  
Dennis R. Rich

### FINANCIAL HIGHLIGHTS

**Operating Budget Allocation: 0**

**Other revenues:** Time and materials for various exhibits are donated.

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The Historic Review Committee, appointed by the Board of Selectmen, is charged with encouraging the preservation of architecturally and historically significant buildings and structures in Killingworth. To this end, the committee reviews all requests to the town for the issuance of a permit to demolish a building or structure and advises the Building Official on the issuance of those permits under Killingworth’s Demolition Delay Ordinance.

In FY 23/24, the committee continued efforts to expand the committee’s role in preserving historic properties in town. Public relations activities included gallery exhibits at the Killingworth Library and in the Killingworth Town Hall, outreach projects to owners of historic properties in town, and consultation with Preservation CT.

**DECISIONS:** There was one application for demolition in FY 2023-2024 from 44 Parker Hill Road; proceedings continued into 2024-2025. The committee also had preliminary discussions regarding plans for minor renovations to the Killingworth Inn and the Parmelee Farmhouse, which did not rise to the level of the required full Demolition Delay process. A preliminary application for the demolition of a residence on Route 81 was also reviewed; no further consideration was required.

**TAX ABATEMENT ORDINANCE:** The committee drafted an ordinance for town consideration that would enable the Board of Selectmen, pursuant to CGS 12:127a, to offer a full or partial tax abatement to homeowners for whom the current level of taxation is a material factor which threatens the continued existence of the structure. The ordinance passed at the town meeting in March of 2024 and went into effect 15 days later.

**Respectfully submitted by:**

*Elizabeth Disbrow, Chair*

## Inland Wetlands and Watercourse Commission

Glenn Johnson, Chairman  
Terrence Doyle  
David Cutillo  
Carol Reimers  
Chris Plum  
Ernest Pizzuto

Inland Wetlands Enforcement Officers:  
Leo Bombalicki, Linda Kieff-Robitaille

### FINANCIAL HIGHLIGHTS

Annual Budget: \$700

Actual Expenditures: \$175

### KEY ACTIVITIES AND ACCOMPLISHMENTS

This commission processed 22 applications and approved 21, conducted 3 on-site Walk-Thru inspections, conducted 1 Show of Cause Hearing and processed 2 Notifications of Timber Harvest applications.

Respectfully submitted,  
Glenn Johnson, Chairman

# Killingworth Volunteer Fire Company

*Richard Darin, Chief*

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation

Operating Budget: \$191,402

<i>Apparatus – Tools &amp; Supplies</i>	<i>0.5%</i>
<i>Apparatus Repairs &amp; Maintenance</i>	<i>12.0%</i>
<i>Appreciation Dinner</i>	<i>4.0%</i>
<i>Building Repairs &amp; Maintenance</i>	<i>6.0%</i>
<i>Dues &amp; Subscriptions</i>	<i>0.5%</i>
<i>Electricity</i>	<i>7.0%</i>
<i>Equipment – Firefighting, Rescue &amp; Medical</i>	<i>28.0%</i>
<i>Equipment Repairs &amp; Maintenance</i>	<i>6.0%</i>
<i>Heating Oil &amp; Propane</i>	<i>5.0%</i>
<i>Physicals</i>	<i>9.0%</i>
<i>Secretarial Services &amp; Supplies</i>	<i>1.0%</i>
<i>Telephone / Television</i>	<i>5.0%</i>
<i>Training &amp; Education</i>	<i>14.0%</i>
<i>Waterhole Maintenance</i>	<i>2.0%</i>
<b><i>TOTAL</i></b>	<b><i>100%</i></b>

- The KVFC, as part of our Capital Equipment replacement program, purchased new Life Safety Ropes, Cold Water rescue equipment.
- Replacement of our LUCAS Devices. These perform Automated CPR on a patient.
- Replacement of all our First responder medical bags.

## KEY ACTIVITIES AND ACCOMPLISHMENTS

- Took delivery of our Refurbished Heavy Rescue truck.
- Members took part in approx. 3500 hours of training.

**Respectfully submitted by:**

*Todd Hajek, Senior Trustee*

*Richard Darin, Chief*

## Killingworth Conservation Commission

1. State Organization Meetings Attended

Guy Vecchitto attended the Fall annual meeting of CACIWC. From that conference Guy gathered a number of articles on conservation to share with all the KCC members.

2. Public Programs

Jim Fullmer arranged for the KCC to sponsor a talk on “Dark Skies” presented by Mr. Leo Smith, an expert on the use of night lighting and the impact on wildlife. This took place on June 7, 2024, held at the Killingworth Public Library.

A public program and talk on endangered trees is being set up for the fall of 2024, by Alec Martin. Alec is researching and collecting articles on endangered trees and is arranging for an expert on the topic to provide a program and talk

3. Sustainability through textile recycling and through Food Scrap recycling were set up in the late fall of 2023 at the Transfer Station administration. Roslyn Reeps and Maureen-Farrell-Charney arranged for these processes to take place, as approved by the Killingworth Transfer Station Supervisor.

4. Conservation Education programs were provided by Stephanie Warren and took place at the Killingworth Library. These included in the summer of 2023, the fourth KCC “Kids Kontest” , focused on Vernal Pools . Two interactive programs for children ages 7 to 12 are scheduled for July of 2024. July 17 will be on Monarch Butterflies, and July 31 will be on Beavers.

### FINANCIAL HIGHLIGHTS

Budget Expenses

July, 2023	CACIWC yearly membership	\$ 65.00
October 2023	Cost to attend the CACIWC	75.00
June 2024	Cost for “Dark Skies” speaker	100.00
June 2024	Cost for Education program materials	36.86

Respectfully submitted by Stephanie Warren, KCC Chair July 9, 2024

## Municipal Agent for the Elderly and Disabled

Mercedes Ricciuti, Municipal Agent  
Contact: 860-663-1765, x 217  
Email: municipalagent@townofkillingworth.com

### FINANCIAL HIGHLIGHTS

Town of Killingworth Operating Budget Allocation	\$12,436.00
Operating Expenditures	\$12,828.12

### KEY ACTIVITIES AND ACCOMPLISHMENTS

- State fuel assistance for all low-income and disabled residents
- State Renter’s Rebate for low-income Elderly and disabled
- Information and referrals for State services and benefits for all residents
- Help with social services requests from all residents
- Distribute the Friendly Fund donated by Killingworth residents to help other residents in crisis

Respectfully submitted by:

Mercedes Ricciuti  
Municipal Agent

## Municipal Animal Control

Marian Smith, Animal Control Officer

### FINANCIAL HIGHLIGHTS

#### Revenue

Operating Budget Allocation	\$26,000
Other Revenue	
Licenses	\$6,599
Redemptions	\$135
Animal Population Control	\$2,368
Combined	\$35,102
Expenditures	
Animal Control Officer	\$20,210
State of Connecticut	\$5,625
ACO & Shelter Expenses	\$2,291
Veterinarian Expenses	\$45
License & postage	\$429
Training	\$0
Combined	\$28,555
Net	\$2,555

Additional information regarding Dog Fund and other Nonmajor governmental funds can be found in the exhibits "Balance Sheet" and "Statement of Revenue, Expenses and Changes in Fund Balances" of the annual town audit.

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The Killingworth Animal Control Officer is responsible for handling all concerns regarding domestic animals as well as providing information, referrals and intervention for concerns regarding wild animals. The initial licensing delinquent list totaled over several hundred delinquencies. After following up with each person on the list, we were able to update the town's records, collect the required fees, and ultimately reduce the list to 37 delinquencies. In addition to those dogs being impounded, Animal Control also reunited numerous lost dogs with their owner's avoiding impoundment. The following activity occurred during the 23-24 fiscal year:

Licenses Issued	978
Complaints Investigated	158
Animal Bites	2
Infractions Issued (State Statute Violations)	1
Impoundments	4
Placed as pets	1
Euthanized	0
DOA	0

Respectfully submitted by:

Marian Smith, Animal Control Officer

## Municipal Historian

The Connecticut General Statutes state that towns may appoint a Municipal Historian. However, they do not define the duties of a municipal historian, so it is up to the individual historian and town to determine what he or she does.

The Municipal Historian responded to questions from individuals and organizations about town history, ancestors who lived in Killingworth, veterans, dates of houses, gravestones, etc. If the question can't be answered, the municipal historian guides persons to appropriate sources such as books, web sites, genealogies, vital records, land records, and cemetery records. The municipal historian does not do genealogical research or title searches for individuals but can tell them how to do it. The municipal historian acts as an advisor to the Historic Review Committee.

The Killingworth Historical Society, Municipal Historian, and volunteers performed work on the Town-owned cemeteries, including cleaning gravestones, resetting gravestones, and cutting brush. The town provides for mowing of the cemeteries. Due to this work, the appearance and condition of the Union District Cemetery on Roast Meat Hill Road is greatly improved. Work has now started on the Southwest District Cemetery on River Road.

The Killingworth Historical Society, located in the Parmelee house at the Parmelee Farm, owns a large collection of artifacts, books, documents, and photographs on the history of the Town. Exhibits are usually set up at the Parmelee house for viewing by the public on days during the summer. A display of tools used in 18th and 19th century Killingworth farmsteads is in the Society's new barn. Donations to the Historical Society of items pertaining to Killingworth's history are welcomed.

The Municipal Historian has been supportive of efforts to protect historic houses in Killingworth from demolition. The Town has a Demolition Delay Ordinance in which the Historic Review Committee can place a 180-day delay on a permit for demolition. During this time, efforts can be made to save the house. The Planning and Zoning Commission passed a regulation "Preservation of Historic Buildings and Structures." This regulation may be applied in those circumstances where applicable zoning regulations have the practical effect of requiring demolition or discouraging the preservation or continued use of historic buildings. Under the regulation, the continued use or occupancy of the building or structure would be permitted. An ordinance "Tax Abatement for Structures of Historic or Architectural Merit" was passed in 2024. Under this ordinance, structures having significant historical value as determined by the Historic Review Committee may be eligible for a tax abatement if it can be shown to the satisfaction of the Killingworth Board of Selectmen that the current level of taxation is a material factor which threatens the continued existence of the structure, necessitating either its demolition or remodeling in a manner which destroys the historical or architectural value. It is important that the historic houses in Killingworth be preserved because they contribute greatly to the rural-residential and historic character of the town.

The Municipal Historian has written books on the history of Killingworth. The newest is *The Early Gravestones of a Colonial Town: Killingworth, Connecticut*. Others are *History of The Congregational Church in Killingworth, Connecticut*; *a Timeline of the History of Killingworth Connecticut 1600-2017*, second edition; and *A Photographic History of Killingworth*. These books benefit the Killingworth Historical Society and are available at the Town Hall and the Historical Society.

