

# Historic Southington, Connecticut



First Congregational Church  
(Third Meeting House of the Town)  
c. 1830



Although Southington was formally established as a town, separate from Farmington, in 1779, its roots go back to a much earlier time. Samuel Woodruff, Southington's first white settler, moved south from Farmington to the area then known as "Panthorne". The settlement grew, prospered and came to be known as "South Farmington" and then later, the shortened version, "Southington."

A meeting house, independent of the Farmington parish, was first constructed here in 1726 and was used until 1757. Its location on the site of the present Oak Hill Cemetery, is commemorated by the First Meeting House stone and plaque.

Southington became a thriving community with the construction of dwellings, taverns and stores. industry flourished rapidly. In 1767, Atwater's grist mill was established and by 1790 Southington had a button factory, saw mills, a brass foundry and pot-ash works. In addition, the first machines to make carriage bolts were developed in Southington.

Southington played a part in this country's military heritage. Important town visitors during the Revolutionary War include Washington, Lafayette and Count Rochambeau.

Southington today is a growing community, once described as "A Microcosm of America". The town is located in Hartford County, within 20 miles of Hartford and 9 miles of Waterbury, and includes the sections of Plantsville, Milldale and Marion. The geographic area of the town is 36.8 square miles, ranking it 40th out of 169 Connecticut towns, and its population is approximately 40,000. While today it is a modern residential, commercial and industrial community, Southington is proud of its history.

# TABLE OF CONTENTS

<u>Report of:</u>	<u>Page</u>
Town Manager	10
Department of Assessments	11
Board of Education	15
Building Department	74
Calendar House Senior Center	75
Community Services	80
Conservation Commission	91
Economic Development	92
Election Department	95
Engineering Department	97
Fire Department	100
Highway & Parks Department	109
Housing Authority	112
Human Resources	115
Information Technology	118
Library and Barnes Museum	120
Planning and Zoning Department	144
Police Department	145
Recreation Department	168
Tax Collector	170
Town Clerk	171
Water Department	173
Water Pollution Control	180
Youth Services	183
Zoning Board of Appeals	187
Audited Financial Report	189



**Southington Town Hall**



## Department Heads:

Mark J. Sciota	Town Manager
Teresa Babon	Director of Assessments & Revenue
Jeff Pooler	Building Official
Robert Verderame	Calendar House – Senior Director
Janet Mellon	Community Service Director
Louis Perillo, III	Economic Development Coordinator
Annette Turnquist	Director of Public Works
Annette Turnquist	Town Engineer
James Paul Jr.	Fire Chief
Emilia C. Portelinha	Finance Director
Shane Lockwood	Health Director
Jay Baker	Information Technology Director
Kristi Sadowski	Library Director
Robert A. Phillips	Planning & Community Development Director
John F. Daly	Police Chief
David A. Lapreay	Recreation Director
Elaine Bedard	Registrar of Voters
August Palmer	Registrar of Voters
Kathy Larkin	Town Clerk
Kiari Williams	Water Pollution Control Superintendent
Christina Simms	Youth Service Director
William Casarella	Superintendent, Water
Michelle Passamano	Human Resource Manager

**TOWN OF SOUTHTON  
BOARDS AND COMMISSIONS  
June 30, 2021**

**TOWN COUNCIL**

9 members - 2 yr. terms to November 2021

Victoria Triano, Chairwoman  
Tom Lombardi, Vice Chairman  
Paul Chaplinsky, Jr.  
Michael Del Santo  
Valerie A. DePaolo  
William Dziedzic  
Jim Morelli  
Christopher J. Palmieri  
Christopher J. Poulos

**TOWN MANAGER**

**TOWN ATTORNEY**

**ASSISTANT TOWN ATTORNEY**

Mark J. Sciota  
Jeremy Taylor  
Alex Ricciardone

**BOARD OF EDUCATION**

9 members - 2 yr. terms

	<u>Nov.</u>
Joseph Baczewski	2021
Robert S. Brown	2021
Terri C. Carmody	2021
James Chrzanowski	2021
Missy Cipriano	2021
Colleen W. Clark	2021
David J. Derynoski	2021
David Falvo	2021
Zaya G. Oshana	2021

**BOARD OF FINANCE**

6 members - 2 yr. terms

	<u>Nov.</u>
John J. Leary, Chr	2021
Joseph K. Labieniec, V Chr	2021
Kevin R. Beaudoin	2021
Tony Morrison	2021
Edward S. Pocock, Jr. Sec	2021
Susan J. Zoni	2021

**REGISTRARS OF VOTERS**

2 members - 4 yr. terms, elected  
previous November

	<u>Jan.</u>
Elaine Bedard	2025
August A. Palmer, III	2025

**TOWN CLERK**

6 yr. term, Elected

	<u>Jan.</u>
Kathy Larkin	2026

**PLANNING & ZONING COMMISSION**

7 members - 4 yr. terms

	<u>Nov.</u>
Robert Hammersley	2021
Susan Locks	2021
Robert Salka	2023
Peter Santago	2023
Christina Volpe	2023
Jeffrey D. Gworek	2021
Steve Walowski	2021

**PZC ALTERNATES**

4 members - 4 yr. terms

	<u>Nov.</u>
Joseph F. Coviello	2023
Theresa Albanese	2021
Stuart Savelkoul	2021
Caleb Cowles	2023

**BOARD OF WATER COMMISSIONERS**

6 members - 4 yr. terms

	<u>Nov.</u>
Robert M. Berkmoes, VP	2023
Rudolph Cabata	2021
Ron Lamoreux, Jr.	2023
Thomas J. Murphy	2021
Erika Pocock, Pres	2023
Ralph Warner	2021

BOARD OF ASSESSMENT APPEALS

3 members - 4 yr. terms

	<u>Oct.</u>
Jerry W. Belanger	2022
James M. Bowes	2024
Barbara P. Roberts	2023

BOARD OF ETHICS

4 members - 3 yr. terms (6 yrs. Consec.)

	<u>Aug.</u>
Joseph Pugliese	2022
Patricia Johnson	2023
Joe Markley	2022
Gloria Brown	2023

BOARD OF ETHICS ALTERNATES

2 members - 3 yr. terms

	<u>Aug.</u>
Brian Zaccagnino	2021
Robert Cusano	2021

BOARD OF FIRE COMMISSIONERS

5 members - 4 yr. terms

	<u>Nov.</u>
Mark Lajoie	2024
Christine Shanley-Buck	2022
Nathan Wilson	2022
David Kanute	2023
John Moise	2021

BOARD OF POLICE COMMISSIONERS

5 members - 4 yr. terms

	<u>Nov.</u>
David DellaVecchia	2022
Stephen Kalkowski	2023
James Sinclair, V Chr	2021
Robert Triano	2024
James Verderame, Chr	2022

CAPITOL REGION COUNCIL  
OF GOVERNMENTS (CRCOG)

2 members

Victoria Triano, Council Chair  
Mark J. Sciota, Town Manager

CENTRAL REGIONAL TOURISMDISTRICT BOARD

1 member - 3 yr. term

	<u>Sept.</u>
Dawn Miceli	2021

PERSONS WITH DISABILITIES COMMISSION

9 members - 2 yr. terms

	<u>April</u>
Michael Early	2023
Candice L. Mazzarella	2023
Nicole M. Ricciardone, Treas	2023
Brian Callahan, Chr	2023
William Weber, V Chr	2023
Karen E. Cavanaugh	2023
Lauren Dziedzic	2023
Maureen Jahne	2023
Megan Mele, Sec	2023

CONSERVATION COMMISSION

7 members - 4 yr. terms

	<u>April</u>
Mathew Bunko	2022
David Byrne	2023
Michael Saleski	2025
Gregory Ali	2024
Christopher Borowy	2025
Bethany Solury	2023
William Kowalewski	2024

CONSERVATION COMM. ALTERNATES

2 members - 4 yr. terms

	<u>April</u>
Jakub J. Gorski	2025
James P. Sullivan	2025

CONSTABLES

7 members - 2 yr. terms

	<u>Nov.</u>
Michael Baker	2021
Michael Gaudio	2021
James Haigh	2021
David Zoni	2021
Nathan Berkmoes	2021
David Riccio	2021
Michael Furgalack	2021

ENTERPRISE AND ECONOMIC  
DEVELOPMENT COMMITTEE (SEED)

13 members - 4 yr. staggered terms

	<u>Sept.</u>
James D. Garstang	2022
Juanita Champagne	2024
Mark Sciota, Town Manager	2023
Edward Pocock, III	2023
Louis Perillo	2023
Michael Riccio	2021
David Zoni	2023
Jack Daly	2022
Terri C. Carmody	2022
Stefanie Farkas	2022
Lucille Cusano	2021
Thomas O'Shea	2021
Dana Rickard	2021

HISTORIAN

Phil Wooding

HOUSING AUTHORITY

5 members - 5 yr. terms

	<u>Oct.</u>
Sharon M. O'Brien, Chr	2025
John Walsh	2024
Stuart Savelkoul	2023
Cheryl D. Hilton	2021
Alex J. Ricciardone	2022

LIBRARY DIRECTORS

9 members - 4 yr. terms

	<u>Nov.</u>
Mary Baker, Chr	2023
Maureen E. Gagnon	2023
Walter Grover	2023
Patricia A. Queen	2021
Frances W. Meade	2021
Joanne Kelleher	2023
Todd Chaplinsky	2021
Tina Riccio	2023
Joanne Furgalack	2023

OPEN SPACE

ACQUISITION COMMITTEE

10 members - 2 yr. terms

	<u>Nov.</u>
Paul Chaplinsky, Jr, Chr	2021
James Morelli, V Chr	2021
Robert Berkmoes	2021
Robert Salka	2021
Joseph Baczewski	2021
Edward Pocock, Jr	2021
Michael Riccio	2021
Christopher Palmieri	2021
Chris Borowy	2021
Jeremy Taylor, Town Attorney	2021

PARKING AUTHORITY

5 members - 5 yr. terms

	<u>Nov.</u>
Jerry Triano	2021
Michael Gaudio	2025
Michael Riccio	2024
Stacey Dolan	2021
Dolores Babkirk	2023

PARKS & RECREATION BOARD

5 members - 4 yr. terms

	<u>Oct.</u>
Michael J. Fasulo, Chr	2021
Julie Portfolio	2022
Michael T. DeFeo, V Chr	2021
Robert E. Galati	2023
Joseph Miceli	2022

SENIOR CITIZENS COMMISSION

9 members - 3 yr. terms

	<u>March</u>
C. Mark White, V Chr	2023
Elliott R. Colasanto, Sec	2023
Kimberly R. Roy	2022
Constance C. Proll	2023
Michael Bunko	2024
Jessica P. Arsenault	2022
Paul Shupenko, Chr	2022
Carmillia G. Kimmel	2024
Lisa Cammuso	2024

### ZONING BOARD OF APPEALS

5 members - 4 yr. terms

	<u>Nov.</u>
Robert Ives	2024
Alicia Novi, Chr	2022
Michael Scavetta	2023
Theodore Cabata	2022
Erica Byrne	2022

### ZBA ALTERNATES

4 members - 4 yr. terms

	<u>Nov.</u>
Anthony Mazzearella	2022
Ryan Rogers	2023
Rosemarie Fischer	2022
Ronald Bohigian	2023

### SELF-INSURANCE COMMITTEE

9 members - 2 yr. terms

	<u>Oct.</u>
Joseph Labieniec, Chr	2021
Christopher Poulos, V Chr	2021
Tom Lombardi	2021
Kevin Beaudoin	2021
Colleen Clark	2021
William Dziedzic	2021
Zaya Oshana	2021
James Chrzanowski	2021
Salvatore J. Dominello	2021

### PLAINVILLE-SOUTHINGTON REGIONAL HEALTH DISTRICT (est. 7/1/11)

	<u>July</u>
Charlotte Politis, MPH Chr	2023
Joseph Marino, VC	2022
Anne Marie Conaty	2023
John Barry	2022
Elliott Colasanto	2023
Mark Sciota	Indefinite
Robert Lee	Indefinite
Edward Bailey	Indefinite

# Town of Southington

## Town Council

VICTORIA TRIANO, CHAIROWMAN  
TOM LOMBARDI, VICE CHAIRMAN  
PAUL CHAPLINSKY, JR.  
MICHAEL DEL SASTO  
VALERIE A. DEPAOLO  
WILLIAM DZIEDZIC  
JIM MORELLI  
CHRISTOPHER J. PALMIERI  
CHRISTOPHER J. POULOS



## Town Manager

MARK J. SCIOTA  
(860) 276-6300

Honorable Chairman  
and Town Council

Ladies and Gentleman:

It is my distinct pleasure to submit to you the Town's 55<sup>th</sup> Annual Report under the Council-Manager plan covering the period July 1, 2020 to June 30, 2021.

What you will find in this report is an extraordinary amount of hard work by dedicated professionals in support of our town and our community. Each of the departments describes the work that they have accomplished for our residents over this past year. Our intent is to provide the very best local government possible.

Southington's strong financial management has led the Town to once again be rated AA+ with Standard and Poor's Rating Agency, allowing us to borrow money at very competitive rates. Our financial rating is due to solid management by the department heads and a strong community built on smart economic development.

Our community continues to be an outstanding community and we are making wonderful progress. Our staff is an amazing group of professionals, from the department heads throughout the entire organization. Once again, we are happy to report our accomplishments during this successful year.

Very truly yours,  
TOWN OF SOUTHTINGTON

Mark J. Sciota,  
Town Manager

"City of Progress"

75 Main Street

Southington, CT 06489

# Town of Southington

## Department of Assessments



### Department of Assessments Annual Report July 2020 thru June 2021

The 2020-2021 fiscal year was a very busy year for the department. The Town's Grand List continued to experience significant growth, especially when compared to surrounding communities. The volume of building permits, real estate transactions and subdivision activity remained strong. In addition to all the regular daily activity, the Assessor's Office oversaw a town-wide, state mandated revaluation. Data mailers were sent to every home owner, and inspections were performed on properties that either were recently sold, or had newly issued/closed building permits.

The Assessor's Office staff is comprised of four individuals: Erin O'Connell, Tracey Fernandez, Lisa Bonenfant and Michelle Tarca. However, during the last quarter of the 20/21 fiscal year, one of our clerks made a move to a different town department. Given the level of building activity in Southington, both commercial and residential, the entire staff worked tirelessly to ensure all new values were captured on the grand list, and anyone that visited the office received prompt and courteous service.

Here are the final 2020 Grand List assessment totals:

#### Comparison Net Taxable Value

	2019	2020	Change	% Change
Real Estate	3,485,214,531	3,733,481,210	248,266,679	7.12%
Motor Vehicles	382,303,728	411,995,275	29,691,547	7.77%
Personal Property	289,822,950	291,453,940	1,630,990	0.56%
	=====	=====	=====	=====
Grand Total	4,157,341,209	4,436,930,425	279,589,216	6.72%

#### Comparison Net Taxable Value (Outside of Revaluation)

	2019	2020	Change	% Change
Real Estate	3,485,214,531	3,503,577,991	18,363,460	0.53%
Motor Vehicles	382,303,728	411,995,275	29,691,547	7.77%
Personal Property	289,822,950	291,453,940	1,630,990	0.56%
	=====	=====	=====	=====
Grand Total	4,157,341,209	4,207,027,206	49,685,997	1.20%

**Real Estate**

Single Family Dwelling construction continues in Apple Gate, Woodland Heights, Hillcrest Village, Muirfield Estates, Balmoral Estates, and North Ridge Estates. Granted, the pace has slowed significantly, but the subdivisions are still not at 100%.

One hundred fifty three pro-rated assessments were generated, increasing assessments by \$7.2 million for completed construction within the aforementioned subdivisions as well as the new AutoZone on Meriden Waterbury Rd.

It is important to note that our revaluation took place at the best time, since data collection and market comparison was all complete prior to the influence of COVID-19 on the sales prices in the real estate market.

**Personal Property**

The small increase in the assessed value of business personal property at 0.56%, was not unexpected given the COVID-19 pandemic. Existing businesses, if they even remained open during the year, seemed reluctant to invest in new furniture, fixtures, and equipment. In contrast to real estate, which is reassessed once every five years, business personal property is assessed annually at market value, and then depreciated according to state-guided depreciation schedules.

Market value of business property, which includes computers, furniture, fixtures and equipment, is determined by applying depreciation to the original cost on an annual basis. In other words, as a business item remains in place and ages, its value decreases. In order for the personal property portion of the Grand List to increase year-over-year, the value of new equipment purchased must exceed the depreciated drop in value of existing equipment. As the chart below indicates, the taxable assessed value of business personal property has increased by more than \$129 million over the last 10 years, but this year’s increase was the smallest recorded for the past nine years.

Year	Personal Property Net Grand List	Change in Value	Percent Change
2010	162,030,003	-1,598,481	-0.98%
2011	171,875,741	9,845,738	6.08%
2012	173,601,414	1,725,673	1.00%
2013	175,888,086	2,286,672	1.32%
2014	192,512,504	16,624,418	9.45%
2015	197,598,481	5,085,977	2.64%
2016	205,783,093	8,184,612	4.14%
2017	235,100,057	29,316,964	14.25%
2018	253,821,033	18,720,976	7.96%
2019	289,822,950	36,001,917	14.18%
2020	291,453,940	1,630,990	0.56%



In the table below are the top 30 companies in Southington as of October 1, 2020. They are ranked by the net assessed taxable value of their business property.

1 CONNECTICUT LIGHT & POWER	11 MEDEX, INC	21 LOWES HOME CENTERS INC
2 YANKEE GAS SERVICES CO	12 SUPREME FOREST PRODUCTS INC	22 ENVIRONMENTAL DESIGNS INC (WINTERBERRY GARDENS WEST ST)
3 YARDE METALS INC	13 HOME DEPOT USA INC	23 MOHAWK NORTHEAST INC
4 SUPERIOR INC	14 BRUNALI CONSTRUCTION CO INC	24 A. DUJE PYLE, INC
5 WEBSTER FINANCIAL CORP HEADQUARTERS	15 STOP & SHOP SUPERMARKET CO	25 TOPS MARKET, INC
6 ESPN INC	16 LIBERTY MUTUAL INSURANCE	26 SHOPRITE OF SOUTHTON
7 FESTIVAL FUN PARKS LLC	17 AT&T MOBILITY LLC	27 CELLCO PARTNERSHIP
8. COURTYARD MARRIOTT	18 WAL-MART STORES EAST LP	28 SUPREME INDUSTRIES, INC
9 BLACK & DECKER (US) INC	19 BJ'S WHOLESALE CLUB	29 TARGET CORPORATION
10 COCC, INC	20 PRICE CHOPPER SUPERMARKET	30 MT SOUTHTON SKI AREA, INC

### **Motor Vehicles**

Approximately 78% of the motor vehicle Grand List is made up of vehicles associated with private, personal use such as passenger cars, campers, and motorcycles. In the spring 2020, auto plants temporarily shut down operations for safety. That has created a shortage of new-car inventory, pushing more people into the used-car market. In June 2021, the *New York Times* reported that between May 2020 and May 2021, used car and used truck prices went up 29.7%. The October 1, 2020 assessment date fell during that range and we saw many used car values increasing, some, significantly. There was a policy-based boost in demand as well, as buyers put their coronavirus relief checks toward the purchase of new vehicles. In short, the pandemic reduced the supply of cars at the same time it increased demand for them.

### **Summary**

It's important to note that Southington continues to experience a significant expansion in residential, commercial, and industrial development. However, during the entire 20/21 fiscal year, we felt the impact of the Coronavirus. Unfortunately, we must prepare for longer lasting effects of this world-wide pandemic on our local economy. Our community is strong and resilient, yet we must remain realistic as we consider the toll mandatory restrictions and shutdowns will have taken on our businesses.

### Southington Top Ten Taxpayers

RANK	PROPERTY OWNER	LOCATION	REAL ESTATE ASSESSMENT	PERSONAL PROPERTY ASSESSMENT	TOTAL
1	Eversource(Connecticut Light & Power	Various	2,207,640	144,098,930	146,306,570
2	Yankee Gas Services	Various	64,390	25,756,790	25,821,180
3	45 Newell Street Associates (Yarde Metals)	45 Newell Street	17,718,730	6,746,937	24,465,667
4	Southington/Route 10 Associates (Shop Rite Plaza)	750 Queen Street	12,321,420		12,321,420
5	R K Southington (RK Queen Plaza)	825 Queen Street	12,206,090		12,206,090
6	Target Corporation	600 Executive Blvd.	10,706,310	1,002,140	11,708,450
7	Execsouth KKF LLC & Execsouth NNP LLC (Lowes)	500 Executive Blvd.	9,692,220	987,750	10,035,950
8	Executive Two Hundred, LLC	200 Executive Blvd.	9,871,960		9,871,960
9	Olson Murial et al (Wal-Mart Plaza)	235 Queen Street	9,562,500		9,562,500
10	Briad Lodging Group Southington	1096 West Street	8,941,300	451,170	9,392,470

Respectfully,  
  
 Teresa M. Babon, CCMC  
 Director of Assessment & Revenue

# **SOUTHINGTON PUBLIC SCHOOLS**



## **Superintendent's Annual Report 2020-2021**



# **Superintendent's Annual Report**

## **2020-2021**

### **Southington Board of Education**

Colleen W. Clark, Board Chairperson  
Joseph M. Baczewski, Vice Chairperson  
Dawn L. Anastasio, Secretary  
Sean M. Carson  
James J. Chrzanowski  
David J. Derynoski  
Zaya G. Oshana  
Jasper P. Williams

### **Central Office Staff**

Steven G. Madancy, Superintendent of Schools  
Frank M. Pepe, Assistant Superintendent of Schools  
Rebecca Cavallaro, Director of Pupil Services  
Peter J. Romano, Director of Operations  
Jennifer Mellitt, Director of Business & Finance  
Michelle Passamano, Human Resource Manager

# Superintendent's Annual Report

## 2020-2021

<b><u>TABLE OF CONTENTS</u></b>	<b><u>Pages</u></b>
Superintendent's Executive Summary .....	1-2
ELA - Curriculum & Instruction .....	3-4
Mathematics - Curriculum & Instruction .....	5-7
Business Department .....	8-10
Operations Department .....	11-14
Human Resource Department .....	15-17
Pupil Personnel Services .....	18-20
School-Based Activities .....	21-56



**Southington Public Schools**  
**Superintendent's Annual Report 2020-2021**

**SUPERINTENDENT'S EXECUTIVE SUMMARY**

*Steven G. Madancy, Superintendent of Schools*

The 2020-2021 school year proved to be one of the most challenging times in education history. The school year started off with uncertainty around re-opening and models of instruction due to fluctuating prevalence rates of the Covid 19 virus and flexibilities the district was required to provide per Connecticut State Department of Education guidelines at the direction of the governor. Given this uncertainty, districts were provided with little time to react and respond to state mandates relative to education models during the pandemic. Southington was not immune from this.

A source of pride amongst staff, families and the community were that the district's elementary and middle schools were fully open to in-person learning from day one. This was an occurrence in only a handful of communities across the state. Additionally, the high school was open to in person learning in a hybrid model from day one, and early on, accommodations were made to allow students in need, or desiring interest, to attend daily as a third cohort within the model. Further, the district was able to staff and operate a completely remote school (Southington Remote Learning Academy) for K-5 families opting for such a model under the governor's required flexibility requirements consisting of 24 elementary classroom teachers, a full-time administrator and support services. This proved to be a monumental but tremendously successful task given the abbreviated time to establish and implement. The resilience displayed by all staff, remote and in-person, to provide quality teaching and learning despite the tremendous learning curve associated with varied models of instruction, social emotional needs of students, and enduring the pandemic themselves as staff with families of their own, is a testament to the professionalism and dedication of the Southington Public Schools staff and faculty.

In order to address appropriate and efficient use of technology due to the varied needs and models, the district provided extensive training and support to all teachers in the use of several digital learning tools. These learning tools include learning management systems, Google Classroom and Canvas, and many other software tools meant to engage and present materials and lessons to students in flexible ways given the needed fluctuating virtual and in-person learning occurring in instances of quarantine or for families opting for the remote model.

The district also opportunitized federal grant funding to shift from a 'Bring Your Own Device' model, supplementing devices for families without devices with district devices, to a complete '1:1' model. This provided all students district devices imaged with common software, safety and monitoring controls, and training to provide for a more seamless experience with technology during teaching and learning. This was a tremendously successful, yet challenging undertaking given the unpackaging, asset tagging, imaging, inventorying, and deployment of 6000+ devices to students.

## Superintendent's Annual Report 2020-2021 Executive Summary

For students who struggled with the challenges of the pandemic, the district established and implemented a 'first of its kind' credit recovery model for high school students to regain opportunity for credit by completing teacher curated modules addressing deficit areas identified. This individualized model, personalized for each student, was successful at assisting students impacted by the various challenges associated with pandemic learning. Further, for students in grade k-12 needing academic support and remediation, the district offered a Summer Academy, complete with meals and transportation serving approximately 700 students district wide as opposed to the average 200+ students who traditionally receive summer support programming.

In the spring the district began meeting with an established Elementary Facilities Committee consisting of a subcommittee of the Board in conjunction with Colliers Project Management Group to begin exploring and discussing the future use and plans of the three remaining elementary schools yet to be remediated. (Derynoski, Flanders and Kelley)

Early work was conducted consisting of site reviews and layouts, enrollment and facility reviews, environmental site assessments, and discussion with town officials over the benefits and advantages to potentially consolidating eight elementary schools to seven elementary schools with consideration to which schools were best suited for future new construction. This committee work will continue into the 2021-2022 school year with an eye towards a referendum in the Fall of 2022.

Also in the spring, with prevalence rates declining, the district was proud to offer more relaxed mitigation allowing for several successful year-end events to celebrate the learning and achievements of all students across the district at all levels including field days, awards and scholarship nights, senior activities, and the culminating graduation.

Entering the 2021-2022 school year, continued uncertainty remains surrounding the pandemic; however, the district is going to be strategic and intentional with everything we do to try and focus on outcomes and initiatives that were prioritized pre-pandemic.

In closing, the entire Southington Public Schools administrative team should be recognized for the true professionalism and grit in operating schools daily this past year despite the tremendous challenges associated with effective mitigation, often taking them away from their families on nights and weekends, to communicate in a timely manner with families impacted by the virus. This ensured the safety of all and provided students the best possible chance to continue in-person learning whenever possible.

## **ENGLISH LANGUAGE ARTS CURRICULUM & INSTRUCTION**

*Stephanie Lawlor, K-8 English Language Arts & K-5 Social Studies Coordinator*

### **Elementary English Language Arts (ELA)**

Teachers continued to implement the Teachers College *Reading and Writing Units of Study* during the 2020-2021 school year. The English Language Arts (ELA)/Social Studies Coordinator and the literacy coaches adjusted the curriculum calendar to allow time for teachers to differentiate lessons to focus on the skills that may have been disrupted during the spring of 2020. The pacing was also adjusted to allow time for social-emotional learning and mask breaks. Virtual coaching was provided by the literacy coaches, as well as through virtual resources provided by the Teachers College Reading and Writing Project.

During the 2021-2022 school year, over 300 students opted to attend the Southington Elementary Remote Learning Academy. ELA materials and resources for students attending the Remote Learning Academy were prepared and distributed every six weeks through the ELA/Social Studies Coordinator's office. These materials included leveled independent reading books for students in Grades K-2, differentiated paper choices for writing, and book choices for clubs in Grades 3-5. In addition, literacy coaching was provided to teachers in implementing units virtually. Intervention in reading was also provided to students by the literacy coaches and tutors.

Implementation of the *Units of Study in Phonics, Grades K-2* continued across the district. The 2020-2021 cohort of teachers received virtual coaching on how to implement the lessons at an exemplary level and studied multiple data points to drive instruction. This cohort will continue to receive in-person coaching this year to shore up implementation. In June, the 2021-2022 cohort of teachers received their materials and engaged in virtual professional learning. Teachers learned the guiding principles behind this phonics approach and began planning for September. At the conclusion of the 2021-2022 school year, all elementary schools will be implementing the new phonics curriculum.

### **Middle School English Language Arts (ELA)**

The Middle School ELA department continued to implement the *Reading and Writing Units of Study*. Teachers adjusted the ELA pacing calendar at the start of the year to build time to get to know students and to account for time to support social-emotional learning. Teachers collaborated to create engaging, meaningful lessons for both in-person and at home learners using *Canvas*. Technology tools such as *Pear Deck*, *Padlet*, and *Google Meets* were used to engage all students.

### **High School English Language Arts (ELA)**

The department leader worked with teachers to redesign instruction and adjust pacing due to the implications of implementing a hybrid model. The department leader worked with teachers to prioritize standards and to support differentiation. The ELA Coordinator and the department leader reviewed and prioritized courses in need of curriculum revision and will begin that work in the 2021-2022 school year.



## **Elementary Social Studies**

Teachers in Grades K-5 continued to implement the current adopted social studies curriculum. Students in K-2 explored a variety of topics through read-aloud, videos, and hands-on projects. These topics included community, geography, holidays, and economics. In Grades 3-4, students studied the history of Connecticut and engaged in a study of the United States Geography. Students in Grade 5 studied the Age of Exploration, Colonial America, and the American Revolution.

In January, 33 teachers along with the ELA/Social Studies Coordinator attended the “Black History IS American History” Institute offered by Teachers College, Columbia University. This institute aimed to teach educators how to move away from the canned narratives in teaching Black history and how to use texts to teach about the struggles and triumphs of Black people in the United States. These teachers were invited to be a part of the Elementary Social Studies Curriculum Committee and will collaborate with the K-5 Social Studies Coordinator to revise the K-5 social studies curriculum.

The ELA/Social Studies Coordinator presented a new unit of study in reading and social studies for Grade 5 to the Curriculum and Instruction Committee. Three teachers piloted the new unit called “Reading in the Content Areas: How Key Events Shape Nations” with a focus on the Civil Rights Movement and the continuing fight for equality. This unit aims to strengthen students' reading research skills and support students in accessing complex texts. This unit also supported the Grade 5 social studies standards of exploring the struggle for freedom, equality, and social justice by exploring the Civil Rights Movement. This unit will be presented to the Curriculum and Instruction Committee for Board of Education approval in the 2021-2022 school year.

## **MATHEMATICS CURRICULUM & INSTRUCTION**

*Amy Zappone, Mathematics Coordinator*

### **Elementary Math**

Over the course of the year, all teachers in Grades K-2 implemented the newly adopted *Ready Classroom Mathematics* curriculum. Teachers in Grades K-2 were provided with ongoing virtual coaching sessions to support the implementation of the units and best practices for math instruction. The math specialists worked diligently to ensure that teachers were provided with coaching support for each unit of instruction. The use of technology such as *Loom* and *Google Suite* assisted the department with virtual coaching, as COVID-19 restrictions were in play. Next year, the *Ready Classroom Mathematics* curriculum will roll up to Grades 3-5 across the district. This summer, teachers in Grades 3-5 have been provided the opportunity to engage in professional development to prepare themselves for new curriculum implementation next year. Additional professional learning for the Grade 3-5 teacher cohort will continue throughout the 2021-2022 school year. The district looks forward to seeing the long-term positive impacts of a comprehensive, vertically aligned curriculum in Grades K-5.

During the 2020-2021 school year, the math curriculum in Grades K-5 was adjusted to meet COVID-19 related demands such as increased time spent on social-emotional learning, loss of instructional time for mask breaks, and physical spacing/distancing limitations during instruction. The elementary math specialists and District Math Coordinator provided teachers with truncated scope and sequences to guide teaching and learning during this challenging year. Teachers and students also utilized *i-Ready* and *SplashLearn*, which are digital platforms that support differentiated instruction in math. Next year, the department will benefit from having increased instructional time to implement the entirety of the math curriculum, with the anticipation of fewer COVID-19 restrictions. Teachers and specialists are eager to return to utilizing the Math Workshop model in K-5 classrooms so they can support differentiation and student collaboration.

