

**Agenda**  
**Town Council Regular Meeting**  
**Wednesday, January 05, 2022 at 8:00 AM**  
**Town Hall Green Room**

1. Pledge
2. Visitors
3. Approval of Minutes – December 15, 2021
4. Presentation of the Audit from PKF O'Connor Davies & Acceptance of the Audit
5. Appointments/Reappointments
6. Conservation Commission
  - By-laws
  - Appointment request for Tobias Adler as a student member
7. Public Works Line Item Transfer Request
8. Police Department AFA Project Lifesaver International Grant Award
9. JAG VCP Grant Application
10. Council Discussion
  - Future Projects
  - Correspondences
11. Chairman's Report
12. Town Manager's Report
13. Town Council Committee Liaison Reports
14. Adjourn



***TOWN OF CLINTON CONNECTICUT  
CONSERVATION COMMISSION***

***BY- LAWS***

***ADOPTED: April 9, 2009  
Effective April 15, 2009***

CONSERVATION COMMISSION BY-LAWS  
Adopted: April 9, 2009, Effective April 15, 2009

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**Preamble**

The intent of the Conservation Commission of the Town of Clinton is to create an inventory of existing open space and to create an open space network for our Town that will enhance the Town's natural character. The intent shall further include the protection and conservation of natural and watershed resources.

The Conservation Commission shall monitor and make recommendation to other Town boards and commissions in regards to potential impacts of each project or plan and the impact of projects relative to others.

CONSERVATION COMMISSION BY-LAWS  
Adopted: April 9, 2009, Effective April 15, 2009

**ARTICLE I  
PURPOSE**

The Conservation Commission shall have such rights, powers and duties as are conferred or imposed upon it by Chapter 97, Section 7-131a General Statutes, inclusive, as amended.

**ARTICLE II  
OFFICE OF THE COMMISSION RECORDS**

The Office of the Conservation Commission shall be at the William Stanton Andrews Memorial Town Hall or at a place to be designated. All records made, maintained or kept on file by the Commission shall be public record in accordance with the Freedom of Information Act. All such records shall be kept in the Office of the Commission in accordance with the Freedom of Information Act.

**ARTICLE III  
MEMBERSHIP**

**Section 1**

The membership and terms of Office shall be as specified in the Ordinance enacted by the Board of Selectmen on June 14, 1967 and December 11, 1990. The terms of Office shall be as specified in the current Town Charter.

**Section 2**

Two (2) student members shall be Clinton residents and attend high schools including but not limited to The Morgan School, Mercy High School or Xavier High School or be home-schooled. Should such student go on to higher education and reside in Clinton, said student shall have the option of continuing on as a student member. The student members shall not be permitted to vote on motions. They may participate in all other commission business. They shall serve on the Conservation Commission for a one-year term with concurrent terms optional. The Conservation Commission may at its discretion, recommend to the Board of Selectmen the re-appointment of the student member.

Student members shall attend a minimum of six (6) regular monthly meetings in a fiscal year and shall present a letter from their guidance counselor attesting to his/her acceptable academic average to participate in extra-curricular activities. Students who are home-schooled will be expected to keep an equivalent average.

CONSERVATION COMMISSION BY-LAWS  
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When there are more than two applicants for a vacancy, there shall be an informal interview by the Conservation Commission and a list of potential candidates developed and submitted to the Board of Selectmen.

Students will serve under the guidance of the student coordinator from the commission and the commission's secretary.

The student member shall assist the secretary in the reading of the correspondence and other duties as assigned by the secretary with the exception of the reading of a legal notice of public hearing which must be read by the secretary in accordance with Article XII, Section 2.

**ARTICLE IV  
OFFICERS AND DUTIES**

**Section 1**

The officers of the Commission shall consist of a Chairman, a Vice Chairman and a Secretary.

**Section 2**

The Chairman shall have the duties normally conferred by parliamentary usage on said officer, and shall have the privilege of voting and discussing all matters before the Commission.

**Section 3**

The Vice Chairman shall act for the Chairman in his absence or if he steps aside, and when so acting, shall have the same powers, duties and privileges as the Chairman.

**Section 4**

The Secretary shall provide the Commission's Clerk with site walk minutes. Meeting Minutes shall be taken and filed by a recording secretary hired by the Town. In the absence of a recording secretary, the secretary shall take the minutes of the meeting and shall provide them to the Land Use Staff. In the absence of the Secretary, the Chairman shall appoint an Acting Secretary.

CONSERVATION COMMISSION BY-LAWS  
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**ARTICLE V  
ELECTION OF OFFICERS**

**Section 1**

An annual organization meeting shall be held at the last regular meeting in December of each year, at which time officers will be elected and by-laws reviewed.