**Respectfully submitted by Thomas L. Lentz, Municipal Historian**

## Parmelee Farm Committee

Scott Hawkins, Chair  
 Guy Vecchitto, Vice Chair  
 Christine Cronin, Secretary  
 Tim Gannon  
 Peg Scofield  
 Karen Milano  
 Linda Dudek  
 Terry Doyle  
 Micheal Greenway  
 Elise Brule

### FINANCIAL HIGHLIGHTS

Town of Killingworth Operating Budget Allocation \$10,000

**Operating Expenditures: \$10,910**

Our total operating Expenditures were: \$10,910

This money was used for the following items to keep the farm operating:

- Gasoline
- General Farm Maintenance
- Small Tools & Equipment
- Equipment Rental
- Security/Internet
- Eversource
- Porto Potty
- Tree Work
- Signage
- Trash Carting

**Parmelee Activities Special Fund Expenditures: \$53,703**

Activities Expenses include:

- Cleaning Services
- Event Labor
- Return of Security Deposits
- Misc. Expense –
  - Farm Sponsored Community Events
    - Pumpkin Carving
    - Christmas at the Farm
    - Artisan Market
    - Concerts

- Lighting and Sound upgrades
  - Event Marketing
    - Banners
    - Ads
- Rebuild Stone Walls
- Trail Enhancements
  - Remediation – geo grid
  - Emergency posters
- Beautification
  - Garden area (near sign)
- Farm Communications
  - Brochures, Flyers, Signage, Stationary
- General Supplies – cleaning, trash
- Food & Beverage -Volunteers
- Farm Market Refund
- Sugar House Operational Supplies

**Parmelee Activities Revenue:**

**\$55,002**

This revenue is comprised of:

- Event Deposits and Payments
- Artisan Market Fee
- Misc. Donations – Includes some event deposits, memorial benches,
- Sugar House Donation
- Shared Harvest Donations
- Community Garden Plot Fees

**Improvements/Enhancements Made in 2024**

Stone Wall Restoration – We continued efforts to restore stone walls along the main dooryard area.

Trail Improvements – Informational emergency posters were installed around the farm and sections of the Blue Trail underwent remediation. Updated trail maps and brochures were added to kiosk and trail intersections.

Event Production Upgrades – We purchased outdoor speakers, additional concert lighting and upgraded the Farm’s Wi-Fi capabilities.

**Summary**

The Farm Committee proudly sponsored several community events this year, thanks to generous support from the Lions Club, KWO, the Middlesex Chamber of Commerce, and other local organizations. As a result, all events were free of charge.

These events were well attended and recognized by local media as some of the “Best of Killingworth.” Their success was made possible by the dedication and hard work of our volunteers. Each event is carefully planned and overseen by the committee to align with the Farm’s mission and preserve the property for future use.

The Parmelee Farm Committee continues to follow its Master Plan, originally developed in 2010 and updated as needed, to guide improvements to the property. As opportunities and needs arise, additional enhancements will be made to support the Farm’s growth and development.

As maintenance costs continue to rise, the committee remains committed to using resources wisely, ensuring that every dollar is stretched to its fullest potential. We take a frugal and thoughtful approach to upkeep, relying on volunteers and community partnerships to help maintain the property while preserving its beauty and functionality.

A special thanks to our dedicated volunteers, whose efforts keep Parmelee Farm beautiful and operational. From mowing the fields and maintaining trails with help from the KLT to preserving buildings and facilities and assisting at community events, their contributions are invaluable.

Submitted by  
Peg Scofield  
2025 Committee Vice Chair, on behalf of the Parmelee Farm Committee

## Planning & Zoning Commission

Thomas W. Hogarty, (D)  
Brice McLaughlin (R)  
Geoffrey Cook (D)  
William T. Tobelman (D)  
Paul McGuinness (D)  
Michael D. Drew (D)

### ALTERNATES

Alec Martin (D)  
Julie A. Phelps (R)  
Stephanie Warren (D)

### FINANCIAL HIGHLIGHTS

Operating Budget Allocation	\$1,975
Operating Expenditures	\$ 935

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The powers and duties of Planning and Zoning Commissions are spelled out in the General Statutes of the State of Connecticut. Killingworth has a combined Planning and Zoning Commission.

Zoning commissions have two functions; one is legislative, and the other is administrative. In its legislative role, P&Z writes regulations regarding zoning districts (for example, residential, commercial, industrial); the height, number of stories, and size of buildings; the density of population and the location and use of buildings; and advertising signs. It may provide that certain classes or kinds of buildings, structures, or uses of land are permitted only after obtaining a special permit or special exception from the commission.

In its administrative role, the commission determines whether a building or use is in conformity with the regulations, reviews applications and site plans, decides on applications for special exceptions, and enforces the zoning regulations.

Planning commissions regulate the subdivision of land and dedication of open space. Also in this capacity, P&Z reviews municipal improvements such as streets and bridges, public schools, parks, utilities, and public housing developments.

Finally, every ten years, P&Z must prepare, adopt, and amend a plan of conservation and development for the municipality. This plan shows the commission's recommendations for the most desirable use of land for residential, recreational, commercial, industrial, and other purposes and for the most desirable density of population in the various parts of the municipality. The plan currently in place was adopted in 2018.

## Probate Court

### FINANCIAL HIGHLIGHTS

Town of Killingworth’s Operating Budget Allocation	\$1,948
Town of Killingworth’s Operating Expenditures	\$1,948

### KEY ACTIVITIES AND ACCOMPLISHMENTS

The Saybrook District Probate Court serves the nine towns of Chester, Clinton, Deep River, Essex, Haddam, Killingworth, Lyme, Old Saybrook, and Westbrook, which have a combined population of approximately 63,000. Judge Jeannine Lewis presides over hearings and is supported by six staff including Laurie M. Buckley, Chief Clerk, Marge Calltharp, Stella Caione, Helene Yates, Jacqueline Craco, and Rosemary Nolin. Sharon Tiezzi retired as Chief Clerk at the end of 2023 and is enjoying time with her husband and grandchildren, as well as serving the community through the Old Saybrook Lions Club.

The court is located on the second floor of the Old Saybrook Town Hall, 302 Main Street, Old Saybrook, and is open from 8:30-4:30 Monday through Friday. Paperwork for children’s matters can be filed in the Old Saybrook location; however, all hearings on children’s matters, with the exception of name changes, are heard by Judge Lewis at the Connecticut Children’s Regional Probate Court located at 1501 East Main Street, Meriden. Utilizing this court location enables families to benefit from the services of social workers, called Family Specialists, who assist in developing custody and visitation arrangements that provide healthier outcomes for children and their families. Additionally, the judge travels to the homes or residences of people who are unable to appear in court due to infirmity or disability.

During the reporting year, the Saybrook District Probate Court administered matters with respect to the following areas of the law: 1,527 decedent’s estates; 365 conservatorships; 128 trusts; 157 guardianships of the intellectually disabled; 110 children’s matters including termination of parental rights, temporary custody appointments, Special Immigrant Juvenile Findings, parentage claims, and guardianships; 54 compromise of claims/appointments of a guardian of the estate of a minor; 48 name changes; and 10 adoptions. The court also performs many administrative functions and processed 176 fee waivers for indigent individuals to allow full access to their services regardless of ability to pay.

Court hearings take place in person, fully remotely, utilizing the Webex video conferencing platform, or using a hybrid of the two. In addition to the daily work of the court, during the reporting period, Judge Lewis published several short articles for the Events Magazine entitled “Helpful Tips for Navigating Probate” and “Avoiding Probate While You are Alive by Planning for Incapacity”; spoke at the Estuary in Old Saybrook to grandparents raising grandchildren on probate topics related to children’s matters; spoke at Worthington Manor in Westbrook on the topic of planning for incapacity; and presented to the Probate Assembly on the topic of Limited English Proficiency in the Probate Court. The Saybrook District Probate Court also hosted an Open House for local elected officials and social workers to provide education on the multifaceted role of the Probate Court as a social services safety net, and hosted a professional program presented by the National Association on Mental Illness (NAMI) entitled “Mental Health 101”.

**Honorable Jeannine Lewis, Judge of Probate**

## Public Works

Walter Adametz, Road Foreman  
Mark Albrecht, Crew Leader/Operator  
Greg Alfiero, Driver/Operator  
Wayne Linsley, Mechanic/Operator

### FINANCIAL HIGHLIGHTS

#### Town of Killingworth Operating Budget Allocation Highway

• Highway Other	\$382,902
• Snow	\$190,000
• OT/Special	\$ 8,500
• Cemetery	\$ 11,000
• Groundskeeper/Contractors	\$ 5,500
• Wages	<u>\$314,788</u>
• Total	\$ 912,690

#### Operating Expenditures

Total Highway Operating Expenditures FY 23/24 were \$719,729

The Department was able to stay well within the operating budgets. Thanks to a mild winter, we spent about half of our snow budget.

#### Capital Expenditures

*The department's capital expenditure for equipment for FY 23/24 was \$115,000, which included a small mason dump truck with plow and sander.*

*The department's capital expenditure for Road Projects for FY 23/24 was \$800,000 for sectional overlay, reclaim and pave, gravel road drainage improvements and chip seal.*

### KEY ACTIVITIES AND ACCOMPLISHMENTS

We continue with our road program by paving and chip sealing to increase the life of our roads. We continue with our tree program addressing the high mortality rate of dead ash trees killed by EAB (Emerald Ash Borer) and other trees killed by the Gypsy Moth throughout the town. Each year we sweep, roadside mow and plow and sand 70 miles of town roads as well as grade 7 miles of gravel roads, and pump out 1200 catch basins.

Town of Killingworth Killingworth Department of Public Works –Transfer Station  
Martin Puhl, Supervisor  
Attendants: Jose Torres, Neal Peterson

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation Transfer Station

- Compactor Operation \$ 85,205
- Compaction, Carting & Disposal \$ 140,000
- Bulky Waste Disposal \$ 90,500
- Hazardous Waste Collection \$ 12,400
- Total \$328,105

### Operating Expenditures

Total Transfer Station Operating Expenditures FY 23/24 were \$279,542.

### Capital Budget

There were no capital expenditures for FY 23/24.