### **Middle School Math**

This year, the middle school mathematics department implemented the Board of Education adopted *Illustrative Mathematics* curriculum in Grades 6-8. Although year one of implementation was less than ideal with COVID-19 restrictions in place, teachers and students made the most of their learning time in math. Teachers received ongoing Tier 1 coaching support from the math coach with a focus on curriculum implementation. Teachers also worked collaboratively with the math specialist to support student growth through the district's Scientific Research-Based Interventions (SRBI) program.

The middle school math department adjusted to a revised scope and sequence this year that took into consideration the reduction of instructional time coupled with a strong focus on student social-emotional well-being. Common Core State Standards were prioritized by grade level to ensure major clusters were given adequate time. Teachers and students used *Canvas* as their learning management system to support both in-person and remote learners. Technology tools such as *Desmos* and *Pear Deck* were used to engage students digitally through interactive instruction. Next

## Superintendent's Annual Report 2020-2021 – Mathematics

school year, teachers look forward to ensuring a balance between technology tools and hands-on, paper and pencil tasks in math classes.

### **High School Math**

The high school math department welcomed new leadership as former John F. Kennedy Middle School math teacher, Mr. Thomas Hinman, assumed the role of department leader. The department engaged in ongoing professional learning around differentiated instruction with a focus on adjusting daily learning tasks to meet the needs of all learners. Teachers also continued evaluating their current curriculum by narrowing in on assessment design. The department spent time analyzing assessments to ensure that they provide students with the rigor and depth of knowledge necessary to support Southington's Vision of a Graduate and capstone project.

As Southington High School implemented a hybrid learning model this year, there were implications to course design and curriculum pacing. The department leader worked with teachers to prioritize content to be taught, keeping Common Core priorities at the forefront. The department looks forward to upcoming curriculum revisions for courses such as Consumer Math. Curriculum revision work for selected courses began this spring and will continue throughout the summer and next school year.

### **Elementary Science**

Teachers in Grades K-2 continued implementing science curriculum, using FOSS (Full Option Science System) kits to support hands-on learning. Students in the primary grades experienced several life science units that included opportunities to observe chicks hatching, observe caterpillars form into butterflies, compare goldfish and guppies, observe tadpole growth, and observe ladybug development. In Grades 3-5, teachers implemented newly adopted Next Generation Science Standards (NGSS) units of study that focused on scientific inquiry through phenomena-based instruction. Students in Grades 4 and 5 also engaged in a mini-unit that focused on the process of inventing. All students in Grade 5 were tasked with developing inventions and creating presentations to share their design process. At the May 2021 Board of Education meeting, Southington Public Schools was pleased to announce that two fifth-grade students, one from Kelly Elementary School and one from South End Elementary School, received awards at the Connecticut Invention Convention State Finals. These students were also moved forward to the national level for recognition of their work.

The district continued its strong partnership with the Lewis Educational Agricultural Farm (LEAF) this year. Founder and Executive Director of LEAF, Mr. Mark Ramsay, and the K-5 District Science Coordinator collaboratively worked with students and teachers at all elementary schools to plant school gardens. The district looks forward to continued work with LEAF to support science instruction and community engagement. In addition, the district continued planning with YMCA Camper Sloper staff to plan for science-related field trips for the 2021-2022 school year.

Next school year, the district is excited to welcome South End Elementary School teacher, Melissa O'Neil, to the team as a K-5 District Science Specialist. Melissa will work with teachers and the

## Superintendent's Annual Report 2020-2021 – Mathematics

Science Coordinator to develop Next Generation Science Standards curriculum and support curriculum implementation through professional learning and coaching.

# Superintendent's Annual Report 2020-2021

## **BUSINESS DEPARTMENT**

*Sherri P. DiNello, Director of Business & Finance*

The Business Office accomplished the following items during the 2020-2021 school year:

### **Budget Development 2021-2022**

During the 2020-2021 school year, the Board of Education 2021-2022 Operating Budget was developed and presented. The Southington Board of Finance had approved a \$1.8 million increase to the Operating Budget; however, the Town Council reduced that by \$1.5 million, leaving the Board of Education 2021-2022 Operating Budget with an increase of \$291,181 or .29%. Their action required the Board of Education to balance the budget utilizing grant funds authorized under the American Rescue Plan Act of 2021 Elementary and Secondary School Emergency Relief Fund (ARP ESSER).

### **COVID-19 Pandemic and School Reopening**

The Business Office played an integral part in planning for the safe reopening of schools in September. Here are some of the highlights:

### **Purchasing Office**

Securing and purchasing personal protective equipment (PPE) with a limited supply chain was challenging. The Accounting Manager did a tremendous job ensuring schools had masks, gloves, sanitizer, and a variety of other items needed by the custodial staff to ensure schools were safe to reopen. In addition, furniture was moved or ordered when necessary to maximize student space for social distancing. Carts for teachers were purchased, allowing them to travel to classrooms and students to remain in small cohorts. Tracking purchases to maximize grant reimbursement was a very important responsibility of the department as well.

### **Payroll Office**

Many new staff members were hired in all roles throughout the district to ensure schools opened safely. In addition, several staff members had assignment changes or hours extended to meet the needs of students. The payroll office set up new employees and changed roles to ensure staff members were paid appropriately and that additional costs were tracked for maximum grant reimbursement.

### **Food Service**

The universal availability of free meals for all students continued throughout the 2020-2021 school year. This had a large negative financial impact on the Food Service program. The district had fewer students attending school because of the remote option and hybrid schedule at Southington High School. Students attending in-person ate in many locations throughout the school, including libraries, classrooms, and music rooms. Food was prepared, packaged, and delivered to these areas, which reduced the appeal to students by limiting choices. The Food Service Director worked extremely hard to provide staffing coverage during the pandemic, as additional payroll hours were needed to accommodate this workload. Additionally, her staff made meals available to families of

## Superintendent's Annual Report 2020-2021 – Business Department

remote and hybrid learners by offering breakfast and lunches in the evenings as a grab-and-go option at DePaolo Middle School.

### **Office of the Director of Business**

Managing the Board of Education's Operating Budget and the new grants provided to Southington Public Schools due to the pandemic was a new challenge. Information was changing weekly regarding grant application deadlines, appropriate use of grant funds, and the timing of the availability. The goal was to maximize resources to meet the needs of students and staff while using the federal funding as it became available.

In addition, the change in the number of student school days in the calendar and the new concept of remote learning days required the Director of Business to work with union leadership on Memorandums of Agreements (MOA) to accommodate their schedules and workdays.

### **Employee Wellness**

The Healthy & Wise Committee continued to run successful employee wellness programs throughout the pandemic. The use of a new platform, *Wellable*, provided an online app for staff to have access to on-demand fitness classes, health tips, and challenges. Participation increased with the use of the app and the feedback from staff has been positive.

### **Unexpended Funds Account**

An additional Non-lapsing Education Account was established for the year-end 2020 through the cooperation of the Board of Education, the Board of Finance, and the Town Council. Connecticut General Statute 10-248a permits this account to be created by depositing unexpended Board of Education Operating Budget funds into the account from the prior fiscal year within the statutory limit. The funds can be used for educational purposes only and the expenditures shall be authorized by the local Board of Education.

In the fall, it was determined that this account would be utilized for unanticipated COVID-19 related expenses. However, once grant funding was secured and the district knew the account would not be needed for operational expenses, a list of projects was provided to the Board of Education for approval. In addition, two loans were provided to the Food Service program from this account to cover program losses in the amount of \$300,000 and \$500,000. In June of 2021, the \$500,000 loan was repaid to the Non-lapsing Account by utilizing the Elementary and Secondary School Emergency Relief Fund (ESSER II) grant.

### **Negotiations – Southington Secretarial & Food Service Employees, Nutmeg Independent Public Safety Employees Union (NIPSEU)**

The Director of Business & Finance worked with the Personnel Manager throughout the spring negotiating a new three-year contract with the secretaries and food service workers along with their union representative. Negotiations will continue into the 2021-2022 school year.

**Negotiations – Southington Custodial & Maintenance Employees, American Federation of State, County & Municipal Employees (AFSCME)**

The Director of Business & Finance negotiated a four-year contract extension with the AFSCME bargaining group. The extension was accomplished without opening the contract for full negotiations and saved the district legal funds because an attorney was not used for the negotiation process. The new four-year contract is for the period of July 1, 2021 – June 30, 2025.

**Five-Year Copier Lease**

The Accounting Manager worked with the Board of Education's current vendor to replace copiers throughout the district in the summer of 2021 by entering into a new five-year lease. To maximize resources, a print management system will be included as part of the new lease.

## **OPERATIONS DEPARTMENT**

*Peter J. Romano, Director of Operations*

The Operations Office accomplished the following items during the 2020-2021 school year:

### **COVID-19**

The year began with preparations during the summer months and continued throughout the school year addressing building occupancy and custodial concerns for COVID-19. Guidance from the Centers for Disease Control and Prevention, Department of Public Health, and Connecticut State Department of Education was implemented, including but not limited to HVAC (Heating, Ventilation, & Air Conditioning) modifications, facility sanitization programs, additional custodial support, hand sanitizer devices, relocating of furniture in classrooms for social distancing, transportation modifications, installation of plexiglass and protection screening, tents for mask break areas, testing of potable water, and removing the public from the use of the building for rentals.

### **Construction and Building System Improvements**

- At the close of the fiscal year, the Maintenance staff completed 2,836 work orders that were submitted by the administration and staff at the schools.
- Water bottle filling stations have been added to all schools. This was primarily a COVID initiative to reduce transmission of germs via the water fountains.
- The recently updated National Fire Protection Association codes require that every five years the district performs some additional inspection and testing on the fire department connections for all wet, dry, and deluge sprinkler systems. Testing was completed this year and the results have been shared with the Southington Fire Department.
- Ongoing Sidewalk Repair and Replacement Program: A substantial portion of concrete sidewalk was replaced at the west entry at Derynoski Elementary School.
- Painting in the schools is an ongoing program. This year we painted the remaining classrooms and all the door frames at both Flanders and Kelley Elementary School.
- We continued with our replacement program of deteriorated stormwater catch basins. This year, four catch basins were replaced at Derynoski Elementary School and two catch basins were replaced at Strong Elementary School.
- Continued improvement on strategies to ensure the reliable, long-term performance and extension of the life cycle of roofs districtwide.
- Continued working toward completion of the required improvements outlined in the Civil Rights Compliance review at Southington High School.



## Superintendent's Annual Report 2020-2021 – Operations Department

- The replacement of the boiler located in the Southington High School Freshman Wing was completed. The existing boiler was replaced with two high efficiency gas boilers for redundancy.
- The major circuit breakers at Southington High School were load tested, cleaned, and repaired as necessary. This was needed to protect the school from a major electrical failure and for the safety of staff and the building.
- Classroom modifications were made at Southington High School for the Achieve, Sewing and Bake Shop programs.
- Funding has been dedicated to the removal and replacement of the existing concrete floor, a new rubber floor system to be placed over the new concrete, and new workout equipment for the Southington High School Fitness Room. All items have been awarded. Work will begin in July 2021.
- The brick and mortar on a substantial portion of the south side of Southington High School received a waterproof sealcoating. The caulk joints were repaired and replaced as needed.
- The 2,000-gallon underground oil tank at Karen Smith Academy was removed. We worked with Eversource to procure natural gas service. We converted the existing boiler to operate with a gas burner.
- The previously abandoned underground 15,000-gallon oil storage tank located in the driveway of Derynoski Elementary School was removed and the driveway was patched.
- A substantial portion of the shingle roof was removed and replaced at South End Elementary School. This resolved the random roof leaking issues that had been occurring since shortly after the opening of the building in 2010. The cost for this correction was absorbed by the roof manufacturer, General Aniline & Film (GAF), after years of pursuit by the district.
- Funds were dedicated to the removal of a 10,000-gallon underground oil storage tank at Thalberg Elementary School. The tank will be replaced with an above-ground oil storage tank. The work has been awarded and is anticipated to be completed prior to the start of the 2021-2022 school year.

### **Energy Conservation**

- Energy Management System (EMS): With ten of the district's schools on the web-based dashboard, we continued to monitor systems and programmed them for optimum efficiency and health of the buildings. The EMS at Oshana Elementary School, South End Elementary School, and the Southington High School Ag-Sci building received upgrades which allow

## Superintendent's Annual Report 2020-2021 – Operations Department

us to run a purge cycle overnight to introduce fresh air into the buildings similar to other schools.

- Eversource revamped their Energy Conservation Rebate program. We committed to participate. Electricity usage monitoring equipment has been installed at Southington High School. The program started June 1, 2020.

### **Reporting**

- SCG-1050: Operations completed and submitted the SCG-1050 report (formally ED050) to the state as required by the Department of Education. This report must be submitted every three years. The reporting is extensive, requiring 135 pages to complete. A sizable portion of the report identifies the building sizes, improvements, occupancy, building systems, and conditions of the facility.
- AHERA Report: As required by the United States Environmental Protection Agency (EPA), the district worked with our environmental consultant to perform inspections and sampling for any asbestos containing materials. This report is required every three years. A management plan was completed. Monitoring and any necessary action are taken to prevent and reduce asbestos hazards.
- Radon Testing Programs: Air quality testing for radon was performed as per EPA and state guidelines for ongoing testing in the schools. Radon testing is required at all schools on a three-year cycle.

### **Health and Safety**

- Operations, in conjunction with the Southington Police and Fire Departments, coordinated and participated in unannounced emergency drills and fire drills at all schools, districtwide.
- Additional two-way radios were received, programmed, and deployed to schools. Eight of the radios were purchased via a Schaller grant from the Community Foundation of Greater New Britain.
- Polychlorinated biphenyl (PCB) testing was conducted at J.A. DePaolo Middle School. We received relief from the EPA for testing this year only at J.F. Kennedy Middle School and the John Weichsel Municipal Center. The test results have been substantially lower than EPA guidelines for action, with many areas registering a non-detected result. The Operations Department continues to work with the district's environmental attorney to seek relief from this testing.

# Superintendent's Annual Report 2020-2021 – Operations Department

## **Administrative Enhancements**

- Maintenance of an online process created for reporting of districtwide fire and safety drills. Drills are reported annually to the Connecticut State Division of Energy Management and Homeland Security.
- The Operations Department continues to build on its electronic infrastructure. Operations works closely with all the schools in the district. The transition to electronic documentation for the department has allowed greater efficiencies and information sharing throughout the district. A considerable amount of work has been moved to the *Google Docs* format, including sheets and forms for transportation tracking logs, transportation requests and complaints, snow removal vendors and events, lawn maintenance vendors, and custodian scheduling.

## **Districtwide and Town Collaboration**

- Shared Resources: The Operations Department continued its ongoing collaboration with the town to complete repairs, service calls, and projects at town buildings, as needed.

**HUMAN RESOURCE DEPARTMENT**

*Michelle Passamano, Human Resource Manager*

The 2020-2021 fiscal year brought few new initiatives from the Human Resource Department, as the impact of the pandemic demanded adjustments in the way we do business. Consistency in processes between the Town of Southington and the Southington Public Schools was essential as it relates to the safety of all employees.

**COVID-19 Pandemic and the Human Resource Department**

At the close of the 2019-2020 fiscal year, all Town and Southington Public School employees returned to their offices and buildings with return-to-work safety guidelines. The summer of 2020 was active with developing plans for the reopening of schools. To ensure safety in the schools, we hired additional support staff, including custodians and substitutes. A Remote Learning Academy was offered for students and families who did not send their children to their assigned schools. With the implementation of the remote academy, we hired approximately 20 teachers for one-year positions. Mitigation strategies were strongly enforced throughout the town, and all employees exercised caution and put safety as a top priority.

Updates and guidance were provided by the Director of Health on a weekly basis. These meetings prepared the department to better assist and guide employees when faced with the challenges of quarantine and/or illness. The focus was to offer all Town and school district employees the opportunity to connect with a person, any day and time, who could provide them with guidance. Considering the number of employees impacted by COVID-19, this was challenging but proved successful.

Additional weekly communication included virtual meetings with human resource leaders in surrounding towns. We reviewed best practices and networked to ensure those practices were consistent.

Obtaining the vaccination for COVID-19 was essential. The department played an active role in assisting Town and school district employees in scheduling appointments through the Vaccine Administration Management System (VAMS) and coordinating two vaccination clinics through Hartford Healthcare (March 14 and March 28).

In April, a virtual meeting was coordinated for all union leaders of the school district explaining the importance of gathering vaccination status from employees. The Human Resource Department created a video and submitted a survey to all employees explaining the reasons why we were requiring this information. The survey was successful, as 1,100 of the 1,250 school district employees submitted their responses.

Throughout the 2020-2021 fiscal year, the department documented over 600 reports of either close contact or confirmed cases between the Town and the school district. Contact tracing and follow-up correspondence was provided for all reports.

## Superintendent's Annual Report 2020-2021 – Human Resource Department

### **Hiring Process**

Best hiring practices continue to be a focus for the department. Advertising for positions has expanded to include Indeed, the Department of Labor, and various business organizations, depending upon the opening. When seeking a certified teaching position, the State Department of Education provides an excel list of all who hold that specific endorsement throughout the State of Connecticut. An email is then forwarded to those contacts with a message encouraging them to apply.

An overview of turnover for the Town of Southington from July 2020 through June 2021:

Retirements = 22

New Hires = 17

Resignations = 3

A monthly report is provided for the school district at the first Board of Education meeting of each month.

Additional efforts regarding hiring ensued in August 2020 with a campaign to hire college students for substitute coverage throughout the school district. The number of close-contact and positive COVID cases put the district in the position of not having proper coverage for the classrooms. This campaign boosted the list as we added approximately 25 substitutes.

Concerns relating to the movement of paraeducators forced the department to find a more efficient method of posting these open positions. All openings now fall under three postings. This allows internal and external candidates multiple opportunities for interviewing for open positions. A weekly update is sent to the union membership with current openings.

Postings for new positions are forwarded to all staff (school district) and all department heads (Town) so everyone is aware of openings throughout the Town of Southington.

### **Virtual Recruitment Fairs**

Attended three virtual recruitment fairs on behalf of Southington Public Schools:

1. University of Bridgeport
2. NEAG School of Education
3. Minority Career Fair

### **Guardian Tracking/ACADIS**

The department contracted with Guardian Tracking/ACADIS. This is an effective tool used by the Southington Police Department that provides supervisors and employees with performance management updates throughout the year. The system will be fully implemented during the 2021-2022 fiscal year with all Town of Southington employees. All employees will meet with their department heads to review department goals and expectations. Throughout the year, department heads will use this system as a tool to document positive and supportive feedback for employees. When employees know their work has meaning and their efforts are appreciated, they feel

## Superintendent's Annual Report 2020-2021 – Human Resource Department

motivated. Having conversations throughout the year, along with an end-of-year update, will reinforce the sense of connection to the overall goals of the department and the Town.

### **Training for HR Department**

**Free Speech in the Workplace: Politics, Pandemic, Social Media, and Protests** ~ Discussion included what form of speech is and is not allowed in the workplace and on social media.

**How to Improve the Mental Health of Your Employees** ~ The impact of COVID-19 pandemic affected employees well beyond the initial crisis. This webinar provided employers the opportunity to learn how the workplace can impact employee mental health and how to recognize the signs of mental distress in yourself and share best practices for supporting personal wellbeing.

### **Ongoing Work**

The Human Resource Manager recognizes that all work is ongoing and professional development is essential to continue moving the Town and school district forward. The department will continue to work closely with all department leaders, administrators, and staff to establish and build working relationships and effective communication.

## **PUPIL PERSONNEL SERVICES**

*Rebecca J. Cavallaro, Director of Pupil Personnel Services*

The leadership team continues to be a collaborative “think tank”, looking at all facets of the school district with a focus on maximizing the efficiency and effectiveness of staffing and services for students and their families.

Areas of focus for the Special Education Department for the 2020-2021 school year were:

### **Program Development for Inclusive Settings**

The Pupil Personnel Services Leadership Team continued to focus efforts on providing high quality in-district programming for students with more intensive educational needs who might otherwise be outplaced. The department continued to work and refine programming needs through the year based on the growing and changing populations of students within Southington.

Expansion of district programs was an ongoing focus and is summarized as follows:

- **SPACE (Socialization, Play, Academics, Communication, and Engagement):**

The SPACE program was developed as a self-contained program designed to serve students who have been identified as having autism spectrum disorders. This program was identified as needing to be expanded to accommodate the growing number of students. Plans have been to develop two classrooms to continue to support students requiring these intensive services and interventions.

- **EASE (Educational Adaptive Social Experience):**

Located at John F. Kennedy Middle School, the EASE program was identified by the leadership team as needing to expand to create increased services for the growing population of learners that require additional structure and support due to their significant developmental delays and challenges.

- **STELLAR (Southington Transition and Education in Life-Learning Adult Responsibilities):**

Located at 51 North Main Street, the STELLAR program is the district's community-based transitional program designed for students with various developmental disabilities. This year the program has continued to grow and expand within the community to support the needs of more than 20 students.

- **CLP (Collaborative Learning Program):**

The CLP program has undergone revamping in programming and staffing thanks to the efforts of the Pupil Personnel Services Leadership Team. This program provides school-based clinical intervention services to Southington High School students at risk of education outplacement. The team has worked to reestablish this program utilizing district clinical staff in favor of a consultative model to support this population of students and continue to build capacity within the program.

## Superintendent's Annual Report 2020-2021 – Pupil Personnel Services

### **Assistive Technology**

The department continued to use an inventory database this school year to track and monitor student devices provided by the district.

### **State and Federal Compliance**

The Special Education Department maintained compliance with the federal Individuals with Disabilities Education Improvement Act (IDEIA) and its implementing regulations and the Connecticut State Statutes and Regulations for Special Education. The Connecticut State Department of Education reports annually on state and district progress on 14 performance indicators in special education. Southington's most recent District Annual Performance Report indicated that Southington was a district classified as "meets requirements". This rating, based upon the indicators, was determined by ongoing data collection, Special Education Data Application Collection (SEDAC) reports, and numerous other state monitoring reports.

### **Community and Parent Partnerships**

Continuing collaboration with parents, community stakeholders, and local/state agencies is essential to ensure that students with disabilities have choices and opportunities in the community and the Southington School District. Those partnerships included the Next Steps Parent Group, Lewis Educational Agricultural Farm (LEAF), Southington Parks and Recreation programs, Emotional Intelligence (EI) presentations for several groups, Community Mental Health Stakeholders Committee, Student Attendance and Truancy Committee, Southington's Town-wide Effort to Promote Success (STEPS), the Southington YMCA, Southington Early Childhood Collaborative, and Southington Youth Services.

### **Special Education Advisory Council**

The Director of Pupil Personnel Services engaged in professional development and learning through monthly meetings with the Farmington Valley Directors as well as the Connecticut Council of Administrators of Special Education (ConnCASE). The updates provided to districts from the state were valuable in providing ongoing support and direction to the department and to Southington Public Schools in special education.

### **School Readiness and Prevention**

The Preschool Program continued to be successful in meeting the needs of the district's youngest learners with the addition of the fifth classroom at Strong Elementary School. The Family Resource Center (FRC) and the partnership with Birth-to-Three agencies continued to provide support and resources for the youngest students and their families.

### **Elementary School Level**

The four in-district classrooms for students with significant emotional/behavioral issues and significant developmental/cognitive concerns continued to be a great asset providing a continuum of services for elementary students.



**Middle School Level**

The Reading Academy at John F. Kennedy Middle School continued to be very successful this year, meeting the needs of middle school students with dyslexia. This intense literacy program (scientifically research-based) meets the needs of students who have significant reading disabilities including dyslexia. The Educational Adaptive Social Experience (EASE) program at J. F. Kennedy Middle School and the Therapeutic Educational Alternative Model (TEAM) program at Joseph A. DePaolo Middle School provided structure and resources for students with significant developmental delays and students with significant social-emotional challenges.

**High School Level**

The Special Education Department continued to plan for professional development regarding the Planning and Placement Team (PPT) process, best practices in creating Individualized Education Programs (IEP), and maximizing resources based upon students’ needs.

**SOUTHINGTON HIGH SCHOOL**

*Frank M. Pepe, Principal*

**Broad Based Enhancements**

Southington High School enjoyed vast audio and visual upgrades to the auditorium. This work prevented the need to subcontract sound and lighting during drama productions and routine use. The stage curtain and lobby ceiling tiles were replaced, rounding out the aesthetic and safety improvements. The weight room, utilized by every sports team as well as every physical education class, began safety renovations including a new slab and flooring. ACHIEVE, a self-contained program for students requiring instruction in adult daily living skills, continued to expand. Space was captured from an adjoining classroom which allowed a more efficient layout and use of both rooms. This work impacted a third room, prompting a reorganization of food preparation stations, bringing the class in line with the true objectives of the course. These upgrades will be enjoyed by thousands of students for years to come.

Because of the pandemic, directional arrows were posted every six feet in every hallway, and one-way stairwells were designated. The controlled flow during passing time ensured the ability to socially distance.

An additional school counselor, housed in the Student Support Center, was hired to support the 194 students enrolled in the Agricultural and Technology Program. Virtual evening programs such as open house, High School 101, College and Career Planning, and elective presentations, surpassed typical participation rates. The virtual format for each evening program proved to be beneficial and favorable to families.

The Southington High School YouTube channel continued to expand. It allowed families to access school functions that they were unable to attend in person. These videos included graduation, scholarship and awards night, multiple music performances, art show, Project Lead the Way Senior Knight Showcase, virtual course fair, and multiple episodes of a student-led podcast *You Can sit With Me*. This alternate viewing option was also heavily used for sports contests since the live capacity was limited.

Increased technology created easier access building-wide. The wireless was bolstered throughout the building and on Fontana Field. Distance learning created a scenario in which staff members refined a strong presence using either *Google Classroom* or *Canvas*. A one-to-one device was deployed to each student, enhancing learning experiences and opportunities.

**Celebrations**

Social studies teacher Ms. Stacy Ferrett was recognized as the Southington Teacher of the Year. Stacy's words shared at graduation inspired all in attendance. She continues to serve as an incredibly powerful, positive force within the district. Southington High School is also proud to present Lydia Holbrook, the District Paraeducator of the Year for 2020-2021. Lydia is well known for her compassion and willingness to help any person at any time.

## Superintendent's Annual Report 2020-2021 – Southington High School

The Girls Softball Team captured the state championship led by Coach Davina Hernandez.

### **Ongoing Work**

Every certified staff member focused professional goal setting on the “C” of Collaboration. Even though the pandemic severely interrupted the formal professional development work on the Vision of a Graduate, Capstone, SRBI (Scientific Research-Based Interventions), Equity, and assessment, “collaboration” equated to survival. Staff adopted, learned and mastered online platforms and programs to create a collaborative learning experience between fully remote, partially remote, and fully in-person learners. Staff used this new instructional model through trial and error and relied on each other. Constant, differentiated internal technology support sessions were offered and utilized.

The science department enjoyed a very successful rollout of the new Forensic Science I course and is very excited to open more sections of this class, as well as the new follow-up course Forensic Science II offered to juniors and seniors in the 2021-2022 school year.

The Health and Physical Education Department began curriculum work for all health courses. This is slated to be complete at the end of the summer of 2021 and work on the physical education curriculum will begin in 2021.

## Superintendent's Annual Report 2020-2021

### **KAREN SMITH ACADEMY**

*Jess W. Levin, Director*

#### **Enhancements**

The Karen Smith Academy (KSA) certified staff continued collaborative work to align instruction to the four C's (Critical Thinking, Collaboration, Communication, and Creativity) within Southington's Vision of a Graduate. KSA continues to emphasize these skills across all content areas and in the KSA Transitional Program for juniors and graduating seniors. The counseling department worked in tandem with the Southington Public Schools Transitional Coordinator for the district to find employment opportunities, job site experience, and shadowing for KSA students. It was abundantly successful in its first year, and KSA looks forward to continuing this venture in the 2021-2022 school year. Successful student transition will continue to be some of KSA's most important work.

Teachers successfully implemented the *Canvas Learning Management System* this year to allow for virtual and in-person learning. Hybrid cohorts were created at the start of the school year but eventually evolved into two main cohorts, consisting of entirely virtual students and those who were in-person every day. KSA enrollment was 50 students for the 2020-2021 school year, and students were evenly split between the two cohorts.

Throughout the COVID-19 pandemic, the Southington YMCA remained steadfast in its support of the Karen Smith Academy, providing ongoing team building for students during the school year. Despite their own financial struggles, the YMCA continued to donate memberships to KSA students in good standing.

The Karen Smith Academy is pleased to welcome the addition of a full-time social worker to the KSA staff for the 2021-2022 school year. This will be an invaluable resource for students.

#### **Ongoing Work**

Returning to full in-person learning in the fall will be an adjustment for students and staff, but certainly welcomed by everyone at KSA. The transition program will remain a primary focus, as will the integration of the new social worker into the fabric of the school. An extensive elective reading program and book club will be offered to students to reestablish cohesion and continue the tradition started by Karen Smith five years ago.

#### **Celebrations**

Ten KSA students received their 2021 high school diploma and participated in graduation exercises at Southington High School. It was very special to say the least and KSA commends teachers and students for their perseverance during a difficult time. KSA will be welcoming several new students for the start of the new school year.

The Karen Smith Academy is excited to announce that with the return of the Apple Harvest Festival, KSA will be entering its first official parade float. This is worthy of celebration.

Superintendent's Annual Report 2020-2021  
**JOSEPH A. DEPAOLO MIDDLE SCHOOL**  
*Christopher J. Palmieri, Principal*

**Broad-Based Enhancements**

DePaolo Middle School continued to further technology integration into the curriculum across all subjects. This year, thanks to a districtwide initiative, each student received a Chromebook. Although necessitated by the pandemic, this was a district goal for years. The district also ended last school year by training staff on the use of a new online learning platform, *Canvas*. Teachers shifted from their *Google Classroom* accounts utilized during the closure last year to *Canvas*, which was implemented since the beginning of this academic school year.

Although most of DePaolo Middle School's extracurricular clubs and activities were not able to meet this year, some did so virtually. Of particular note was our Asset Building Classroom Group which met both in-person and virtually. They enhanced our school climate by creating a series of activities to engage students and staff in a fun and safe manner.

**Celebrations**

"Patriot Pride In Practice" was established last year as a new way to recognize students for their positive behavior. Teachers were asked to nominate students for exceeding expectations in numerous areas according to behavioral norms established by our "Patriot Pride." "Staff Shining Stars" was also added last year and continued this year as a way to recognize staff that goes above and beyond in order to assist their professional colleagues.

DePaolo Middle School held several fundraisers and themed events throughout the year. Some of the highlights include Unity Day, which occurred on October 21, 2020. The school community came together to show unity for kindness, acceptance, and inclusion, to send a visible message that no child should ever experience bullying. The annual Pajama Day fundraiser to raise money for Connecticut Children's Medical Center Cancer Unit occurred in December. DePaolo donated over \$1,100 for this event. DePaolo also raised over \$1,300 for Southington's YMCA Camp Sloper at the annual Polar Plunge. We culminated the year by organizing a cereal box collection to assist Southington Community Services during the summer months. As a result of the generosity of the DePaolo community, 505 boxes of cereal were donated.

On March 10, 2021, DePaolo Middle School had the distinct honor of recognizing members of the Connecticut Army National Guard as they were being deployed from their home base located right next door to DePaolo. The entire school community lined the border of the school to cheer on the members as they passed by. Many Southington veterans assisted the school in making this event possible.

DePaolo Middle School recognized 98 eighth-grade students virtually at the annual Awards Night in June. This was an increase of 15 students from last year.