**Section 2**

Nominations shall be made from the floor at such meeting and election of officers shall follow immediately thereafter. A candidate receiving a majority vote shall be declared elected and shall serve for one year commencing January 1 or until his successor shall take office. Vacancies in office shall be immediately filled by regular election procedure.

**ARTICLE VI  
MEETINGS**

**Section 1**

Regular meetings shall be held on the first Tuesday of each month at the William Stanton Andrews Memorial Town Hall unless otherwise noted on the agenda. Special and emergency meetings will be held as deemed necessary by the Commission or at the call of the Chairman.

**Section 2**

A majority of the voting membership of the Commission shall constitute a quorum.

**Section 3**

The Commission may establish an agenda for regular meetings. The agenda may be amended with a two-thirds vote of the membership.

The notice of special or emergency meetings shall specify the purpose of such meeting.

**Section 4**

All Commission meetings must be open to the public except when in executive session when so voted by the majority of the Commission members present and voting.

CONSERVATION COMMISSION BY-LAWS  
Adopted: April 9, 2009, Effective April 15, 2009

**Section 5**

Unless otherwise specified, the usual rules of parliamentary procedure shall govern the proceedings at the meetings of this Commission.

**ARTICLE VII  
DISQUALIFICATION**

No member of the commission shall appear for or represent any person, firm or corporation or other entity in any matter pending before the Commission, whether or not he is a member of the Commission. No member of the Commission shall participate in the actions of the Commission upon any matter in which he is directly or indirectly interested in a personal or financial sense.

**ARTICLE VIII  
RESPONSIBILITY**

No member of the Conservation Commission has any authority of decision except at regular, special or emergency meetings of the Commission, or when assigned by the Commission to serve as its Agent, or when discharging an official Commission assignment.

**ARTICLE IX**

The Commission may engage special consultants as necessary.

**ARTICLE X  
PUBLIC RELATIONS**

The Chairman or a duly appointed Commission member or staff person shall act as public relations or publicity director for the Commission. His duties shall include the preparation of all news release to be distributed to the communications media. All information releases shall reflect the thinking of the majority of the Commission.

**ARTICLE XI  
AMENDMENTS**

Any proposed amendment may be adopted by unanimous vote at the meeting at which it is proposed.



CONSERVATION COMMISSION BY-LAWS  
Adopted: April 9, 2009, Effective April 15, 2009

After any proposed change has been read and discussed at a previous regular meeting, these By-laws may be amended by a two-thirds vote of the entire voting membership of the Commission.

**ARTICLE XII**  
**GENERAL**

These By-laws shall become effective immediately upon filing with the Town Clerk.

TOWN OF CLINTON  
TRANSFER OF FUNDS REQUEST FORM

DATE OF REQUEST:	12/21/2021
DEPARTMENT OF REQUEST:	DPW
FISCAL YEAR OF REQUEST:	FY 21-22
REASON FOR REQUEST:	UTILIZE SURPLUS FUNDS TO OFFSET FUTURE CAPITAL EXPENDITURE

INCREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
New Account to be added	FY 21-22 CFD GEN.	31834.75

DECREASE ACCOUNT(S)	DESCRIPTION	AMOUNT
604301-59360	CFD HQ GENERATOR	31,834.75

1) Department Head Signature\*: Todd Hays Date: 12/21/2021  
 Comments: CLOSEOUT HQ PROJECT AND UTILIZE FOR STATION 2

\*when completed forward to Director of Finance for review

2) Director of Finance: Funds are available: Yes ☒ No ☐  
Swan Date Approved: 12/22/21 Denied: \_\_\_\_\_  
 3) Town Manager: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
 4) Town Council: Date Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
 5) Finance Dept: Date Transfer made: \_\_\_\_\_

**SUGGESTED MOTION:**

The Town Council of the Town of Clinton hereby approves receipt of a grant from the Alzheimer's Foundation of America's Project Lifesaver program to streamline search and rescue procedures in order to protect individuals living with dementia-related illnesses.



# CLINTON POLICE DEPARTMENT

170 EAST MAIN STREET, CLINTON, CT 06413-2094

TELEPHONE: (860) 669-0451 • FAX: (860) 664-4999

Vincent E. DeMaio, Chief of Police

To: Chief DeMaio

From: Ofc K Recchia

Subject: AFA Project Lifesaver International Grant

Chief DeMaio

Please accept this letter as a formal grant proposal for the AFA Project Lifesaver International Grant. The international Project Lifesaver has two goals for the communities they serve. To streamline search and rescue procedures and to help save lives. The program is hands on, and dedication is required to help keep those who wander away from their homes safe.