## KEY ACTIVITIES AND ACCOMPLISHMENTS

The Town of Killingworth hauls our own trash. For the FY 23/24,

- Municipal Solid Waste (MSW) 991 tons
- Bulky Waste 160 tons
- Paper & Cardboard 612 tons
- Bottles and cans
- Waste oil
- Electronics & items containing freon
- Chipped brush
- Scrap metal
- Textiles
- Food Scraps

### Respectfully submitted by:

Christopher Mello  
Director of Public Works

TOWN OF KILLINGWORTH

**Tax Collector's Office**

Michele Nuhn, CCMC, CCMO, Tax Collector  
 Brian Winchell, Tax Clerk

FINANCIAL HIGHLIGHTS

**Budgeted tax revenue** \$ 19,473,129.00  
**Actual tax revenue** \$ 19,729,283.32

**Annual Report for  
 Active Accounts**

YEAR	BEGINNING BALANCE 7/01/23	LAWFUL INCREASES	LAWFUL DECREASES	SUSPENDED	TAXES PAID	INTEREST PAID	LIENS/ FEES PAID	REFUND OF OVERPAYMENTS	RECEIVABLE BALANCE AS OF 6/30/24
2008	600.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.71
2009	609.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	609.84
2010	661.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	661.24
2011	270.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	270.54
2012	271.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	271.02
2013	260.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	260.82
2014	285.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	285.90
2015	299.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	299.90
2016	404.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	404.34
2017	654.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	654.34
2018	1,615.21	0.00	82.42	0.00	860.36	422.08	24.00	82.42	754.85
2019	11,251.65	0.00	80.16	0.00	8,991.91	2,515.75	72.00	80.16	2,259.74
2020	47,018.49	0.00	440.00	17,690.52	20,477.28	7,699.53	99.64	390.65	8,801.34
2021	118,961.43	560.13	4,671.35	0.00	81,582.55	17,887.02	320.04	2,166.45	35,434.11
2022	19,672,345.44	7,789.86	42,772.65	0.00	19,534,033.81	42,683.96	3,045.06	19,946.96	123,275.80

**Annual Report  
for Suspense  
Accounts**

YEAR	BEGINNING BALANCE OF SUSPENSE ACCOUNTS 07/01/23	LAWFUL INCREASES	LAWFUL DECREASES	ADDED TO SUSPENSE	TAXES PAID	INTEREST PAID	LIENS/ FEES PAID	REFUND OF OVERPAYM ENTS	ENDING BALANCE OF SUSPENSE ACCOUNTS 6/30/24
2008	5,408.00	0.00	0.00	0.00	138.29	365.09	0.00	0.00	5,269.71
2009	9,618.23	0.00	0.00	0.00	122.01	303.81	0.00	0.00	9,496.22
2010	7,972.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,972.49
2011	12,652.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,652.69
2012	12,637.25	0.00	0.00	0.00	154.54	393.68	0.00	0.00	12,482.71
2013	13,426.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,426.87
2014	12,744.68	0.00	0.00	0.00	113.03	166.15	0.00	0.00	12,631.65
2015	10,651.83	0.00	0.00	0.00	93.46	120.56	0.00	0.00	10,558.37
2016	13,414.70	0.00	0.00	0.00	669.17	729.48	0.00	0.00	12,745.53
2017	14,461.32	0.00	0.00	0.00	871.69	826.73	5.78	0.00	13,589.63
2018	19,393.52	0.00	0.00	0.00	628.10	562.36	14.68	0.00	18,765.42
2019	15,139.80	0.00	300.33	0.00	1,666.31	974.85	11.56	0.00	13,173.16
2020	0.00	0.00	0.00	17,690.52	1,532.58	668.18	0.00	0.00	16,157.94

<b>Operating Budget Allocation</b>	\$ 93,580.00
<b>Operating Expenditures</b>	
Salaries	\$ 80,957.33
Supplies	\$ 1,681.51
Meetings and dues	\$ 769.54
DMV fees	\$ 250.00
Printing, software, technology	\$ 10,498.74
Certification courses	\$ 50.00
Total expenditures	\$ 94,207.12

## KEY ACTIVITIES AND ACCOMPLISHMENTS

The Tax Collector's Office is responsible for the following:

- Bills for and collects all taxes assessed in the town. The taxes cover the town budget and Killingworth's share of the Region 17 school budget.
- This year the office mailed 3,074 real estate bills, 370 personal property bills, 6,966 motor vehicle bills, and 936 supplemental motor vehicle bills, for a total of 11,346 bills.
- Publishes legal notices for collection periods as required by Connecticut State Statute.
- Processes all payments made online, in person, and by mail.
- Provides up-to-date, accurate information to escrow companies, title searchers, and residents.
- Processes Certificates of Correction, pro-rates, and added bills from the Assessor's Office.
- Prepares and processes tax refund forms as applicable.
- Files tax liens in the Town Clerk's Office and UCC liens with the State of Connecticut as needed.
- Provides information to the CT DMV for delinquent put-on and take-off of motor vehicle records.
- Maintains an accurate audit trail of all collections.
- Attends educational seminars and training classes offered by the Middlesex County Tax Collector's Association, The Connecticut Tax Collector's Association, and the Connecticut Conference of Municipalities throughout the year.
- Michele Nuhn, Tax Collector, served as Treasurer for the Middlesex County Tax Collector's Association.
- The total amount collected for current taxes, back taxes, interest, liens, and fees for the 2023-2024 fiscal year was \$19,729,283.32.
- Collection rate for the 2023-2024 fiscal year was 99.4738.

**Respectfully submitted by:**  
Michele Nuhn, CCMC, CCMO  
Tax Collector

## Town Clerk’s Office

Town Clerk: Dawn Rees Mooney, CCTC, MCTC, CMO

Assistant Town Clerk: Michele O’Toole, CCTC, MCTC

Assistant Town Clerk: Ellen Nixon

### FINANCIAL HIGHLIGHTS

#### Town of Killingworth Operating Budget Allocation

General Government	<u>Allocation</u>	<u>Expenditures*</u>
Town Clerk Office Salaries	145,845.00	143,079.00
Town Clerk		
Recording/Indexing	22,000.00	18,619.00
Mapping/Microfilming	500.00	460.00
Conference/school/mile	1,200.00	1,115.00
Supplies	1,100.00	1,106.00
Record Preservation	2,400.00	1,651.00
Codification/Ordinances	8,000.00	2,393.00
Total Town Clerk	35,200.00	25,344.00
Software Licenses	2,024.00	2,109.00
Total General Government	183,069.00	170,532.00
<b>Unexpended Funds</b>	<b>12,537.00<sup>+</sup></b>	

#### Other revenues

Grants: **Once** again, the Town Clerk applied for and was awarded a \$5,500 Historic Preservation Grant which was used with Dupont Storage Systems for projects in both the Town Clerk’s and Land Use Offices. First, funds were used for the purchase of 66 additional shelf rollers to further stabilize the land record volumes currently stored in the mobile shelving system in the town clerk’s vault. Second, grant funds were used toward the purchase and installation of the base row of a mobile shelving unit replacing 13 overflowing filing cabinets containing property files in the Land Use Office. These new shelving units store files more efficiently, maximizing office space and allowing for future growth.

**Capital Expenditures** - not applicable

### KEY ACTIVITIES AND ACCOMPLISHMENTS

- **Overview:** The Killingworth Town Clerk’s Office was open to the public, fully staffed and operational for all hours of Town Hall operation. All duties of the office continued to be fulfilled within statutory and practical timeframes.

- **Land Records:** During the 2023-2024 fiscal year, 744 land record documents were recorded, indexed and scanned into the Killingworth land records, and 8 survey maps and 16 property registrations were also filed and indexed in this office. Additionally, the Town Clerk's Office processed CT State Real Estate Conveyance Tax Returns (OP-236's) totaling \$96,280 in revenue for the State of CT.
  
- **Technology:**
  - The Town Clerk's Office continued to partner with Catalis Courts & Land Records, LLC (previously NewVision Systems Corp.) for recording, indexing and accessing the town's land records, as well as processing vital records and dog licenses.
  - The Town Clerk's Office also continued its relationship with ACI Universal Payments to accept credit card/debit card payments for all on-line land record transactions and dog licensing fees with a minimal fee to the user.
  - A land records search terminal (including access to survey maps) was available to the public in the Town Clerk's Office. The Town's land records were also available 24 hours a day, seven days a week through the Town of Killingworth's website allowing the public to conduct on-line land record searches and print land record documents and survey maps remotely.
  - The Town Clerk's Office staff continued to manage records, including schedules and minutes of all boards and commissions, property transfer reports and town budgets, with General Code's Laserfiche document imaging system for easy search and access.
  - Once again, the Town Clerk maintained and updated "The Code" for the Town of Killingworth (available through the town's website or on paper) incorporating the Town's newly approved Charter, Ordinances and Special Acts, Inland Wetlands and Watercourses Regulations, Road Regulations, Subdivision Regulations and Zoning Regulations into one searchable resource.
  - The Town Clerk's Office staff utilized the State of CT's on-line Election Management System for election preparation and to report all election records and results (in conjunction with the ROV's) to the CT Secretary of the State.
  - The Town Clerk's Office continued to utilize the Connecticut Voter Registration System, with hand-held scanner and label printer, to process absentee ballots for all primaries, referenda and elections.
  - Town Clerk Dawn Rees Mooney served as the on-site manager/administrator for the town's website posting all board and commission minutes, legal notices, news and announcements and updating all pages as needed.
  
- **Dog Licensing:**
  - State law requires that all dogs six months and older and all kennels be licensed each year in the Town Clerk's Office. The Town Clerk's Office sent renewal reminders to all registered dog owners. Licensing was completed by mail, drop box, online or in person.
  - The Clerk's Office designed and conducted the "Where in The World is Killingworth's Next Top Dog" contest during June to encourage on-time dog licensing in compliance with state statutes. (Town Clerk Mooney personally provides all contest prizes.)
  - This office processed 969 dog licenses, 7 kennel licenses and 2 guide dog licenses for the 2023-2024 license year.

- **Official Town Meeting Schedule:** In accordance with FOIA, the Town Clerk's Office maintained the official meeting schedule for all Town of Killingworth boards and commissions, in addition to numerous regional agencies. All submitted agendas and minutes were posted on the Town's website, as well as on the official calendar in the Town Clerk's Office, with paper copies displayed and filed as prescribed by state statutes. While most town agencies returned to in-person meetings, on-line meetings continued as an option, with access codes and instructions included in the agendas on the calendar.
  
- **Voters:** As always, residents were able to register to vote, change party affiliation and update their names and address daily in the office of the Town Clerk.
  
- **Elections:** During the 2023-2024 fiscal year, the Town of Killingworth held a Regional School District #17 Budget Referendum, a Republican Primary, a Municipal Election, and an April Presidential Preference Primary, where Early Voting made its debut in Connecticut. Town Clerk Office staff:
  - o Entered and verified all pre-election data into CT's on-line Election Monitoring System.
  - o Maintained Killingworth's permanent absentee ballot records.
  - o Compiled, issued and recorded absentee ballot applications for all votes.
  - o Received and time-stamped completed absentee ballot applications, verified applications were complete and applicant was a qualified elector, and issued absentee ballots within 24 hours of receipt of application for all elections, primaries and referendums.
  - o Received, recorded and filed completed absentee ballots and safeguarded these returned ballots until delivery to polling place on election day for all votes.
  - o Received from the Registrars of Voters and verified all Early Voting ballots and safeguarded these voted ballots until delivery to polling place on Municipal Election Day.
  - o Conducted absentee ballot training for absentee ballot clerks during poll-worker training sessions prior to each election, primary or referendum.
  
- **Vital Statistics:** Unlike larger CT cities, Killingworth Town Clerk staff also serve as Registrars of Vital Statistics, issuing marriage licenses, burial, cremation and disinterment permits, and certified copies of birth, marriage and death certificates. Acting in this capacity, this office indexed and preserved all vital records in volumes for that purpose in the format prescribed by the CT Department of Public Health. Additionally, office staff continues to monitor CT's new Electronic Death Registry for processing burial, cremation and disinterment permits and issuing death certificates, as well as CT's Vital Records System for issuing birth certificates.
  