Although DePaolo Middle School was unable to hold traditional music concerts, students were able to prepare video clips highlighting some of the pieces arranged in band and orchestra

## Superintendent’s Annual Report 2020-2021 – J. A. DePaolo Middle School

throughout the year. In addition, DePaolo also had a live virtual drama production and live virtual variety show. Finally, in June, together with Kennedy Middle School’s Parent/Teacher Organization (PTO), DePaolo’s PTO reserved Lake Compounce exclusively for the benefit of Grade 8 students as a celebration of their three years in middle school.

### **Ongoing Work**

Social Justice work continued this year. Two diversity presenters led conversations with all students and staff three times throughout the year. Two members of the Southington Police Department also participated in the last assembly for all students. This work continued in the classrooms as well. For example, one team celebrated Black History Month by studying and reflecting on the youngest inaugural poet, Amanda Gorman, and her work “The Hill We Climb.” Students used their voices to create a mini-poster on how they will change the world.

Emotional Intelligence activities were abundant throughout this school year. Aside from implementing RULER strategies (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) outlined by the Yale Center for Emotional Intelligence, teachers took the initiative to find ways to ensure the emotional well-being of their students. Research has shown that healthy emotional regulation has an impact of less stress, better health, and positive relationships. Two staff members attended Yale’s Emotional Intelligence National Conference which was held virtually this year.

A priority for DePaolo Middle School continues to be on Southington’s Vision of a Graduate. Prior to the pandemic, staff furthered their work with shifting to create more opportunities to engage in 21st Century Skills for the students. These include Communication, Critical Thinking, Collaboration, and Creativity. Administrative walks were conducted monthly prior to the pandemic in each content area. The focus is to prepare students for the future, whether they pursue education beyond high school or enter the workforce directly after graduation. The plan is to resume this work during the 2021-2022 school year.

## Superintendent's Annual Report 2020-2021

### **JOHN F. KENNEDY MIDDLE SCHOOL**

*Richard Terino, Principal*

#### **Enhancements**

Requirements and recommendations were implemented as COVID-19 mitigation strategies severely hampered the ability to introduce any enhancements at Kennedy Middle School. One positive byproduct of COVID-19 was the district's use of one-to-one student computer devices. This was accompanied by the district's full implementation of the web-based *Canvas Learning Management System*. Lessons were constructed for synchronous and asynchronous learning. While a Smarter Balanced assessment achievement gap between high-needs students and the general population in literacy was eliminated in 2018-2019, the gap in math had continued. Since then, interim assessment benchmarks were delivered in math to enhance progress monitoring and Scientific Research-Based Interventions (SRBI) Tier 2 and Tier 3 delivery with modifications and staff change noted significant success this year. The original SRBI caseload in Grades 6, 7, and 8, respectively, displayed the following positive outcomes: 50% reduction, 45% reduction, and 57% reduction.

Kennedy Middle School offers over 30 extracurricular clubs and activities, but this year found few in operation. It was necessary for any club or activity to be held virtually, and this hindered any new additions. However, two additions did arise, the Kindness Club and the Last Note Standing. The former was devoted to activities to cheer up students and staff throughout the year, while the latter was devoted to gathering lovers of music into virtual socialization with music as the focus. Mr. Paul Vivian and Dr. Rev. Audley Donaldson returned to the school for a fourth consecutive year to conduct three, three-day virtual workshops on diversity awareness, one at the beginning, another in the middle, and one toward the end of the school year. The last presentation was conducted jointly with two members of the Southington Police Department, Assistant Chief William Palmieri, and School Resource Officer Christopher Laporte. These virtual presentations, a mix of video and audience question and answer, perpetuated the series of annual steps taken to address student stereotyping and mean behaviors.

Local community support for enrichment activities, though extremely curtailed, remained a constant this year. In June, together with DePaolo Middle School's PTO (Parent/Teacher Organization), the school's PTO reserved Lake Compounce exclusively for the benefit of the Grade 8 students as a culminating event. They also procured an ice cream truck, driven onto school grounds to gift ice cream choices to each eighth-grade student, along with a commemorative t-shirt.

#### **Celebrations**

Kennedy Middle School annually honors veterans in a variety of ways. In this school year, where school visitation and assemblies were disallowed, the school's efforts were limited to multiple and myriad collections for veterans. In recognition of past efforts, Kennedy Middle School became the recipient of the statewide Veterans Recognition Program Award 2020. On behalf of the

## Superintendent's Annual Report 2020-2021 – J. F. Kennedy Middle School

Commissioner of Education and the Commissioner of the Department of Veterans Affairs, Stephen Armstrong presented a plaque to educators Amy Perry and Patricia Terricciano and

students Will Cumberlidge, Derek Gaszek, Connor Pratt, and Kate Reilly for their extraordinary participation in support of the state's military veterans. While many others at the school contributed time and energy, these six people went beyond the call.

Precluded from concerts, the school jazz band and each grade level band under the supervision of the band director, Timothy Johnson, did record and distribute virtual performances, one in the winter and one in the spring. The school's orchestra, under the direction of conductor Elyse Sloves, also produced a virtual concert as a culmination of their work.

### **Ongoing Work**

The Habits of Work initiative was introduced to staff in 2019-2020, but implementation was suspended due to COVID-19. This manner of recognizing student work as discrete from student report card grades seeks to improve the fidelity with which grades solely reflect achievement of academic standards. Suspension of this initiative continued throughout 2020-2021. The work of preparing staff for implementation might resume in 2021-2022; however, priorities undertaken to recover from the pandemic may further postpone this work.

The work of the Instructional Learning Teams focused on aligning instruction to the four C's within the Vision of a Graduate (collaboration, communication, critical thinking, and creativity) was suspended this year. This review and revision of curriculum, where needed, is expected to resume in 2021-2022. Curriculum review and revision per project-based learning in art, computers, family consumer science, and technology education had begun in earnest in 2019-2020 but was also suspended due to COVID-19. Resumption is scheduled for next year, with curriculum implementation in 2022-2023.

The instructional delivery model of the co-taught classroom needs to be adaptable to the needs of students; planning time between co-teachers is essential to effect daily differentiated instruction. Professional development time allotment shall be prioritized to afford collaboration between co-teachers.



## **REMOTE LEARNING ACADEMY**

*Kelly Nichols, Principal*

### **Introduction**

The Remote Learning Academy was established for the 2020-2021 school year to provide a positive and comprehensive learning experience for district K-5 students and families who chose the remote learning option. Twenty-one teachers navigated the challenges of fully remote teaching and learning to support the growth of students academically, socially, and emotionally. The school day was structured with a balance of synchronous and asynchronous instruction of curriculum using platforms such as *Google Classroom*, *Google Meet*, *Pear Deck*, *Padlet*, *Jamboard*, and *Flipgrid*. Teachers and staff received training to build their capacity in grade-level curriculum and technology. The expectations and schedules for remote learning were shared with families at a virtual open house in September. In this remote model, family support was vital in helping to make a successful learning experience for all students. The dedication of the remote classroom teachers and the quality of the teaching and learning that occurred each day in the remote classrooms was remarkable.

Students were provided with district Chromebooks and hot spots as needed to access their virtual classrooms. Dates were scheduled throughout the school year for students to pick up school supplies, math books and manipulatives, writing paper, and books for independent reading.

Emotional Intelligence (EI) was a focus this school year. A lead EI team of remote teachers was put in place to provide training for new teachers and staff as the RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) approach was integrated into the remote classrooms. Students and teachers created classroom Charters, and morning and closing meetings were opportunities for students to check in on the Mood Meter. Students were given strategies to regulate their emotions throughout the day, as well as opportunities for socialization in virtual breakout rooms.

Weekly announcements from the principal and student council leaders were shared with all classrooms during morning meeting time. The principal connected with students in this format, sharing highlights for the week and expectations for synchronous and asynchronous learning. Students were invited to share jokes that the principal recorded in the weekly *Flipgrid* message. Student leaders created engaging videos about upcoming spirit days and whole school celebrations.

A weekly newsletter from the principal was emailed to all remote families on Sunday evenings to keep them informed about upcoming events and activities. The newsletter also shared student work, highlights from the classrooms, and Friday phone call winners for the week. A weekly staff newsletter was emailed by the principal on Friday afternoons. This provided remote teachers and staff with updates on curriculum, Emotional Intelligence, events and activities, and good news.

### **Celebrations**

A goal for the Remote Learning Academy was to build a positive schoolwide sense of community within the remote setting. The first step was to provide equitable experiences for students, families,

## Superintendent's Annual Report 2020-2021 – Remote Learning Academy

and teachers. This was accomplished by having K-5 students select the unicorn as the school mascot through a voting process. Students were then able to submit a drawing of the mascot that would ultimately be chosen to represent the Remote Learning Academy. This mascot could be found on the school newsletter and spirit wear.

A student council leadership opportunity was created for students in fourth and fifth grade. The selection process required students to write an essay about why they believe they should be selected for this leadership role. Thirteen students were selected as student council leaders. The student leaders met weekly with the principal and teacher advisors to provide feedback about remote learning, plan celebrations, spirit days, and community service opportunities. Examples of whole school celebrations were World Kindness Day, Give Thanks Day, Valentine's Day, teacher appreciation poetry sharing, and National Road Trip Day. A multi-day Bread for Life food drive was sponsored by the student council in November.

"Fabulous Friday" phone calls were a weekly highlight for students and families. Every Friday, the principal celebrated students who demonstrated good work ethic, class participation, and engagement. The principal joined the virtual classrooms and called the parents announcing their child had won the "Fabulous Friday" phone call and why they were being recognized. The phone calls began in January and continued through June. They rotated between Grades K-2 and Grades 3-5 weekly. Over 220 phone calls were made.

"Good News" postcards were another weekly highlight for students and families. Every week the principal, with input from classroom teachers, would recognize a student from each classroom for showing improvement. The students received a postcard in the mail signed by the principal with details of their accomplishments. More than 440 postcards were mailed to students.

Teacher appreciation week provided an opportunity for students and families to celebrate remote teachers and staff. The school community came together for a celebratory reverse car parade. This was the first opportunity since the beginning of the year meet and greet/materials pick-up that students, families, and teachers were able to see each other in person.

### **Kindergarten**

In an effort to build student capacity in technology and academics, kindergarten began with three teachers each having a morning and afternoon class. In February, each kindergarten teacher joined their AM and PM classes together to create one full kindergarten class. Evening informational sessions were provided for families prior to the transition. Ultimately, this change provided more opportunities for students to receive differentiated instruction and grow as readers, writers, and mathematicians. It also gave students the opportunity to meet new friends and continue to develop their social and emotional skills.

The kindergarten teachers collaborated with the literacy coaches to implement Reader's and Writer's Workshop with fidelity. Students learned about letters, sounds, and words through the phonics and word study programs that were integrated into the synchronous lessons. The *i-Ready Mathematics* program including *i-Ready Diagnostic* was implemented with a mini-lesson followed

## Superintendent's Annual Report 2020-2021 – Remote Learning Academy

by small group and individual instruction. Students were selected for intervention in Kindergarten Academy to practice and reinforce kindergarten reading readiness skills such as letter/sound identification, phonological awareness, and reading and writing.

From September through December, the science and social studies curriculum was presented through asynchronous lessons. Realizing the importance of live lessons in these content areas, a change toward weekly synchronous science lessons was made in January. At this time, the social studies curriculum was integrated into the kindergarten literacy lessons.

Emotional Intelligence was a key component of the synchronous instructional day. Students and teachers created classroom charters to build strong classroom communities. Students and families were introduced to the Mood Meter, with copies sent home. Daily morning meetings served as a time for students to develop peer relationships, engage in EI lessons and Mood Meter check-ins. Activities that encouraged student communication were created and shared with families to foster a school-home connection. Students have demonstrated growth since the beginning of the school year in awareness and sensitivity to both their peers and their own social-emotional needs. Daily interactive read-alouds of literature were incorporated to reflect the backgrounds and experiences of a diverse student population. With the support of a parent/teacher committee, kindergarten students celebrated their accomplishments as remote learners with an in-person graduation celebration in June.

### **Grade 1**

Four remote teachers provided synchronous and asynchronous instruction for first-grade students. Teachers collaborated with literacy coaches to create engaging lessons in Reader's and Writer's Workshop that would improve students' literacy skills. Support staff provided reading interventions for students as needed. Opportunities for student partnerships and conversations about learning were created using break-out rooms. The *i-Ready Mathematics* program and *i-Ready Diagnostic* were used for whole class, small group, and individual instruction. At the beginning of the year, the science and social studies curriculum was taught through asynchronous lessons. In January, an additional thirty minutes was added to the weekly schedule for a rotation of asynchronous science or social studies lessons. This gave teachers time to reinforce, reteach, and extend as necessary in these content areas. Teachers were also able to assess students' understanding of concepts and answer questions about the content that students may not have understood during the asynchronous lesson.

Emotional Intelligence using the RULER approach was integrated throughout the synchronous school day. Morning meetings, lunch bunch days, and recess break-out rooms were integral in building classroom communities. Diversity was celebrated throughout the year through grand conversations, mentor texts, and videos. Parents were invited to share their different customs and celebrations with their child's class. Students learned to say hello and goodbye in different languages spoken by the students. Through newsletters, emails, videos, and verbal communication, parents were empowered to take an active role in their child's remote learning. They were given tools to assist their child with social, emotional, and academic learning as needed. A virtual field

trip to Roger Williams Virtual Zoomobile taught students about animal adaptations. First-grade students and staff celebrated their accomplishments as remote learners with an in-person gathering in June.

### **Grade 2**

The year began with four remote second-grade teachers providing synchronous and asynchronous instruction. In April, one of the teachers returned to in-person teaching due to a reduction in the remote class size. Teachers collaborated with literacy coaches to create engaging lessons in Reader's and Writer's Workshop as well as phonics to continue to improve students' literacy skills. Students had a variety of writing celebrations where they shared their writing with their peers in break-out rooms or on *Padlet*. The *i-Ready Mathematics* program and *i-Ready Diagnostic* were used for whole class, small group, and individual instruction. The science and social studies curriculum moved from asynchronous lessons in September to a combination of synchronous and asynchronous teaching and learning in January. This gave teachers time to assess students' understanding of concepts and students the opportunity to ask questions about the content that they may not have understood during the asynchronous time.

Emotional Intelligence was integrated throughout the instructional day with strategies for students to regulate their emotions using Meta-Moments, being their "best self," and mini-meditations. Classroom charters were created by teachers and students. Morning meetings provided students with opportunities for leadership roles and reinforced the classroom community. Lunch bunches were essential in helping students connect and reinforce socialization skills. At least two EI lessons/activities were incorporated into the weekly schedule. These lessons included read-alouds on self-esteem to encourage students to believe in themselves. Students and teachers participated in a virtual field trip to Mystic Aquarium. Second-grade students, families, and staff celebrated their accomplishments as remote learners with an in-person gathering in June.

### **Grade 3**

The year began with four remote third-grade teachers providing synchronous and asynchronous instruction. This was reduced to three classrooms in March. Book clubs about characters, research, and biographies were a focus. Students shared their thoughts about their books with club members in formats such as *Padlet*. Families were invited to writing celebrations throughout the year where students shared their animal research guides, poetry, and informative writing pieces. Third and fourth-grade classes came together in virtual break-out rooms with third-grade students sharing their literary essays with peers about the mentor text *Each Kindness* by Jacqueline Woodson. The *i-Ready Mathematics* program was used for whole-class instruction. The *Pear Deck* application provided students with a platform to problem solve independently while giving their teachers a real-time visual insight of their work and understanding of concepts. The science and social studies curriculum moved from asynchronous lessons in September to a combination of synchronous and asynchronous teaching and learning in January.

Emotional Intelligence was integrated into the instructional week. Classroom charters were created with students and teachers. Each day began with a morning meeting and ended with a closing

## Superintendent’s Annual Report 2020-2021 – Remote Learning Academy

meeting. These times allowed teachers to facilitate emotional learning. Classrooms offered opportunities for students to participate in EI lessons, meditation, and reasons to be thankful conversations. Emotional toolboxes were developed with students and shared with parents. The toolboxes provided students with the RULER approach tools such as Meta-Moment to move from one quadrant to another on the Mood Meter. Students learned how to be their “best self.” Third-grade students participated in a virtual diversity workshop led by Mr. Paul Vivian and Rev. Dr. Audley Donaldson. Students and teachers participated in a virtual field trip to the Connecticut State Capitol. Third-grade students, families, and staff came together for an in-person celebration in June.

### **Grade 4**

Three remote teachers provided synchronous and asynchronous instruction for fourth-grade students. The teachers implemented the Lucy Calkins *Units of Study* for Reader’s and Writer’s Workshop. Book clubs enabled fourth-grade students to have rich conversations about a common text. Virtual break-out rooms were used as a space for students to express their thoughts about historical fiction, the American Revolution, and their perspective on different characters. *Number the Stars* by Lois Lowry was a read-aloud for all grade four students. Third and fourth-grade classes came together, with fourth-grade students sharing their compare/contrast literary essays with grade three peers and reflecting on how their writing has grown since third grade. The *i-Ready Mathematics* program was used for whole-class instruction. The *Pear Deck* application provided students with a platform to problem solve independently while giving their teachers a real-time visual insight of their work and understanding of concepts. The science and social studies curriculum moved from asynchronous lessons in September to a combination of synchronous and asynchronous teaching and learning in January. This gave teachers time to assess students’ understanding of concepts and students the opportunity to ask questions about the content.

Emotional Intelligence was integrated throughout the instructional day. Each day began with a morning meeting with a review of the classroom charter and a themed greet and share. This time provided students with an opportunity to develop relationships with their peers and build a classroom community. Students were recognized with “nice” tickets for positive behaviors. The tickets could be used in a reward raffle every Friday, with many students selecting lunch bunch with friends as a reward. Throughout the day, students checked in using their Mood Meter cards, honoring each other’s feelings and offering ways to help. As a grade level, Emotional Intelligence/kindness lessons were used, and resources were provided to students to help regulate emotions. Diversity was celebrated with Black History Month, Women’s History Month, and various cultures.

Fourth graders participated in a virtual STEPS (Southington’s Town-Wide Effort to Promote Success)/D.A.R.E. (Drug Abuse Resistance Education) presentation led by STEPS Youth Prevention Coordinator, Megan Albanese, and Crime Prevention Officer, Chris LaPorte of the Southington Police Department. Students and teachers participated in a virtual field trip to the West Hartford Children’s Museum. This was a 45-minute presentation with a program educator who presented a variety of animals with time to answer questions. Fourth-grade students, families,

## Superintendent's Annual Report 2020-2021 – Remote Learning Academy

and staff gathered for an in-person celebration with outdoor activities in June.

### **Grade 5**

Synchronous and asynchronous instruction for fifth-grade remote learners was led by three teachers. Grade five students grew as readers and writers using the Lucy Calkins *Units of Study* in Reader's and Writer's Workshop. Book clubs proved beneficial for student analysis of themes and deeper thinking about character traits, setting, power, and problems. Genres of focus in reading were narrative non-fiction, fantasy, and historical fiction. Literary essays, fantasy narratives, and research-based argument essays were explored in writing. Students learned to suspend judgment and collect evidence for both sides of an argument in their argument writing. The *i-Ready Mathematics* program was used for whole-class instruction. The *Pear Deck* application provided students with a platform to problem solve independently while giving their teachers a real-time visual insight of their work and understanding of concepts. Science and social studies lessons were presented through asynchronous lessons from September through December. In January, an additional thirty minutes was added to the weekly schedule for a rotation of asynchronous science or social studies lessons. Students created inventions for the Invention Convention.

Emotional Intelligence was integrated throughout the instructional day. Classroom charters were developed, as were multiple opportunities for students to check in on the Mood Meter. Strategy walls were created to provide guidance for students as they identified and regulated their emotions. Students used digital journals to document their feelings. Students also identified their "best self" and set personal goals to achieve this "best self." An "acts of kindness" *Padlet* served as a place for students to post or share an observation of kindness or their own kind act. Fifth grade merged their social-emotional learning with the academic curriculum when possible. *Pear Deck* in math offered students the opportunity to check in with three feeling choices daily. Students used EI language when investigating characters in narrative stories both written and read. Students were able to discuss the social and emotional dynamics of the characters in their book club texts, in self-regulated break-out rooms. These book clubs had their own student-created charters and expectations.

Mr. Paul Vivian and Rev. Dr. Audley Donaldson led diversity workshops for fifth-grade students on three separate occasions this year to further student understanding of equity, inclusion, and social justice. Fifth graders participated in a virtual STEPS/DARE presentation led by STEPS Youth Prevention Coordinator, Megan Albanese, and Crime Prevention Officer, Chris LaPorte of the Southington Police Department. Students and teachers participated in a virtual field trip to the Plimoth Patuxet Museum. This one-hour program provided students with an opportunity to understand the connection the Wampanoag and other Native People have to Mother Earth, their seasonal way of life, and their respect for all living beings. With the support of a parent/teacher committee, fifth-grade students celebrated with an in-person recognition ceremony in June.

**WALTER A. DERYNOSKI ELEMENTARY SCHOOL**

*Jan Verderame, Principal*

**School Accomplishments**

The 2020-2021 school year at Walter A. Derynoski Elementary School was filled with learning and building positive connections. Although there were many uncertainties due to COVID-19, the teachers and staff continued to focus on best practices in instruction. Except for some individual classes, Derynoski was able to have in-person learning all year. A schedule and safety protocols were put in place following the Centers for Disease Control and Prevention guidelines, and were reviewed with parents and staff at the beginning of the school year. With this detailed protocol, there was little room for adjustments. Parents and staff were updated throughout the year of any changes in the safety requirements. Students were provided mask breaks throughout the day and teachers adjusted their learning schedules to maintain a positive classroom environment.

Curriculum was followed in all academic areas. Both Reader's and Writer's Workshop were implemented with fidelity. Following analysis of formative assessments, teachers provided explicit instruction targeting individual student needs through one-on-one or small group work. Workshop models and inquiry-based learning were aligned with the Common Core State Standards and the four C's (Critical Thinking, Collaboration, Communication, and Creativity) which enhanced learning.

Derynoski staff increased their capacity in the area of social-emotional learning using the RULER approach (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) from the Yale Center for Emotional Intelligence. Three staff members completed a six-week training program at the RULER Institute online, and two staff members attended a two-day workshop. These staff members shared their newly acquired knowledge of social-emotional learning with coworkers. During the virtual open house in September, parents were provided an outline of the program. Parents were also kept informed of Emotional Intelligence practices through the principal's weekly update. To establish positive classroom communities, individual classroom Charters were developed by students. Lessons were implemented for all components of the RULER program. These lessons provided students with the skills to recognize, understand, label, express, and regulate emotions. Staff, students, and families will continue the aforementioned RULER practice next year, along with incorporating a "cozy corner" in each classroom to provide a more hands-on strategy to support students' emotional well-being.

Distance learning for students that needed to stream into the classroom was initially challenging for teachers. The level of staff and student capacity of technology improved as the year progressed, which facilitated a smoother integration of remote learning when needed. Consistent support was provided by both Central Office staff and colleagues. The teamwork noted during distance learning continued to be remarkable.

Safety was the primary focus this year due to COVID-19. Through a strong partnership with Central Office and the Department of Health, many questions that administration, staff, parents, and children had were answered. As seen in the community, the ever changing protocols were

## Superintendent's Annual Report 2020-2021 – Derynoski Elementary School

challenging, and many times made it difficult to plan events and activities. The School Safety Plan was updated and reviewed with team members and staff. First responders were present at both fire and lockdown drills to provide feedback.

The PTO (Parent/Teacher Organization) was instrumental in securing materials to support learning and building a school community. This year the PTO ran a successful Read-A-Thon to support classroom libraries and other important materials for the school. They also provided two water bottle filling stations for the building. The PTO continues to be active stakeholders of the Derynoski community.

### **Celebrations/Diversity**

Derynoski Elementary School values its community. In a typical year, the school would welcome visitors into the building to share their gifts with students at all grade levels. Unfortunately, due to COVID-19, this did not occur. The plan is to integrate the community again into the school with a veteran's and guest reader program. The students did, however, spearhead many fundraisers for local agencies. To support a focus on cultural awareness, two workshops on diversity were given by Mr. Paul Vivian and Rev. Dr. Audley Donaldson for third and fifth-grade students. These workshops provided students with practical experiences to examine diversity in everyday life. Creating a diverse classroom and school library for student growth and understanding was a priority. The Character Counts/STEPS (Southington's Town-wide Effort to Promote Success) program continued this year to promote pillars of character and asset building to support inclusion and kindness for all.

### **Kindergarten**

The kindergarten team integrated a new phonics program. The Lucy Calkins *Units of Study in Phonics* was integrated with limited coaching due to the specialist's assignment to other positions. The kindergarten staff collaborated to ensure success in the word study program adding resources where needed. In the area of math, the continuation of the *i-Ready Mathematics* program was implemented with fidelity. The *i-Ready Mathematics* program created a rich classroom environment in which students at all levels became active and real-world problem solvers. Through teacher-led instruction, students developed mathematical reasoning, engaged in discourse, and built strong mathematical habits. Math groups were integrated to support differentiation.

Implementation of whole school celebrations highlighted good character and positive behavior. Teachers emphasized being respectful, using manners, and always choosing kindness. The team also focused on social-emotional learning through a variety of social skills lessons and the RULER program. All components of the RULER program were implemented to support student understanding of emotions. A separate program targeted a variety of common social skills, and students were able to grow and develop by listening and acting out several of the social stories.

### **Grade 1**

The first-grade team welcomed two new teachers this year. A target area for the school included building student's Emotional Intelligence. Through the incorporation of the RULER program,



## Superintendent's Annual Report 2020-2021 – Derynoski Elementary School

along with the whole school behavior plan, students learned how to identify and regulate emotions.

A positive classroom environment was developed through the incorporation of a daily morning meeting and classroom Charter. High academic expectations were met using explicit instruction in all content areas. Reader's and Writer's Workshop were implemented daily along with guided reading and strategy groups to increase student achievement. The Math Workshop was limited this year due to safety protocols. Continued use of the *i-Ready* program along with targeted, differentiated small group instruction supported growth in the mathematics area.

### **Grade 2**

The second-grade team implemented Reader's and Writer's Workshop, including the Lucy Calkins *Units of Study in Phonics* program. In the area of writing, the team noted that students required more review than is typical in the early part of the year. Since students did not have in-person learning as of March of the previous year, there was a noted impact in written expression skills. Daily lessons and explicit small group learning supported both reading and writing growth throughout the year. The Math Workshop model was refined this year, with significant time spent differentiating *i-Ready* and using supplemental materials to meet all students' individual needs. A focus on all components of the RULER program was made this year in the school. Students and teachers developed a Charter together to build the classroom community within the first few weeks. All other components of the RULER program, including the Mood Meter, Strategy Wall, and Meta-Moment, were integrated through focused lessons and generalized into daily situations. This continues to be an area of focus for the next school year.

### **Grade 3**

The third-grade team had a year of changes and uncertainty but had much to be proud of. Despite changes in instructional practices due to COVID-19, classrooms continued their work on incorporating best practices and facilitating/modeling the four C's needed for 21st Century learners. The school focus on Emotional Intelligence was completed through the integration of the RULER program. Each classroom began this process by putting together a collaborative class Charter. The other components of the program, such as the Mood Meter, Strategy Wall, and Meta-Moment, were shared with students to help them identify and regulate their feelings and emotions throughout the day.

In language arts, explicit, daily instruction was provided in grammatical concept using the *Patterns of Power* text. Learning progressions in both Reader's and Writer's Workshop drove instruction and provided a framework to support students in achieving their personal goals. In mathematics, there was some changes in the workshop structure due to COVID-19. Differentiation was incorporated through explicit instruction with the teacher. Students were able to talk out their thinking with a partner.

STEM (Science, Technology, Engineering, and Mathematics) investigations were integrated using the Next Generation Science Standards (NGSS). Students had the opportunity to create, communicate, collaborate, and think critically about matter, invisible forces, and heredity. Staff

## Superintendent's Annual Report 2020-2021 – Derynoski Elementary School

communication with families was very important this year since parents were not in the building. This was completed both during and beyond school hours to keep the home-school connection strong.

### **Grade 4**

This year the fourth-grade team continued to work to further their skills in language arts using the Reader's and Writer's Workshop model. The team integrated their previous training on the benefits of teacher tool kits and how to incorporate the bands of text complexity into their work. In addition, the teachers continued to utilize the narrative and informational reading learning progressions, as well as the self-assessment rubrics for students to set individualized reading and writing goals to track their growth. In writing, the team focused on narrative, opinion, and informative writing. The team integrated the scoring rubrics into instructional practice to facilitate self-monitoring of progress and development of individual goals. In addition, *Patterns of Power* lessons were incorporated in grammar to support students' editing and revising skills. In mathematics, the staff implemented a modified Math Workshop model. Small group instruction was provided to support differentiation. As with each year, student behavior was supported through the STEPS and whole school positive behavior program, where students were rewarded with monthly celebrations. To support students' emotional learning the RULER program was implemented, incorporating the Mood Meter, classroom Charter, Strategy Wall, and Meta-Moment.

### **Grade 5**

Fifth-grade students read and analyzed historical fiction, narrative, and fantasy texts. Identification of themes, main idea, and cause and effect were some of the target learning strategies for these genres. Integration of the learning progressions and opportunities for self-assessment facilitated student ownership of learning. In the area of writing, narrative, fantasy, research, opinion, and memoirs were some of the subjects of focus. In the area of math, decimals, measurement, geometry, and division were some of the units addressed through the *i-Ready Mathematics* program. Differentiation in this area was completed through individual and group instruction. Students were encouraged to work with a partner to discuss their thinking.

Students enjoyed continued inquiry-based science lessons aligning with the Next Generation Science Standards model. Students developed their inventions for the Invention Convention. Social studies targeted American history through the Revolutionary War. The developmental asset building blocks of the STEPS program could be seen throughout classrooms. The RULER program was implemented with fidelity and enhanced the STEPS program. The teachers integrated the language of the program during all parts of the day to ensure generalization.

### **Ongoing Work & School Improvement**

Derynoski's work next year will be multi-faceted. Since there was a limited SRBI (Scientific Research-Based Interventions) program this year, this will be a priority for the next school year. A systematic program will be developed starting in September to target Tier 2 and Tier 3 students' needs. The practice of generalizing the four C's into content areas will be a focus for certified staff. This will be addressed by the coordinators, specialists, and administration.

## Superintendent's Annual Report 2020-2021 – Derynoski Elementary School

The Derynoski School Improvement Team will focus on best practices in instruction to increase student achievement. The team will analyze fall data and collaborate with grade level teams to determine an instructional learning target.

**FLANDERS ELEMENTARY SCHOOL**

*Katie T. Guerrette, Principal*

**School Accomplishments**

While this school year had many challenges due to COVID-19 regulations, Flanders Elementary School proudly provided consistency and community for the students and staff. Flanders School is part of a diverse neighborhood with a strong connection to its families and the greater Southington community. Flanders continued to connect with residents by supporting a variety of organizations, including Bread for Life with the annual Souper Bowl Food Drive, Connecticut Children's Foundation with Pajama Day, and YMCA Camp Sloper through the Sloper Plunge. In addition, Flanders held two very successful fundraisers for two kindergarten students who were significantly impacted by medical diagnoses this year.

Flanders also held the school's 16th Annual Veterans Day ceremony celebrating all who served through a video production of the virtual ceremony shared with the community. Emotional Intelligence and social-emotional lessons were a daily priority using the RULER approach (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions). Students practiced using the Mood Meter regularly, created classroom Charters, and learned to utilize the Meta-Moment. Emotional Intelligence work in conjunction with Responsive Classroom and Southington's Town-wide Effort to Promote Success (STEPS) provided the school with a greater sense of community, collaboration, emotional recognition, regulation, and empathy. The greatest accomplishment of the year was maintaining safe in-person learning for students for the entire academic year. Flanders takes great pride in the strong sense of a caring community, fostering academic and social-emotional excellence and achievement.