To properly run Project Lifesaver for community members The Clinton Police Department will need (two) Emergency response packages. Each package consists of 1 receiver with attached antenna and carrying case, 1 VDC Power Cable, 1 Headset, 1 Antenna, 1 VHF Transmitter, 6 Batteries, 6 Bands and 1 Battery Tester. The funds necessary to replace equipment I.E bracelets used by community members etc, will come from consistent fundraising. We have already seen an outreach from programs such as The RWC Foundation who generously donated \$500 towards the startup costs of this program. There has been a positive response to a post published about the program of the growing need for non-verbal community members and elderly that wander.

The startup equipment needed for the town of Clinton is

1. Two PLI-3000 Black Receivers with 30 transmitter - \$1,570/kit x2
2. Six Transmitter One Year Kit Special (30 Day) \$325/Kit x6

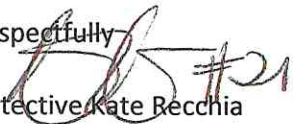
The additional funds will allow for proper training of Officers in the use of the above listed equipment.

Please consider the acceptance of this Grant for the immediate use for our community. We currently have (3) members enrolled in Project Lifesaver that the Guilford Police Department has been monitoring and caring for. These members deserve the care of their own department

among many other community members, some who wander and some who have diminished ability to communicate.

Please accept this proposal for the Town Meeting on 1/5/2022 for submission.

Respectfully

A handwritten signature in black ink, appearing to read "K. Recchia", is written over the word "Respectfully".

Detective Kate Recchia  
Clinton Police Department  
170 East Main St  
Clinton CT 06413  
860-876-8666 (CELL)  
860-669-0451 (OFFICE)

**SUGGESTED MOTION:**

The Town Council of the Town of Clinton hereby approves the submission of a 2022 JAG Local Violent Crime Prevention Grant application to the State of Connecticut Office of Policy and Management as described in the grant application. The Town Manager is hereby authorized and directed to execute the necessary forms to apply for and receive such funds.





# CLINTON POLICE DEPARTMENT

170 EAST MAIN STREET, CLINTON, CT 06413-2094

TELEPHONE: (860) 669-0451 • FAX: (860) 664-4999

Vincent E. DeMaio, Chief of Police

To: Chief DeMaio

From: Ofc K Recchia

Subject: 2022 JAG Local VCP Grant Program

Chief DeMaio

Please accept this letter as a formal grant proposal for the 2022 JAG VCP Grant Program offered by the Office of Policy and Management to 91 "organized" Police Departments. This Grant was selected to match with the town of Clinton in the amount of \$25,000 for the use of public safety improvements such as our desire to obtain a community relations/therapy service dog. This amount was decided on based on previous crime rate (VCR) for the state of CT. (2022 JAG local VSP Allocation Chart)

The funding from the Office of Policy and Management is a "one-time" grant for the amount of \$25,000. This amount was determined by the State of CT based on the above information. The funding is to be utilized for the support and expansion of community policing strategies, improve response by our level of care to domestic and sexual assault crimes and additionally improve response to mentally ill offender calls by offering a therapeutic approach at creating less tension and stress between police and offender.

I have reached out to DEMANDZero a non-profit based in Madison CT. Lisa lost her son Joe Deane an avid hockey player to an overdose in 2018. The compassion and care Lisa and her family received from law enforcement at the time of Joe's death is what started DEMANDZero. Lisa took something traumatic that happened to her and is continuing to give back. Lisa and her family would like to fundraise and raise the additional necessary funds for the care of Clinton's service K-9 for the lifetime of the canine.

I additionally reached out to over 10 private donors, for funds to cover the basic care of the service life of the K-9. The total cost for the K-9 is approximately \$7,500-\$10,000. Fundraising and private donation will cover all care for the K-9.

**2022 JAG Local VCP Grant Program**  
**Violent Crime Prevention (VCP)**  
**(Distribution of JAG Local FY 2017, 2018 & 2019 Federal Grant Funds)**

**Grant Application Rules and Requirements**

The ***State of Connecticut Office of Policy and Management (OPM)*** is providing grants to assist local police departments with violent crime prevention and public safety improvements. The grant is funded by the federal Justice Assistance Formula Grant (JAG) program.

- ❖ This is a “one-time” grant.
- ❖ No future “continuation” or “supplemental” funds are available.
- ❖ Primary purpose of this grant is to assist local governments with preventing violent crime and improving public safety.