- **Freedom of Information Act Requests:** The Town Clerk continued to manage all FOIA requests received by the Town in accordance with CT's FOI statutes, providing the initial acknowledgement of the request, compiling requested information from appropriate town departments, scheduling delivery of the information, collecting any fees and tracking the entire process. During the 2023-2024

fiscal year the Town Clerk’s Office managed and tracked 31 FOIA requests, a 29% increase over the last fiscal year.

- **Policies and Procedures Manual:** Town Clerk Mooney updated the office’s “Policy & Procedure Manual”, a comprehensive guide for all operations within the Town Clerk’s Office, with numerous changes, and continued to ensure all office business was conducted in accordance with this manual.
- **Additional Duties:** For the convenience of Killingworth’s residents, the Town Clerk’s Office continued to issue hunting, fishing, trapping licenses and guidebooks for CT’s DEEP. In addition, the office managed Notary Public Applications/Filing/Certifications, issued and recorded Trade Name Certificates and recorded liquor permits.
- **Personnel:** Town Clerk Dawn Rees Mooney and Assistant Town Clerk Michele O’Toole maintained Master Connecticut Town Clerk designations from the Connecticut Town Clerks Association by attending the required training and conferences. Additionally, Town Clerk Mooney maintained her Certified Connecticut Municipal Official designation from the Connecticut Conference of Municipalities. Part-time Assistant Town Clerk Ellen Nixon remained an essential member of the town clerk team.
- **Special Town Meetings:**

- o **Special Town Meeting, October 23, 2023**

**RESOLVED:** That the Town fund, from the underexpended lines, overexpenditures in FY 2022-23 in excess of \$20,000 for the following line item:

Town Counsel	\$30,081
--------------	----------

**RESOLVED,** That the Town authorize the closeout of the following Capital Accounts as of June 30, 2023:

IT Upgrades	\$ 24
KVFC – Training Building Improvements/Props	\$ 39
HW Dept – Pick Up with Plow	\$ 490
Transfer Station – Center Compactor	\$11,401
Library Parking Lot – Reclaim & Pave	\$14,264
Bethke Rd Culvert	\$ 7,153
Overlay	\$18,458
Chip Seal	\$ 4,955

These balances revert to the Assigned Fund Balance of the Reserve Fund for Capital and Nonrecurring Expenses.

**RESOLVED,** That the Town fund, from the American Rescue Plan Act (ARPA) Fund Balance, over expenditures of the following Capital Accounts as of June 30, 2024:

IT Upgrades	\$5,168
Budget Book Software	\$1,667
KVFC – LUCAS CPR Devices	\$12,158
KAA – LUCAS CPR Devices	\$1,636

**RESOLVED**, That the Town authorize the proposed new capital projects for FY 2023-24, and to fund from the American Rescue Plan Act (ARPA) Fund Balance:

KAA – 13 Automatic External Defibrillators (AEDs)                      \$28,155

○ **Special Town Meeting, March 25, 2024**

**RESOLVED**, That the Town authorizes the additional expenditure of \$19,892 for on-line permitting software to be funded by the assigned fund balance of the capital reserves.

**DEFEATED**, That the Town authorize the use of the remaining unassigned ARPA funds amounting to approximately \$230,000 to be allocated to the Park and Recreation Commission for the following two (2) purposes:

A. \$75,000 for the construction of Pickleball Courts, and

B. \$155,000 and any remaining ARPA balance above this amount to be designated for the purpose of the construction of the Baseball/Multi-Purpose Field at Eric Auer Park, supplementing the existing DEEP grant as unanimously approved at October 23, 2023, Board of Selectmen and the November 14, 2023 Board of Finance meetings.

**RESOLVED**, That the Town enact an ordinance that would enable the Board of Selectmen, pursuant to CGS 12:127a, to offer full or partial tax abatement on taxes on structures of historical or architectural merit upon recommendation of the Historic Review Committee. The full text of the proposed ordinance is on file with the town clerk.

○ **Annual Town Budget and Special Town Meeting, May 20, 2024**

**RESOLVED**, That the Town adopt the Budget recommendation of the Board of Finance of an Operating Budget for fiscal year July 1, 2024 – June 30, 2025, in the amount of \$5,988,512.

**RESOLVED**, That the Town adopt the Budget recommendation of the Board of Finance of Capital Expenditures for the fiscal year July 1, 2024 – June 30, 2025, in the amount of \$2,523,248.

**RESOLVED**, That the Town confirm the Selectmen’s appointment of James Joseph Duffield and William Raymond Burley as Killingworth’s representatives to the Haddam-Killingworth Recreation Authority, for a term to commence upon confirmation and to continue until June 30, 2025.

**Respectfully submitted by:**

Dawn Rees Mooney, CCTC, MCTC, CCMO  
Killingworth Town Clerk

## Zoning Board of Appeals

Brian Young, Chairman  
Benjamin A. Charney, Vice Chairman  
Mark McCormick  
Graig Judge  
Cheryl K. Fine  
**Alternate Members:**  
Bruce Dodson  
William R. Joyce

Judith Brown - Clerk

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation**  
Annual Budget \$500

**Other revenues**  
Revenue \$200

**Operating Expenditures**  
Expenses \$0

### KEY ACTIVITIES AND ACCOMPLISHMENTS

- Deciding appeals of a decision of the Zoning Enforcement Officer to consider if Zoning Regulations were applied and interpreted correctly.
- Deciding if a variance of Zoning Regulations should be granted. A variance or exception to Zoning Regulations is considered only when a hardship exists as defined by Connecticut State Law. This requires careful application of the law to the facts – a judicial function. A hardship exists only in a unique situation affecting real estate, which Zoning Regulations fail to address.  
By State Law:
  - The hardship must be a unique situation which is different from all other properties.
  - The hardship must be in terms of the property – financial, medical or other personal difficulties of the applicant cannot be considered.
  - Variances are granted to real estate and are attached permanently through land records. The identity or character of the owner or applicant is not relevant.
  - Variances must be consistent with the overall objectives of Zoning Regulations and the Town Plan.

- The situation leading to the application for variance may not have been created by the owner or occupant.

Two applications were received – two variances. One was granted and one was denied.

**Respectfully submitted by:**

Brian Young, Chairman

## **SUPPORTED NON-MUNICIPAL ORGANIZATIONS**

## Community Renewal Team

Lena Rodriguez, President & CEO  
 Jeffrey Walsh, Chief Financial Officer

Contact: Willa Bloch, Planning Coordinator  
 Community Renewal Team, Inc.  
 555 Windsor Street, Hartford, CT 06120  
[blochw@crtct.org](mailto:blochw@crtct.org) 860-560-5678

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation:** \$ 3,000

#### Other Revenues

These figures (revenue and expenses) are from CRT’s 2023 audit (12/31/23) as the 2023 independent audit is still in process. We can update the figures below when it is completed if the Town of Killingworth requests it.

#### Grants & Contracts

- Federal: \$ 44,120,759
- State: \$ 5,724,610
- Municipal: \$ 1,080,009
- Foundations: \$ 723,476
- Private: \$ 624,961
- State Capital Projects: \$ 977,125

#### Contributions

- In-Kind: \$ 1,076,431
- Fundraising: \$ 174,901

#### Other Revenue

- Education Fees/Subsidies: \$ 1,013,601
- Elderly Nutrition Meals: \$ 388,001
- Catering: \$ 259,919
- Child/Adult Food Subsidies: \$ 58,844
- Patient Fees: \$ 1,275,818
- Housing Services: \$ 2,642,107
- Investment Earnings: \$ 410,027
- Other: \$ 981,972

**Total Support & Revenues:** \$ 61,532,561

Total revenue is \$20,000 lower than the previous year. This was due to a decrease in State Capital Projects

Expenditures (the figures below represent CRT's five main sources of expenditures) per our 2023 audit:

- Salaries and benefits: \$19,479,690
- Client Assistance: \$28,638,036
- Materials and supplies: \$ 4,619,929
- Contractual Services: \$ 2,628,568
- Occupancy: \$ 2,608,924
  
- Total Expenses: \$ 60,045,221
- Capital Expenditures: n/a

## KEY ACTIVITIES AND ACCOMPLISHMENTS

In 2024, Community Renewal Team, Inc. (CRT) provided services for 75 Killingworth families (126 residents). By far the most popular service was Energy Assistance. This program benefited 72 families (110 residents) for a total value of \$57,214.59 or 94% of the total town amount. Other services utilized by Killingworth residents were case management and SNAP outreach.

**Respectfully submitted by:**



**Willa Bloch, Planning Analyst**

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### Connecticut Conference of Municipalities (CCM)

Joe DeLong, Executive Director and CEO;  
Mike Muszynski, Director of Research and Analytics;  
Brian West, Killingworth Town Liaison to CCM;  
Andrea Farrell, Director of Finance

545 Long Wharf Drive  
New Haven, CT

203-500-7556 (Mike Muszynski)

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation:

CCM has sustained the town's dues at the current level, **\$3,643** for the last 11 years.

## KEY ACTIVITIES AND ACCOMPLISHMENTS

- CCM played a major role in securing Killingworth additional state financial assistance through PILOT and other programs, held harmless against particular cuts, and ensured costly mandates were not enacted.
- Killingworth participates in CCM's Energy Program, a member program that provides savings for electric procurement.
- In the last year, Killingworth staff have attended 14 events or workshop sessions. These sessions focus on a variety of issues pertaining to key state-local and municipal management issues.
- In the past year, CCM has provided at least 3 unique research requests for town staff.
- Killingworth has 8 active staff certified or being recertified in CCM's Certified Connecticut Municipal Officials (CCMO) program, and another 3 currently enrolled and on track for certification.
- The town is a member of CCM's Discount Prescription Drug Card Program.