**Celebrations**

Flanders School held the Fourth Annual One School, One Book with the whole community reading *Charlotte's Web* by E. B. White. This shared literacy experience was a wonderful way to build the home-school connection and promote family literacy. Throughout the event, families were assigned chapters to read and trivia questions were posed at school. Students were entered into weekly raffles for a chance to win books and a grand prize stuffed animal, Wilbur the pig. At the end of the literacy event, a schoolwide celebration ensued with an interactive and informative visit from Farmer Mark of Southington's Lewis Educational Agriculture Farm (LEAF). Farmer Mark introduced the students to live farm animals including chickens, guinea pigs, rabbits, and a very special guest, a six-week-old pig.

The Flanders PTO (Parent/Teacher Organization) continued to support the school and make Flanders a wonderful place for students and staff. The PTO generously sponsored two virtual cultural arts programs this year including Mr. Karim Nagi, who brought the school on an Arabiqa excursion, teaching the students about music, dance, and the Arabic language, as well as Mr. Iddi Saaka, who brought an exciting Soro-Bindi performance to the students including traditional Ghanaian dances, songs, and stories.

## **Kindergarten**

It was a stellar year in kindergarten. Students learned about letters and words through the new phonics units guided by the mascot, Mabel the elephant, and became super readers. Students learned to navigate relationships and solve conflicts with their peers throughout the day and learned to use the Mood Meter to plot their feelings daily.

## **Grade 1**

First-grade students had a great year of growth. First graders became word detectives in reading and phonics. Students built an understanding of place value and learned various addition and subtraction strategies with the new math curriculum. Students had many discussions about emotions and feelings through read-alouds and the Mood Meter. The first graders also led the school through Kindness Week with good deeds, inspirational posters, and leading by example.

## **Grade 2**

Second grade had an exciting year. Writing brought many new opportunities for second graders to write for a variety of purposes and audiences. Students became experts on reading fluency and comprehension strategies. Math focused on adding and subtracting three-digit numbers and measurement. Second graders enjoyed many STEM (Science, Technology, Engineering, and Mathematics) activities, from building Lego creations to creating grass heads. Second graders even became proficient at using the Mood Meter daily.

## **Grade 3**

Third graders enjoyed becoming more independent learners. Students enjoyed math centers as well as becoming fluent with math facts in all four operations. The exploration-based science units allowed students to become research scientists. Students learned to build a life of reading, appreciating both fiction and non-fiction genres. Intelligence was evident in the classroom as students sparked many discussions about feelings through read-alouds and the Mood Meter.

## **Grade 4**

Fourth-grade students had a wonderful year of school. Students had a chance to push their thinking and take part in hands-on science experiments with the Next Generation Science Standards (NGSS) units. Through Writer's Workshop, students wrote for a variety of purposes in multiple genres. In Reader's Workshop, students focused on characters and their traits, took part in book clubs, and read historical fiction. In math, students became more comfortable using technology with *i-Ready*. Through social-emotional learning lessons, students learned to express themselves with strong emotional vocabulary using the RULER approach and *Second Step* lessons. Students were able to effectively plot themselves on the Mood Meter and take Meta-Moments as needed.

## **Grade 5**

Fifth-grade students had a busy year of new learning. Fifth graders participated in European explorer boat races, hands-on activities based on the NGSS principles, daily math with real-life application, Reader's and Writer's workshops, and most importantly, daily lessons and class meetings around Emotional Intelligence. Fifth graders discussed current events and feelings

## Superintendent's Annual Report 2020-2021 – Flanders Elementary School

surrounding the events, built strong relationships in their classrooms, and utilized strategies for dealing with daily stress such as yoga and meditation.

### **Ongoing Work and School Improvement**

Flanders Elementary School will continue to use data-driven decision making when planning for the instructional needs of all learners. Flanders will utilize a continuous growth model throughout the ongoing work with Emotional Intelligence to foster a positive school climate for all. Flanders continues to focus on fostering a safe, respectful, and consistently positive community for learning, valuing kindness and hard work.

**WILLIAM H. HATTON ELEMENTARY SCHOOL**

*Robert Garry, Principal*

**Accomplishments**

William H. Hatton Elementary School continued a strong commitment to excellence in teaching and learning. With a robust set of mitigation strategies in place, Hatton School was able to maintain a safe and successful in-person learning model throughout the year. One of the core strengths of Hatton is the relationship developed with families. This partnership between teachers, students, and families ensured that students remained engaged in classroom and remote learning opportunities. Every Hatton staff member has benefited from Emotional Intelligence professional learning experiences. Strategies ranging from morning meetings and classroom charters to frequent check-ins on mood meters helped both students and staff better manage their emotional well-being.

The PTO (Parent/Teacher Organization) remains dedicated to supporting the entire school community through enrichment activities, cultural arts programs, and a variety of family events. Virtual books fairs in the fall and spring, as well as a fitness fundraiser, allowed the PTO to purchase stencils to enhance the playground and add a sensory pathway inside the building. Families were also engaged in virtual evening events where they cooked pizza with the principal and learned to make cookies with a local baker. Connecting with families remains a priority for Hatton School.

The Hatton staff maintains a focus on total involvement and continuous improvement. All teachers are members of one or more teams that focus on school improvement, data analysis, SRBI (Scientific Research-Based Intervention), STEM (Science, Technology, Engineering and Mathematics), Emotional Intelligence, and diversity and equity. Staff efforts continue to have a positive impact on school culture and proactive decision-making. In addition to teacher leadership, Hatton students are engaged in leadership development opportunities through our STEPS (Southington's Town-wide Effort to Promote Success) team, leadership assemblies, and participation with the Connecticut Association of Schools leadership conferences.

**Celebrations**

A highlight of this school year was the addition of another district program at Hatton to support students with unique learning needs. The SPACE (Socialization, Play, Academics, Communication, and Engagement) program focuses on younger students with developmental delays in an environment specially designed to meet their needs. This program, along with LAUNCH (Language, Autism Support, Unique Programming, Nurturing Environment, Community Building, High Expectations) and LIDS (Learn, Improve, Develop Skills), ensures that all learners can succeed at Hatton and that all students are successfully integrated into the learning community. The Unified Sports program continues to grow as physical education and special education case managers collaborate to support the athletes and their peers.

The Hatton "Friday Phone Call" was once again a highlight for students and families. This weekly phone call to families by the school principal occurs right in the classroom and celebrates the

success of an individual student. It serves as a great motivator for the students and is a meaningful way to recognize and reinforce positive contributions to the school community. Over 700 calls were made this year, to the delight of Hatton families. A book vending machine was added to the media center and each Friday phone call recipient receives a gold coin to purchase their own book as an additional incentive and recognition of their efforts.

### **Preschool**

This was a successful year for the preschool. Two classes remained at Hatton, and three sections moved to another elementary school in the district. This decreased class size and provided more opportunities to individualize instruction to meet students' needs. The preschool team began using newly revised report cards more closely aligned to the Common Core State Standards, allowing for specific and informative progress reports for each age level. Preschool also began using the *Bridges Math* program with the three-year-old classes. This aligned closely with the state standards, provided instruction in number recognition, number to set, subitizing, as well as some early addition instruction. Throughout the year, teachers and staff were able to use technology to include any students who were temporarily remote due to COVID-19 issues; however, at no time did the preschool classes need to shift to full remote instruction. All staff focused on maintaining a safe classroom environment by adhering to district mitigation strategies and frequent sanitizing of all toys, manipulatives, and surfaces. Preschool students were able to participate in weekly physical education and music classes and are working to include both art and library in the coming year. The end of the year graduation was done virtually. Each class scheduled its own end-of-year celebration to recognize the efforts of the students and their families in this challenging school year.

### **Kindergarten**

The kindergarten classes successfully adapted to the challenges presented by COVID-19 mitigation strategies. Students began their year visiting each classroom for a short sneak peek, allowing them to meet their teachers and see what their classroom looked like. A virtual open house was recorded and sent to families providing them with a tour of each classroom, as well as a *Google Slides* presentation explaining how a Kindergarten year would look. Students took many virtual field trips this year to learn about lifecycles. Trips included a butterfly museum, a farm, and the San Diego Zoo. Kindergarteners learned about Emotional Intelligence using the Mood Meter. They were able to identify their own feelings and notice how those feelings changed throughout the day. The kindergarten team used many books and videos to help with this skill. The *SPOT* series helped them adapt to social distancing, wearing masks, and virtual learning. This was also the first year in which all kindergarteners had their own devices, which allowed them to build independence in their computer skills. The year concluded with students participating in "Ben Strong" days to support a fellow peer, pajama days, a beach bash, and a drive-through celebration for families recognizing the students' work and achievements. Each student received an individualized memory yearbook that documented their progress through work examples and photographs.



## **Grade 1**

Despite the challenges of returning to school under COVID-19 restrictions, the first-grade students had a very successful year. Due to quarantining and distance learning, the teachers utilized *Google Classroom* and *Google Meet* to connect with students, conduct lessons, and maintain strong connections with their students and families. The first-grade team began using a new phonics program this year called *Units of Study in Phonics* from Teachers College and Lucy Calkins. Implementation was supported by the literacy coaches virtually. Additionally, virtual lessons from Teachers College were utilized to support English Language Arts (ELA) units. In science, all three classrooms watched mealworms go through metamorphosis. The first-grade classes also incubated and hatched chicken eggs. Students learned all about the development process and got to see how quickly the chicks changed in the two weeks they were in the classroom. The first-grade team resumed the traditional class play, but was unable to hold a performance due to COVID-19 restrictions. Students recorded songs and lines from the play and created a video to share with families.

## **Grade 2**

This year the second-grade team, like all other grade levels, had the unique challenge of welcoming students back to in-person learning. Teachers worked to develop a classroom community where students felt safe, but also focused on reacquainting them to the rigors of in-person learning. Emotional Intelligence strategies were a regular feature of daily routines. Students were encouraged to identify their feelings throughout the year to assist with any stressors they may encounter during their day. Teachers and students worked together to develop a classroom Charter, read books about emotions, and create posters to describe what they were thankful for in their lives. Teachers closely monitored student progress to attend to learning gaps brought on by distance learning. In math, teachers emphasized place value and adding and subtracting larger numbers. In reading, teachers focused efforts on word solving strategies and gaining a deeper understanding of characters. The second-grade classes enjoyed participating in the school's *Apex* fundraising event. The culmination of the fundraiser was an outdoor dance party that the whole grade level participated in together. Second-grade students also enjoyed making apple turkeys at Thanksgiving, writing their own Mother's Day books, and working on class memory books to celebrate their efforts throughout the year.

## **Grade 3**

Third-grade students created maps of Connecticut to show the variety of skills associated with geography. They also learned about Connecticut's government, economy, and famous citizens. In science, students worked on inquiry-based units covering the topics of matter, forces, and heredity. Classes also worked to improve narrative and informational writing skills, as well as learning how to craft an effective opinion piece. In math, the students increased their understanding of basic computation and tackled new concepts like multiplication, division, basic algebra, area, perimeter, and measurement. Finally, in reading the students worked to improve their responses to various texts in all areas. Teachers worked to incorporate close reads to boost comprehension skills. Throughout the school year, third-grade students were able to adapt to the demands of a mixture of in-person learning and distance learning. Students were successful using their digital tools and

## Superintendent's Annual Report 2020-2021 – Hatton Elementary School

showed flexibility, adaptivity, and perseverance during this challenging school year.

### **Grade 4**

Fourth-grade students and teachers enjoyed a successful school year. Students dissected owl pellets as a culminating activity for their animal adaptations and food webs unit in science. Students read and researched multiple texts and published their own nonfiction books. The books included text features and highlighted informational essay writing. Fourth-grade classes focused on lessons in Emotional Intelligence trying to match words to feelings. In math, centers were used to enhance student engagement. Students also focused on setting goals related to growth mindset and maintaining positive thinking through various books and activities throughout the year. Students and teachers practiced using various technology platforms to enhance learning, both in-person and virtual.

### **Grade 5**

Students and teachers adjusted very well to the changes brought on by COVID-19 mitigation strategies. Teachers emphasized Emotional Intelligence using classroom Charters, frequent Mood Meter check-ins, as well as using mentor texts that allowed for discussions about feelings and emotions. This contributed to positive and supportive learning environments in all classrooms. Students developed, revised, and presented a series of projects across the curriculum throughout the year. An Early Explorers slideshow was presented as a culmination of our social studies unit. To culminate a nonfiction writing unit, students chose a "timeless" topic for a feature article. This article was created as a document, then published on a poster to be presented to the class. Reader's workshop had to be modified; however, students were still able to participate in books clubs of different genres. Fantasy continued to be a favorite unit for the fifth graders. Students created their own "Fantasy Island" creature and responded to open-ended questions related to their own fantasy book and class read-aloud. Students benefitted from the new *i-Ready Mathematics* program. The annual Connecticut Invention Convention was slightly different this year, but students were able to participate and design an invention that would solve a common problem.

### **Ongoing Work & School Improvement**

The Hatton Elementary School staff remains committed to improving student and teacher learning in the coming school year. The addition of intervention specialists and tutors will present enhanced opportunities to address specific learner needs in collaboration with classroom teachers. The Hatton School Leadership Team and Instructional Data Teams will closely monitor achievement data, and the SRBI Team will meet regularly to assess progress and make recommendations for additional assistance. Emotional Intelligence work will continue in all classrooms. Helping students regulate their emotions will increase their ability to manage academic demands and maintain positive social relationships. Most importantly, Hatton School remains committed to establishing and maintaining strong relationships with families to ensure a positive learning experience for all students.

**URBIN T. KELLEY ELEMENTARY SCHOOL**

*Marilyn Kahl, Principal*

**Accomplishments**

The students, staff, and families of Urbin T. Kelley Elementary School had an outstanding 2020-2021 school year, despite the many challenges faced. The year began with much uncertainty and trepidation as mitigation protocols were put in place to ensure the health and safety of all. From day one, everyone embraced the new changes and demonstrated consistent perseverance, dedication, collaboration, and communication. Significant academic growth was achieved at all grade levels this year, with an increased focus on integration of online resources, assessments, and platforms to enhance teacher instruction and student achievement. This was further enhanced with the addition of laptop devices for every student which, in turn, provided an easier transition to remote learning when necessary. Teachers in kindergarten successfully implemented the *Ready Classroom Mathematics* program, and Grade 1 teachers introduced the Lucy Calkins *Units of Study in Phonics* program to their students with great success.

**Celebrations**

Despite restrictions in place that included no extracurricular programs this year, the Kelley School staff and PTO (Parent/Teacher Organization) were committed to maintaining a positive climate and strong school community in a variety of ways. Selected fifth-grade students served as STEPS (Southington's Town-wide Effort to Promote Success) ambassadors and were the leaders of several community outreach projects, including a food drive in November to benefit Southington Community Services. The annual "Souper Bowl" can drive in February provided over 1,000 cans of food to Southington's Bread for Life. A Kelley School fifth-grader and a fourth-grader were selected as the Hartford County winners of the Fire Prevention Poster Contest. Two fifth-graders were honored at the Connecticut Association of Schools virtual Arts Awards program in March. In addition, three fifth-graders had their Connecticut Invention Convention projects chosen for the state finals, and one student was invited to the national competition for his invention.

Kelley School PTO leaders took an active role in creating opportunities for families to stay connected this school year. Monthly PTO meetings were held virtually and were well attended. Online family fun nights and a town-wide scavenger hunt were fun ways to bring families together, and the virtual Scholastic Book Fair was very successful. The Kelley School PTO's Facebook page was active all year long and provided an excellent avenue to share photos, announcements, questions, and accomplishments. While parents weren't in the school building this year, staff members took pictures weekly of in-school activities and learning. Those pictures were shared biweekly with parents in the principal's newsletter and were also in the Kelley School Memory Book, providing parents and families with a detailed look into the school year even if they couldn't be there in person. The PTO also sponsored an online cultural arts program for all grade levels this year. Teachers had access to full stage productions of adaptations from popular children's books through TheaterWorks.

Efforts to enhance students' cultural awareness continued this year. Third and fifth-grade students worked with Mr. Paul Vivian and Rev. Dr. Audley Donaldson three times throughout the school

## Superintendent's Annual Report 2020-2021 – Urbin T. Kelley School

year. Paul and Audley use humor and empathy to have open conversations about diversity, stereotypes, bullying, and developing understanding and acceptance.

Work continued around Emotional Intelligence (EI) as each class created a classroom Charter that served as the foundation for their community social and emotional expectations. This year, three staff members participated in the RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) Institute virtual training through Yale University. Three additional staff members attended the virtual 2021 RULER Conference. These new Emotional Intelligence leaders will join the rest of the EI Lead Team to further enhance Kelley School's commitment to the social and emotional well-being of all members of the school community.

Just before the school year ended, several wonderful events took place. First, Kelley School's annual field day took place, with students enjoying a variety of events under the direction of our physical education teacher and limited parent volunteers. Also, in-person kindergarten graduation was held for each class in our cafetorium. Finally, fifth-grade recognition took place outside on a beautiful June day, with students under the new tents and families enjoying the special day seated on the lawn.

### **Ongoing Work**

While there are still many unknowns regarding the next school year, Kelley School staff will continue to be committed to providing high-quality instruction to our students, regardless of the obstacles. A reenergized focus on Emotional Intelligence will provide the foundation for maintaining a strong school community by embedding the anchor tools into individual classrooms and the school as a whole. The School Equity Leadership Team looks forward to raising awareness and understanding of diversity and racial consciousness. The School Data and Scientific Research-Based Intervention (SRBI) Teams will meet consistently to review student achievement and behavioral data to assist classroom teachers in providing tiered intervention strategy support to promote student growth.

Second-grade teachers will begin using the Lucy Calkins *Units of Study in Phonics* program this year, and fourth and fifth-grade teachers will implement the *Ready Classroom Mathematics* program. Support from the literacy and math specialists will be provided to teachers to assist in the introduction to these new programs.

It is the hope that Kelley School's many extracurricular programs be active next year. These include the Unified Sports Team, Drama Club, Art Club, Robotics Team, Math Olympiad Team, Be Kind Club and Running Club.

**ZAYA A. OSHANA ELEMENTARY SCHOOL**

*Josephine Rogala, Principal*

**Enhancements**

Despite the challenges brought on by the pandemic, Zaya A. Oshana Elementary School had a successful 2020-2021 school year. The social and emotional well-being of students and staff remained a priority. Led by the Emotional Intelligence Lead Team, staff facilitated weekly lessons using RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions), Responsive Classroom strategies, and *Second Step* lessons regularly schoolwide. Kindergarten through Grade 5 teachers, Special Education, and support staff utilized *Google Classroom* and *Google Meet* to engage students virtually as needed throughout the school year. The Oshana School website continued to be a resource for all stakeholders, and a digital interactive principal newsletter was sent home weekly to families highlighting student learning and celebrations. Student ambassadors attended a virtual leadership conference and led virtual ABC/STEPS (Southington's Town-wide Effort to Promote Success) assemblies each month, ending the school year with entire school assemblies outdoors following mitigation strategies. These assemblies celebrated the asset of the month, lessons connected to RULER, and recognition of "STAR" students. Diversity, equity, and inclusionary practices grew through diversifying classroom libraries and diversity training facilitated by Mr. Paul Vivian and Rev. Dr. Audley Donaldson for all third and fifth-grade students. In addition, four teachers attended the "Black History IS American History" virtual training facilitated by Teachers College, Columbia University, which led to meaningful changes in how students learned about historical events and the contributions of Black Americans throughout history.

**Celebrations**

The Oshana School community had many celebrations this school year, beginning with the announcement of fifth-grader Reese Naughton as the 2021 Connecticut Kid Governor. As a school, we supported her platform, "*Be Positive: Pandemic Perseverance*" engaging in schoolwide and community partnership activities throughout the school year.

The Oshana PTO (Parent/Teacher Organization) provided a variety of enrichment activities while working with safety restrictions and mitigation strategies. These included a haunted trail, pumpkin patch, classroom arts and crafts, class day for fifth-grade students at YMCA Camp Sloper, and a virtual *Apex* fundraiser which provided funding for STEM (Science, Technology, Engineering, and Mathematics) resources and a variety of diverse books for classroom libraries.

Oshana School continued its tradition of a Veterans Day program celebrating family members and staff, present and past, who served in the armed forces through a virtual dedication led by students and staff. Two virtual instrumental concerts highlighted the talents of Oshana's instrumental students, and a virtual art show showcased the artistic talents of kindergarten through fifth-grade students. An in-person kindergarten graduation and fifth grade recognition ceremony were held outdoors and attended by a limited number of family members at the end of the school year.

## Superintendent's Annual Report 2020-2021 – Oshana Elementary School

Teachers continued their commitment to improving their practice through virtual professional development and connecting with district coaches throughout the school year. All teachers implemented *Google Classroom* to support remote learners and weather-related, at-home school days. Technology assisted in strengthening home-school partnerships with a virtual open house, parent teacher conferences, and meetings with families when needed. In addition, teachers sent home weekly and monthly newsletters and implemented a mystery reader virtual option, so parents could read to classes through *Google Meet*. All kindergarten through fifth-grade students were provided a Chromebook which enhanced and supported learning opportunities throughout the school year. Oshana School ended the year with the exciting announcement that fifth-grade teacher Sandra Chavez was named Southington Public School's 2021 Teacher of the Year.

### **Ongoing Work/School Improvement**

Oshana staff will have a continued focus on the social, emotional, and academic needs of students during the 2021-2022 school year. Engaging families in RULER practices will be a focus area to support students in the area of social-emotional learning. The Oshana Student Ambassador program will continue to provide an avenue to grow student leaders in three areas: ABC/STEPS, safety patrol, and as an emotional scientist. Staff will focus on building capacity around the Vision of a Graduate and provide opportunities for students to demonstrate the six competencies. Professional learning will be an additional focus for staff in all content areas to strengthen *Ready Classroom*, Teachers College *Units of Study*, and Next Generation Science Standards (NGSS) implementation. Collaboration between teachers and district coaches will ensure rigorous learning opportunities for all students. The Equity Leadership Team will resume the important work of raising the racial consciousness of all school stakeholders.

**SOUTH END ELEMENTARY SCHOOL**

*Erin Natrass, Principal*

**Enhancements**

The 2020-2021 school year was another successful year filled with accomplishments at South End Elementary School. The year was one filled with challenges no one could have expected. South End staff and students came together with an appreciation for the school community that had kept them together virtually during the spring of 2020 and would carry them through a school year filled with uncertainty. Despite the many challenges staff and students faced this year, students made emotional and academic growth. This year, South End School continued to focus on creating a safe school climate. Social and emotional well-being was the focus from the start of the school year. This was supported by continued implementation of the RULER approach (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) from the Yale Center for Emotional Intelligence. Not only was this a focus in each classroom and schoolwide, but it also extended to parents in an effort to support this growth at home during uncertain times. Resources were shared virtually with families, including book suggestions to support emotional growth. South End School celebrated classroom Charter champions each month during virtual school assemblies. Diversity, equity, and inclusion were also a focus to support a safe school climate.

**Celebrations**

The South End PTO (Parent/Teacher Organization) continued its dedicated work of supporting the school community despite restrictions. The PTO sponsored virtual cultural arts programs and enrichment activities. The tradition of having two book fairs continued with virtual events, supplying South End with new books for each classroom library. The PTO supplied cohorts with additional indoor and outdoor recess supplies necessary for keeping cohorts socially distant.

Implementation of Emotional Intelligence grew this year, as three staff members participated in RULER virtual training through Yale University. The lead team at South End provided training and support as teachers focused on introducing the Strategy Wall in classrooms. Classroom teachers continued to refine their classroom practices of creating class Charters and utilizing the Mood Meter. Each month, students voted for a member of their class who they believed best “lived” the Charter. The Charter champion received an award at the virtual monthly schoolwide assembly.

Continued efforts to promote cultural awareness were a focus this year. Mr. Paul Vivian and Rev. Dr. Audley Donaldson returned to South End to provide diversity training to third and fifth graders. The school counselor collaborated with primary grade teachers to facilitate age-appropriate lessons about differences and diversity with a connection to Emotional Intelligence. Book orders were structured to fill classroom libraries with texts that were “lenses” and “mirrors” for students.

Teacher collaboration was essential this year. A benefit of having virtual team planning, teachers were able to easily connect with district support staff for necessary professional coaching and reflection.

## Superintendent's Annual Report 2020-2021 – South End Elementary School

Technology continued to be a primary focus for all grade levels. Each classroom teacher had a *Google Classroom* to support temporary remote learners. Teachers provided parents with a virtual glimpse of their classroom through a virtual open house. Teachers had access to video mini-lessons through Teachers College. Computer-based assessments were used to analyze student growth. Technology was essential in maintaining a strong home-school connection. A weekly “Week in a Peek” and virtual parent meetings allowed for the school to share the celebrations and progress of the school year with families.

### **Ongoing Work**

As South End continues to work at creating a positive school climate during the 2021-2022 school year, staff will enhance their understanding of Emotional Intelligence along with diversity, equity, and inclusion. The Emotional Intelligence Lead Team will continue supporting teachers emphasizing the importance of the anchor tools of Emotional Intelligence into both classroom and school environments and expanding this to include other important components such as student leaders and a parent leadership team. The South End Equity Leadership Team will lead conversations about racial consciousness and provide action steps to ensure these conversations are carried out in all classrooms. The Equity Leadership Team will continue to work with the District Equity Leadership Team to reflect and adjust this ongoing work.

Teacher professional learning will expand during the 2021-2022 school year with a focus on utilizing *i-Ready* data along with the Ready Classroom program to enhance our numeracy instruction. Additionally, teachers will continue to refine their instructional practices in literacy through the implementation of the Teachers College *Units of Study*. The district Science Specialist will work alongside teachers as they continue to refine their Next Generation Science Standards (NGSS) units. The collaboration between teachers and district coaches will be essential to ensure high-quality instruction to attain rigorous student achievement goals.



**WILLIAM M. STRONG ELEMENTARY SCHOOL**

*Melissa Barbuto, Principal*

**Enhancements**

The 2020-2021 school year was another year full of amazing accomplishments at William M. Strong Elementary School. This past year has been a challenge like none other Strong School has ever faced, full of uncertainties and stress that have never been experienced before. However, staff and students embraced this challenge with a smile and have shown that with dedication, perseverance, collaboration, and a positive mindset, anything is possible. Despite the many obstacles faced this year, students made significant academic and social-emotional growth. This year, Strong School continued to focus on cultivating a positive school climate. The entire school implemented components of the Responsive Classroom approach, expanded the implementation of Emotional Intelligence to all students and parents, and encouraged a growth mindset through daily whole school virtual morning announcements and monthly virtual activities and presentations led by students.

**Celebrations**

Despite the many restrictions presented this year due to COVID-19, the Strong PTO (Parent/Teacher Organization) continued its dedication to supporting the Strong School community through cultural arts programs, enrichment activities, fundraisers, and family night events, including virtual book fairs, a virtual pizza night, a virtual after school Spanish Club, and a virtual talent show.

Work around Emotional Intelligence continued to expand and thrive this year with the implementation of student self-awareness leaders and an Emotional Intelligence Parent Leadership Team. Additionally, two staff members attended Yale's Center for Emotional Intelligence National RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) Conference, and two other staff members were invited to present. Each month, students voted for a Charter champion within their classrooms to recognize and celebrate someone who "lived" the Charter each day. Charter champions were recognized monthly through virtual morning announcements and by a video message sent to their families. Several staff meetings were designated to focus on self-care for staff to strengthen their emotional well-being.

Expansion of the district preschool program took place at Strong School this year. Three district pre-K classrooms are now housed at Strong School. Continued efforts to enhance cultural awareness among students were taken. Mr. Paul Vivian and Rev. Dr. Audley Donaldson returned to Strong School to provide third and fifth graders with diversity training.

Kindergarten through fifth-grade teachers continued to incorporate key components of the Responsive Classroom approach into their classrooms to build a positive community. In addition to the morning meeting, all teachers implemented key components of Emotional Intelligence through the creation of classroom Charters, checking in on the Mood Meter, creating strategy walls, and implementing conflict resolution lessons, all of which had a positive impact on students'

social and emotional growth.

Additionally, due to the increase in technology provided to staff and students, all teachers enhanced the use of technology in the classroom. Furthermore, second-grade teachers implemented the Lucy Calkins *Units of Study in Phonics* program, and first and third-grade teachers implemented the *Ready Classroom Mathematics* program.

**Ongoing Work**

As Strong School continues to work on creating a positive school climate, staff will continue to deepen and expand their understanding of Emotional Intelligence. Work will be expanded in this area by embedding the anchor tools of Emotional Intelligence into classrooms and school environments through student leadership. Student and parent leadership teams will be expanded upon to embed this approach into the community. Teachers will also continue to utilize the Responsive Classroom component, morning meeting, as a structure to implement Emotional Intelligence and build a positive school community. Additionally, the School Equity Leadership Team will continue its work around raising racial consciousness and leading these conversations with staff. The staff looks forward to continuing the work with Instructional Learning Teams next year, focusing on deepening teachers’ understanding of exemplary practice within math and language arts. Teachers in fourth and fifth grade will implement the *Ready Classroom Mathematics* program. With this, all teachers in kindergarten through Grade 5 will be implementing the *Ready Classroom Mathematics* program.

For the 2021-2022 school year, restructuring of classrooms will take place to create an Early Childhood Center on the lower level of the school. The Family Resource Center and all three pre-K classrooms will relocate to the lower level of the building. In addition, an outdoor play area along with an Applied Behavior Analysis (ABA) room will be added as well.

**REUBEN E. THALBERG ELEMENTARY SCHOOL**

*Katie Reeves, Principal*

**Accomplishments**

Reuben E. Thalberg Elementary School remained committed to excellence in teaching and learning during the 2020-2021 school year. In a year unlike any other, the staff remained flexible and encouraged students to persevere through challenges. Students continued to grow academically, socially, and behaviorally. Each day, students and staff recited a shared pledge, "Today, I will try my best to be safe, respectful, and responsible." This pledge helped create a mutual agreement and positive climate among all stakeholders.

While traditional clubs were not allowed this year, Thalberg students found ways to connect with their classroom cohorts on a different level. Some classes worked together to maintain the garden beds by weeding and watering. The second-grade classes were able to plant herbs and vegetables. Other class cohorts created bulletin boards with positive messages for the school to enjoy. The ABC/STEPS (Southington's Town-wide Effort to Promote Success) Club was able to meet virtually and provided the school with virtual assemblies that focused on the assets and pillars for the month. These assemblies acknowledged asset winners from each classroom.

Emotional Intelligence was especially important for the entire Thalberg community this year. In all classrooms, a Charter was formed that allowed students to describe how they wanted to feel each day while at school. In each classroom, Emotional Intelligence lessons were taught multiple times per week. The students learned how to recognize, label, and regulate their emotions. Teachers focused on building a classroom community through morning meetings.

The PTO (Parent/Teacher Organization) continued to enrich the lives of Thalberg students. They provided the students with several virtual events, including an author visit, a book fair, and even a virtual night with a magician. Throughout the year, the PTO supplied teachers with materials, books, and recess toys. They put together many wonderful surprises for the fifth-grade students, including lawn signs, a celebration day, and a trip to YMCA Camp Sloper. Thalberg families were unable to volunteer in-person this year, but they still participated in special events such as the Fifth Grade Celebration. Some parents were even special guest readers, virtually. Parents were able to meet virtually with their child's teacher for conferences as well.

Thalberg continued the tradition of giving back during the 2020-2021 school year. Donations were collected and made to local scholarships and charities such as YMCA Camp Sloper, the Hannah Weir Scholarship, Southington High School's All Knight Grad Party, Relay for Life, and Connecticut Brain Tumor Alliance. The PTO also established the Elizabeth Rimkie Memorial Scholarship that was awarded to a graduating Southington High School senior.