**Purpose Areas:** The **2022 JAG Local VCP** grant must address one or more of the following purpose areas:

- ❖ Reduce and prevent violent crime and gun violence
- ❖ Reduce and prevent gang/group violence
- ❖ Support and expand community policing strategies
- ❖ Improve police response to domestic violence and sexual assault crime
- ❖ Improve police response to mentally ill offenders

**Eligibility:** The **2022 JAG Local VCP** Grant is available to ninety-one local governments with “organized police departments”.

**Grant Allocation:** Funds are allocated to municipalities based on violent crime rate (VCR). (Please refer to the **2022 JAG Local VCP ALLOCATION Chart**.)

**Match Requirement:** There is NO match requirement for the JAG VCP grant.

**Use of Funds:**

Police departments must submit a “Narrative” description of the proposed use of funds as well as a “Budget”. **2022 JAG Local VCP** funds may be used for the following types of goods, services and activities which must be described and detailed in the “Narrative” and “Budget”.

- Police training curriculum and officer training time
- Community policing events, training and technical assistance
- Body-worn cameras and cruiser camera systems
- Cruiser equipment, mobile data terminal, license plate reader and other cruiser equipment
- Communication and dispatch technology
- Information technology, computers and peripheral equipment
- Police over-time for “special” operation, task force or multi-jurisdictional investigation
- Police protective gear and officer equipment
- Technology and equipment for tactical response, surveillance and investigation



## Personnel Requirements:

**2022 JAG Local VCP Grant** funds may be used for the following types of police personnel costs:

- Police Over-time (OT) to conduct a specialized initiative, operation or investigation focused on gun violence, gang/group violence, drug crime and other violent crime including domestic violence and sexual assault.
- Police Over-time (OT) to develop, implement or expand community policing strategies.
- Police Over-time (OT) to attend in-state training events focused on violent crime.
- Police Over-time (OT) to develop community engagement or community policing strategies and conduct police training to ensure effective implementation of community policing strategies.

**Note:** JAG VCP funds may support OT for “back-fill” officer(s) or OT for officer(s) to implement grant funded activities but **not** both.

**Note:** JAG VCP funds may **not** be used for routine OT which is otherwise supported with local funds. JAG funds may be used for “special” OT to support violent crime initiatives which are “above and beyond” a police department’s regular law enforcement operations.

**Note:** JAG VCP funds may **not** be used for personnel to administer the grant.

## Contractor or Consultant Requirements:

JAG VCP funds may support the following types of contractor or consultant services:

- Police Officer Trainers for In-State Training (includes training materials and training facilities).
- Technical assistance or consultant services to develop or revise police policies, procedures and protocol.
- Technical assistance or consultant services to develop, implement or expand community policing strategies.
- Information technology consultant services to develop or revise police department records systems, information management systems or communication systems.

**Note:** JAG VCP funds **cannot** be used for contracts or consultant services which extend beyond the grant period.

**Note:** Consultant rates cannot not exceed **\$650 per 8 - hour day (\$81.25 per hour)**. An 8-hour day may include preparation, evaluation, and travel time in addition to the time required for actual performance. Please note, however, that this does not mean that the rate can or should be \$650 for all consultants. Trainers and Technical Assistant Providers are considered to be “Consultants”.

## Equipment Requirements:

**2022 JAG Local VCP Grant** funds may be used for specific types of law enforcement equipment. Please refer to the “**JAG VCP Eligible Expenses**” sheet for a detailed list of eligible equipment. JAG funds may be used to fund a portion of a large purchase (such as a police cruiser). The grant “Budget” should include only the portion of costs to be charged to the JAG grant.

## Bulletproof Vest Requirements:

**JAG VCP funds may be used to purchase bulletproof or stab proof vests for police officers.** Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest NIJ standards can be found at: <https://nij.ojp.gov/topics/equipment-and-technology/body-armor> .

JAG VCP funds may be used to purchase bullet proof vests for a police department, but funds may **not** be used as “matching funds” for vests purchased under the [DOJ Bulletproof Vest \(BVP\) Partnership Program](#) . As is the case in the federal BVP program, grantees who wish to purchase vests with JAG funds **must certify** that law enforcement agencies receiving vests have a written “mandatory wear” policy in effect. FAQs related to the mandatory wear policy and certifications can be found at [BVP Mandatory Wear FAQs \(ojp.gov\)](#) . This policy **must be in place** for at least all uniformed officers before funds can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The federal agency strongly encourages police agencies to consult the International Association of Chiefs of Police's Model Policy on Body Armor and to strongly consider all recommendations within that policy.