## Connecticut River Coastal Conservation District

**Staff:** Jane Brawerman, Executive Director  
 Kelly Starr, Natural Resource Specialist  
 Kate Preston, Natural Resource Specialist  
 Sandy Weiss, Office and Program Administrator

**Officers:** Denise Savageau, Chair  
 Cary Chadwick, Secretary  
 Lorraine Jalbert, Treasurer

### Location/Contact Information

deKoven House  
 27 Washington Street  
 Middletown, CT 06457  
 (860) 346-3282  
[ctrivercoastal@conservect.org](mailto:ctrivercoastal@conservect.org)  
[www.conservect.org/ctrivercoastal](http://www.conservect.org/ctrivercoastal)

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation: \$1,661**  
**Financial Statement:** July 1, 2023 through  
 June 30, 2024

#### INCOME

State Funds	\$100,000
Grants	107,912
Material Sales	69,776
Local Funds	33,518
Program Income	11,908
Contributions	5,725
Interest Income	242
<b>Total Income</b>	<b>\$329,081</b>

#### EXPENSES

Wages, Payroll Taxes, Retirement Benefits	\$175,042
Grant Expenses	24,103
Plant Sale & Fundraising Expenses	43,003
Operating/Office Expenses	26,626
Program Expense	3,913
Professional Fees & Dues	2,080
Conferences, Meetings & Workshops	4,156
<b>Total Expenses</b>	<b>\$278,923</b>

Compiled by Comer & Company, LLC, Certified Public Accountants

## KEY ACTIVITIES AND ACCOMPLISHMENTS

The Connecticut River Coastal Conservation District is a nonprofit organization whose mission is to promote the sound use of our natural resources through technical assistance and education. Our programs are provided to municipal staff and land use commissioners, private residents, the agricultural community, the public, and the development industry. We are one of five conservation districts with similar missions working in different areas of the state. The Town of Killingworth is one of the 26 municipalities in Connecticut River Coastal Conservation District's area, which includes the lower Connecticut River watershed and adjacent coastal towns. We provide leadership in solving natural resource problems and preventing impacts to the environment in our communities, supporting both local conservation needs and working across municipal boundaries on a watershed level. Our ongoing technical and education services and programs include:

- Working with farmers and other land stewards to plan and implement more sustainable practices, increase productivity, and enhance habitat of working lands
- Providing municipal site plan reviews and landowner on-site assistance to address stormwater management, drainage, erosion and other natural resource concerns
- Conducting watershed assessments and water quality protection projects
- Engaging community members in taking an active role in protecting their rivers and streams through our citizen monitoring program, the Connecticut River Watch Program
- Distributing free District resources to promote backyard stewardship throughout our area, like our backyard water resources guide, invasive plant guide, pet waste pickup brochure, and stream buffer guide. Some of our publications also help support public education and outreach on stormwater management requirements for MS4 (Municipal Separate Storm Sewer System) communities
- Securing grants to assist municipalities and other partners with conservation needs
- Holding public events like our environmental film series, and our annual CT native plant sale

For more information go to [www.conservect.org/ctrivercoastal](http://www.conservect.org/ctrivercoastal), or contact our office at 860-346-3282. 2023-2024 highlights include:

- Provided conservation planning and technical assistance to eleven farms and forest landowners throughout our district in partnership with Natural Resources Conservation Service focused on protecting water quality by addressing run-off concerns and soil erosion; improving soil health and plant productivity; and enhancing and managing habitats and forests
- Conducted on-site natural resource assessments and provided management recommendations for five private landowners in five different district towns

- Initiated a solar development erosion and sedimentation inspection program as part of the CT DEEP stormwater management general permit
- Worked with conservation partners to launch a Long Island Sound Watershed planning project
- Held the 10<sup>th</sup> year of our community environmental film series featuring documentary films on a variety of pertinent topics
- Continued to offer and distribute our District educational resources throughout our towns
- Held our 32<sup>nd</sup> annual CT native plant sale to promote use of native plants in the landscape

**Respectfully submitted by: Jane Brawerman, Executive Director**

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

# Connecticut River Area Health District

CRAHD Staff List and Board of Directors 2023-2024

Staff Position	Name
Director of Health	Scott Martinson, MPH, MS, RS
Registered Sanitarian	Ryan Grenon, MPA, RS
Registered Sanitarian	Greg Mattus, MA, RS
Registered Sanitarian	Rebecca Drew, RS
Sanitarian	Melissa Howley
Public Health Nurse	Sherry Carlson, RN, BSN
Office Manager	Karina Moura

Board Position	Name	Town
Chair	Michael Dunne, M.D.	Old Saybrook
Director	Carol Jones	Deep River
Director	Alan Schwarz, M.D.	Old Saybrook
Director	Rita Foster, RN, MSN	Clinton
Director	Michelle Benivegna	Clinton
Director	Robert McGarry	Haddam
Director	Cindy Lignar	Chester
Director	Eric Couture	Killingworth

### Location(s)/Contact

455 Boston Post Road, Suite 7  
 Old Saybrook, CT 06475  
 Phone: 860-661-3300  
 Email: [crahdoffice@crahd.net](mailto:crahdoffice@crahd.net)

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation:

*The amount budgeted for Killingworth in the 2023-2024 town budget: \$72,550*

**Other revenues: CT DPH Per Capita: \$140,819, Grants: \$295,615, Fees, Permits, Vaccinations, Other: \$280,594**

### Town per capita:

Clinton	\$147,755
Old Saybrook	\$115,060
Haddam	\$94,164
Durham	\$78,171
Deep River	\$51,095
Chester	\$48,758
Fenwick 44	\$274

**Expenditures: \$1,203,184.00 - Audited**

- Expenditures
- \$723,235 – Wages
- \$ 234,848 – Medical, 401K, Taxes
- \$245,101 Operating Expenses

## KEY ACTIVITIES AND ACCOMPLISHMENTS

***We provide the State mandated core Public Health Services to the residents of Killingworth.***

**This report covers the period from July 1, 2023, through June 30, 2024**

The Connecticut River Area Health District (CRAHD) is a six-town local health district. CRAHD provides core public health services to the towns of Clinton, Old Saybrook, Deep River, Haddam, Chester, and Killingworth. The district is responsible for implementing programs and supporting policies that improve the health of its residents. The district provides a strong environmental health and code compliance program, targeted public health nursing services, health education and promotion activities, disease tracking and prevention, and public health preparedness planning. The district is dedicated to conducting its mission to maximize the highest quality local public health services possible given its current resource level.

COVID-19: The Emergency declaration for Covid 19 that began 3/10/2020, officially ended May 11, 2023. This declaration enabled us as a health district to provide health services to our residents during the COVID-19 Pandemic. The ending of the declaration does not signify the eradication of the Covid virus. We will continue to provide support and direction for our residents as the need arises.

### **Environmental Health:**

This fiscal year proved to be another busy one for the environmental health section. Our licensed Sanitarians performed a variety of environmental health functions and conducted a wide variety of inspections. In addition, Sanitarians offered advice to residents and the business community, and educated the public and targeted audiences on a variety of environmental health issues, code enforcement and code guidance. Inspection programs include state-mandated inspections for compliance with the Connecticut Public Health Code and local ordinances. Inspections, permitting/licensing activities, and targeted education are conducted in the following areas:

- On-site sewage disposal: soil site evaluations, installer, and engineered plan reviews, permitting for new, upgraded, altered, and repaired systems, installation inspections, as-built drawing review, issuance of permits to discharge.
- Food service establishments: restaurants, caterers, food stores, school cafeterias, nursing homes, churches, vendors, temporary events, and farmer's markets
- Body care establishments: cosmetology shops, nail and beauty salons, barber shops, and tanning salons

- Child day care centers and group day care homes
- Overnight-stay facilities such as hotels, motels, inns, bed & breakfasts
- Public swimming pools, including spas and condominium pools.
- Public bathing areas include freshwater bathing and marine water beaches.
- General Nuisance/Other Complaints: CRAHD Sanitarians respond to a variety of citizens' complaints such as: housing, rodent infestation, garbage and odors, septic overflows, general nuisance, well and water supply issues, and poor sanitary conditions.
- Private water supplies permitting, location approvals, testing, lab report reviews, advice on treatment and maintenance.
- Campgrounds: Inspections to ensure minimum sanitary standards
- Childhood Lead Poisoning Prevention: Lead Paint hazard reduction, abatement orders, education to homeowners, tenants, and property owners. Case follow up of childhood elevated blood lead levels. This activity has increased since January based on the lowering of acceptable venous lead levels.
- Housing: landlord-tenant issues related to minimum housing standards

### **Community Health:**

The Public Health Nurse (PHN) remains a source of education for all community partners. Though COVID is a little more in the background, it remains one of the infectious diseases that are monitored and tracked through the PHN. Scheduled BP clinics occur monthly, Senior Education sessions on variety of at-risk topics conducted monthly. PHN remains a resource and support for all towns prevention councils.

- The PHN manages the district's efforts to control childhood lead poisoning, both in prevention and response to elevated blood lead levels. This interaction with children and parents of children with elevated blood lead levels is markedly increased based on the State lowered acceptable levels.
- PHN continues to communicate with SNF and IL elderly housing frequently regarding cases,
- The Public Health Nurse continues to monitor CTEDDS for COVID-19 positive cases that occur in clusters with individual reach out for those less than 18 years of age. PHN has reviewed and investigated the small clusters at summer camps to monitor contact tracing, watching for in camp transmissions with review of policies and procedures at camp as needed. As well as monitoring and providing guidance as needed. PHN has kept close communication with schools and received weekly COVID-19 counts monitoring for increase in clusters and concerns.

- PHN continues to stay up to date on the emerging infection M--Pox and monitors CTEDDS daily for cases and contacts. PHN is ready to assist with screening and vaccination referrals as they arise. 2024 cases have at present tripled in CT since 2023. There were four patients in 2023 and 11 cases in 2024.
- PHN is presently collaborating with 4 Local prevention teams to support team efforts in education and prevention of youth vaping, alcohol, and cannabis consumption.
- CRAHD is the lead health department previously referred to as Mass Dispensing Area #39, which includes the six health district towns as well as Westbrook, Essex. CRAHD continues to meet with its Emergency Support Function (ESF) eight; Medical and Public Health partners in DEMHS region two and statewide to enhance regional capacity and to develop regional health care coalitions. CRAHD has reviewed and changed the structure of its PHERP. All Preparedness plans have been reviewed and will continue on an ongoing basis. The latest PHERP has been signed by the chairperson of the board and presented to the Regional Coordinator.
- CRAHD conducts local communications exercises on a quarterly basis and participates in regional and statewide drills and exercises.
- CRAHD continues its efforts in volunteer management and closed points of dispensing (PODs) efforts.
- CRAHD continues to improve its Health Alert Network (HAN) capacity and usefulness.
- Our PHN, under the guidance of the DOH, conducts active surveillance of all laboratories and physician reported diseases identified by the CT DPH. The PHN also conducts follow-up investigations of selected illnesses reported to control the spread of these diseases in the community.
- PHN completing DOT for active and Latent TB cases in our district. The amount of Latent TB cases that are being treated are over three times as high as 2022-2023.
- PHN has maintained certification for community health, "living with chronic disease or pain."
- Outreach and education are provided for diseases of importance such as hepatitis A, B, and C, elevated childhood lead levels, COVID, Lyme disease, West Nile virus, Zika, and other vector borne diseases. The district monitors mosquito borne diseases and managed mosquito control activities in the towns that participate.

<b>CRAHD - KW</b>	<b>23/24</b>
Soil Testing	14
B100A	65
New Septic Systems	9
Repair Septic Systems	22
Water Treatment	0
Well Permits	12
Complaints	1
Salon Inspections	5
Daycare Inspections	2
Overnight Stay Inspections	1
Engineered Plan	11

**Respectfully submitted by:**  
***Scott Martinson, MPH MS RS***  
***Director of Health***

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### Connecticut Council of Small Towns (COST)

Betsy Gara, Executive Director, COST  
1245 Farmington Ave., 101, West Hartford, CT 06107  
Bgara@ctcost.org/860-841-7350

#### FINANCIAL HIGHLIGHTS

##### **Town of Killingworth Operating Budget Allocation**

The amount budgeted for you in the 2023-2024 town budget - \$1075.00

##### **Expenditures**

- Government relations & grassroots advocacy
- Association management fee
- Events, webinars and workshops
- Research & Policy Analysis
- Operating Expenses

#### KEY ACTIVITIES AND ACCOMPLISHMENTS

During the 2023 legislative session, COST was instrumental in:

- Increasing funding for the Local Capital Improvement Program (LoCIP) and the Local Bridge Program to better the infrastructure needs of Connecticut's small towns, including Killingworth.
- Increasing education funding and ensuring that municipalities are held harmless from reductions in education funding due to the phased-in implementation of changes to the Education Cost Sharing formula.
- Defeating legislation that would have placed cost burdens on small towns, including proposals to eliminate the car tax, significantly increase the solid waste assessment, and increase worker's compensation costs by eliminating permanent partial disability settlement offsets.
- Actively participated in discussions regarding affordable housing, opposing one-size-fits-all approaches and, instead, encouraging support for programs to promote homeownership and affordable housing opportunities.