**Celebrations**

The "Friday Phone Calls" continued this year. Every Friday, the principal visited classrooms and recognized a student by calling their parent. Many phone calls were made to acknowledge both the hard work of the students and the dedication of the teachers and families. The students also

## Superintendent's Annual Report 2020-2021 – Reuben E. Thalberg School

began to recognize the adults in the building this year with the “Wednesday Woo-hoo.” Students nominated an adult who helped them at any point in the year and stated how this person helped them feel in the green or yellow on the Mood Meter. The nominees were announced as part of the morning announcements on Wednesday mornings.

### **Kindergarten**

The kindergarten day was structured a little differently this year. Students were given a recess break in the morning and a play break in the afternoon. The kindergarteners were unable to sit at tables together and instead had their own workspace at a desk. They managed their own materials and learned a bit about organization. While they still experienced hands-on learning, centers were limited to two students at a time. The students did a remarkable job following the rules and learned to become “super-readers” during Reader’s Workshop.

### **Grade 1**

Reader’s and Writer’s Workshop continued in first grade. The students read at their “just right” reading level as they learned key skills for becoming more seasoned readers. In science, all four classrooms were able to incubate eggs and hatch chickens in the spring. The teachers were even able to set up cameras so students could log in at home and share the excitement with their families. They also had a visit from Curious Critters as a fun culmination to their science unit.

### **Grade 2**

The grade two team worked for their second year to implement *Ready Classroom Mathematics*. The program allowed students to work at their own level and receive enrichment or reinforcement if needed. During Reader’s and Writer’s Workshop, students continued to strengthen their language arts skills. All of the second graders were also able to plant herbs and vegetables in Genevieve’s Teaching Garden as part of their science unit in the spring. They enjoyed spending the time outside and getting dirty.

### **Grade 3**

Students in third grade focused on character traits and reading chapter books during language arts instruction. They became fully immersed in the mystery book clubs and enjoyed putting their problem-solving skills to work. In science, the students were fully engaged in the scientific inquiry process and finished the year learning about heredity in one of the Next Generation Science Standards (NGSS) Units of Study. The third graders utilized the grassy areas outside all year long to learn while socially distanced.

### **Grade 4**

Grade 4 students continued their work in Reader’s and Writer’s workshop with a focus on book clubs and historical fiction. Students were involved in deep conversations around theme and character traits. The Grade 4 teachers focused on Emotional Intelligence throughout the year. They built strong classroom communities with frequent class discussions around conflict-resolution and problem-solving. They checked in on the Mood Meter and lived by their classroom Charters.

### **Grade 5**

The fifth graders at Thalberg continued to be leaders this year. They made the schoolwide daily announcements each morning and served as role models throughout the school. They participated in two seminars on diversity and inclusion presented by Mr. Paul Vivien and Rev. Dr. Audley Donaldson. Students were able to participate in a presentation by the Connecticut Historical Society called “Amistad: A Journey to Justice.” They finished the year with an outdoor ceremony to recognize their hard work and a class day at YMCA Camp Sloper to celebrate.

### **Ongoing Work & School Improvement**

The Thalberg School community will continue to work on a positive school climate. Through the pandemic, the entire school community has learned to become flexible and embrace a growth mindset. Thalberg will continue to embrace the power of positive thinking and improvement. The work around Emotional Intelligence and RULER (Recognizing, Understanding, Labeling, Expressing, and Regulating emotions) will continue and strengthen the school climate. Staff will continue to deepen their understanding of Emotional Intelligence through the training institute at Yale University. All staff recognizes the need to teach the whole child. Teachers will continue to strengthen Tier 1 instruction and interventions provided for students in all academic subjects as well as social-emotional areas.

# Office of Building Department

## Town of Southington, Connecticut

Jeffrey C. Pooler  
Building Official  
(860) 276-6242  
[poolerj@southington.org](mailto:poolerj@southington.org)



John Weichsel  
Municipal Center  
196 North Main Street  
Southington, CT 06489

The main mission of the Southington Building Department is to protect the lives, safety and property of the residents, businesses and visitors of the Town of Southington, maintain quality of life and promote safe economic development through administering the State Building Code through education, inspections, plan reviews and enforcement of the State Building Code.

The department consists of the Building Official, Assistant Building Inspector, Electrical Inspector, Mechanical Inspector, Building Department Secretary and Office Assistant.

### REPORT OF THE BUILDING OFFICIAL JULY 1, 2020 TO JUNE 30, 2021

#### REVENUE RECEIVED BY MONTH:

JULY	\$144,219.46
AUG	\$107,285.14
SEPT	\$103,451.23
OCT	\$118,729.44
NOV	\$103,523.36
DEC	\$ 79,946.83
JAN	\$118,270.73
FEB	\$ 69,603.25
MAR	\$136,024.17
APR	\$146,471.33
MAY	\$101,405.57
JUNE	\$151,336.56
MINUS STATE & FIRE DEPT FEES:	(\$42,844.05)
TOTAL REVENUE RECEIVED:	\$1,337,423.02

  
Jeffrey C. Pooler, Building Official



**CALENDAR HOUSE**  
TOWN OF SOUTHTON  
SENIOR CENTER  
388 PLEASANT STREET  
SOUTHTON, CONNECTICUT 06489  
TELEPHONE 621-3014

**ANNUAL REPORT FY 2020/2021**

Calendar House, the Town of Southington's Senior Center is a multipurpose facility which provides a focal point in the community for residents 55 and older, and residents aged 18 and older, who are disabled, as defined by Social Security standards.

The Center's purpose is to serve as a resource center, providing a broad range of services and activities to meet the diverse social, physical and intellectual needs of older adults and disabled individuals.

This facility is unique in that our members and staff are encouraged to help implement various activities to reinforce positive attitudes and preserve individual dignity.

In pursuing its mission, this Center shall enhance an atmosphere of compassion, equality and mutual concern for all older adults and disabled individuals.

Our diversity is best reflected in the variety of art and craft classes, the always expanding computer classes, energetic exercise classes and numerous informative educational and wellness classes offered.

This report will expand upon the FY **2020/2021**, providing insight and information regarding this community's greatest challenge, the COVID-19 pandemic.

The Center's membership as of June 30, 2021 was **5,537** members with **104** new members added during FY **2020/2021**.

To begin, there were some operational changes at Calendar House during FY **2020/2021**. The cleaning of the Calendar House building was changed from a contracted service to a part-time custodial employee. Our lawncare and snow removal, which were previously contracted out also changed to the Town Parks Department taking over the lawncare duties and Highway Department taking over snow removal. Improvements in the building also took place. A new water softener system was installed to address hard water issues. A new walkway to the front entrance was installed by the Town Highway Department to provide easier access to the building. Several of our billiard tables were re-felted. Additional security cameras were installed in the cardio, fitness and game rooms to assist the staff in monitoring for safety and social distancing. Calendar House was fortunate to receive funds for the cameras due to being awarded \$2,500.00 in funding from the Department of Aging and Disability Services, State Unit on Aging, under the CARES Act for reimbursement of

## Calendar House Annual Report FY-2020/21

COVID-19 related expenses. In addition to the cameras, funding was also utilized for COVID-19 signage in the building and outdoor patio heaters.

To ensure the safety of our members and employees during the COVID-19 pandemic, areas were addressed in our Dial-A-Ride buses, as well as the building. Our Dial-A-Ride buses continued to run throughout the pandemic, but were customized with plexiglass to shelter our drivers. The types of rides and number of passengers were limited with seating in every 3<sup>rd</sup> seat. To begin the FY **2020/2021** Calendar House continued to be closed to the public, with all employees reporting for their regular hours. Plexiglass was installed around the reception area with three speaker holes for the public in anticipation of being able to re-open. The Nutrition Program remained shut down. Several areas of the building, including some classrooms, the library, café, water fountains and small restrooms were closed and locked for use. Chairs and tables not to be used were also marked to eliminate the need to clean all of them at the end of every day. Social distancing markers were placed throughout the building as well.

As bad as things were with the pandemic, no one expected what was about to happen in the month of August. A phone call came; “Make sure you have everything in place for the shelter. A storm is coming called Isaias.” High winds with tree damage, rain and flooding all occurred during August 4<sup>th</sup> and 5<sup>th</sup> leaving many areas without power for days. Calendar House opened as an emergency shelter, cooling, and charging station for whoever needed it.

It’s hard to identify any upside to the long and traumatic COVID-19 pandemic, but if anything, it did teach us to change and adapt. The word “virtual” became a regular part of our vocabulary at Calendar House. All meetings were held virtually during FY **2020/2021**. Exercise classes were offered virtually with instructor LeAnn Kroll until the Center re-opened, and continued virtually for several months after in-person classes resumed for those who were not yet comfortable visiting the Center. Calendar House hosted a virtual Poetry Class with instructor Pat Mottola in the fall and spring which were both well attended. Our Computer Learning Center also offered several on-line classes. Calendar House worked in conjunction with Hartford HealthCare to sponsor a wide range of virtual educational seminars including “How to be Aware of your Surroundings,” “Navigating the *What If’s* in your Golden Years,” and “How to Fall Safely.” Calendar House along with other CT Senior Centers joined the CT Healthy Living Collective, Connecticut Association of Senior Center Personnel and AARP CT to host several CT Statewide Virtual Senior Center events. The programs included “It’s a Wonderful Life,” “Unlock Ancient Stories with DNA,” “Let the Shenanigan’s Begin,” “Water, Water, Everywhere!” and “Celebrate Older Americans Month.” These programs were all very well attended by our members. By far, our most missed in-person program was Bingo. In March, Calendar House held its first virtual Bingo game with the help of UConn student, Sahal Nasim. It was a big hit and due to demand a second game was scheduled for May! We would like to



## Calendar House Annual Report FY-2020/21

thank Southington Community Services and the Calendar House Membership Association for providing prizes to the winners.

We were excited to receive the good news that Calendar House was able to re-open to the public with reduced hours and limited in-person activities, by appointment only, beginning on September 21, 2021! Daily sessions were set up to make appointments for the Cardio Room, Pool Players and to “Sit ‘n Chat.” In-person Computer Classes, the Foot Clinic (**113** appointments completed during FY **2020/21**), Granny Squares, TOPS (Taking Off Pounds Sensibly) and Adult Coloring resumed at this time.

Calendar House is the intake site for the State of Connecticut’s Renters’ Rebate and Energy Assistance programs. Our social service programs continued to utilize the secure drop-box installed at the start of the pandemic by the front entrance of the building. This addition made it convenient for clients to place their documents for Renters’ Rebate (**415** applications processed FY **2020/21**) and Energy Assistance (**201** applications processed FY **2020/21**). Applications were processed by volunteers and submitted to the State of CT. We were also very pleased to be able to host the AARP Tax-Aide program after having to cancel the program in 2020 at the height of the pandemic. Volunteers were able to process **190** income tax returns in the spring of 2021. Calendar House staff utilizes a core group of trained and dedicated volunteers to assist with these programs. Without the dedication of our volunteers these services could not be provided.

Information, referrals, social services, case management and short-term counseling on a number of issues are all a part of the everyday challenges for our staff here at the Calendar House. The Medicare Part D Prescription Drug Program, now in its 16th year, continues to keep us busy. A significant number of individuals contact Calendar House requesting information and assistance for enrolling in a prescription drug plan for the first time or to change to another plan that best suits their current needs. Those who are new to Medicare may apply with a three-month window period no more than 31 days prior to receiving Medicare benefits or shortly thereafter. Training workshops and webinars (on-line instruction) were offered for staff. In addition to Medicare D, many individuals approaching 65 years of age have made requests for Medicare A & B, Medicare Supplemental Insurance and Medicare Advantage (HMO’s) counseling throughout the year. Calendar House provides trained staff and volunteer counselors under the CHOICES Program, mandated by the federal government, in order to assist Medicare eligible individuals with counseling in the above referenced areas, including Medicaid and the Medicare Savings Program. Pre-retirement health benefits workshops are held periodically throughout the year in order to keep members apprised of the changes occurring at the federal, state and local levels, and to assist them in making changes in their benefits as necessary. During the Covid-19 pandemic, counseling was provided by phone until we were able to once again meet in-person with clients. We thank everyone for their patience with

## Calendar House Annual Report FY-2020/21

getting back to you with answers, as the Department of Social Services has been back logged in getting back to us during this challenging time.

As stated earlier, our Dial-A-Ride program did not miss a beat due to the pandemic. The Calendar House Dial-A-Ride program provided a multitude of rides to individuals during FY **2020/21** as we found we were still needed during these trying times. In addition to our regular transportation, lunch deliveries continued to help senior citizen shut-ins. During FY **2020/21**, July 1<sup>st</sup> through June 30<sup>th</sup>, our Dial-A-Ride buses provided Southington residents age 55 and older and disabled individuals with **6,126** one-way rides, averaging **511** one-way rides per month. These figures include **1,962** rides to medical appointments in-town and **581** rides to medical appointments out-of-town. Our Dial-A-Ride Program also provides transportation for senior citizens to shopping destinations throughout town, as well as back and forth to the Calendar House for programs and services. We also provide transportation to places of employment for several disabled individuals.

As the year changed from 2020 to 2021 we were praying for a vaccine that would turn the world around. We ended up with not only one, but three vaccines to choose from. All we needed to do was wait our turn and roll up our sleeves! The elderly in our State went first, paving the way to completely re-opening and getting back to normal. During this time our staff answered hundreds of phone calls related to securing a COVID-19 vaccine. We provided up to date information in the monthly Active Lifestyles of Southington bulletin and also sent weekly (sometimes daily!) mass e-mails to get the most updated information out to our members as to how, where and when they could schedule a COVID-19 vaccine. This hard work paid off when we learned that effective May 19<sup>th</sup> most restrictions on businesses in CT were being lifted by the Governor. We received permission from the Town Manager to no longer require masks for those vaccinated, open without appointments needed, and add additional activities with the goal of being back to normal operations by July 1, 2021! We quickly got to work preparing the building to welcome even more members back and added much missed activities to our schedule such as pickleball, ping-pong, card playing, line dancing, the trip desk and more!

All in all, despite the building being closed to the public for six months and open by appointment only, with limited hours, for nearly six more months out of the entire fiscal year, our statistics show that **6,167** individuals checked in for either a virtual or in-person event, averaging 24 per day throughout the year. These totals do not reflect the countless phone inquiries, Dial-A-Ride transportation or social service applications completed by paperwork drop off.

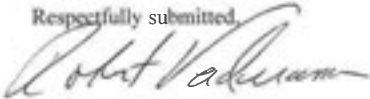
As you can see from this report, Calendar House has had a lot to offer in programs and activities, despite the COVID-19 pandemic. One item that is often overlooked and cannot be shown statistically

## Calendar House Annual Report FY-2020/21

is the comradery and socialization a center such as Calendar House provides to the senior community. The fact that our seniors wake up in the morning, touch their feet to the ground and say, "I'm heading to Calendar House today" is so important! Members come in holding their pool stick or paddle for ping-pong or pickleball, carrying cases of art supplies for their enrichment classes, or simply a bottle of water to rehydrate after spending time in the cardio room. It's all a big part of their day; ours too and we missed them dearly during the time we were closed! We are happy that Calendar House members are now back in the building where they belong and we will continue to work hard to provide a high standard of service to our senior community.

On behalf of my staff, the Senior Citizen's Advisory Board, and the Membership Association; we made it through this together – welcome back!

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Robert Verderame", written over the typed name.

Robert Verderame  
Executive Director

RV/dms



**Southington Community Services**  
**91 Norton Street**  
**Plantsville, CT 06479**  
**(860) 628-3761**



**Annual Report**  
**July 1, 2020 to June 30, 2021**  
**Mission statement of Southington Community Services (SCS):**  
**“To assist and empower Southington residents.”**

Southington Community Services (SCS) is located in the Old Milldale Firehouse #3 at 91 Norton Street in the Plantsville section of Southington. SCS hours of operation are from 8:30 a.m. to 4:30 p.m., Monday through Friday. Later or earlier appointments can be scheduled upon request. SCS assists those in need 365 days a year. After hours, we are available for emergency services through the Southington Police, Fire, and Building departments.

**Full-time employees:**

Janet Mellon	<a href="mailto:mellonj@southington.org">mellonj@southington.org</a>
Mark Fazzolari	<a href="mailto:fazzolarim@southington.org">fazzolarim@southington.org</a>
Vincent Tranquilli	<a href="mailto:tranquilliv@southington.org">tranquilliv@southington.org</a>
Jonathan Moise	<a href="mailto:moisej@southington.org">moisej@southington.org</a>

**Seasonal employees:**

Paul Champagne	Andrew Clowick	Frank Salerno
George Cole	Gloria DeFeo-Deprey	Krista Tangarides

Southington Community Services relies on volunteers to provide necessary services to residents of Southington. Due to the Covid crisis, we have been limiting the number of volunteers working on any given day so that we can social distance. We also have temporarily suspended volunteer hours to students under the age of 18.

Month	Volunteer Hours
Jul-20	1,241
Aug-20	1,137
Sep-20	984
Oct-20	1,558
Nov-20	1,497
Dec-20	1,633
Jan-21	827
Feb-21	812
Mar-21	1,418
Apr-21	1,016
May-21	980
Jun-21	997
<b>Total</b>	<b>14,100</b>
<b>Average</b>	<b>1,175</b>

According to <https://independentsector.org/value-of-volunteer-time-2021>, the value of a volunteer hour has risen to \$28.54. The value of volunteer hours for last year was \$402,414.

**Mission Statement:** *“To Assist and Empower Southington Residents.”*

**To accomplish this mission, we:**

- Serve as a link between private providers, human services, and governmental agencies.
- Assist those helping themselves to achieve their goals.
- Provide financial assistance, which is usually limited to those who have the ability or plan to pay their finances in the future.
- Work with residents to help prevent them from falling into a situation that they may not be able to get out from under.
- Work with residents who are just over the limits for state assistance and have nowhere else to go for assistance.
- Work with different departments throughout town hall to ensure that resident issues don't fall through the cracks.

**A few examples of financial and general assistance:**

- Provide supplemental food to help residents with their grocery shopping.
- Work with the fire and police departments to assist those residents at their time of need.
- Assist with car repair bills so that the person has transportation for a job or job interview.
- Assist with rent/mortgage payment to prevent a foreclosure or eviction.
- Provide assistance with a utility bill or assist residents with programs to prevent their power/heat from being turned off.
- Provide assistance with a prescription (no narcotics) and trying to obtain insurance for further prescriptions.
- Provide assistance with applying for medical insurance.
- Provide assistance with applying for SNAP (Supplemental Nutrition Assistance Program), formally known as Food Stamps.

**What's New at SCS:**

We received a \$25,000 grant (through Friends of SCS) from the Main Street Community Foundation, which enabled us to purchase:

- One industrial freezer
- One industrial refrigerator
- Shelving for food distribution
- Purchase and installation of a generator to cover the whole building.

We received a grant from the Bradley Barnes Trust \$7,500 (through Friends of SCS) from the Main Street Community Foundation, which enabled us to purchase:

- A conveyor belt for food donations in the pantry
- Food (including frozen meats) we were not able to purchase from Foodshare to help us during a difficult time
- Industrial carts on wheels to collect and hold food

- Industrial pallet jack
- We received a \$2,000 grant (through Friends of SCS) from the Community Foundation of Greater New Britain, to help cover two videos publicizing our office.
- The closet reopened in the back room. The area is much larger than the original closet and shopping is by appointment, unless we have extra volunteers on the day the client comes into the office. Clothes are organized by size and we have a large area for household goods now available. All items are free and we ask the consumer to bring their own bags.

•

### **Donations to SCS:**

Donations are never applied to administrative costs. All monetary donations received are dedicated for 100% client use.

### **Major Financial Donors:**

Albert & Alice Brunalli Trust  
 Alice Valentine  
 Archdiocese of Hartford  
 Dave and Mary Decrose  
 David Mongillo Foundation  
 Gentleman's Gathering Club  
 Gorette Medeiros  
 Community Foundation of Greater New Britain  
 Home Depot  
 Joe & Kay Calvanese Foundation  
 Kathleen & David Guest  
 Knights of Columbus  
 Liberty Bank Turkey Leg  
 Louis Olore  
 Main Street Community Foundation  
 Mary & Richard Dowd  
 Maureen & Craig Cooney  
 Mohawk Northeast

American Legion Auxiliary Kiltonic Unit 72  
 Ann & Douglas Graham  
 Peter & Sue Spang  
 Power of Peace Group  
 Raymond & Alba Cocozza  
 Ronald Aberizk  
 Rotary Club of Southington  
 Sharon Poupart  
 Stop & Shop  
 Suburban Garden Club of Cheshire  
 Southington Elks  
 Southington Lions Foundation for Giving  
 Southington Rotary Club  
 Supreme Industries  
 Tito's Liquor  
 William & Joyce Yelenak

### **Monetary donations were made in memory/honor of the following people:**

Karen Smith	Elizabeth & Tom Fitzgerald
Patrick Musshorn	Laura Murphy
Francis Sabatella	Matthew Marcuccio
Mitch & Lisa Silverberg	Dan Quinlan
John DeMello	William Zantow

### **A few of the many acts of kindness are listed below:**

- Madison Hendricks for the sixth straight year celebrated her birthday by collecting cereal for the food pantry in lieu of gifts.
- Nolan Ritchie became our youngest shelf sponsor.
- Officer Kristen Muir and her family assisted with food deliveries.

- Hatton Elementary and Depaolo Middle School held a cereal drive and showed a domino line up with the cereal boxes.
- Madalyne Landrey donated 655 non-perishable items to the food pantry.
- Michael Wilson, a regional manager for Dunkin' Donuts routinely donated coffee to the food pantry.
- Power of Peace, an organization of young people in CT, donated several blankets and lots of fresh produce.
- Early Childhood Collaborative of Southington provided books to all the children 8 years and younger for the holidays.
- Middletown Emblem Club #452 donated home-made teddy bears.
- Foodology donated cupcake bags for families.
- Hunter and Colin's had a Birthday Breakfast Club food collection that provided 199 boxes of cereal.
- Maliah Ryan, a senior at SHS, ran a neighborhood food drive.
- Anja, Taylor, Dalton, Matthew, Madeline and Kaitlin collected cereal boxes during the holidays by "Caroling for a Cause".
- Ryan collected toys for the holidays.
- Toni and Michael donated their Hess Trucks for other children
- Gulf Shrimp assisted our office during the holidays by storing frozen items.
- Plantsville Company #2 donated and delivered several live Christmas trees to our clients.
- The CERT (Community Emergency Response Team) team continued to deliver groceries to our shut-in clients.
- Precision Realty LLC and Precision Property Maintenance delivered several hundred Easter baskets to children in town.
- Early Childhood Collaborative of Southington and the Diaper Bank donated two pallets of diapers.
- The football team, the girls' tennis team, and the Polish Falcons, under the direction of Chris Shanley-Buck, organized the Christmas food delivery.
- Three Brothers Property cleaned and mulched the SCS property at no cost.
- Rogers Orchards supplied apples and pies to add to the Thanksgiving meals we distributed.
- The Southington Fire Department Company #1 is amazing. They delivered the holiday gifts to our seniors and shut-ins.
- The Southington Knights of Columbus purchased several boxes of new coats for children to make sure no child in Southington was cold this winter.

#### **Tov, Holiday items and food drives this year:**

Alice Valentine  
 American Legion  
 Apple Valley Behavioral Health  
 Berkshire Hathaway HomeServices NE  
 Properties  
 Boy Scouts of America  
 Calvary Life Family Worship Center  
 Coldwell Banker

Connecticut Appliance and Fireplace  
 Distributors  
 CyberKnights FIRST Team 195  
 DellaVecchia Funeral Home  
 Diane Sutkus  
 Early Childhood Collaborative of Southington  
 Factory Athletic  
 Faith Baptist Youth Group

Gregg Conolly  
 Hatton Elementary STEPS and PTO  
 HQ Dumpster  
 Jack Perry  
 Jazmin Lasane  
 Jodi Derwin.  
 Kelley Elementary School  
 Kingsman Brewing Company  
 LEAF (Lewis Educational Agriculture Farm)  
 Leadership Martial Arts  
 New Britain Transportation  
 New Penn Motor Express  
 Northern Little League  
 Ray and Alba Cocozza  
 Raya Clinic  
 Sharon Kavanah Kleinhenn and her family  
 Southington Chamber of Commerce  
 Southington High School Interact Club  
 Southington Library  
 Southington Northern Little League

Southington Berkshire Hathaway  
 HomeServices  
 Southington Y  
 Stop and Shop  
 The light show on Strawberry lane  
 Toy Drive in honor of Thomas Light, Sr.  
 Valentine's Love Boat  
 Southington Board of Ed Administrative Group  
 Southington Country Club  
 Southington Fire Department  
 Southington Girls Softball League  
 Southington High School Key Club  
 Southington High School Softball team  
 Southington Public Library  
 Southington North Baseball  
 Southington Rotary Club  
 Trinity Church  
 Valentine the Clown  
 YMCA Camp Sloper

**The following churches in Southington assisted with food donations, financial donations, volunteering for programs, and/or holiday assistance:**

The Church of Jesus Christ of Latter-day Saints	Mary Our Queen Church
Faith Baptist Church	Plantville Congregational Church
First Baptist Church	Saint Aloysius Church
First Congregational Church	Saint Dominic Church
First Lutheran Church	Saint Paul Episcopal Church
Grace United Methodist Church	Saint Thomas Church
Immaculate Conception Church	Southington Clergy Association

**Shelves were sponsored in memory of the following people:**

Jim Aparo	Ellen Gioia & James Fasulo
Ray & Cecile Chapman	Lester Pierson

**Shelf Sponsors:**

American Legion Auxiliary (Hartford County)	Cato/Powell Family
American Legion Auxiliary (Southington)	Elks Lodge #1669
Beason Retiree Benefits Group	First Lutheran Church
Catlin Family	Gelada Family
	Girl Scout Troop 61152
	Hawks Landing Ladies Golf League



Holden & Ramona Biernat  
 Home Depot  
 HOCC Counseling Center  
 Interact Club  
 Key Club  
 Kiwanis Club of Southington  
 KBE5  
 Peter & Paula Leibovitz  
 Lutkus Family  
 The Mark & Meidoros Families  
 Mary Our Queen Youth Ministry  
 Micacci Fischer Family  
 Miss Southington Pageant organization  
 Pet Valu

Plantsville Congregational Church  
 Plantsville Engine Co. 2  
 Rotary Club of Southington  
 Sorelle d'Italia  
 Southington Catholic School  
 Southington Lions Club  
 Southington Police Department  
 Southington Women for Progress  
 Smokin with Chris  
 Staples  
 St. Paul's Episcopal Church  
 Village Pet Grooming  
 Zion Lutheran Church of Southington

### **SCS Community Foundation Funds:**

- **Their Vision:** This fund was established at the Community Foundation of Greater New Britain ([www.cfgnb.org](http://www.cfgnb.org)) by Kaye Davis, Teri Javier, and Janet Mellon to honor Kathy Reinhard, Peter Veronneau, and Stuart Estra for all they have done and continue to do for the Southington Community. The fund is a donor advised fund and has been modified to also honor Kaye Davis who passed away last year.  
 Fund balance as of June 30, 2021: \$45,908

- **Julius D. Bristol Fund:** This fund was established many years ago by Julius D. Bristol to provide school necessities for Southington children. The fund is administered by the Main Street Community Foundation ([www.mainstreetfoundation.org](http://www.mainstreetfoundation.org))  
 Fund balance as of June 30, 2021: \$203,096

**Inside Rebecca's Bag:** This fund was established at the Main Street Community Foundation ([www.mainstreetfoundation.org](http://www.mainstreetfoundation.org)) to honor Rebecca Michlin for the way she improved the school programs sponsored by SCS.  
 Fund balance as of June 30, 2021: \$28,010

- **Kristen's Wishes:** This fund was established at the Main Street Community Foundation ([www.mainstreetfoundation.org](http://www.mainstreetfoundation.org)) in memory of Kristen Warner.  
 Fund balance as of June 30, 2021: \$32,752

### **SCS Food Pantry:**

*"In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability."*

**To file a complaint for discrimination, write to:**

**USDA, Assistant Secretary for Civil Rights  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, S.W. Stop 9410  
Washington, DC 20250-9410**

**To file a complaint of discrimination, call toll-free:**

**866.632.9992 (English)  
800.877.8339 (TDD)  
866.377.8642 (English Federal-relay)  
800.845.6136 ((Spanish Federal-relay) \***

**“USDA is an equal opportunity provider and employer.”**

**What did the SCS food pantry do to help fight hunger?**

- SCS held three Farmers To Families Food Box Program partnering with the Curtis & Sheila Robinson Foundation at the Southington Drive-in.
- Distributed Farmer Market Vouchers to qualified Southington residents 60 years or older.
- Worked with the churches in town for food donations
- Partnered with United Way of Southington to provide funding for purchasing food from Foodshare for the food pantry.
- Partnered with the Salvation Army and Foodshare.
- SCS provided bread, pastry, fresh produce, and dairy items as often as daily to residents in need. Residents can pick up their full food package, which includes meat and personal hygiene products, weekly. A family of five that comes in twice a week for bread, pastry, and dairy products and once a week for food saves approximately \$12,000 annually.
- Delivered weekly food packages to residents who are unable to get to our office.
- Continued to educate the public on the needs in Southington.
- SCS partnered with Foodshare along with the following stores or organizations for food:

Aldi  
Aqua Turf  
Back Nine  
BJ’s Wholesale Club  
Bozzuto’s, Inc.  
Bread For Life  
Cheshire Food Pantry  
Fancy Bagels  
Foodology  
Gulf Shrimp  
KBF5

Kettle Bagels  
Price Chopper  
Reverse Solutions  
Rogers Orchards  
Salvation Army  
Shop Rite  
Smokin’ with Chris  
Stop & Shop  
T A Travel Center  
Target - New Britain  
Target - Southington

### How many residents used the food pantry fiscal year 2020/2021

<b>Month</b>	<b>Meals Per Month</b>	<b>Unduplicated Number of Families</b>	<b>Unduplicated Household Members</b>	<b>Pounds of Food Purchased or Donated</b>
Jan	58,800	303	623	35,811
Feb	61,230	296	651	22,815
Mar	63,660	303	664	41,071
Apr	91,104	516	1,091	34,335
May	129,600	626	1,344	45,449
Jun	98,820	566	1,037	47,822
Jul	55,380	258	603	36,796
Aug	50,040	252	561	16,700
Sep	54,900	261	906	36,280
Oct	46,920	229	517	28,970
Nov	43,980	227	499	25,958
Dec	55,835	387	1048	22,069
<b>Total</b>	810,269	4,224	9,544	394,076
<b>Average</b>	67,522	352	795	32,840

Using Foodshare's formula, SCS distributed 810,269 meals during the last fiscal year. This averaged out to 67,552 meals per month. This only includes the weekly food packages.

Additionally, SCS distributed 1,082 family holiday meals (2,276 individuals) between Thanksgiving and Christmas that are also not included in the meal count.

#### **Eligibility for the Food Pantry:**

Southington residents who receive groceries are required to meet financial guidelines set yearly by Foodshare.

#### **Pantry Hours:**

The pantry is open Monday through Friday from 8:30 a.m. to 4:30 p.m. Hours are extended on an individual basis for those who cannot come in during normal business hours, and weekly deliveries are made to those families that cannot get to the pantry.