The “[Body Armor Mandatory Wear Policy Certification](#)” form must be signed and submitted with the JAG VCP application if the police department’s proposal includes purchase of vests. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center [atvests@usdoj.gov](mailto:atvests@usdoj.gov) or toll free at 1-877-758-3787

## Prohibited Uses:

JAG funds **cannot** be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety.

Additionally, JAG VCP funds **cannot** be used for the following goods, services or activities:

- Unmanned aerial vehicles/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV) – **without specific DOJ certification**.
- Luxury items
- Real estate
- Construction projects
- Building renovation or re-modeling
- Furniture, tables, chairs and office supplies
- Uniforms
- All-terrain vehicles, helicopters, personal watercraft and Segways
- Confidential “buy money”
- Travel
- Out-of-state training
- Gun buy-back
- Social events
- Trinkets and give-aways
- Food and beverage
- Administrative expenses

**Note:** Funds **may** be used for police cruisers and “marked” marine patrol vessel.

**Appendix A** contains the current DOJ controlling guidance for the “Prohibited Expenditure List” and the “Controlled Expenditure List” for award conditions for Edward Byrne Memorial Justice Assistance Grants (JAG) awards made during or after (federal) Fiscal Year 2015.

## Federal Administrative Requirements:

The U.S Department of Justice (DOJ) requires all JAG grant recipients to adhere to a **substantial number of regulations and procedures** which are fully described in the grant award documents. All police departments should assume full responsibility for these administrative requirements including: timely data collection, documentation of expenditures, fiscal reporting and records management.

- Municipalities must have a DUNS number and current federal SAM registration.

## Grant Expenditure Period:

Grant funds must be obligated by the end of the grant period: **September 30, 2022**. The grant period “end-date” is clearly stated on the official OPM grant award document.

- Personnel over-time must be worked prior to the grant period end date.
- Purchase orders and contracts must be signed and funds committed prior to the grant period end date.

**VERY IMPORTANT:** Purchases, contracts and over-time expenditures incurred PRIOR to the grant period “start” date are ineligible for grant reimbursement. The “start” date shall be clearly stated on the grant award documents.

### **Reporting Requirements:**

Police Departments are required to submit Quarterly Financial reports, Quarterly Progress Reports and other reports in accordance with a reporting schedule and the conditions of the grant award. Additional reports may be necessary to meet requirements imposed by the federal agency (USDOJ) or OPM.

OPM Quarterly Reporting Requirements are as follows:

- Quarterly Progress Report due within 15 days of the end of each quarter
- Quarterly Financial Report due within 15 days of the end of each quarter
- Personnel Time, Activity Reports, Invoices, Training Agenda and Material due within 15 days of the end of each quarter

Quarter End	Reports Due
March 31, 2022	April 15, 2022
June 30, 2022	July 15, 2022
September 30, 2022	October 15, 2022

Final Progress Report and Final Financial Report are due at grant closeout.

INCOMPLETE OR DELINQUENT REPORTS WILL IMPEDE THE FLOW OF GRANT FUNDS. OPM RESERVES THE RIGHT TO WITHHOLD PAYMENTS UNTIL COMPLETE AND TIMELY REPORTS ARE RECEIVED.

### **Federal Prohibition Against Supplanting of Funds**

Grant funds cannot be used to replace state or local funds that are otherwise available for the proposed project/program/activity/service/expenditure. Grant funds must be used to support or enhance an existing project/program/activity/service/expenditure or create a new service or project.

**Future Funding:** There is no commitment of future continuation funds or supplemental funds. Initial project funding does not obligate OPM to continue its support of the project beyond the expiration date of this grant.

**No Extensions/Unexpended Funds Returned:** There will be no extensions granted for the 2022 JAG Local VCP Grant Program. All unexpended funds must be returned to OPM.

**Source of Federal Funds:** *Grants are funded by the State’s federal Justice Assistance Formula (JAG) grant (FFY 2017, 2018 & 2019) CFDA#16.738.*

## TOWN MANAGER'S REPORT

TO: Honorable Town Council Members

FROM: Karl F. Kilduff, Town Manager

DATE: December 15, 2021

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Please find my report concerning various items of interest to the Town Council and community.