In addition, COST held webinars, workshops, and conferences to provide municipal officials with information and assistance in complying with new laws and regulations and addressing other challenges, such as cybersecurity, stormwater management, and energy efficiency.

##### **Respectfully submitted by:**

Betsy Gara, Executive Director

## The Connection, Inc.

Lisa Dematteis-Lepore, CEO

The Connection's Eddy Shelter  
1 Labella Circle, Middletown, CT

Contact: Stacy Hooker – Eddy Shelter Program Manager  
[shooker@theconnectioninc.org](mailto:shooker@theconnectioninc.org)  
(860) 343-5500 x5805

An emergency homeless shelter for single adult men and women in Middlesex County. This is a non profit organization.

The Mission of Eddy Shelter of Middlesex County is to provide leadership in identifying and promoting innovative solutions to ending homelessness, while allowing for each individuals unique capability. We accomplish this by meeting basic human needs with a warm bed and hot shower, providing skills to live in the community, resources and referrals to end homelessness and support to decrease the return to homelessness by utilizing prevention techniques.

Located on the grounds of Connecticut Valley Hospital in Middletown, the shelter has the ability to house 30 adults. The number of beds increases to 40 during the winter months. Case management is provided to shelter guests to help them obtain housing, connect them with health resources, if needed, and employment opportunities. The shelter is involved with the statewide campaign, Reaching Home, to end homelessness in the state of Connecticut by creating 10,000 units of supportive housing over the next 10 years.

Services provided include:

- Assistance with securing housing
- Clothes are available for shelter guests through donations from the community
- Access to healthcare
- Crisis Intervention
- Counseling
- Access to mental health and addiction services if needed

### FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation: \$1,500**

**Other revenues**

		YTD Budget	YTD Actual	YTD VARIANCE	Total Budget
	Operating Revenue				
	Other				
	Other	10,000.00	2,686.00	26.85%	10,000.00
BEHAV	BEHAVIORIAL HEALTH				
4101	4101 STATE FUNDING (CONTRACT FUNDING)				
41001	DMHAS #16003	22,310.00	22,310.00	100.00%	22,310.00
42006	DOH - Add'l Funds	150,000.00	150,000.00	100.00%	150,000.00
45502	Dept of Housing - Diversion Revenue	290,264.00	295,935.00	101.95%	290,264.00
4102	4102 FEDERAL/OTHER FUNDS				
41009	DMHAS #21782	55,406.00	55,406.00	100.00%	55,406.00
48031	DOH-Federal	0.00	9,534.00	0.00%	0.00
4103	4103 OTHER INCOME				
46900	Restricted Donations	0.00	1,000.00	0.00%	0.00
46901	Homelessness Donation	0.00	2,598.00	0.00%	0.00
4209	4209 OTHER STATE AGENCY FUNDING				
45101	Grants - Other	8,500.00	5,000.00	58.82%	8,500.00
4307	4307 UNITED WAY				
43000	United Way - Middlesex	22,000.00	22,000.00	100.00%	22,000.00
43001	United Way - Other UW Agencies	1,543.00	0.00	0.00%	1,543.00
4317	4317 OTHER INCOME (MUNICIPAL)				
45000	City of Middletown	25,000.00	25,000.00	99.99%	25,000.00
45100	Other Town (Grants/Donations)	13,510.00	11,412.00	84.46%	13,510.00
	Total Operating Revenue	598,533.00	602,880.00	100.73%	598,533.00
	Total Revenue	598,533.00	602,880.00	100.72%	598,533.00

## Expenditures

		YTD Budget	YTD Actual	YTD VARIANCE	Total Budget
	Cost & expenses				
BEHAV	BEHAVIORIAL HEALTH				
5101	5101 SALARIES				
50000	Salary OPM#5101	349,935.00	325,836.00	93.11%	349,935.00
5200	5200 FRINGE BENEFITS				
51000	Fringe Benefits TCI	97,982.00	91,234.00	93.11%	97,982.00
5504	5504 MILEAGE REIMBURSEMENT				
54000	Travel	57.00	65.00	113.89%	57.00
5550	5550 OTHER TRANSPORT				
54100	Gasoline for Agency vehicles	92.00	69.00	75.01%	92.00
5601	5601 FOOD				
60000	Food	2,925.00	423.00	14.47%	2,925.00
5603	5603 EQUIPMENT < \$5K				
66000	Furniture & Equipment	10,826.00	15,010.00	138.64%	10,826.00
5660	5660 OTHER MATERIALS				
57006	Paper Goods	5,376.00	4,833.00	89.90%	5,376.00
5701	5701 RENT & REAL ESTATE TAXES				
58200	Rent - State of Connecticut	3,600.00	3,240.00	90.00%	3,600.00
5703	5703 MAINT & REPAIR- FACILITY/PLAN				
64000	R&M Building & Equipment	15,105.00	12,250.00	81.10%	15,105.00
5901	5901 COMMUNICATIONS				
61000	Telephone & Internet & Cable TV	133.00	133.00	100.06%	133.00
5902	5902 INSURANCE				
62000	Insurance	4,408.00	4,405.00	99.93%	4,408.00
5903	5903 HOUSEKEEPING				
57004	Cleaning Supplies	3,509.00	12,753.00	363.42%	3,509.00
5905	5905 STAFF TRAINING				
54003	Staff Training	1,454.00	1,449.00	99.62%	1,454.00
5908	5908 OFFICE SUPPLIES				
57000	Supplies	6,583.00	10,936.00	166.12%	6,583.00
5909	5909 TELEPHONE-CELLPHONE				
61001	Telephone-Cellphones	621.00	672.00	108.27%	621.00
5915	5915 NON-REIMBURSABLE COSTS				
69390	Bank Service Charges & Other Fees	0.00	29.00	0.00%	0.00
5990	5990 OTHER				
69999	Credit Card (Not Approved)	0.00	3,068.00	0.00%	0.00
6101	6101 CLIENT TRANSPORTATION				
65200	Client - Support - Transport	0.00	558.00	0.00%	0.00
6104	6104 CLIENT HOUSING				
58100	Rent/Parking - Landlords	0.00	186.00	0.00%	0.00
58130	Client Furniture	0.00	6,691.00	0.00%	0.00
58170	Diversion expense - DOH Shelter	7,059.00	9,654.00	136.76%	7,059.00
6105	6105 PERSONAL ITEMS				
57002	Supplies - Client Related	8,785.00	11,225.00	127.77%	8,785.00
6107	6107 CLIENT ACTIVITIES				
65000	Client Activities	1,582.00	614.00	38.79%	1,582.00
6150	6150 OTHER SUBSIDIES				
58150	Client Gift Cards, Day Care, and Miscellaneous	431.00	323.00	74.90%	431.00
	Total Cost & expenses	520,463.00	515,656.00	99.08%	520,463.00
	Net Revenue Over Expenditures	78,070.00	87,224.00	111.72%	78,070.00
	Corporate Office Allocated				
BEHAV	BEHAVIORIAL HEALTH				
7150	7150 ALL OTHER A&G				
70000	Corporate Office Allocated	78,070.00	78,070.00	100.00%	78,070.00
	Total Corporate Office Allocated	78,070.00	78,070.00	100.00%	78,070.00
	Total Expenditures	598,533.00	593,726.00	99.19%	598,533.00
S	Surplus (Deficit)	0.00	9,154.00	0.00%	0.00

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### The Estuary

#### Officers/Members

Stan Mingione Executive Director

#### FINANCIAL HIGHLIGHTS

##### Town of Killingworth Operating Budget Allocation

The amount budgeted for you in the 2023-2024 town budget

<b>OTHER REVENUES:</b> Government Grants	\$ 595,698
**Town Contributions	172,966
Contributions & Private Grants	199,179
Program Revenue	288,165
Contributed Services	116,088
Retail sales	202,686
Investment return	76,094
ERTC	163,499
Other	125,925
Fundraising & Special Events	37,607
Loss on disposal	(13,197)
Released from Restriction	18,734
<b>TOTAL</b>	<b>1,983,444</b>
** includes Town of KW contribution	\$11,989

#### Expenditures

##### Program Services:

Nutrition	\$ 1,263,867
Transportation & Trips	130,661
Assistance Services	233,239
General & Admin	284,611
Fundraising	72,965
<b>TOTAL EXPENSES</b>	<b>1,985,343</b>

Respectfully submitted by Stan Mingione Executive Director

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### The Estuary Transit District

#### Board of Directors

Leslie Strauss, Chairman	Chester
Michelle Benivegna	Clinton
Kathryn Russell	Deep River
Brendan Rae	Durham
D.G. Fitton	Essex
David Cox	East Hampton
Robert McGarry	Haddam
Joan Gay, Vice-Chairman	Killingworth
David Lahm	Lyme
Tim Griswold Secretary	Old Lyme
Charlie Norz Treasurer	Old Saybrook
Jim Irish	Middlefield
Beverly Lawrence	Middletown
Christine Marques	Middletown
Michael Pelton	Portland
John Hall	Westbrook

#### Administrative Staff

Joseph Comerford	Executive Director
Jared Whitcomb	Operations Director
Halyna Famiglietti	Finance Director
Nick Kulakowski	Maintenance Director

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation

The amount budgeted in the 2023-2024 town: \$10,365

## KEY ACTIVITIES AND ACCOMPLISHMENTS

Estuary Transit District is a transit district doing business as River Valley Transit (RVT). RVT provides a variety of public transportation resources and serves 16 municipalities throughout Middlesex County and parts of New London County. Transportation options include traditional buses, trolleys, shuttles, taxis and paratransit services. Most services are open to the general public with no age or disability restrictions. Our mission is to support the mobility of residents, offer alternatives to privately owned vehicles, provide seamless connectivity to other transit services in Connecticut and to promote environmentally and financially sustainable transportation choices.

During the year, ETD implemented recommendations from the regional bus study conducted in 2019. These changes reduced trip lengths on many routes, provided new Old Saybrook local bus service and improved bus connections to reduce travel time for customers. In May, ETD increased service by 30% with their largest expansion ever. This included expanded weeknight, Saturday night and Sunday service on bus routes as well as two new XtraMile zones.

The district also continued work on several major projects that will continue into the new year. These include design of a new maintenance facility in Middletown, acquisition of property for a new Shoreline division facility, procurement of new fare collection equipment, Middletown Transportation Center renovations and the procurement of the district's first electric buses.