**Top twenty (20) food donors for the last fiscal year are listed below: 2019-2020**

<b><u>Donors</u></b>	<b><u>Pounds</u></b>
Individual Donors	53,564
Target Southington	42,712
BJ's	34,757
Shop Rite	27,881
Target New Britain	21,074
Price Chopper	14,437
Tops	12,343
Truck Stop	7,699
Salvatore, Dave	7,679
Stop & Shop	5,966
Aldi	5,098
St. Dominic	3,894
Kettle Bagels	3,673
Reverse Solutions	3,574
Rotary	2,865
Plantsville Congregational	2,734
Plantsville Engine Company 2	1,799
Southington Library	1,707
LEAF	1,705
DePaolo Middle School	1,593

**Back To School Program:**

This program provides Southington students entering grades K–12 with new backpacks filled with needed supplies. Two hundred and ten Southington families applied for the Back-to-School Program (210 students) to receive backpacks filled with new school supplies and a \$25 gift card to be used for additional school supplies. The average package costs \$100, bringing the total cost to \$21,000.

**Income Tax Assistance:**

Human Resources Agency of New Britain, Inc. (HRA) picked up the tax information from our consumers and brought back the completed tax forms. This year 45 tax returns were completed.

**Energy Assistance:**

Another important service that SCS handles is the Energy Assistance Program. Because of the high cost of home heating, this program is meeting a critical need for Southington residents. A combination of local, state, and federal dollars comprise the resources used to help families. A total of 275 applications taken, of which 256 were approved and 19 were denied.

**Housing:**

- **Eviction/Foreclosure:** SCS worked in partnership with the Town Manager on local evictions to make sure the Fair Housing policy and procedures are followed. More importantly, SCS continued to work to prevent the eviction or foreclosure of Southington residents.
- The Salvation Army and the United Way of Southington provide funds to assist in our eviction program.
- The Southington Clergy Association, through the Southington Manna Fund, assisted our office in meeting unusual housing needs in town through their donations.

**Fair Housing Training and Outreach:**

- **July, 2020:** Distributed Farmer Market Vouchers and put them in envelopes that contained information regarding Fair Housing.
- **July 1, 2020–June 30, 2021:** Dues paying member of Fair Housing Association of Connecticut (FHACT).
- **July 1, 2020–June 30, 2021:** Our office received no fair housing complaint this fiscal year.
- **April, 2021:** Put information on Fair Housing on our Facebook Page each week in April.
- **April, 2021:** Added more information regarding Fair Housing on our website.

**Holidays in Southington:**

Below is a chart showing how many Southington families and individuals took part in our holiday programs:

<b>Program</b>	<b>Families</b>	<b>Individuals</b>
Back to School	210	303
Thanksgiving Meals	521	1092
Christmas Meals	561	1184
Holiday Presents	557	1180
Easter	80	178

The Reach Foundation sponsored a different version of Shop with a Cop at the Southington Target store. This year 10 children were given a \$100 gift card to Target.

Robin Taillie and the Salvation Army volunteers worked on the Salvation Army bell ringing event this year and raised \$15,000. These funds, along with the money donated through the United Way of Southington, paid for the food in the food pantry, along with assistance in the holiday programs, energy, and emergency needs for Southington residents.

The Army National Guard provided space for the distribution of holiday gifts.

**Civic Groups/Clubs/Businesses:**

The following organizations help our office make a difference in the lives of our neighbors:

American Legion Auxiliary Kiltonic Unit 72	Rogers Orchards
Apple Valley Chiropractic	Rotary Club of Southington
Day's Inn	Salvation Army
DePaolo Middle School	Saucier Mechanical Services
Derynoski Elementary School	South End Elementary School
Fancy Bagels	Southington Board of Education
Flanders Elementary School	Southington Elks Lodge #1669
Hatton Elementary School	Southington High School
J & J Custom Automotive	Southington Jaycees
Jensen Community Group	Southington Kiwanis Club
Joe and Kay Calvanese Foundation	Southington Police Department
Just for You Gifts	Southington Public Library
Karen Smith Academy (ALTA)	Southington Soccer League
Kelley Elementary School	Spring Lake Village Association
Kennedy Middle School	Strong Elementary School
Knights of Columbus Isabella Assembly 122	Thalberg Elementary School
Liberty Bank	UNICO Club of Southington
Lions Club of Southington	United Way of Southington
Oshana Elementary School	Uptown Consignment
Mohawk Northeast, Inc.	Valentine the Clown
Mulberry Gardens	Villari's Martial Arts
The Orchards	Webster Bank
Polish Falcons Club 307	Westerly Little League
Raya Clinic	Worldwide Wine & Spirit
Reverse Solutions	

**Southington Parks and Recreation Day Camp:** Working with Southington Parks and Recreation, Southington Community Services qualified Southington children for a discount at the summer camp.

Respectfully submitted,



Janet Mellon  
Director of Southington Community Services

**TOWN OF SOUTHTON**  
**Conservation Commission**  
**Inland Wetland & Watercourses Agency**

196 NO. MAIN STREET, SOUTHTON, CT 06489

C. Borowsky, Vice Chairman  
M. Salecki  
M. Bunko  
D. Byrne  
B. Soloviy  
W. Kowalewski  
G. Ali  
R. Ives (thru 11/20)  
J. Smith (thru 4/21)  
M. Kryzanski (thru 5/21)  
J. Sullivan, Alternate  
J. Gorski, Alternate

**2020-2021 ANNUAL REPORT of the SOUTHTON  
CONSERVATION COMMISSION/ INLAND WETLANDS and WATERCOURSES AGENCY**

The Southton Conservation Commission/ Inland Wetlands Agency is the primary agency responsible for the regulatory review of development proposals which involve the filling or alteration of wetlands and watercourses. In reviewing these applications, it is the Commission's responsibility to assess the potential environmental impact associated with each development proposal and determine whether such proposal represents the most suitable alternative. The Agency also provides recommendations to the Planning and Zoning Commission on applications involving the filling of floodplain areas.

A total of 12 applications were filed during the Fiscal Year 2020-2021. The applications included 9 new Inland Wetland applications and 3 Floodplain Filling applications.

In addition to performing regulatory functions, the Conservation Commission also serves to educate and enhance public awareness concerning the preservation of Southton's natural resources. Every year the dedicated members of the Commission give out Blue Spruce seedlings to local residents as part of the Arbor Day celebration. The 2021 Arbor Day celebration was cancelled due to Covid-19 precautions.

The officers and membership of the Commission during the 2020-2021 fiscal year are listed above.

Respectfully Submitted,



David Lavalley, IWEO/CAWS  
Environmental Land Use Planner/ Assistant Town Planner



## **Town of Southington, Economic Development ANNUAL REPORT, 2020-2021**

The Town of Southington's business environment faced unprecedented disruption with the ongoing Covid-19 pandemic. The business community faced shut-downs, restrictions on workplace environments and the added costs associated with Covid-19 protocols and staff shortages. The local business community revealed their ingenuity, creativity, incredible fortitude and resilience as they persevered through the year. We also want to highlight the efforts of our first responders and all healthcare professionals as they provided guidance and assistance throughout the crisis. Despite the pandemic, many businesses were able to remain open. The majority of businesses that closed due to government order were able to reopen and several managed to expand.

The Economic Development Office commenced further activity with Beaton & Corbin's remediation plan. The Connecticut Brownfield Landbank (CBLB) was able to foreclose on the property following the expiration of the moratorium imposed by government action. Once the CBLB garnered title to the property, the remaining structures were demolished, the concrete crushed and brick screened. The underground storage tank and the above ground storage tanks were emptied, cleaned and removed. Remedial activity is slated to commence in the late summer or early fall. Two new buildings are planned for the site.

Town's three main retail corridors continue to perform well with limited vacancy. Queen Street has plans for three new medical office buildings at Riverstone Square and the former Walgreens is targeted for demolition and is the site for a new 7-Eleven gas station and convenience store. The Economic Development Office was pleased to facilitate the expansion of a right turn lane for Spring Street at the intersection with Queen Street to alleviate the congestion along that area. Additionally, the Economic Development Office was pleased with our attempts to obtain a STEAP Grant to extend sewer and road improvements on Spring Street to Smoron Court. These infrastructure improvements will facilitate further potential industrial development in that area.



Downtown Plantsville will see the Dunkin Donuts building replaced with a walk-up window and drive thru service kiosk. New activity is underway on South Main Street filling the vacancies with office and service businesses. Renovations and redevelopment of 57 West Main Street created new space attracting the Lion's Den Coffee Shop with interest pending with the adjacent space.

Southington downtown areas are experiencing near full occupancy with several new restaurants and service businesses. A new 64-unit apartment complex is under construction on Eden Ave as changes occur within that area. Factory Square continues to attract entertainment venues joining WitchDoctor Brewing. These businesses include Escapism, Rosie's Royal Chocolates, Gamecraft Arcade and Bar, and Perkatory Coffee Roasters and Montana Nights axe throwing.

Juniper Lighting completed a \$2.7 million investment in its purchase and renovation of a beautiful mill-style building for its manufacturing facility to create and produce high-end lighting fixtures. The company relocated from Brooklyn New York adding 28 new jobs to the downtown area.

The former Ideal Forging property known as Greenway Commons is under contract with a new developer conducting due diligence. This project is certain to foster increased activity within the downtown area.

The Economic Development Office is working on the creation of three new industrial parks. The proposals include a 10-lot subdivision on Curtis Street, one large user for Smoron Court and a 15-lot re-subdivision on West Queen Street all in the planning stages for submission to the Planning and Zoning Commission in late fall or winter.

A brief summary of activities and projects include:

### **2020-2021**

LongHorn Steakhouse opened on Executive Blvd

New 110 Grill approved and under construction on Executive Blvd

Polish Kitchen

Hidden Valley expanded outdoor dining

Cava expanded restaurant venue

Sav-Mor addition on Captain Lewis

Conexc/Carrier Construction on Birch St

AHCO Affordable Conveyor – 2 new buildings

Established Southington Long-Term Recovery Group

Plan B restaurant opened on Queen Street  
Juniper Lighting - 20,000 sf of manufacturing space located at 157 Water Street  
AES Remedial Contracting - 4,800 sf addition to its 10,000 sf facility  
Sign Pro new 15,000 sf storage facility  
Mantz Auto new location on 339 Clark Street  
New gas station approval on 1608 Meriden-Waterbury Road  
Car Wash approval on Meriden Ave and Meriden-Waterbury Road  
New AutoZone on Meriden Waterbury Road  
LiveWell expansion approval  
Connecticut Spring & Stamping relocation  
Chris Cote's TopTracer Range and Golf Shop  
Connecticut Sealcoat approval on Mastrianni Place  
Southend Concrete approval on Mastrianni Place

The Town will continue to be proactive with our approach to attract new business looking to create new opportunities as well as retain and strengthen our existing businesses.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Lou Perillo". The signature is fluid and cursive, with a large initial "L" and "P".

Louis Perillo III

Economic Development Director

# ANNUAL REPORT

## 2020 - 2021

### ELECTION DEPARTMENT

The Election Department is responsible, under the Office of the Secretary of the State, to register voters, maintain all voter records, and conduct all elections, primaries and referenda under federal, state and local regulations. It is mandated that our office yearly hold a canvass of voters to ascertain the accuracy of our voting list. Also, the US Postal Service's National Change of Address service, notifies us of those voters who have filed address changes, and every day the Motor Vehicle Department sends us address changes that they have received. These services are most helpful in keeping our records current.

The addition of online voter registration has been very successful. This allows voters to register to vote on line, they also may change parties, names, and addresses. The registration goes through Motor Vehicle Department, the signature on the application form is added from the driver's license. Since it started in October 2014 Thousands of citizens have used the system to register to vote and/or make changes to their existing registration. The State of Connecticut is a member of ERIC, which is a group of states that have agreed to monitor each other's voting lists and report changes of address or status to member states for their action. Additionally, when citizens have a transaction at the DMV, i.e. driver's license renewal, change of address etc. they are given the opportunity to register to vote if they are not already a voter. This has produced good results in new voter registration.

The 2021 Municipal Election will again feature our new voting technology. We are using scanner type voting tabulators and still only require one per polling place. Voters take a paper ballot into a privacy booth or table and vote for their candidates by filling in the oval in the space having the candidate's name. This is much the same as an SAT test or a lottery ticket. To complete the voter will then insert the ballot into the scanning tabulator. This is technology mandated by the Federal Government under the Help America Vote Act of 2002. We believe voters will continue to find it an easier and quicker method of voting. It also allows us more flexibility to bring the machines to senior centers, schools and the library for demonstrations.

We introduced a new handicap voting system for the presidential election in November of 2016. We are dedicated to the premise that every voter deserves the right to vote privately and independently and we work hard to make this possible. The new system makes it easier for handicap voters to vote independently. It also has eliminated the telephones (11) that the former system needed to operate. This results in a savings to the town in telephone expense plus the extra work the phone lines involved when the system was used.

Because of the Pandemic we have not held our voter registration session at Southington High School. Beginning in 2012 youngsters were also allowed to vote in primaries even if they would not be voting age until November. It is very exciting for new young voters to vote in a Primary their first-time voting. The legislature felt that if they were voting in November they should also have a hand in the candidate selection at the primary before the election. The idea behind allowing them to register at 17 was to allow them on the registered rolls before they go away to college. This encourages them to continue to vote at election time and it does work, as we see a goodly number of college students requesting absentee ballots in each election

# ANNUAL REPORT

## 2020 - 2021

We continued our town participation in the state Converse system which posts all Southington voters on the state computer. All towns in Connecticut now participate in the system. It assures that people will be registered in only one town in the state and makes it easier to transfer the registration of new voters from their old town to Southington. All of our computers are tied into the state system.

From the 2013 election forward voters are allowed to register to vote on election day. Southington tried it first in the (2017) election. It was felt that, this election was a good time to introduce this new feature and to determine any changes or additions needed to the existing law.

The 2021 election ballot will include a referenda item which involves money appropriations. Taxpayers are able to vote even if they are not registered voters. Taxpayer voting always, and only takes place in the Registrar of voter's office in the Southington Town Hall.

We maintain a very elaborate web page on the internet with answers to the most frequently asked questions, of general interest, on registering, and voting. At election time we post the names of candidates and information about the nature of the election, primary, or referendum. After each election the results of the election are also posted on our internet access. We urge all voters to bring up our web pages as they contain vital information about voting and a link to where a voter can find their polling location. This is particularly useful to avoid any delays on election day.

Our web address is [www.southington.org](http://www.southington.org). E-mail us with question, complaints and suggestions. As a result of our e-mail correspondence new "how to" information is periodically added about the mechanics of voting. You can also find the names and addresses of your elected state and federal officials as well as a link to allow you to register to vote or make selected changes.

The following is the number and percentage of voters who voted in the last four elections:

2017 Local Election 9,814 voted or 35.2% of those eligible to vote at that time.

2018 State Election (Governor) 18,366 voters voted or 63.2% of those eligible to vote at that time

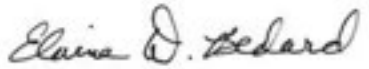
2019 Local Election 10,351 voters or 35.3% of those eligible to vote at that time

2020 Federal Election (President) 26,945 voters or 85% of those eligible to vote at that time

We believe that participation in future elections shall increase as voters realize that elections are very important to our everyday lives



AUGUST A. PALMER III  
REGISTRAR OF VOTERS



ELAINE D. BEDARD  
REGISTRAR OF VOTERS

# Town of Southington

## Engineering & Sewer Administration Departments

ANNETTE S. TURNQUIST, P.E., M.P.A.  
DIRECTOR OF PUBLIC WORKS / TOWN ENGINEER

JAMES A. GRAPPONE, P.E.  
ASSISTANT TOWN ENGINEER

DAVID F. NOURSE IV, P.E.  
ASSISTANT TOWN ENGINEER



JOHN WEICHSEL MUNICIPAL CENTER  
196 NORTH MAIN STREET  
SOUTHTON, CT 06489

ENGINEERING TEL (860) 276-6231  
SEWER TEL (860) 276-6233  
FAX (860) 628-8669

### ANNUAL REPORT

Every year, the Engineering Department provides broad technical assistance and expertise to other Town Departments and to Town Boards and Commissions. We serve as ex-officio members of the Planning & Zoning Commission, the Public Works Committee, and the Sewer Committee. Our engineers provide oversight and inspection of all construction projects within the Town. Details of the duties and projects undertaken by the Engineering and Sewer Administration Departments throughout the 2020/21 fiscal year are as follows.

#### **1. SEWER ADMINISTRATION**

The Sewer Administration Department is responsible for billing and collection of sewer usage fees. In fiscal year 2020/21 \$5,822,123.29 was billed to approximately 11,260 residential, commercial, and industrial customers. The Sewer Administration Department is also responsible for irrigation meters, inspection/approval of grease trap installations, sewer assessments, real estate closing final billing, printing and mailing approximately 42,000 quarterly bills, and groundwater discharge permits. Since the Sewer Department began offering customers the option of receiving their bills by email, approximately 570 customers have signed up, saving the Department almost \$950 in postage annually. Sewer customers are reminded that the proper way to dispose of Fats, Oils, and Grease is in the trash and not by pouring them down the drain.

#### **2. SEWER LINING**

We continue to prioritize sewer lining work throughout Town, concentrating on the Old Borough section. An additional \$1,000,000 was appropriated to the annual budget of \$500,000 for on-going sewer lining projects. Sewer lining is used to reduce the amount of rain water and ground water entering our sewer system that then has to be treated. Lining can also reinforce cracked or damaged pipes and seal out root intrusion, preventing backups. In fiscal year 2020/21, approximately 12,000 L.F. of sanitary sewer were lined, bringing the total percentage of Old Borough to 62%.

#### **3. MAJOR PROJECTS COMPLETED**

Some of the major projects completed by the Engineering Department during the fiscal year from July 1, 2020, to June 30, 2021, are as follows.

- Barnes Museum veranda roof replacement which was eligible for a partial grant with the State Historic Preservation Office
- Police Department roof replacement
- Spring Street widening at the intersection of Queen Street
- Replacement of the Town Hall cupola
- A new fuel cell at the Wastewater Treatment Plant

#### 4. PROJECTS IN-PROGRESS

BL Companies is in the final design phase of the project to extend the Farmington Canal Heritage Trail from Lazy Lane to the Southington-Plainville town line. The project includes a connecting sidewalk on Newell Street designed in-house. It is anticipated that the final design submission will be in November 2021 and the project will go out to bid late 2021. The \$5.2 million construction cost is funded with 80% Federal and 20% State funds.

The Spring Street Bridge replacement over the Quinnipiac River was bid ahead of schedule and began construction in March 2021. The project was designed by AECOM and is scheduled for completion in July 2022. As part of the project, gas and sewer mains will be extended to the west across the bridge. The Town is receiving a grant for 80% of the estimated \$2.0 million construction cost.

Milone and MacBroom is designing the bridge replacement on Marion Avenue over Hummiston Brook. It is anticipated that the final design submission will be made by the end of 2021 and the project will go out to bid in January 2022. The Town was awarded a \$1.3 million LOTCIP grant to cover 100% of the construction and construction inspection costs.

Weston and Sampson is designing the Plantsville Center Safety Improvements. It is anticipated that the final design submission will be made by the end of November 2021 and the project will go out to bid in February 2022. The Town should receive a \$3.0 million LOTCIP grant for the construction of the project.

Carlin Contracting Co., Inc., reached substantial completion in April for the Wastewater Treatment Plant upgrade project. The improvements are being implemented to address new DEEP phosphorus regulations and upgrade outdated equipment including replacing pumps with new energy efficient motors and installing domes to cover the aerated grit chamber, the primary settling tanks, and the trickling filters to reduce odors. Final completion of the project is on schedule for October 2021.

Assistance for site remediation of the former Beaton & Corbin site

Bidding assistance and construction coordination for replacement of Plantsville Pump Station

Abandonment of the Old Treatment Plant Facility off of South Main Street

Design for the Newell Street Bridge Replacement which is eligible for a grant under the Federal/Local Bridge Program

Reconstruction of Town Line Road and Smoron Drive, the later project received a \$125,000 STEAP grant.

#### 5. REVIEW

The Engineering Department reviews residential and commercial/industrial subdivision and site plans and provides comments to the Planning and Zoning Commission on all improvements to the Town's infrastructure. During construction, our Inspector inspects all public improvements to ensure they are constructed in accordance with the plans and specifications. We also review zoning permits, zoning text amendments, floodplain filling applications, and special permit applications. The Engineering and Sewer Administrative Departments review and approve

excavation permits for work within the Town's right-of-way and sewer permits for new connections to the Town's sanitary sewer system. Construction activities have been very high during the fiscal year.

## 6. STREET ACCEPTANCE

As part of the street acceptance process, the Engineering Department inspects the public improvements to ensure all proposed features have been installed and constructed to Town standards. For developer-installed sanitary sewers, we review sewer videos to ensure that the sewer piping and connections are installed properly. The following streets were accepted in fiscal year 2020/21 for a total of 2,745 feet (0.5 mile).

Street Name	Length of Street (feet)	Acceptance Date
Aspen Way	1,560	11/04/20
LaCourse Pond	745	11/04/20
Teakwood Drive	440	11/04/20

## 7. OTHER

Some of the other duties performed by the Engineering Department are as follows.

- The Engineering Department administrates the utility trench repair program. We continued the contract with Laydon Construction, LLC, to remove temporary utility patches and install permanent patches.
- The Engineering Department administrates the sidewalk replacement program. We inspect the construction of the new walks and handle the 40% reimbursement to the residents.
- In support of the annual road projects, the Engineering Department provides design and survey as needed. Engineers also view both storm and sanitary sewer videos prior to construction to identify all necessary underground repairs.
- The Engineering Department catalogues and follows up on tree, drainage, and sightline complaints.
- Engineering is responsible for the MS4 (Municipal Separate Storm Sewer Systems) program of sampling, testing, and reporting of pollutants in the stormwater runoff to the DEEP.
- The Department updates sanitary and storm layers on the Town geographic information system (GIS) and performs other similar tasks.
- The Department follows up on street light complaints and issues.

As outlined above, the Engineering and Sewer Administration Departments have numerous responsibilities. These responsibilities continue to be complicated due to COVID. It has been difficult adhering to project schedules with other agencies' delays and with extensive lead times on supplies. It has taken considerably more effort and oversight to keep projects on track and moving along. I am proud of how the staff is persevering through these difficult times. The adversity has emphasized the staff's talents and their commitment to the residents of Southington. I am proud of how they manage the challenges of the pandemic while continuing to serve the Town of Southington.

Respectfully submitted,



Annette S. Turnquist, P.E., M.P.A.

Director of Public Works / Town Engineer

# **Southington Fire Department**

310 North Main Street  
P.O. Box 289  
Southington, Connecticut 06489  
Telephone (860) 621-3202  
Fax (860) 628-4049

## **Annual Report 2020-2021**



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## **A MESSAGE FROM CHIEF PAUL**



Welcome to the Southington Fire Department's annual report. As the Fire Chief, I am proud to represent this outstanding organization. On March 5, 2021, I was appointed fire chief by the Board of Fire Commissioners. My priority as the chief is to provide a high level of service to the citizens of Southington, while also providing a safe and positive working environment for the firefighters who proudly serve this community.

The department was formed in 1884 and consists of a combination of career and volunteer members that are housed in four stations throughout our town. The citizens and visitors are protected by a fire and emergency service department that is equipped with trained staff, vital equipment, response teams and plans that have been developed to handle the risks identified within our community and region. It is our commitment to you that we stand ready to assist you in your time of need 24/7 with compassion, professionalism, respect, and dignity.

This year was a very difficult year for everyone as we continue to battle the COVID-19 virus. The department was affected by quarantining issues and making sure all members were protected as much as possible. During this period the Southington Fire Department members continuously reported for duty every day and never reduced the level of service to the citizens and visitors of Southington.

The department was fortunate to add two new fire apparatus to its fleet. On July 31, 2020, a 2020 Spartan Tanker was put into service and is housed at Station 2, 130 West Main St., Plantsville. On February 22, 2021, a 2021 Sutphen Pumper/Rescue Engine was put into service and is housed at Fire Headquarters, 310 North Main St.

The mission of the Southington Fire Department is to protect life, property, and the environment by providing exceptional and progressive, all-hazard emergency services, public education, and safety programs.

Sincerely,  
Chief James A. Paul, Jr.

## **INTRODUCTION**

The Southington Fire Department is an innovative and diverse department of 86 members that represent the community we serve. The Southington Fire Department is fortunate to have some of the most talented individuals in the fire service. Our members value the history and tradition of the Southington Fire Department, an organization built upon the strong shoulders of past leadership, without whom we could not tackle the challenges of the future. We are a vibrant department that values our past, sees present possibilities, and embraces the future. Our dedicated, hardworking members are trained to provide the following services: Structural Firefighting, Vehicle Rescue, Emergency Medical Service,

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Water Rescue, Hazardous Materials Response, Community Risk Reduction Program, Strategic Planning, and Command and Control. We are committed to providing the citizens and visitors of Southington with the best service and protection possible.

The department is comprised of a combination of career and volunteer firefighters, operating out of four stations located strategically throughout the town. Staffing of on-duty, career personnel is presently one battalion chief/shift commander, one captain, one lieutenant and four firefighters. They are on-duty 24 hours, 7 days a week. The shifts are divided between Fire Headquarters, 310 North Main St., and Station 5, 72 River St. There are seven staff positions working Monday through Friday consisting of Chief, Assistant Chief/Fire Marshal, Deputy Chief of Safety and Training, Deputy Fire Marshal, two Firefighter/Inspectors, an Executive Assistant, and a Clerk/Typist. Company 1, located at Fire Headquarters, 310 North Main St., has twenty-three volunteer firefighters, two probationary volunteer firefighters, and one fire police. Company 2, located at 128 West Main St., has fifteen volunteer firefighters, two probationary volunteer firefighters and one police. Company 3, located at 35 Clark St., has five volunteer firefighters, and one fire police.

### **ISO RATING**

The Insurance Services Office, Inc. (ISO) surveyed the Southington Fire Department in its review of the Town of Southington's Public Protection Classification (PPC). ISO is an independent company that serves insurance companies, communities, fire departments and others, by providing information regarding risks. Virtually all U.S. insurers of home and business properties use ISO's Public Protection Classifications in calculating premiums. The department is proud to report that the town's PPC grade improved from a 4/9 to a 3/Y.

### **EMERGENCY ACTIVITY**

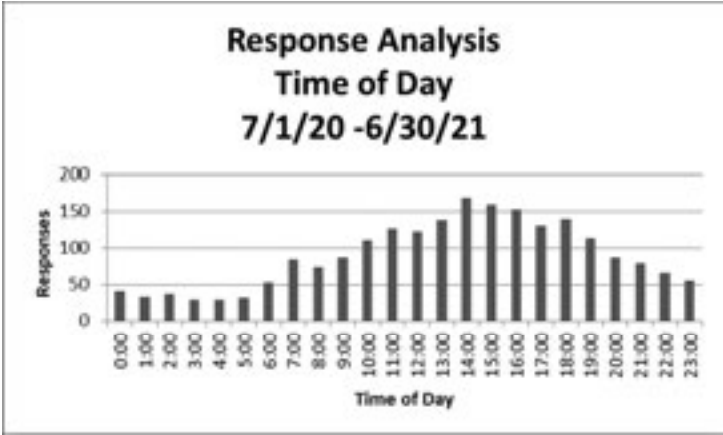
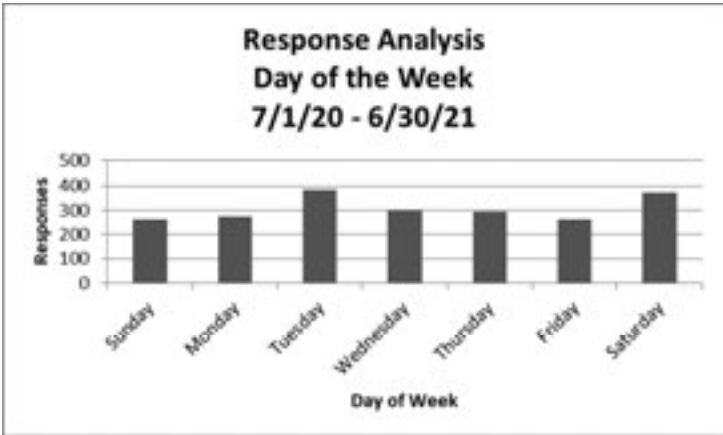
The department responded to 2,153 calls for service. As in previous years there were many times when the department's manpower was stretched extremely thin; however, our firefighters did an outstanding job with the limited resources they had at their disposal. The department would also like to thank the surrounding towns that assisted by sending personnel and apparatus to our aid.

The department's emergency activity comprised of the following:

- 124 Fire Incidents
- 631 Rescue and Emergency Medical Service Incidents
- 233 Hazardous Condition Incidents
- 416 Service Calls
- 271 Good Intent Calls
- 444 False Alarm and False Calls
- 32 Severe Weather and Natural Disaster Incidents
- 2 Special Incident Types
- There was a total estimated dollar loss of \$2,612,349
- The total estimated dollar amount saved is \$2,902,854

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The following graphs depict the breakdown of incidents by alarm day of the week and time of day:



**COMPANIES ARE EQUIPPED AS FOLLOWS:**

Headquarters and Company #1

Squad #1	2021 Sutphen Pumper
Engine #12	2017 Sutphen Pumper
Ladder #1	2007 Pierce Tower
Car #1	2017 Ford Explorer
Car #2	2019 Chevrolet Tahoe
Car #3	2020 Chevrolet Tahoe
Car #4	2015 Ford Explorer
Car #5	2015 Ford Explorer
Car #6	2012 Ford Expedition

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Car #7	2010 Ford Explorer
Car #8	2016 Ford Expedition
Utility	1999 Dodge Pickup
Marine #1	2010 Achilles Inflatable Crafts
Trailer #1	2001 Karavan Trailers

#### Engine Company #2, Plantsville

Engine #21	2015 Sutphen Pumper
Engine #22	2020 Spartan Tanker
Brush #2	1990 Ford Pickup

#### Engine Company #3, Milldale

Engine #31	2012 Sutphen Pumper
Ladder #3	1993 Pierce Tower

#### Engine Company #5, North End

Squad #5	2019 Sutphen Pumper
Engine #61	1999 Pierce Pumper

### SIGNIFICANT EVENTS

• August 23, 2020 – 270 North Main St.	Building Fire
• September 14, 2020 – 376 North Main St.	Building Fire
• October 10, 2020 – 355 Atwater St.	Building Fire
• December 3, 2020 – 177 Butternut Ln.	Building Fire
• December 5, 2020 – 184 Eastbound	Vehicle Fire
• February 15, 2021 – 85 Pleasant St.	Building Fire
• May 17, 2021 – 12 Garden Dr.	Building Fire

### FIRE PREVENTION

The Fire Marshals Bureau submitted 2,153 NFIR reports to the Office of the State Fire Marshal and conducted 732 inspections. The Community Risk Reduction program continues to be a success. There were 40 safety inspections this year.

The annual State of Connecticut Fire Prevention Poster Contest was held and the following winners for the Town of Southington and Hartford County were:

1st place – Olivia Bandish from O'Shana Elementary School, grade 4

1st place – Emma Hallett from Kelly Elementary School, grade 5

### SAFETY AND TRAINING DIVISION

#### MISSION

The Mission of the Southington Fire Department Training Division is to provide the highest quality and comprehensive training and education programs to ensure our members can obtain the knowledge, skills and abilities to safely and effectively deliver exceptional service in all related disciplines to the community we serve.

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## PURPOSE

In order for the department to support its core mission, the Operations Section must have the ability to maintain a high level of proficiency to satisfy standard criteria that has been established at federal, state, and local levels.

## RESPONSIBILITY

It will be the responsibility of the Training Division to continually monitor the changing requirements and implement training programs to ensure the department is prepared to provide effective service. The training division along with company officers will work to identify operational needs, research and develop programs that include the latest techniques to fill those needs and continually evaluate the department training curriculum.