### 1. Council Business:

- State COVID Test Kit Distribution – Despite the problems associated with the State securing and then making at-home COVID tests available to municipalities, the Town was able to hand out all kits we were assigned. I would like to extend my thanks and appreciation to Mike Neff and Mary Schettino for their role in helping get kits into residents' hands. Unfortunately, we were not able to meet local demand for tests in the community given the small number of kits made available. Mask distribution from the State's surplus supply of N95 (adult-sized) masks will be later in the week.
- Bonding – Standard & Poors affirmed our bond rating and the report makes note of the Town progress. I have attached a copy of the rating report to this memo for your reference. The bond sale is scheduled for January 6. I will give the Council a report on the results of the sale.
- FY22-23 Budget – Preparation of the next town budget is currently underway. Department requests were due by the end of December. Internal reviews and meetings with department heads will take place this month as the Town Manager's Proposed Budget is prepared for submission to the Council in February. The Council will need to set a schedule for budget workshops to review the budget and make adjustments before the budget advances to a public hearing.
- Housing Plan – As I noted at the last meeting, work will begin soon with the COG's consultant team to develop a state-mandated affordable housing plan for Clinton. I have asked the Planning & Zoning Commission and the Economic Development Commission to identify members that would be interested in participating in the process. If there is any Council interest it would be helpful to have that participation as the plan will ultimately need Town Council approval.
- MIRA – Following the Council's action to accept a revision to the service agreement that delivers our solid waste to MIRA, I alerted MIRA to our position. They will be distributing a new agreement to all participating municipalities later this month. Pricing will also be firmed up for the upcoming fiscal year.

## **2. 9 Town Transit:**

The merger of 9 Town Transit with Middletown Transit continued to move forward. The Board of 9 Town Transit votes to accept Durham, Middletown and Middlefield into the transit district. Only Middlefield has yet to schedule a vote to leave Middletown Transit and join 9 Town. The transfer of assets from one district to another needs to be ironed out as well as personnel policies that will merge the operations.

Of note, ridership was increasing and returning faster to pre-pandemic levels in the transit district. The rate of return to ridership was faster than seen in other neighboring transit districts.

## **3. Miscellaneous:**

- Hiring – Retirements in Town Hall will set in motion an external hiring process. Two vacancies were created in December with the retirement of the Building Department Clerk and the Accounts Payable Clerk. Per the union contract, these positions need to be posted internally for any qualified internal candidates. I expect 1 internal candidate which will in turn create another vacancy to post internally before going out on the street for external candidates. In addition to these positions, I plan to re-advertise the WPCC clerk position and the Senior Program Coordinator.

# **RatingsDirect®**

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## **Summary:**

# **Clinton, Connecticut; General Obligation; Note**

### **Primary Credit Analyst:**

Lauren Freire, New York + 1 (212) 438 7854; [lauren.freire@spglobal.com](mailto:lauren.freire@spglobal.com)

### **Secondary Contact:**

Christian Richards, Washington D.C. + 1 (617) 530 8325; [christian.richards@spglobal.com](mailto:christian.richards@spglobal.com)

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## Summary:

# Clinton, Connecticut; General Obligation; Note

### Credit Profile

US\$6.575 mil GO bnds ser 2022 due 08/01/2041

*Long Term Rating*

AA+/Stable

New

US\$2.0 mil GO BANs ser 2022 dtd 02/03/2022 due 02/02/2023

*Short Term Rating*

SP-1+

New

Clinton Twn GO

*Long Term Rating*

AA+/Stable

Affirmed

## Rating Action

S&P Global Ratings assigned its 'AA+' long-term rating to Clinton, Conn.'s 2022 \$6.575 million general obligation (GO) bonds. At the same time, we assigned our short term 'SP-1+' rating to the town's \$2.0 million GO bond anticipation notes (BANs). We also affirmed our 'AA+' long-term rating on the town's GO debt outstanding. The outlook is stable.

The town's full-faith-and-credit pledge secures the bonds. The short-term rating on the notes reflects our criteria for evaluating and rating BANs. In our view, Clinton maintains a very strong capacity to pay principal and interest when BANs come due. We view the town's market-risk profile as low because it has strong legal authority to issue long-term debt to take out the BANs, with no additional authority required, and it is a frequent debt issuer that regularly provides ongoing disclosure to market participants. BAN proceeds will provide financing for various capital projects.

Officials plan to use series 2022 bond proceeds to provide new money for various capital projects and refund certain maturities.

### Credit overview

The rating reflects our view of the town's access to a broad and diverse metropolitan statistical area (MSA) and strong wealth and income indicators. Clinton is primarily residential with large retail businesses and continuing economic development, which contribute to financial stability. Furthermore, we believe the town's fixed costs should remain manageable, as it does not have significant debt plans and maintains manageable fixed costs. Moving forward, we anticipate its healthy level of reserves and proactive management will continue to support positive operations.

The long-term rating reflects our opinion of Clinton's:

- Primarily residential community, with access to a broad and diverse MSA;
- Consistent budgetary operations with stable and very strong fund balances and no contingent liquidity risks;
- Limited fixed costs and debt plans; and
- Standard financial management policies and institutional framework that we consider strong.