RESPECTFULLY SUBMITTED BY : Joseph Comerford

Executive Director

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### Haddam-Killingworth Recreation Department

Robyne Brennan, Director of Recreation  
Josselyn Salafia, Recreation Supervisor  
Cathy Golden, Administrative Assistant

#### 2023-24 Recreation Authority Members:

Jason Lonergan, Chairman  
Jen O'Neal, Vice Chairman  
David Law, Secretary/Treasurer  
William Burley  
Peter Christopher  
James Duffield

## FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation:**\$71,410

#### **Other revenues**

Town of Haddam (\$50,000)

Program Income/Grants & Sponsors / Promotion & Fundraising Events (\$455,000).

#### **Operating Expenditures**

\$640,000

Salaries, Benefits, Supplies, Promotion, Contracted Services

#### **Capital Expenditures (if applicable)**

N/A

## KEY ACTIVITIES AND ACCOMPLISHMENTS

The Haddam-Killingworth Recreation Department entered its 49<sup>th</sup> year of service to the HK communities.

Our Mission Statement is to provide a comprehensive year-round recreational program which meets the needs of the individuals in the community. The department strives to provide positive recreational experiences which contribute to the individual's physical, social, emotional, creative, cultural, and educational growth and development in order to enrich the quality of life. Use of the Regional School District #17 facilities is a key factor in our ability to provide affordable programs to our community.

Our goal this year was to establish a scholarship fund so that we can continue to help families

send their kids to camp. We did not receive the grant from the State of CT this year, but we were able to use some of our reserves as well as donations that we received. We were able to give 30 kids scholarships for our RecCare Camp. Moving forward, we will keep building up our scholarship fund so that we can continue to help families who face financial challenges.

We continue to thrive with our Aquatic Programs such as swim lessons and Enrichment After-School Programs.

Our RecCare (Before and After School Program) continues to be a vital service we provide to our community. Our department’s website ([www.hkrec.com](http://www.hkrec.com)) provides an informative site as well as 24-hour on-line registration.

**Respectfully submitted by:**

*Robyne Brennan  
Director of Recreation*

**FACILITY USAGE & ATTENDANCE**

*JULY 1, 2023 – June, 2024*

	Total Participants	Duration	
High School Pool	Drop-in/Lap Swim	ave 20/ wk	49 wks
Children Swim Lessons (Summer)	361	6 weeks	
Children Swim Lessons (Fall, Winter Spring)	184	30 weeks	
Cougar Aquatic Team	124	51 weeks	
Masters Swimming	21	26 weeks	
Pool Memberships	37 family / 53 ind.	49 weeks	
Parent & Tot Swim(Summer)	23	3 weeks	
Parent & Tot (Fall, winter, Spring)	35	15 weeks	
Pre-School Swim(Summer)	35	3 weeks	
Pre-School Swim (Fall, Winter, Spring)	27	15 weeks	
Aqua Aerobics(Summer, Fall, Winter, Spring)	80	60 weeks	
Lifeguard Training	7	4 weeks	
High School Tennis Courts	Skyhawks Tennis Camp	9	5 days
	Skyhawks Tennis Camp	10	4 days
	Beg. Pickleball	25	2 days
	Pickleball Boot Camp (Summer)	24	2 days
OLD MS (Central Office) Classrooms			
Curious Campers	37	4 weeks	
Summer Camp	841	7 weeks	
Basic Boating	21	3 days	

OLD MS (Central Office) Gym		
Gymnastics (Summer)	9	4 days
Mens Basketball	24	25 weeks
Youth Basketball	46	9 weeks
<b>High School Gym/Field House</b>		
Skyhawks Volleyball Camp	15	5 days
Skyhawks Basketball Camp	20	5 days
Adult Co-Ed Volleyball (Fall, Winter, Spring)	72	20 weeks
Beg. Pickleball	6	4 weeks
<b>High School Field</b>		
Skyhawks Baseball Camp	7	5 days
Skyhawks Golf Camp	10	3 days
Skyhawks Mini-hawk Camp	4	5 days
Skyhawks Flag Football Camp	21	5 days
Archery	20	12 weeks
<b>High School Art Room</b>		
Pottery Camp	16	5 days
<b>High School Lower Media</b>		
Modeling Camp	7	5 days
Stem Challenge + Harry Potter	12	5 days
Abrakadoodle Art Camp	9	5 days
Aspiring Young Engineers Camp	13	3 days
Chopped Around the World	12	5 days
Babysitter's Training (Summer, Fall, Winter)	25	10 days
When I'm In Charge	16	3 days
Basic First Aid		11
1 day		
Adult/Child CPR		2
2 days		
<b>High School Cafeteria</b>		
STEAM Camp	13	5 days
Cupcake Decorting	44	5 days
Womens Self Defense	14	2 days
<b>HK IMS Gym</b>		
Pre-Season Basketball Clinic	24	4 weeks
Youth Basketball	49	9 weeks
<b>HK IMS Cafeteria</b>		
Fitness Yoga	98	35 weeks
<b>Killingworth Elementary School</b>		
Before School	14	36 weeks

After School Child Care (Total Enrolled)	9	36 weeks
Indoor Soccer	36	15 weeks
Karate	24	24 weeks
Zumba Kids	33	30 weeks
Abrakadoodle Art	39	20 weeks
Creative Art	23	12 weeks
Playwell	24	25 weeks
Magic	23	3 days
Food Explorers	27	16 weeks
Engineering Workshop	4	1 day
Skyhawks Basketball	7	5 weeks
2 <sup>nd</sup> Grade Basketball	29	6 weeks
Youth Basketball	55	9 weeks

### **Burr Elementary School**

Before School	18	36 weeks
After School Child Care (Total Enrolled)	7	36 weeks
Yom Kippur (9/25) Child Care	16	1 day
Staff Day (10/6) Child Care	21	1 day
Election Day (11/7) Child Care	27	1 day
Veterans Day (11/10) Child Care	20	1 day
Presidents Day (2/19) & (2/20) Child Care	29	1 day
Staff Day (3/8) Child Care	26	1 day
April Break Child Care	25	5 days
Karate	31	30 weeks
Abrakadoodle Art	37	20 weeks
Creative Art	39	16 weeks
Engineering Workshop	11	1 day
Field Hockey Clinic	5	4 weeks
Zumba Kids	43	30 weeks
Indoor Soccer	40	15 weeks
Playwell	70	25 weeks
Magic	55	4 days
Food Explorers	39	16 weeks
Youth Basketball	49	9 weeks

### **Haddam Elementary School**

Pickleball	113	64 weeks
Skyhawks Sports	33	20 weeks
Scribble, Wiggle, Giggle	11	10 weeks
HK RecCreation Stations	20	15 weeks

### **Eric Auer Killingworth Recreation Park**

Summer Soccer Fun	28	5 weeks
Youth Soccer	156	16 weeks
Pee Wee Fall Soccer Academy	87	8 weeks
Vale Soccer Camp	21	5 days

### **Great Hill Fields**

Youth Soccer	67	8 weeks
Pee Wee Spring Soccer Academy	83	8 weeks

<b>Parmelee Farm</b>		
Karate (Summer)	9	6 weeks
Outdoor Summer Concerts	75	2 nights
<b>Sheldon Park</b>		
Tennis	48	16 weeks
Running Rams "Cross Country"	10	4 weeks
<b>Higganum Green</b>		
Outdoor Summer Concerts	85	2 nights
<b>Zoom</b>		
Fitness Yoga(summer)	98	35 weeks
Crossroads Driving School(Summer)	147	44 weeks
<b>Other</b>		
Lake Compounce Discount Tickets	68	10 weeks
Adventure Park Tickets	3	10 weeks
CT Science Tickets	2	10 weeks
Rising RecCreators	7	8 weeks
Running Rams Camp	1	5 days
New York Yankees Trip	13	1 day
Ski Club Mt. Southington	29	4 weeks
Snow Tubing (Powder Ridge)	24	2 days

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### Killingworth Library Association

#### Board of Directors (as of June 30, 2024)

Holly Louise Perry President  
Chris Larson Vice-President  
Jan O’Sullivan Treasurer  
Lucinda Hogarty Recording Secretary  
Bini Freeman Corresponding Secretary  
Lise Brule  
Gwenne Celmer  
Nancy McCormick  
Jim McDonald  
Dave Meixell  
Mariah Miesel  
Richard Otto  
Roslyn Reeps

#### Staff (as of June 30, 2024) \*

Ben Sodergren – Library Director  
Tammy Eustis – Assistant Library Director  
Jennifer Figurelli – Part-time Child & Youth Services Specialist  
Sharyn Nelson – Part-time Library Technical Assistant/Circulation Desk  
Staff Sherry Johnson – Part-time Library Technical Assistant/Circulation Desk  
Staff Hana Tanabe – Part-time Library Technical Assistant/Circulation Desk Staff

*\*In addition to the work of full-time and part-time staff, we have volunteers who work at the circulation desk and in the back room, students and others who perform community service, and a volunteer board whose members provide governance and operational support. Our volunteers logged approximately 70 hours of service per week to the library, the equivalent of two full-time employees.*

## FINANCIAL HIGHLIGHTS

### Income

<b>Town of Killingworth Operating Budget Allocation:</b>	<b>\$269,500</b>
Annual Fund Campaign Contributions	22,020
Endowment Income – from interest and dividends	21,866
Golf Tournament	4,000
Misc. Gifts & Income *	24,587
Fundraising Activities (e.g. book sales, raffle)	4,730
User Fees	1,835
Grants **	<u>11,796</u>
<b>Total Income</b>	<b>\$360,334</b>

\* \$10,000 of this is a memorial gift that has 69 restricted use; \$5,087 has not yet been spent

*\*\* This includes a state grant of \$8,373 for internet upgrades and \$186 remaining from a grant for the Seed Library, neither of which has yet been spent*

**Expenditures**

Salaries & Payroll Taxes	\$191,987
Health Insurance	24,350
Insurance (other than health)	12,161
Maintenance & Occupancy	31,126
Operating Expenses	71,820
Earmarked Expenses from Grants and Gifts	<u>5,827</u>
<b>Total Expenditures</b>	<b>\$337,271</b>

**CT Neighborhood Assistance Act Program**

Neighborhood Assistance Act funding from 2014-24*	\$59,56
5 NAA project expenditures 2015-23	(57,139)
NAA project expenditures 2023-24	0
Remaining NAA balance	\$2,426

\* *Encumbered for specified energy upgrades, community service enhancements to the town-owned building.*

**KEY ACTIVITIES AND ACCOMPLISHMENTS**

General

- During the spring, we opened our new Library of Things, which aims to provide free access to non-traditional materials including electronics, kitchen equipment, art and music supplies, and tools. So far, we have added 60 items to the collection.
- In partnership with the Evergreen Garden Club, we started a seed library, providing seeds to be freely used by local gardeners. The seeds were provided alongside a series of programs run by the UCONN master gardeners, which taught participants to grow vegetable gardens and save their own seeds.
- The small back room that was previously rented to Middletown Adult Education along with the meeting room, and which had been used for storage since COVID, has been repurposed to promote tutoring in the library. A new table and chairs were added, and a windowed door installed for safety. Tutoring groups have been using the room several times per week throughout the summer.