It is the goal of the Southington Fire Department Training Division to identify areas of need and develop training programs to assist our members to become more proficient in emergency service delivery, customer service, emergency incident management, safety, fire prevention, public safety education, personnel management, and supervisory leadership.

In October of 2019 the Training Division instituted a new annual training plan. The goal of this training plan and its associated efforts is to ensure all department members receive adequate training to acquire the knowledge, skills, and abilities to provide safe, efficient, and effective delivery of all-hazards emergency response. This will ensure fulfillment of our organizational mission statement as we strive to ensure the residents and those who pass through Southington receive quality fire/rescue responses and community risk-reduction services. Furthermore, the safety and effectiveness of our members and emergency scene operations will be enhanced through the provision of these training opportunities developed in accordance with established federal mandates, Required Minimum Training for Connecticut Fire Services to Meet State Regulations, local requirements as well as the ISO Fire Suppression Rating Schedule.

Safety is our top priority. The best way to create a safe environment, especially in dangerous and high stress incidents, is through comprehensive training programs. The Southington Fire Department works hard in improving our delivery of service to our citizens, and our annual training is a big part of that. Training consists of ongoing educational programs for firefighters in firefighting, hazardous materials and infectious disease control that meet required minimum training for Connecticut Fire Services and state regulations set by the Occupational Safety and Health Administration (OSHA). These programs satisfy our many licensure requirements, as well as providing new training for firefighters and fire officers. These programs enhance the knowledge and skills required to protect our members and effectively provide a wide range of emergency services to our citizens. These creative training programs serve as a great retention method for volunteer firefighters.

While members of our own department conduct the vast majority of our training, members are able to receive and continue to take advantage of programs provided by outside agencies, such as Connecticut Fire Academy, Wolcott State

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Fire Training Center, Hartford County Fire School, FEMA, and the National Fire Academy. These agencies provide training in certain specialty areas, including all EMS training, state, and national certification courses.

In response to a Homeland Security Presidential Directive/HSPD-5 and HSPD -8, all Southington Fire Department members continue to receive their certification in FEMA's Emergency Management Institute National Incident Management System Training. Fire officers are also receiving advanced training in incident management.

COVID-19 effected many department operations, especially training. In person practical skills training was suspended for more than half the year. The training division adapted by providing monthly on-line training assignments to keep members engaged. The training division is extremely proud of the dedicated instructors and firefighters. When in person training resumed, the training division was able to accomplish all necessary annual practical skills training courses in a short amount of time. This allowed our firefighters to maintain proficiency with their skills and abilities. Despite the limitations COVID created, the department participated in, or conducted nearly 965 classes totaling close to 3,300 hours. The department will continue to develop new programs that fit the needs of our membership and continue our mission to provide specialized and technical rescue training which prepares us to handle the increased ever-changing demand for service in our community.

In 2020, 26 career members received Rope Rescue Technician (RRT) certification and 14 volunteer members achieved Rope Rescue Operational (RRO) certifications through a grant funded program. This training has vastly enhanced the department's rescue capability during high and low angle technical rescue operations. Firefighters will continue to maintain proficiency in this area through annual refresher training.

The training division also conducted a successful multi-agency water supply drill in 2021. This training allowed us to work with our mutual aid partners with the objective of maintaining the necessary fire flows required by ISO (Insurance Services Office) in areas of town without fire hydrants.

The department will continue to offer Emergency Medical Responder training to increase our EMS service delivery. The State of Connecticut has recently changed its emergency medical services license renewal process and the training division has developed a training plan to meet the needs through a mix of on-line and in-house emergency medical training courses.

The Insurance Services Office, Inc. (ISO) reviewed the department in early 2016, as part of the rating process recently for the Town of Southington. Part of the review includes an evaluation of fire training. The training components include: company level training, officer training, new and existing driver training, hazardous material training, and new recruit training. The training division is proud to report that the earned credit points have doubled from a previous ISO review. The training division will continue to work on prescribed areas and use

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this report as a performance benchmark to increase the overall credits in this area of the review.

Firefighting is always listed among the most dangerous occupations every year. Obviously, the level of danger and risk changes with the complexity of the incident. Factors that contribute to the complexity of an incident include the weather, time of day, type of construction, number of people involved, level of experience and knowledge of the crews on the scene, and the resources available, just to name a few. The Southington Fire Department's commitment is to provide the best service possible to everyone who lives, works, or visits Southington. Whether it is a medical emergency, a fire emergency, or an emergency of another nature, we are committed to mitigating it as quickly and efficiently as possible with the resources at our disposal. We will continue to challenge ourselves through our training and education to ensure that we are prepared to fulfill that commitment.

Deputy Chief Scott DiBattista, CSP



### **RETIREMENT**

Captain Edward Ozga retired on June 7, 2021, after serving the department for over twenty-eight years as a member of Company 3.

### **SEPARATION OF SERVICE**

Chief Richard Butler resigned as of October 31, 2020 after two years and three months service.

### **RECOGNITION**

James A. Paul, Jr. was appointed the Fire Chief on March 5, 2021, and Eric T. Heath was appointed Assistant Chief/Fire Marshal on May 16, 2021.

Leonard Chozick was promoted to Deputy Fire Marshal as of August 9, 2020. Jeffrey Roy was promoted to Inspector/Firefighter as of August 23, 2020.

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Kevin Salmeri, a past member of Company 3, was hired on September 6, 2020, as a Firefighter/EMT. Daniel Wallace was hired as s Firefighter/EMT on May 16, 2021.

Andrew Phillips and Conner Sperry were promoted to lieutenants of Company 2 on March 18, 2021.

On May 16, 2021, Scot Lee was promoted to battalion chief, Andrew Polzella was promoted to captain and Christian Mastrianni was promoted to lieutenant.

The department would like to recognize FF Michael Casey of Company 3 for all the work he is doing to manage the company.

### **BOARD OF FIRE COMMISSIONERS**

Mark Lajoie was appointed to the Board in November 2020, following the end of Michael Bunko's term. The election of officers resulted in the election of Nathan Wilson as Chairperson, and Christine Shanley-Buck as Vice Chairperson. David Kanute was elected Secretary.

The Board thanks all members of the Southington Fire Department for their dedicated service.

### **BOARD OF FIRE COMMISSIONERS**

Nathan Wilson, Chairperson

Christine Shanley-Buck, Vice Chairperson

David Kanute, Secretary

John Moise

Mark Lajoie

Visit us on the web at [www.southington.org](http://www.southington.org) under Departments, Fire Department.



# Town of Southington

## Highway/Parks Department

ANNETTE S. TURNQUIST, P.E., M.P.A.  
DIRECTOR OF PUBLIC WORKS  
TOWN ENGINEER



DELLA BITTA DRIVE  
PLANTSVILLE 06479

GABE CALANDRA  
ASSISTANT SUPERINTENDENT

TEL (860) 276.9430  
FAX (860) 276.9101

### ANNUAL REPORT

The 2020/2021 year was another challenging one for the Highway/Parks Department. The need for maintenance and improvement expands every year due to a combination of public demand and the aging of Town roadway and recreational infrastructure. The difficulty of keeping up with such maintenances and demands was compounded by the COVID-19 pandemic. The effort to improve the condition of the roadways remained at the forefront with the first paving season using the StreetScan evaluation and StreetLogix software. Great progress toward park improvements has also been made with completion of the restoration of the tennis and basketball courts at all three of the major parks, replacement of safety netting at Recreation Park, installation of concrete pads under all bleachers, and tree pruning to promote safety. Details of the construction and maintenance projects undertaken by the Highway/Parks Department throughout the 2020/2021 year are as follows.

#### **1. DRAINAGE MAINTENANCE AND CONSTRUCTION**

During the 2020/2021 season, five outfalls and six detention/retention ponds were inspected and maintained. These numbers are down from last year due to a busy winter storm season. Three hundred fifty-seven catch basins were cleaned. Seventeen catch basins were repaired on an emergency basis. As was the case in previous years, the use of road salt for winter maintenance has decreased the need for cleaning, but it continues to accelerate the deterioration of the concrete structures themselves.

#### **2. ROAD RECONSTRUCTION AND PAVING**

Roadwork for the 2020/2021 year consisted of crack sealing, milling and overlaying, and reclaiming. The crack sealed roads were numerous. 2.39 miles were milled and overlaid including Raynor Street, Barr Street, Wilbur Street, Old Turnpike Road (Meriden Waterbury Turnpike to Mulberry Street), Franklin Street, Spring Street (West St to Spring Hill Road & Summit Farms Road to Graham Place), and West Street (Ridge Drive to West Center Street). 1.73 mile was reclaimed including Homestead Lane, Graham Place, Windham Drive, Winding Ridge (Mount Vernon Road to Laurelwood Drive), Alder Lane, Erica Court, and Matthews Street.

#### **3. LEAF COLLECTION**

The annual leaf collection operation began on November 2, 2020. Five Town-staffed units and nine vendor units were used for this program. Leaves were collected until December 4, 2020. During this period, 31,744 cubic yards of leaves were collected and delivered to the holding sites. All leaves were either deposited directly at or eventually hauled off-site to Supreme Forest Products per the DePaolo Drive lease agreement.

The tonnage is approximately the same as the last leaf season. Overtime is also about the same. Contractor expenses were down last year because leaf collection was interrupted by a snow storm. However, this year's expenses are still down 22% from the 2018/19 season due to the purchase and implementation of two new, self-contained leaf machines.

#### **4. SNOW AND ICE OPERATIONS**

The 2020/2021 winter season was busy. It brought 15 events, 6 requiring plowing and salting and 9 requiring salting only. Salting operations required the purchase of 5,773 tons of road salt, 5,013 tons of treated and 760 tons of non-treated.

#### **5. STREET SWEEPING**

The sweeping program began on March 18, 2021, and was completed on June 1, 2021. Similar to the last six years, the entire program was accomplished without the hiring of contractors. In addition to the streets, the Highway/Parks Department again swept many of the lots associated with Town facilities.

#### **6. BULKY WASTE TRANSFER STATION**

The Bulky Waste Transfer Station saw 26,278 vehicles passing through the facility during the 2020/2021 year. This is a 14% increase from last year. The amount of material collected was 1,437 tons of burnable material (5% increase from last year), 565 tons of demolition material (14% increase from last year), 472 tons of metal (5% increase from last year), and 64 tons of electronics (12% increase from last year). The metal brought in \$80,486.01. The electronics brought in \$1,900.56. Also in the 2020/2021 year, the Transfer Station took in 2,667 mattresses/box springs, and 288 pounds of Freon were recovered.

#### **7. TOWN GREEN AREAS AND DOWNTOWN**

Due to COVID-19, events such as Music on the Green and the Apple Harvest Festival did not take place. While the green and downtown did not see these typical, large events; they did take on a new role in the midst of the pandemic. Restaurants downtown moved to outdoor dining, and residents looked for safe, outside places such as the green to meet with friends. The greens in both Southington and Plantsville along with the downtown area were instrumental in providing recreational and social gathering spaces. The Highway/Parks Department takes great pride in maintaining and enhancing the aesthetics of the greens and downtown for the residents, the local businesses, and visitors.

#### **8. LINEAR TRAIL**

The linear trail continues to be a major asset for recreation in Town. It is enjoyed by numerous Southington residents and draws countless visitors as well. It appeals to a wide variety of users, from families with small children to avid cyclists. Throughout COVID-19, the trail became even more heavily used and important to the residents. While indoor activities were suspended, the trail continued to provide safe, outdoor, recreational opportunities. It also provided an alternate location for a scaled-down version of White Christmas in the Community. COVID-19 did not allow a large gathering of people on the Southington and Plantsville greens. Therefore, lighted decorations were set up along the trail between Center Street and West Main Street during the holiday season. Residents and visitors could walk through at their leisure. The Highway/Parks Department was happy to assist with the setup of the decorations to provide the residents a bit of joy during difficult times. The Highway/Parks Department is responsible for the maintenance of the entire length of the trail, from the Cheshire line to Lazy Lane. Expansion of the trail to the Plainville line is expected to start in 2022.

#### **9. MEMORIAL, RECREATION, AND PANTHORN PARKS**

All maintenance operations were performed as needed. The restoration of the tennis and basketball courts at all three parks was completed. Safety netting was replaced along one of the baseball fields at Recreation Park. Concrete pads were installed under all bleachers to reduce maintenance. The pads were oversized to provide more accessible viewing areas for those who

cannot climb the bleachers. Trees were pruned throughout the parks in an effort to increase safety. Providing and maintaining these recreational spaces has always been important, but their significance has increased dramatically due to COVID-19. With travel restrictions, limited inside gatherings, and the cancellation of so many activities; the parks provide recreation and entertainment close to home, an open space to have lunch with friends, and a bit of normalcy among all the changes we have experienced throughout the last year and a half.

#### **10. CRESCENT LAKE AND OTHER OPEN SPACE**

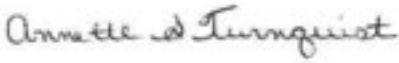
The number of open space areas continues to grow each year, which in turn increases maintenance requirements. However, recognizing the value and importance of these properties for passive recreation, the Highway/Parks Department always strives to accomplish the additional responsibilities. Similar to the parks, the open space properties also saw an increase in usage as people were urged to stay close to home and looked to find allowable activities.

#### **11. GENERAL MAINTENANCE**

In addition to the specific programs outlined above, the Highway/Parks Department is responsible for a multitude of everyday tasks. Crews were busy with pothole patching, roadside mowing, roadside litter removal, parks mowing, trash removal, restroom maintenance, pool maintenance, athletic field marking, playground repair, drive-in maintenance, assessing resident tree complaints, fleet maintenance, providing assistance to other departments, among many other duties.

The responsibilities of the Highway/Parks Department are numerous, and many of the tasks are difficult and sometimes unpleasant. The Department works very hard, often in extreme conditions such as in the heat of summer and throughout the ice and snow of winter. The crew continued to face the additional challenge of COVID-19 which began in the previous year. They rose to the occasion and persevered through the long list of vital duties the Department carries out for the safety and well-being of the residents. I am proud of the staff for pulling together during this difficult time and finding ways to safely provide the critical services to the Town of Southington.

Respectfully submitted,



Annette S. Turnquist, P.E., M.P.A.  
Director of Public Works / Town Engineer



# *Southington Housing Authority*

43 Academy Street, Southington, Connecticut 06489

**Commissioners:**

Sharon O'Brien  
Alex J. Ricciardone  
Cheryl Hilton  
Stuart Savelkoul

**Julie A. Cossette, Executive Director**

PHONE: (860) 628-5200  
FAX: (860) 628-4790

## **ANNUAL REPORT 2021**

This is the 54<sup>th</sup> Annual Report for the Housing Authority of the Town of Southington.

The primary mission of the Southington Housing Authority is to create and preserve affordable housing for low-income elderly and disabled persons. The Southington Housing Authority continues to provide safe, decent, and affordable housing and will continue seeking and providing programs and services for its residents to assist them in maintaining independent living lifestyles.

The Southington Housing Authority strives to maintain full occupancy of all one hundred eighty (180) units of elderly/disabled public housing within its portfolio of four (4) developments as follows:

1. Lincoln Lewis Terrace at 43 Academy Street, Southington, CT 06489  
32 efficiency units, 4 one-bedroom units, 4 handicap one-bedroom units
2. DiCaprio Forgione Terrace at 408 Main Street, Southington, CT 06489  
24 efficiency units, 16 one-bedroom units
3. Joseph A. Zdunczyk Terrace at 500 Pleasant Street, Southington, CT 06489  
40 efficiency units, 14 one-bedroom units, 3 handicap efficiencies and  
3 handicap one-bedroom units
4. General Pulaski Terrace at 6 Carter Lane, Plantsville, CT 06479  
24 efficiency units and 16 one-bedroom units

The Southington Housing Authority utilizes HUD's 2021 annual income limits for qualifying elderly/disabled applicants. The maximum annual income limit for one person households is \$55,950 and \$63,950 for two person households. The waitlist is open bi-annually from January 1<sup>st</sup> to January 31<sup>st</sup> and July 1<sup>st</sup> to July 31<sup>st</sup>. The Southington Housing Authority adopted the "Rent Stratification" strategy in 2019 put forth and recommended by Connecticut Housing Finance Authority (CHFA) to preserve the long-term financial and physical stability of the developments. Under the Rent Stratification strategy, Southington Housing Authority agreed to rent fifty (50) apartments at a minimum \$675 base rent, one hundred (100) apartments at a minimum \$575 base rent, and thirty (30) apartments at a minimum \$450 base rent. This rent strategy requires vacant units to be rented at the \$675 base rent level until the fifty (50) apartments threshold is met. The Executive Director opened the waitlist on October 26, 2020 for 50% and 80% area median income (AMI) households to fill vacant units at the \$675 base rent level or 30% of their income, whichever is greater. Veterans receive preference for housing, meaning they are housed before other applicants on the waiting list. Southington Housing Authority has a total of nineteen (19) veteran households within the portfolio. Since January 1, 2021, Southington Housing Authority moved in twenty-three (23) new

households, six (6) of which are veterans. The waitlist is purged annually. There are currently one hundred thirty-nine (139) applicants on the waitlist.

The Southington Housing Authority operates under the General Statutes of the State of Connecticut and in compliance with the regulations of the Department of Housing. CHFA oversees the operation of the Housing Authority. Appointment of four (4) out of the five (5) Board of Commissioners members is made by the Town Manager. The fifth (5<sup>th</sup>) board member is the Tenant Commissioner, and he/she is elected by the tenants of Southington Housing Authority. The Board of Commissioners meet on the fourth (4<sup>th</sup>) Tuesday of every month. Due to the COVID-19 pandemic, the board meetings have been held via Zoom in place of rotating the meetings at the four (4) community rooms.

Julie A. Cossette is the Executive Director for Southington Housing Authority. Ms. Cossette has nine (9) years of experience in the affordable housing industry and a bachelor's degree of science from Central Connecticut State University's School of Business. Ms. Cossette holds six (6) licenses/certifications from the National Center for Housing Management, Spectrum Enterprises, and Nan-McKay. These licenses/certifications include the following: C3P, Certified Occupancy Specialist (COS), Tax Credit Specialist (TCS), Rental Assistance Demonstration/Project-based Voucher (RAD/PBV), Fair Housing Specialist, and Blended Occupancy Specialist. Julie A. Cossette has experience working with Low Income Housing Tax Credit (LIHTC), HOME, Housing Choice Vouchers (HCV), Veterans Affairs Supportive Housing (VASH), Project-based Section 8, Section 236, Low Income Public Housing (LIPH), and RAD conversions. Ms. Cossette's strategy to successfully manage developments and the Housing Authority is to collaborate with agencies and public services in the surrounding areas. This includes instituting policies needed, increasing security, and improving clear communication between residents, property management, and agencies/public services.

Julie A. Cossette manages a team of four (4) staff, which includes the following persons:  
Nayara Colon – Executive Assistant, Therese Incognito – Administrative Assistant,  
Gail Castiola – Resident Services Coordinator, and Robert McBride – Foreman.

The Southington Housing Authority received approval from Eversource on October 15, 2020 for the Multi-family Initiative Grant Project. The total cost of this project was \$101,211.42. The Southington Housing Authority's portion to pay was \$13,608.69. The Eversource grant paid \$87,602.73. Contractors started their work in November 2020 and ended in early 2021. The work/items included in this project were new GE refrigerators (total of 89), weatherization, insulation in the attics of Carter Lane apartments, air sealing all windows and trim, exterior lighting at Carter Lane, new aerators for all kitchen and bathroom faucets, new hand-held showerheads, replacing light bulbs in all apartments and hallways that are not LED, and the labor to complete all work. The total value of the new GE refrigerators that were installed in the apartments is \$65,691 across the portfolio. The values per development are as follows: \$20,373 for Lincoln Lewis Terrace, \$17,037 for DiCaprio Forgione Terrace, \$19,713 for Joseph A. Zdunczyk Terrace, and \$8,568 for General Pulaski Terrace.

Southington Housing Authority received the Resident Services Coordinator Program Grant in the amount of \$38,400 on July 1, 2021 from the State of Connecticut Department of Housing. Southington Housing Authority began offering art and pottery classes to our residents in June 2021. The art and pottery classes have made a tremendous positive impact on our residents, especially after quarantining for so long due to the COVID-19 pandemic. Residents were very eager to socialize in a safe manner and truly enjoy attending their pottery classes held in the community rooms, where they get to meet their fellow neighbors, make new friends, and learn various painting techniques from their pottery teacher Sarah Ewertowski, the Studio Owner of The Pottery Piazza in Plainville, CT. Residents were able to attend a wheel throwing pottery class at The Pottery Piazza studio in the summer of 2021. The late Mary DeCroke was our art teacher for the drawing and painting classes held at the

Southington Community Cultural Arts (SoCCA) for our residents. Mary DeCroke was the most kind, generous, talented, and patient person and is greatly missed. During these classes, residents learned how to draw a scene of their choice and oil painting techniques on canvases.

The new street and building signs for Lincoln Lewis Terrace were designed, created, and installed by Sign Pro, Inc. of Plantsville, CT in September and October of 2021. The Executive Director has been working on improving the curb appeal of the developments and believes all residents deserve to live in a property they are proud of. New flowers, bushes, trees, and grass were planted surrounded by new mulch and stone edging. Ali's Nursery & Landscaping in Plantsville, CT has been very helpful with assisting the Executive Director throughout this new curb appeal process.

This year the Rotary Club of Southington will be making food boxes, which will be delivered to each apartment in December 2021. Each food box includes a turkey dinner, mashed potatoes, gravy, corn, cranberry sauce, a slice of pumpkin pie, and a small gift bag of functional items. In order for the Rotary Club to deliver a food box all residents of the properties, the Board of Commissioners voted to increase the monetary donation.

I wish to thank the Housing Authority Board of Commissioners for their dedication and commitment in making the Southington Housing Authority a strong asset to our residents, elderly and disabled population in the community, and the Town of Southington. Southington Housing Authority appreciates the continued generosity and support of the Town Manager's Office, Police Department, Fire Department, Health Department, Public Works Department, Calendar House, Southington Community Services, Bread For Life, as well as our civic leaders and local organizations. All have helped tremendously in providing the highest quality of services for the residents of Southington Housing Authority.

Respectfully Submitted,

## **SOUTHINGTON HOUSING AUTHORITY**

**Julie A. Cossette, Executive Director**  
**Sharon M. O'Brien, Chairperson**  
**Alex J. Ricciardone, Vice Chairperson**  
**Cheryl Hilton, Treasurer**  
**Stuart Savelkoul, Secretary**



Affirmative Action/Equal Opportunity Employer



**HUMAN RESOURCE DEPARTMENT**

*Michelle Passamano, Human Resource Manager*

The 2020-2021 fiscal year brought few new initiatives from the Human Resource Department, as the impact of the pandemic demanded adjustments in the way we do business. Consistency in processes between the Town of Southington and the Southington Public Schools was essential as it relates to the safety of all employees.

**COVID-19 Pandemic and the Human Resource Department**

At the close of the 2019-2020 fiscal year, all Town and Southington Public School employees returned to their offices and buildings with return-to-work safety guidelines. The summer of 2020 was active with developing plans for the reopening of schools. To ensure safety in the schools, we hired additional support staff, including custodians and substitutes. A Remote Learning Academy was offered for students and families who did not send their children to their assigned schools. With the implementation of the remote academy, we hired approximately 20 teachers for one-year positions. Mitigation strategies were strongly enforced throughout the Town and all employees exercised caution and put safety as top priority.

Updates and guidance were provided by the Director of Health on a weekly basis. These meetings prepared the department to better assist and guide employees when faced with the challenges of quarantine and/or illness. The focus was to offer all Town and school district employees the opportunity to connect with a person, any day and time, who could provide them with guidance. Considering the number of employees impacted by COVID-19, this was challenging, but proved successful.

Additional weekly communication included virtual meetings with human resource leaders in surrounding Towns. We reviewed best practices and networked to ensure those practices were consistent.

Obtaining the vaccination for COVID-19 was essential. The department played an active role in assisting Town and school district employees in scheduling appointments through the Vaccine Administration Management System (VAMS) and coordinating two vaccination clinics through Hartford Healthcare (March 14 and March 28).

In April, a virtual meeting was coordinated for all union leaders of the school district explaining the importance of gathering vaccination status from employees. The human resource department created a video and submitted a survey to all employees explaining the reasons why we were requiring this information. The survey was successful, as 1,100 of the 1,250 school district employees submitted their responses.

Throughout the 2020-2021 fiscal year, the department documented over 600 reports of either close contact or confirmed cases between the Town and the school district. Contact tracing and follow-up correspondence was provided for all reports.

### **Hiring Process**

Best hiring practices continues as a focus for the department. Advertising for positions has expanded to include *Indeed*, *Department of Labor*, and various business organizations depending upon the opening. When seeking a certified teaching position, the State Department of Education provides an excel list of all who hold that specific endorsement throughout the State of Connecticut. An email is then forwarded to those contacts with a message encouraging them to apply.

An overview of turnover for the Town of Southington from July 2020 through June 2021:

Retirements = 22

New Hires = 17

Resignations = 3

A monthly report is provided for the school district at the first Board of Education meeting of each month.

Additional efforts regarding hiring ensued in August 2020 with a campaign to hire college students for substitute coverage throughout the school district. The number of close-contact and positive COVID cases put the district in the position of not have proper coverage for the classrooms. This campaign boosted the list as we added approximately 25 substitutes.

Concerns relating to movement of paraeducators forced the department to find a more efficient method of posting these open positions. All openings now fall under three postings. This allows internal and external candidates multiple opportunities for interviewing for open positions. A weekly update is sent to the union membership with current openings.

Postings for new positions are forwarded to all staff (school district) and all department heads (Town) so everyone is aware of openings throughout the Town of Southington.

### **Virtual Recruitment Fairs**

Attended three virtual recruitment fairs on behalf of Southington Public Schools:

1. University of Bridgeport
2. NEAG School of Education
3. Minority Career Fair

### **Guardian Tracking/ACADIS**

The department contracted with Guardian Tracking/ACADIS. This is an effective tool used by the Southington Police Department that provides supervisors and employees with performance management updates throughout the year. The system will be fully implemented during the 2021-2022 fiscal year with all Town of Southington employees. All employees will meet with their department heads to review department goals and expectations. Throughout the year, department heads will use this system as a tool to document positive and supportive feedback for employees. When employees know their work has meaning and their efforts are appreciated, they feel motivated. Having conversations throughout the year, along with an end-of-year update, will reinforce the sense of connection to the overall goals of the department and the Town.



### **Training for HR Department**

**Free Speech in the Workplace: Politics, Pandemic, Social Media, and Protests** ~ Discussion included what form of speech is and is not allowed in the workplace and on social media.

**How to Improve the Mental Health of Your Employees** ~ The impact of COVID-19 pandemic affected employees well beyond the initial crisis. This webinar provided employers the opportunity to learn how the workplace can impact employee mental health and how to recognize the signs of mental distress in yourself and share best practices for supporting personal wellbeing.

### **Ongoing Work**

The Human Resource Manager recognizes that all work is ongoing and professional development is essential to continue moving the Town and school district forward. The department will continue to work closely with all department leaders, administrators, and staff to establish and build working relationships and effective communication.



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Michelle Passamano, Human Resource Manager

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August 30, 2021

Date



# Town of Southington

Information Technology Department

75 Main St.

Southington, CT 06489

Jay Baker

Director of Information Technology

Phone: (860) 276- 6234

## ANNUAL REPORT

### Southington Information Technology Department

2020-2021

#### **FY21 Operating budget \$1,052,453**

The Information department strives to deliver the highest level of service by utilizing and implementing the most current technology available while operating within our budget. The technology department supports over 250 end users. Our department is responsible for maintaining 284 computers, and 26 servers. We manage all software installs and updates for a variety of hardware configurations. This was a challenging year for sure with having to deal with COVID 19 and ensuring users had the ability to work remotely and hold virtual meetings.

#### **2020-2021 Highlights**

##### **Town Hall and Municipal Center**

We replaced several end of life servers. Updated all of our video recording systems. The online permitting system allowed contractors and residents to apply for permits without the need to come to the John Weichsel Municipal Center.

Inspectors continue to use tablets to perform inspections in the field. Started a digitizing project for all building department documents. Purchased Chromebooks to allow users the ability to work remotely during the pandemic.

#### **Police Department**

The Southington Police department's network and hardware was a major focus again this year. The IT department upgraded/replaced several end of life servers.

The technology department started the process of replacing and upgrading the SharePoint server, this will extend into next fiscal year.

The technology department will be continuing their replacement plan to upgrade the laptops in the cruisers to replace end of life systems. This will be a multi-year project.

#### **Fire Department**

Deployed a digital bulletin board system at all firehouses.

#### **Security**

Through the use of spam filtering and anti-virus software, we were able to stop (91.7%) of unsolicited messages from reaching users inboxes. We also prevented Trojan type viruses from infecting our network which could have caused many hours of downtime. E-mail continues to be the most widely used network resource. We have implemented multiple factor authentication for user accessing the network remotely.

## GIS

The IT department works with Tighe & Bond to ensure we have the most up to date maps available. The GIS system benefits public works and elections departments, 911, law enforcement, assessor's offices, and many more departments. GIS consistently delivers a return on investment including cost avoidance; time savings; increased accuracy, productivity, and revenue; and better decision making.

## Up Time

Critical servers requiring 24X7 up time 99.9%. The only downtime was for the scheduled installation of software and patches. Ensuring critical devices are always up guarantees resources needed by our first responders are available when needed. Other critical devices such as e-mail servers are an important asset used to communicate during emergencies.

Respectfully submitted

  
Director of Technology



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# ANNUAL REPORT

## 2020-2021

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Town of Southington, Connecticut

# MISSION STATEMENT

The Southington Public Library provides resources and services for lifelong learning and enrichment to serve all of our community.



## BOARD OF DIRECTORS

Mary Baker, *Chair*  
Walter Grover, *Vice-Chair*

Todd Chaplinsky  
Johanna Furgalack  
Maureen Gagnon  
Joanne Kelleher  
Fran Meade  
Patricia Queen  
Tina Riccio

*"I feel so lucky to have our fantastic librarians who keep us going...and how lucky are we who love to read. I'm never bored!"*

*– Nancy*

## LIBRARY STAFF

Kristi Sadowski, *Executive Director*  
Sandy DiCicco, *Assistant Director*  
Billie Gaber, *Head of Cataloging*  
Shelley Holley, *Head of Circulation*  
Molly Virello, *Head of Children's Services*

Tiffany Atkins, *Secretary/Bookkeeper*  
Michelle Baker, *Reference Librarian*  
Victoria Barrette, *Children's Librarian*  
Jasmine Cedeno, *Children's Librarian*  
Jasmine Chabot, *Page*  
Stanley Chmielewski, *Custodian*  
Elizabeth Chubet, *Programs/Publicity*  
Joanne Cyr, *Technical Assistant*  
Lynn Gardner, *Reference Librarian*  
Coby Goyen, *Page*  
Nicole Kent, *Reference/Teen Librarian*  
Sara Lake, *Children's Librarian*  
Katee Mello, *Library Assistant*  
Susan Meneo, *Library Assistant*  
Lynn Pawloski, *Librarian*  
Jessica St. Pierre, *Library Assistant*  
Michael Zienka, *Page*

SPL Annual Report 2020-2021

# VISION STATEMENT

The Southington Public Library will be the welcoming heart of our community where all ages, cultures, and identities safely come to experience, discover, explore, connect, and pursue knowledge and literacy for a higher quality of life.