## **Environmental, social and governance**

We have evaluated the town's environmental, social, and governance (ESG) factors relative to its economy, financial measures, management, and debt and long-term liability profile. We consider its governance and social risks in line with the sector standard. We view environmental risks and their potential effect on taxable properties, which are elevated compared with its peers because the town is on Long Island Sound. We recognize management is working on various resiliency efforts and is a member of the Lower Connecticut River Valley Council of Governments, which recently completed an update to its broader hazard mitigation plan. Within that plan, several projects have been identified for Clinton, and the town is in the process of updating its capital plans and exploring grant and other funding opportunities.

## **Stable Outlook**

### **Downside scenario**

We could consider a negative rating action if budgetary flexibility were to weaken due to negative budgetary performance.

### **Upside scenario**

We could consider a positive rating action if economic indicators were to improve to levels we consider comparable with those of higher-rated peers as evidenced by the "U.S. Local Governments Credit Brief: Connecticut Municipalities," published on Sept. 30, 2021, on RatingsDirect.

## **Credit Opinion**

### **Growing tax base supported by recent re-evaluation provides stability for town's local economy**

The roughly 17.2-square-mile Clinton is 17 miles east of New Haven and 40 miles south of Hartford, traversed by Interstate 95 and routes 1, 81, and 145. The primarily residential town maintains a modest commercial presence, along with some industrial properties. It recently underwent a re-evaluation, which saw the grand list grow by 5.56%, which is a significant increase when compared to the previous year's growth, which, on average, was less than 1%. We also note that the town's economic developments--e.g., Tidewater, Hammocks on Long Island Sound--are ongoing or close to completion. The site of the town's old Morgan High School facility is under development after being sold in October 2020, while the redevelopment of Unilever's former building continues. We anticipate the town's local economy will continue to expand, providing necessary revenue to support ongoing operations.

### **Standard policies, that are updated as needed, with a focus on long term capital planning**

Clinton's budgetary assumptions are conservative, and management uses three-year historical trend analysis when developing the budget. The town also reports on budget-to-actual results to the council monthly. Clinton follows state guidelines on investments. While it does not have a formal long-term financial plan, it does informally project out revenues and expenses as part of its budgeting process, and to inform town council members. The town's rolling capital plan extends into fiscal 2028, but it does not identify funding. Its formal reserve policy calls for maintaining unassigned reserves at no less than 15% of expenditures. Management recently increased this target from its previous level of 10% and has adhered to this policy during the past three fiscal years.

**Consistently positive year-end results, with very strong levels of budgetary flexibility and liquidity**

Clinton budgeted conservatively for intergovernmental, property tax, and charges for services revenue. Town departments also maintained good control of expenditures, which netted cost savings over the last few years. Fiscal 2021 results include adjustments for one-time capital expenditures paid for with bond proceeds, adding investments with maturities with less than one year and recurring transfers. We note the town elected to include the one-time revenue from the sale of its high school below the line, so no adjustments were made. Management primarily attributes fiscal 2021 positive performance to conservative budgeting for revenues, primarily property tax and state revenue. On the expense side, the town did not fully expend its budget, with savings across its expense categories. Property taxes accounted for 82% of fiscal 2021 general revenue, followed by intergovernmental revenue at 16%. Tax collections averaged 99.3% during the past three fiscal years; the town budgets for 98.8% collections, which provided additional operating flexibility.

Management continued to budget conservatively for revenues in fiscal 2022. The town's 2022 budget grew 3.9%, to \$58.5 million. As part of the budgeting process, roughly \$1 million was cut from the proposed budget. The town is continuing to pursue ongoing pay-as-you-go capital projects, with a special emphasis on paving, which should reduce the need for long-term debt. On the revenue side, it returned to its normal tax collection assumption rate and reduced the amount of fund balance appropriated. Additionally, with the increase in the grand list as part of the re-evaluation, the town was able to lower its millage rate. Currently, it reports no major changes in budget-to-actuals and anticipates ending the year at least balanced. We note the town was allocated \$3.8 million in American Rescue Plan Act funds and has started its community outreach for input for the expending of these funds. We anticipate the town will most likely continue its strong performance, but will monitor the effects of longer term environmental capital projects, as well as increases in pensions and other postemployment benefit (OPEB) costs.