## Programming

- We had 4,131 visitors to 463 on-site programs. A variety of children’s programs accounted for 3,186 of these visitors and 337 of the programs.
- Our collaborative “Read and Eat” program with the KWO continued this summer, providing free lunches for children while school was out. We also collaborated with the Evergreen Garden Club to purchase and install a raised-bed demonstration garden, which grew some of the food for Read and Eat.

## Key Statistics

- Circulation continues to increase since the end of the pandemic; during the year 2023-2024 we lent 46,841 items, an overall 9.4% increase from last year. Electronic circulation is still growing at a faster rate than physical, 22.3% over last year.
- There were 20,884 visits to the library. Non-library use of our community room has remained steady since last year, with 248 scheduled meetings. We have also adopted new calendar software for staff, making it easier to schedule our community and tutoring rooms.
- We added 226 new patron accounts for Killingworth residents, and also added 81 patrons from other Connecticut libraries.

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### **Literacy Volunteers Valley Shore CT**

Joanne Argersinger, Office Manager

Mailing Address: PO Box 1006 Westbrook CT 06498

Physical Address: 61 Godspeed Drive Lower Level Westbrook, CT 06498

## FINANCIAL HIGHLIGHTS

### **Town of Killingworth Operating Budget Allocation**

The amount budgeted for you in the 2023-2024 town budget **\$500**

## KEY ACTIVITIES AND ACCOMPLISHMENTS

There is much more work to be done. The 2012 Study of the Program for the International Assessment of Adult Competencies (PIAAC) reported on literacy, numeracy and problem solving in technology rich environments shows;

- Over 400 Killingworth residents perform below a third grade level of literacy
- 275,000 students have dropped out of high school prior to completion in CT and that number increases by 9,000 each year.

The support of the town has been instrumental in changing the lives of those residents for the better. Literacy Volunteers Valley Shore looks forward to another year of partnering for a better Killingworth.

**Respectfully submitted by: Joanne Argersinger, Office Manager**

## Lower Connecticut River Valley Council of Governments (RiverCOG)

**Chairman:** Anthony Salvatore, Town Manager, Cromwell

**Vice Chairman:** David Cox, Town Manager, East Hampton

**Treasurer:** Carl Fortuna, First Selectman, Old Saybrook

**Secretary:** Robert McGarry, First Selectman, Haddam

### Members:

Cindy Lignar, First Selectman, Chester; Michelle Benivegna, Town Manager, Clinton; Carol Doak-Jones, First Selectman, Deep River; Brendan Rea, First Selectman, Durham; Irene Haines, First Selectman, East Haddam; Norm Needleman, First Selectman, Essex; Eric Couture, First Selectman, Killingworth; David Lahm, First Selectman, Lyme; Robert Yamartino, First Selectman, Middlefield; Ben Florsheim, Mayor, Middletown; Martha Shoemaker, First Selectman, Old Lyme; Ryan Curley, First Selectman, Portland; John Hall, First Selectman, Westbrook.

### Executive Director: Sam Gold, AICP

sgold@rivercog.org

145 Dennison Road, Essex, CT 06426

860-581-8554

## FINANCIAL HIGHLIGHTS

### Town of Killingworth Operating Budget Allocation

RiverCOG requested from Killingworth \$10,313 for RiverCOG Dues, \$3,090 for Household Hazardous Waste Dues, and \$150 for Aquatic Invasive Species Special Assessment for Fiscal Year 2023-2024.

### Expenditures

Please see attached RiverCOG budget report. Expenditures have been audited.

## KEY ACTIVITIES AND ACCOMPLISHMENTS

- Conducted legislative session tracking and provided testimony on bills that had effect upon our municipalities
- Completion of the region's first Comprehensive Economic Development Strategy (CEDS) & established Governor's support to apply to become a federally funded Economic Development District (EDD) in fiscal year 2025
- Began work on the federal Thriving Communities grant; this grant will result in creation of a Transportation-Oriented Development (TOD) plan for the region
- Worked on many other awarded grants with benefits to Killingworth including the Air Line to Farmington Canal Trail study, Aquatic Invasive Plant Removal Project for the CT River, Safe Streets for All regional safety plan, and Regional Waste Authority study
- Initiated document digitization project to benefit towns that choose to participate

- Hosted and staffed the region's land trust, the non-profit Lower Connecticut River Land Trust
- Fiduciary to Region 2 of the Department of Emergency Management and Homeland Security, of which Killingworth is a member
- Created the Regional Housing Committee and began work on creating a methodology for a regional housing needs assessment
- Held Household Hazardous Waste collections and Paper Shredding events at no cost to Killingworth residents
- Through the Regional Planning Committee, intermunicipal reviews conducted on referred land-use matters and municipal Plans of Conservation and Development
- Hosted and staffed the state's Regional Agricultural Council
- Served as the region's Metropolitan Planning Organization
- Worked on state and federal transportation planning and projects throughout the region

**Respectfully submitted by:**

Paula Fernald, Financial Administrator & Eliza LoPresti, Community Planner

## Regional School District No. 17

<u>Name</u>	<u>Town</u>	<u>Term</u>
Prem Aithal	Haddam	11/14/22 - 12/01/25
Lisa Connelly	Killingworth	12/01/21 - 12/01/25
Jennifer Favalora	Haddam	12/01/19 - 12/01/27
Shawna Goldfarb	Haddam	12/01/19 - 12/01/27
Hamish MacPhail	Haddam	12/01/21 - 12/01/25
Heather Pach	Haddam	12/01/23 - 12/01/27
Nelson Rivera	Killingworth	12/01/19 - 12/01/27
Corey Roberts	Haddam	12/01/21 - 12/01/25
Suzanne Sack	Killingworth	12/01/15 - 12/01/27
Jennifer Voegtli	Killingworth	12/01/23 - 12/01/27
Kathleen Zandi	Killingworth	12/01/17 - 12/01/25

### **RSD17**

#### **Mission Statement**

The Mission of Regional School district 17 is to engage students in an educational community that challenges them with high standards and bulbs their capacity for success and their aspiration to improve themselves and their society.

### ***STATISTICAL INFORMATION***

#### **BUDGET INFORMATION**

The 2023-2024 budget appropriation was \$47,655,708. This budget reflected a net increase of 5.83% over the previous year's budget of \$45,030,679.

Killingworth Assessments:

10/1/2023 Enrollment	10/1/2023 Percent	2023-2024 Adopted Gross Budget	2021-2022 Audited Fund Balance	2021-2022 Estimated Self Insurance Fund Balance	2023-2024 Net Budget Assessment
701	38.5%	\$17,882,101.71	\$70,725.59	\$0.00	\$17,831,250.63

The 2023-2024 budget distribution was as follows:

• Salaries	\$23,558,922
• Benefits	\$ 8,429,136
• Learning Programs	\$ 928,254
• Support Programs	\$ 444,667
• Administration	\$ 732,464
• Transportation	\$ 4,159,750
• Buildings & Grounds	\$ 4,354,725
• Tuition	\$ 3,236,149
• Debt Service	\$ 1,257,913
• Technology	\$ 553,727

History of gross\* budget increases:

<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
0.39%	(1.09%)	2.06%	5.34%	5.83%

*\*Gross includes all operation costs*

History of net\* budget increases:

<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
(0.20%)	(1.53%)	1.74%	5.71%	5.82%

*\*Net budget increase reflects gross budget minus outside revenue (grants etc.).*

	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
TOTAL ENROLLMENT	1961	1852	1793	1819	1772
Haddam	1204	1123	1097	1118	1069
Killingworth	757	729	696	701	703

### **PER PUPIL EXPENDITURE**

The **net per pupil** expenditure of \$24,041 is determined by the State Department of Education. It excludes expenditures related to transportation, debt service, and adult education.

Respectfully Submitted,



-----  
Jeffrey Wihbey  
Superintendent

## SUPPORTED NON-MUNICIPAL ORGANIZATIONS

### Youth and Family Services of Haddam-Killingworth

#### HKYFS staff:

Jennifer Favalora, Director of Operations (part-time)

Alli Behnke, Director of Mental Health and Prevention (part-time) *Started October 2023*

Kyana Anderson, Prevention Coordinator & Youth Program Coordinator (full-time, grant-funded)

Kerry Holmes, Bookkeeper (part-time)

Patty Coletti, Mentoring Program Coordinator (part-time, grant-funded)

Michelle O'Connor-Sidlow, Event Coordinator (part-time) *Started March 2024*

Faith Sprigg, Positive Youth Development Coordinator (part-time) *Started June 2024*

#### HKYFS Board of Directors:

Jane Baird, Chair, Heather Pach, Vice Chair, , Kerry Emerson, Treasurer, Kim Kelly, Secretary  
Louise Hayash, Marc Adelberg, Gretchen Spector, Lauren Perley, Scott Erskine, Gretchen Spector

## FINANCIAL HIGHLIGHTS

**Town of Killingworth Operating Budget Allocation: \$93,500**

#### Other Revenues

- Town of Haddam: \$105,000
- Grant Income: \$207,248
- Fundraising Income: \$29,129
- Program Fees: \$5,658
- In-Kind Donations: \$7,074
- Contributions Income: \$11,726
- Investment Income: \$340

**TOTAL INCOME: \$459,675**

**Operating Expenditures: \$425,391**

**Capital Expenditures : \$2,344**

#### Deferred Revenues (5 yr grant carryover to next FY)

\$44,200 ESTIMATE ONLY- pending final expenses for grant period 7/1/23-6/30/24

\*\*Note: 990 is not yet filed for this fiscal reporting period

\*\*Numbers subject to change

## KEY ACTIVITIES AND ACCOMPLISHMENTS

Youth and Family Services of Haddam-Killingworth entered its 30th year of service to families residing in Haddam and Killingworth. Headquartered in Higganum, CT, HKYFS was formed in 1993 as a private, non-profit Youth Service Bureau as defined by CT General Statute 10-19m. A significant portion of our efforts were dedicated to youth prevention programming and positive youth development. Recognizing the importance of early intervention and support, the agency

prioritized initiatives aimed at fostering the well-being of the youth we serve. Through targeted programs and community engagement, we sought to address the unique challenges young individuals face, empowering them to make positive life choices and contribute meaningfully to society.

In 2023/2024, HKYFS made significant strides by not only rebuilding our agency's capacity but also reimagining the scope of our work. We offered a variety of in-school clubs, services, and speaker series, while also organizing after-school programming and community events outside of the school setting. Throughout the year, HKYFS participated in 17 community events, reinforcing our presence and impact. We formed partnerships with 25 businesses, schools, agencies, and non-profits to further our mission. The success of our programs was bolstered by 1,244 volunteer hours, which played a crucial role in our efforts. Additionally, we hosted 31 mental health and prevention programs, promoting the well-being of youth in our community. We also expanded our mentor connections to 18, helping to foster meaningful relationships that support youth development.

**Respectfully Submitted,**

Jennifer Favalora, Director of Operations

Please see [Town of Killingworth FYE 2024 Audited Financial Statements.pdf](#), which document follows this one on website.