Clinton has consistently maintained very strong budgetary flexibility during the past three fiscal years, with available reserves averaging 22% of expenditures, bolstered by the one-time sale of the town's high school building. As the town saw a large increase in fund balance, and consistently maintains higher reserves than its previous policy, it revised its formal reserve policy of maintaining unassigned fund balance at 15% of expenditures. We expect management will spend fund balance on various capital projects and other one-off expenses, although we do not expect budgetary flexibility will likely weaken materially. With the town's consistent positive operations, its liquidity levels remain very strong. Clinton is a regular market participant that has issued debt frequently during the past several years, including GO bonds and short-term BANs. It does not have any variable-rate or direct-purchase debt. We expect liquidity will likely remain very strong.

**Manageable debt burden with growing pension and OPEB costs**

Following this issuance, the town will have about \$54.9 million of total direct debt, including \$2.0 million in BANs. We note that we have not included the amortization of the BANs in our 10-year amortization calculation to be conservative. Officials have \$10.1 million of authorized, but unissued, debt. The town anticipates receiving various grants to offset a large portion of the authorized but unissued debt. We do not anticipate significant changes in its debt profile over the outlook horizon. We note that Clinton is in the very preliminary stages of a possible sewer project, and the scope is not known at this time, but may result in future debt issuances outside the outlook horizon.

Pension and OPEB highlights:

- We do not view pension and OPEB liabilities as an immediate credit pressure for Clinton despite lower funding and our expectation that costs will likely increase.
- Under a special funding situation, the state is obligated to make pension contributions on behalf of Clinton for Connecticut State Teachers' Retirement System (CSTRS), mitigating risks of escalating costs, despite poor plan funding.
- Because the town's actuarially determined pension contribution is built from what we view as weak assumptions and methodologies, we think it increases the risk of unexpected contribution escalations. However, we expect higher contributions will likely remain affordable due to the strength of the town's revenue base.
- Although Clinton funds OPEB liabilities on a pay-as-you-go basis, which, due to claims volatility and medical cost and demographic trends, is likely to lead to escalating costs, the town has established a trust and is working toward a funding policy.

At June 30, 2021, the town participated in:

- Clinton Police Pension Plan, a single-employer police retirement system, established and administered by the town, which was 73.34% funded, with a \$6.3 million net pension liability (NPL);
- Clinton Board of Education Noncertified Personnel Pension Plan, a single-employer pension system, established and administered by the board to provide pension benefits to noncertified employees of the board of education, which was 88.91% funded, with a \$944,510 NPL;
- Volunteer Firefighters' Plan, which was 16.97% funded, with a NPL of \$808,310;
- Connecticut Municipal Employees' Retirement System, which was 71.18% funded, with a proportionate share of the plan's NPL of \$4.8 million;
- CSTRS, which was 49.24% funded; and
- OPEBs for eligible school and town employees.

The town's OPEB plan had a total liability of \$2.9 million at June 30, 2021, while the board of education's OPEB plan has a total liability of \$6.6 million. The fiduciary net position for the town's plan is 1.39%, while that for the board's plan is 1.43%.

Management has created an OPEB trust fund and is developing a funding policy for it. While the town's total pension and OPEB carrying charge as a percentage of expenditures has grown during the past fiscal year, we think costs will likely remain manageable; however, should they increase significantly, we could revise our view of the town's pension and OPEB profile. We view its retirement costs and long-term liabilities as manageable.

### **Strong institutional framework**

The institutional framework score for Connecticut municipalities is strong.

**Clinton, CT -- Key Credit Metrics**

	Most recent	Historical information		
		2021	2020	2019
Very strong economy				
Projected per capita EBI % of U.S.	114			
Market value per capita (\$)	186,745			
Population			12,602	12,709
County unemployment rate(%)			6.5	
Market value (\$000)	2,353,360	2,229,504	2,205,496	
Ten largest taxpayers % of taxable value	8.3			
Strong budgetary performance				
Operating fund result % of expenditures		6.1	5.7	0.5
Total governmental fund result % of expenditures		10.8	8.9	6.7
Very strong budgetary flexibility				
Available reserves % of operating expenditures		30.8	20.7	16.6
Total available reserves (\$000)		18,026	12,217	9,478
Very strong liquidity				
Total government cash % of governmental fund expenditures		38	29	27
Total government cash % of governmental fund debt service		425	332	328
Adequate management				
Financial Management Assessment	Standard			
Adequate debt & long-term liabilities				
Debt service % of governmental fund expenditures		9.0	8.8	8.2
Net direct debt % of governmental fund revenue	88			
Overall net debt % of market value	2.5			
Direct debt 10-year amortization (%)	64			
Required pension contribution % of governmental fund expenditures		3.3		
OPEB actual contribution % of governmental fund expenditures		0.7		
Strong institutional framework				

EBI--Effective buying income. OPEB--Other postemployment benefits.

## Related Research

- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020

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