## Explore

*Encouraging exploration with:*



- Grown Your Own Herbs kit
- Digital Escape Rooms
- Mini Mad Science
- Outdoor Scavenger Hunts
- Great Outdoors Backpacks

## Pursue Knowledge

*Supporting lifelong learning with:*

- Cuentos con mis Amigos
- Apple Valley Artists
- 1st Chapter Friday
- Educational Lectures and Workshops
- Databases



## Experience

*Providing new experiences through:*

- Star Wars Stitch craft
- Spy School
- Foodie Fridays focusing on new cultures
- Psychic Medium,
- Soul Collage



## Connect

*Facilitating connections with :*

- Zoom, YouTube and Facebook Programs
- Job Hunting Resources
- Board Games and Puzzles
- Button Mashing and Among Us Mondays
- Book Clubs



## Discover

*Leading discoveries through:*

- STEAM Storytime,
- Houseplants
- CT Snakes & Turtles
- Take and Make or Bake Kits
- Different stories with Teen Graphic Novel Talk

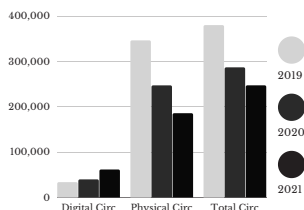


# STATISTICAL SUMMARY

Due to Covid-19, the Library was open 56% of the hours in past years, which did affect usage, circulation and visits. However, the Library was still heavily utilized.

## Circulation

	Adult	YA/ Teen	Children's	Other	Total
Books	63,493	5,944	61,651	2	131,090
Audio	5,673	30	177	0	5,880
Video	41,462	36	4,582	0	46,080
Other	151	1,284	1,447	0	2,882
eBook	20,007	928	19,734	1,537	42,206
eAudio	14,583	466	1,576	82	16,707
eVideo	1,939	0	620	37	2,596
Total	147,308	8,688	89,787	1,658	247,441



Highest digital circulation platforms were:

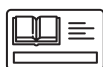
- 24,711 OverDrive/Libby
- 20,185 Hoopla
- 16,373 BookFlix
- 149 RB Digital
- 91 State eBooks



- 496 Library Programs
  - 85 Live Programs
  - 862 Attendees
  - 245 On-Demand Programs
  - 14,060 views of on-demand programs
  - 166 Self-Directed Programs
  - 1,984 participants
- 233 Children's Programs
- 68 Teen Programs
- 195 Adult Programs



- 47,654 visitors
- 1,837 hours open over 287 days



- 16,269 card holders
- 15,256 households with cards
- 552 new cards issued
- 2,270 cards renewed



- 98,971 physical materials in the collection
  - 39,851 adult books
  - 3,891 ya books
  - 31,550 children's books
  - 6,929 audios
  - 15,889 videos
  - 861 kits and remaining miscellaneous



- 24,777 reference questions asked and answered
- 589 operational questions
- 26,570 holds placed and filled for Southington residents.
- 118 notarized documents



- 8,888 uses of databases:
  - EBSCOhost – 3,762
  - ProQuest – 1,575
  - Reference USA – 144
  - Mango Languages – 579
  - Universal Class – 1,075
  - CreativeBug – 240
  - Law Depot – 40
  - Job Now – 14



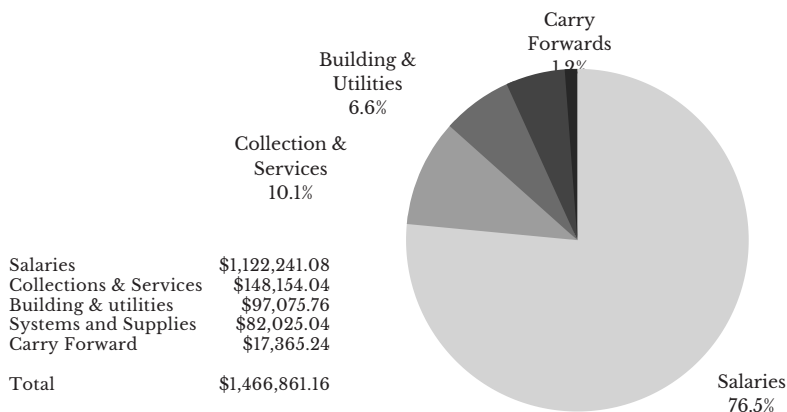
- 4,726 one-hour sessions on Library computers
- 394 wireless printing jobs
- 113 pages scanned
- 206 faxes sent



- 73,044 unique website visitors
- 1,893 Facebook followers
- 1,373 Kid's Place Facebook followers
- 548 Twitter followers

# FINANCIAL REPORT

## Operating Budget



Additional funding in the amount of \$7,623.75, was provided by the State of Connecticut BorrowIT CT program, interest from an endowment held by the Community Foundation of Greater New Britain, the Ely Estate, donations, and lost material fees.

## Friends of the Library

Always supporters of the Southington Public Library, the Friends of the Library once again made many programs and library services possible through their generosity. \$11,306.30 was spent on library services during the fiscal year. They fund the electronic newsletter service, Constant Contact, Ancestry.com, supported the Hoopla subscription, and the Mystic Seaport Pass. They further funded the Tween Summer Reading program, the update to the Kindergarten Summer Reading collection, and to increase the Hallmark Collection.





# FINANCIAL REPORT: GRANTS

## The State of Connecticut

The Southington Public Library was awarded a grant in the amount of \$23,502.00 in June from the Connecticut State Library. Made possible by the Institute of Museum and Library Services under the provisions of the American Rescue Plan Act, administered by the Connecticut State Library, the funds will be used to reopen the library in a safe and welcoming manner. Purchases of dividing walls to create group study pods, plexiglass table dividers and shields in the computer area, and acoustic social distancing panels will be added to the library throughout the 2021-2022 fiscal year.



## The Main Street Community Foundation

Purchased thanks to a generous grant from The Bradley H. Barnes & Leila U. Barnes Memorial Trust at the Main Street Community Foundation, without whom this program would not have been possible, Chromebooks & Mobile Hotspot kits were added to the collection. Containing a Chromebook, T-Mobile Wireless Hotspot, charging cables and basic instructions for use, these kits are intended for patrons to borrow in cases where they don't have internet access and have a telehealth appointment, want to keep in touch with family, do virtual school work, or even attend virtual events. This grant also supported Take and Make art/cooking program kits to reduce social isolation for Southington residents due to Covid-19.



# HIGHLIGHTS

## COVID-19 Response

The most important thing the Library did this year was to continue to keep the patrons and each other safe during the pandemic, while simultaneously providing as much normalcy as possible through library services. Our creative way of delivering services and resources as well as excellent customer service to our patrons was above reproach. We were able to keep the patrons engaged by curbside pickup, on-demand programming, take-home programs, homebound delivery, and constant communication. Our abilities and offerings have grown to reach a broader audience.

The computer and business center reopened on July 20th for usage by appointment. On September 29th the library opened for patrons to browse the entire collection. Limited seating for individual and group work was returned in late June 2021.



Many of the service models added and adapted to fit current needs allowed us to increase our patron base and connect users with new services. Locker pickup, contactless pickup, on-demand and programming kits, and homebound delivery will continue as regular services.



*"The library's curbside pickup is a great service! Your staff is doing a terrific job gathering and bagging the books. I am very grateful that I can borrow books during this time. I am also using Hoopla and Libby but my preference is always a book."*

- Patti Corless

Service	Usage
Locker Pickup	576
Contactless Pickup	9,268
Homebound Deliveries	78
Take & Make Program Kits	2,391

# HIGHLIGHTS

## Strategic Planning

The Southington Public Library and Barnes Museum Board of Directors approved a new Strategic Plan for the Southington Public Library at their August 18, 2020 meeting. This plan is the culmination of four months of work by the Board and its Executive Director and will serve as a guide for the next three years.

The previous Strategic Plan was designed for 2016-2019. The Board of Directors, two-thirds of whom were appointed on or after November 2019, took on updating the plan as one of their first priorities. The culmination was a 34-page document that was carefully crafted utilizing input from all Board Members and Library staff. Despite the aggressive timeframe and added challenge of working virtually, a new mission, vision and values were created.

Using a Strengths, Weaknesses, Opportunities, and Threats Analysis (SWOT), an Environmental Scan, and a Community Needs Assessment, as well as limited information on the COVID-19 pandemic currently impacting all areas of life and library services, critical issues were identified. The most critical issues focus on the areas of governance, facility, technology, performance culture, and programs and services.

### KEY STRATEGIES

#### GOVERNANCE:

##### BY LAWS, BOARD ROLES, AND POLICIES

Further clarify and further define the by-laws, rules, and policies of the Board of Directors.

#### FACILITY:

##### INTERIM INFRASTRUCTURE NEEDS AND NEW BUILDING

The Board will support a Library expansion/replacement project that meets the needs of Southington's citizens while addressing the most failing infrastructure elements in the interim.

#### PROGRAMS AND SERVICES

Ensure that the programs and services offered meet the community needs.

#### TECHNOLOGY:

##### DIGITAL, VIRTUAL, COMPUTERS

Increase efforts around providing more and better technology access for all. Strive for equity in digital access be a leader in the community in bridging the digital divide. Provide greater internal technology to increase efficiencies and allow current staff to provide more and better services.

#### PERFORMANCE CULTURE:

##### EDUCATION AND DEVELOPMENT

Develop a formal professional development and evaluation plan based on standards for job performance that encourages employee and administrator input in order to provide an opportunity for the staff and administrators to have constructive conversations about job performance and provide actionable feedback which promotes professional development and organizational growth.



# HIGHLIGHTS

## Future Planning

The Library Board continued advocating for a future library facility to meet the needs of Southington's citizens. A new freestanding library encompassing 29,900sqft over two levels and a partial basement costing \$16,900,000 was recommended to the Town Council. After favorable motions from both the Board of Finance and the Planning and Zoning Committee, the Town Council unanimously passed a motion to bring the project to referendum.

Addressing the established five project priorities of expanded space for children and teens, meeting and workspaces for individuals and groups, acoustical separation for noisy and quiet spaces, full accessibility and code compliance, and efficient building systems, the proposed facility will welcome the community and offer immediate, easy, and accessible access to the most popular services. The upper level will be a family level providing separate spaces for children and teens.

## Preliminary Concept Sketch

### New Freestanding Library Facility

- Two Levels + Partial Basement
- Approximately 29,900 sq. ft.
- \$16.9 Million



### Designed For the Future of Southington

- Expanded Spaces for Children and Teens
- Meeting & Work Spaces for Individuals and Groups
- Acoustical Separation for Noisy and Quiet Spaces
- Fully Accessible & Code Compliant
- Efficient Building Systems



# WHAT'S NEW

As the needs of the Southington community change and evolve, the Southington Public Library responds with new and innovative services.

## Resources

Collections were enhanced with curated material bundles to strengthen knowledge on a subject and provide entertainment.

**Family Fun Packs** are awesome bags filled with four movies and a board game based around a specific theme to provide families a ton of fun. Original bundle topics included Classic Disney, Modern Disney, Superheroes, Pets, Secret Agents, Treasure Hunters, Not-so-Spooky, and Spooktacular, with more in the works.



**Book Bundles** are a collection of genre centered books that circulate along with read-a-like lists. These very popular kits include topics such as beach reads, historical fiction, and best of an author.

**Teen Book Boxes** were a cross between book bundles and a program based on the popular monthly surprise subscription box model. Each box was designed to engage teens with new books they might not otherwise read and included fun items such as reusable shopping bags, planting kits, notebooks and pens, and tumblers. They were met with a small but enthusiastic reception.



**Binge Boxes**, themed sets of DVDs, were met with a fair response with the exception of the Hallmark movie sets, which were so popular an entire collection was created. Other topics included westerns, action, fright night, and more.

The **Hallmark Collection** gathers all of the Hallmark movies into one shelving area. It was enhanced through a donation from the Friends of the Library and made its debut in June.

# WHAT'S NEW

Popular collections were also expanded. The number of **VOX Books** grew from 6 to 30. **VOX Books**, books that can talk, are audio-enabled print books that combine outstanding picture and non-fiction books with audio recordings focused on making learning and literacy development fun. Many classic games were added to the children's **Board Game Collection** and outdoor games to the teen collection.

Three **Great Outdoors Backpacks**, which include binoculars, digital cameras, identification sheets for birds, animals, trees, plants, and small birds of Connecticut identification book, were added to encourage time spent in the outdoors.

Ten **Chromebook and Wi-Fi Hotspot kits** were added with support from the Bradley H. Barnes and Leila Upson Barnes Trust at the Main Street Community Foundation. A response to a pandemic related decrease in hours and public access computers, these kits allow community members to job search, check email, complete school work, and attend telehealth wherever they are.



Additional funds were dedicated to digital circulation as access to the facility was limited. Digital circulation grew considerably. **Hoopla Bonus Borrow**s changed every three months, and were selected additional titles that could be borrowed on-demand and outside the monthly limit.

In February 2021, the Southington Public Library joined the **Advantage Plus Program** through the shared Overdrive database with Library Connection Inc. (LCI). This resource sharing program allowed our patrons access to 22 additional library's collection.

**Ancestry.com**, traditionally a resource only accessible on library computers, was made available to users from home as a corporate courtesy during the pandemic. The program was extended through December 31, 2021.



Replacing Tumblebooks, **BookFlix** pairs over 135 animated stories with real world concepts to help new readers improve their skills in English and Spanish.

# WHAT'S NEW

The **Local History Room** was reorganized and weeded in order to make it more accessible to the public.

As is done very year, collections were weeded for relevancy and to make room for new materials. In April, the Southington Public Library began participating in the **Sustainable Shelves** program offered by vendor Baker and Taylor. This service pays for shipping of discarded materials to their facility where the books are either resold or recycled. By participating in this program, the library received a \$139.00 credit to use towards new purchases and recycled an additional 553 volumes.

## Services & User Experience

Improving and ensuring access to all residents is always a priority. This year access was increased through the **Homebound Delivery** program. Contactless material drop offs are done on the front step of patrons unable to leave the house or get to the Library for medical reasons. There are currently 14 active patrons, and others who use the program as needed. 78 deliveries totaling 887 items were made during the last fiscal year. The Library received many wonderful comments from the patrons using this service saying how grateful they are to still be able to get library materials delivered safely/contactless throughout a global pandemic.

**Online Card Applications** continued to be a secure way for patrons to receive or renew a new library card during limited hours. This service was so popular with the community that digital applications remained higher than paper/or in-person registration. An Online Welcome Packet replaced the previously offered paper version and was sent with all new cards and renewals. It provides general information for first time library users, and a reminder of many things for long-time patrons.

For part of the year, reference services and computer access were by appointment to maintain social distancing requirements. **Appointments for Notary and Intensive Reference Services** remained throughout the year and ensured that staff was available to assist patrons with lengthier services.

Efforts were also made to **streamline processes**, saving both staff and patrons time. In particular the holds pickup and book group loans were enhanced. The fine limit remained high throughout the year, ensuring access to materials during periods of limited access and material quarantine. Unfortunately, the town made the decision to end the free \$1.00 monthly printing program.

# PARTNERING WITH SOUTHTON & BEYOND

Ensuring quality services and continuing education often means directing individuals to the experts—to organizations that dedicate themselves to certain services and topics. Throughout the fiscal year, the Southington Public Library partnered with many local organizations, non-profits, and other Town departments to share



resources, connect users, and deliver exceptional service. Information from the Library was shared in many other organizational newsletters and reciprocal sharing of their information was sent to our patrons electronically.

Sometimes this meant bringing in organizations to present lectures and workshops. This past year the Library offered programs in conjunction with Connecticut Department of Energy and Environmental Protection, Connecticut Department of Banking, the Connecticut Women's Hall of Fame, the Connecticut State Historian, Cyber Knights, the National Parks, the New Britain YWCA, the Orchard Valley Garden Club, and the Yale Peabody Museum.

Staff members began attending meetings with **Southington Chamber of Commerce** in order to explain our services and make valuable connections with the business community for future programs. The Library and Chamber held a joint Meet the Candidates Event in October.

The Library encouraged literacy with clients at **Bread for Life** through library card registration programs, at Teen Dinners, and with Reader Feeder Literacy Kits distributed as part of the Summer Lunch Program. The pre-pandemic coloring group resumed in May.

After another successful Food for Fines program to benefit **Southington Community Services**, the library became a permanent collection center for donations. A collection box was also placed in our entrance for the **Veterans Group**.



# PARTNERING WITH SOUTHINGTON & BEYOND

Library staff assisted with book clubs at **The Orchards** and provided materials for weekly movie events and through the Homebound Delivery program.

Encouraging a love of reading in youth is vital to their success. In partnership with the **Southington Public Schools**, the Library provided access to library card registration, classroom eCards to provide access to our digital resources and databases, an internet safety presentation to parents at the JFK PTO meeting, and coordinated services with the ESL (English as a Second Language) program. With **STEPS** we offered building reader initiatives and a Read for Pleasure challenge. Digital storytimes were offered to many **local preschools**. Members of the Board of Directors Advocacy Committee began a **PTO Ambassador Program** assigning an individual to each PTO to keep them up-to-date on library news, programs, and services.

Various staff members also served as members of local boards and organizations.

- Margaret C. Griffin Child Development Center Board of Directors – *Lynn Pawloski*
- Board Member of Early Childhood Education Collaborative (ECCS) – *Molly Virello*
- Dementia Friendly Southington Action Team – *Elizabeth Chubet*
- Southington Stakeholders Member – *Elizabeth Chubet*
- Activate Southington Member – *Kristi Sadowski*
- Senior Citizen Advisory Board Member – *Kristi Sadowski*

# UPHOLDING VALUES

## Customer / Privacy Priority

**“We are always willing to try something new and accommodate the public as much as we can. Serving the public is important to all of us and I think that really showed this past year.” – Billie Gaber**

In prioritizing our patrons, we adapted and reworked procedures, tested remote assistance computer software, added signage to maintain cleaning procedures, and provided wipes/hand sanitizer/gloves. We wanted to provide as close to our highest possible service level despite pandemic restrictions.

In-demand items are always cataloged first and patron material requests are filled whenever possible. Patrons are always greeted with a hello and smile. Staff listen to questions fully and respond respectfully and in a friendly manner, they leave the desk as able to bring patrons to the material they are requesting and stay informed of changes in order to provide the best answers.

## Service Excellence

**“The library has served the public the best we could and have gone beyond to keep our patrons happy.” – Sue Meneo**

To ensure exemplary service we streamlined behind-the-scenes processes such as fulfilling holds. The Library runs the hold list and pick-up notices multiple times per day, and call patrons about their holds.

Programming was shifted to a virtual format but maintained a diverse range of events to interest and excite patrons. Registration was modified to ensure we are serving our community first and to the best of our abilities.

*“I am so happy with this new home delivery service. When I saw the bag of books on my steps I felt like a kid at Christmas! I realize that the shift is now toward e-books but I don’t have a tablet or Wi-Fi so the home delivery service is currently the only way I can get library books. Thank you so much for providing this service.”*

*-Sherry Kerwin*



SPL Annual Report 2020-2021

# UPHOLDING VALUES

## Diversity

**"We try to make sure that we have a little something for everyone in terms of programming, take home kits, and materials. Programs are asynchronous and can be done completely screen-free. We suggest materials based on our patron's interests and tailor the experience to each person." – Molly Virello**



Access to diverse ideas and resources is paramount to lifelong learning, servicing a diverse community, and supporting inclusion. All patrons are equally and respectfully welcomed to the Library.

We have been working hard to make the adult collection more diverse and representative. A diversity audit of the children's collection has been started to ensure quality materials. A small Spanish language collection is being added to the picture book collection. Updates to the holiday and celebrations from around the world section is ongoing.

The Library has tried to highlight more diversity in our programming, including featuring authors and speakers of color and diverse backgrounds. Cuentos con mis Amigos is a new Spanish storytime and teen summer reading focused on exploring different countries and cultures with cooking around the world and appropriate crafts. With our online presence we are celebrating various notable days/months such as black history month, women's history month, and Pride. During a Town-wide month in October focusing on Diversity, the Library contributed author talks, curated booklists, crafts, a story stroll, and book discussions.

Resources and services are being promoted with book displays, news lists, and eblasts.

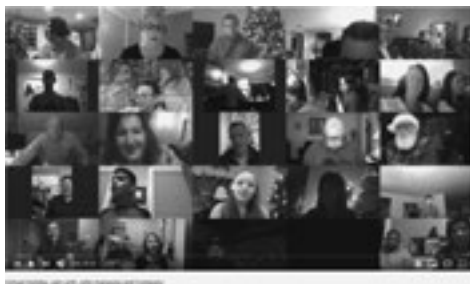


# UPHOLDING VALUES

## Respect

**“Come together as a team in all aspects! Especially during the pandemic – we worked together to serve our patrons and got through it!” – Katee Mello**

In addition to showing patrons respect through daily service interactions and mediating concerns and complaints, the Library staff has made great strides with internal respect. The staff has come together as family with positive energy. We support each other, solve concerns in a respectful and professional manner, and provide each other with constructive and positive feedback.



## Adaptability

**“The SPL staff worked tirelessly to determine and fine-tune the needs of our community. We challenged ourselves on how best to provide access to both physical and virtual offerings, even delivering to home-bound patrons. Lessons learned through diligence, teamwork, and a lot of PPE, transformed the way we work with and understand one another, and library services going forward.”**

*– Lynn Pawloski*

The global Covid-19 pandemic impacted the way all Library services were carried out. Staff remained innovative and patron focused as they adapted to the new normal and continued to provide the best possible service. Some staff were lost due to retirement and other staff picked up the slack to ensure minimal effect to the public.

New items such as Chromebooks & hotspots were added to the collection to meet new demand. Programs were delivered digitally with kits and simple instructions. They were on trend and kept up with cultural developments and current news. Slideshows of local artists were created to replace the in-person art gallery. The large print collection was shifted to improve access. Afterhours lockers for material and program supply pickup addressed needs created by limited hours.

# ACHIEVING STRATEGIES

## Governance

In order to further clarify and define the bylaws, roles, and policies of the Board of Directors, the Personnel and Policies committee began meeting monthly throughout most of the year. They have begun a complete review and update to the Library's policies.

## Facility

Work continued on the Library Building Project, and the previously disbanded Planning Committee reformed to revise future building plans. A proposed freestanding two-story facility with partial basement was sent to voters for upcoming referendum on November 2, 2021.

The current library facility continues to be held together with bandages. As in years past, substantial work was needed to keep the antiquated HVAC system operational. Further repairs were made to the elevator and a leak in the water main was discovered. Ongoing work is evaluated and undertaken to ensure the weakening facility does not dramatically impact library services.

## Technology

While the importance of strengthening the Library's technology infrastructure was known when passing the strategic plan listing it as one of the 5 key strategies, the need for our immediate growing reliance was unexpected. In order to combat decreased access to the physical building, many services and internal processes were digitized. Following the quarantine closure, the library was first opened for business center access including computers, photocopier, fax machine, and scanner.

Access to Wi-Fi from the parking lot was promoted and contactless pickup for wireless printing from home was adopted. Software to provide remote computer assistance within the library was researched. As access to browsing was limited, a book matchmaker program was developed and implemented by reference staff to streamline making great book recommendations to patrons.

*"Thank you to your staff for providing a safe way for my daughter to still experience the library she loves. We just picked up our first 'surprise' bag of books. It was like Christmas for her. It was actually more fun than picking them out herself. The staff was very helpful answering my questions."*

*– The Pelkey Family*

# ACHIEVING STRATEGIES

## Performance Culture

Professional growth remained a paramount concern. Staff excelled at broadening their knowledge, collaborating with colleges, and sharing their success with the greater library world.

### *Participation in Professional Organizations*

- 2022 Middle School Nutmeg Committee – Victoria Barrette
- 2021 Elementary Nutmeg Committee – Molly Virello
- LCI Museum Pass Taskforce – Sandy DiCicco
- Adult Programming Roundtable – Sandy DiCicco
- Genealogy Roundtable – Sandy DiCicco and Nicole Kent
- Connecticut Library Association, Customer Service Section Chair – Shelley Holley
- LCI Circulation Supervisor Group – Shelley Holley
- CLC Children's Roundtable – Lynn Pawloski

### *Professional Presentations and Recognition*

- Comfort the CHILD: Children Hold Individual Losses Differently: Using Picture Books to Facilitate Family – Lynn Pawloski
- Discussions about Death, Loss, Grief, and Healing Presented to Middlesex Hospital (Middletown) Hospice staff and volunteers – Lynn Pawloski
- STEAM Powered: Interactive Learning through Comics and Cosplay (in partnership with the Children's Museum in West Hartford) – Molly Virello
- Super Snacks: Fandom & food-themed programming in libraries – Molly Virello
- A Triumphant Return to the Library: Tips and tricks for our new normal – Molly Virello
- Yoga for Librarians – Molly Virello
- Connecticut Library Association Annual Conference
- Circuit Storytime Success: How to use a Cricut to elevate Storytime felt boards – Victoria Barrette
- Outdoor Scavenger Hunts: Socially distanced family fun – Molly Virello
- Planning Your Escape: How to design engaging digital escape rooms for children, tweens, and teens – Victoria Barrette
- Think Outside the Chalk Lines: Creating a sidewalk obstacle course at your library – Molly Virello

### *Continuing Education Courses*

- Google Docs – Shelley Holley, Katee Mello, and Jessica St. Pierre
- Grant Writing Workshop – Lynn Pawloski
- Microsoft Outlook – Sue Meneo
- Microsoft Word and Excel – Jessica St. Pierre
- The ABC's of Technical Writing – Lynn Pawloski

SPL Annual Report 2020-2021

# ACHIEVING STRATEGIES

## *Webinars & Conferences Attended by Staff*

From Diversity to Inclusion: How to audit your collection and why, Weeding in the Garden of Good & Evil, Decode and Disrupt: Reading Children's Books Critically, Fireside Chat with Dr. Fauci, Dealing with the Next Wave of Argumentative Patrons, From Diversity to Inclusion: How to Audit Your Collection and Why, Pages Against Prejudice, Meet the Authors: Mary Roach, Glory Edim, Lan Samantha Chang, U.S. Book Show, Call Me by Name with Melissa Marshall, Association of Bookmobile and Outreach Services 15th Anniversary Conference, Out Doing Outreach with Maggie Ward, Reminiscence Kits, Harnessing Your Advocacy Powers: Library Communicators as Influencers, ADA Connecticut Coalition Annual Meeting, Connecticut SimplyE with LYRASIS + DPLA, Providing Senior Services in a COVID-19 World, Time Management 101: Improving Your Efficiency and Effectiveness, Accessibility is More Than a Ramp: Reducing and interrupting disability bias in the library, CLC Get more from your JobNow Subscription, Getting the Most out of your Outdoor Movie License, School Library Journal Day of Dialogue, Connecticut Library Association Annual Conference, Library Journal Virtual Summit, LibraryCon Live, The Social Media Plan! Simple Social Media Planning Tips for Library Promotion, Summer Buzzin' Have Me a Blast: A Summertime Adult Librarian Preview, Accessibility is More than a Ramp: Reducing and Interrupting Disability Bias in the Library, Media Literacy for Adults: Misinformation and Disinformation, Media Literacy for Adults: Meeting Patrons Where They Are, ALMA ALA Midwinter Pre-conference Book Buzz, Booklist Webinar Winter D.I.Y.: New Craft & Gardening Titles, Library Love Fest Door to Door Facebook Events: Door to Door with Marlo Thomas & Phil Donahue, Door to Door with the LLF Team, Door to Door with Nancy Pearl & Jeff Schwager, Door to Door: LLF Buzzes Nonfiction!, Door to Door with Matthew Pearl, author of THE TAKING OF JEMIMA BOONE, Bookfest, Overdrive, Sustainable Shelves, Innovative, New Fiction, United Way ALICE Town Hall Focused on Homelessness and Affordable Housing, Mental Health and Wellness During a Pandemic (Hospital of Central Connecticut/Midstate Medical Center), #TheLibraryLife: Link & Learn Conference, Creating a Culture of Yes at Your Library and in Your Community, ReaderZone - for setting up Summer Reading, STEAM Storytime programming, Incorporating Math concepts in Storytime, Dream, Build, Create Yale STEAM Initiative, Designing Libraries to Meet Evolving Community Needs, Understanding the Role of Public Library Directors, Leading Your Library: The Importance of Foresight and Vision to Library Success, Project REALM Information Sessions, PLIX Workshop.

## Programs and Services

The children's department looked for gaps in their current programming offerings. They balanced a recent push in science and STEAM programming with more creativity and art. Storytimes and educational preschool programing was added in response to a need from limited preschool access in the community.

*"Thank you for all your time and hard work that goes into creating, organizing and coordinating these super fun summer activities. They have helped us so much during this difficult time."*

- Melinda Welch



THE BARNES MUSEUM

# ANNUAL REPORT 2020-2021



THE BARNES MUSEUM  
85 NORTH MAIN STREET  
SOUTHINGTON, CT 06489  
860.638.5416



# SUMMARY



Due to a combination of COVID-19 and retirements, the Barnes Museum remained closed for much of FY 2020-2021, with the most dramatic closure being between December and June. The Museum did open during the final two weeks of the fiscal year for tours on Wednesdays and Fridays from 1pm – 5pm with the assistance of two summer interns.

From July through December, the museum provided a substantial offering of virtual programs. From October through December, guided tours of the museum were offered by appointment with the assistance of several volunteers.

Virtual programming aligned to a schedule of Songs of the Steinway on Mondays and Fridays, Trivia Tuesday, What is it Wednesday, and Throwback Thursday. Songs of the Steinway created a video experience for viewers to listen to the recently restored 1914 Steinway Player Pianola. What is it Wednesday was broadcast live on Facebook and later uploaded to YouTube. Acting curator, Bonnie Plourde, would provide an in-depth discussion of one of the Museum's objects, including history and purpose. Live participants could ask questions in real time. Trivia Tuesday and Throwback Thursday encouraged interactions via Facebook and YouTube.

BARNES MUSEUM ANNUAL REPORT 2020-2021

As tours of the Museum were limited, the Barnes Museum modified their traditionally robust holiday decorations and instead installed two trees on the lower level. The tree on the porch adhered to a theme of gratefulness and visitors (virtual and physical) were invited to contribute what they were grateful for on a wooden ornament.

'Twas the Night Before Christmas, a virtual presentation of American Christmas traditions, was available during the month of December. Professional holiday photos with John Atasian were offered, as was Zoom to the North Pole with Santa and Mrs. Clause—recorded videos were also sent out.

The Museum was pleased to partner with the Southington Public Library and LiveWell for a visit of LiveWell's Memory Café. A video tour of the grounds and Leila's bedroom was created for virtual participation in Connecticut's 2021 Open House Day.



*"Bonnie and the virtual museum programming have been a true lifeline for me during this pandemic. The music, the stories, the artifacts, and now the tours have provided a much needed connection in my life right now. Thank you for all that you are doing to keep the public connected and having fun during these crazy times."*

-Paula Durso

*"Your 'Songs of the Steinway' segment is wonderful. We sit there and just smile. The music is lovely and fun to listen to and so are you. You do a great job. Thank you for all you do. I wonder if you know what happiness you bring with that beautiful music."*

-Elizabet & Thomas Pepe

**BARNES MUSEUM ANNUAL REPORT 2020-2021**

# BUILDING UPKEEP

After years of planning, the Veranda Roof and Railing Restoration Project was completed. Funded in part by the State Historic Preservation Office with the State of Connecticut, the veranda roof and railings were meticulously restored or replaced to period standards in order to maintain the integrity of the homestead and museum.

Joanne Cyr, former Barnes Caretaker and current Library staff member, spent considerable time researching and updating the flower gardens with period appropriate heritage plants.

Additional thanks to Library staff, Elizabeth Chubet and Stanley Chmielewski, for their assistance with general upkeep and functions.



## ***Donations***

The Museum accepted multiple donations of music scrolls for the player pianola. Though our collection policy only accepts donations of items that once belonged to or were connected to the family, exceptions are made for objects given regular use. The music scrolls played during Songs of the Steinway were all donations, and the family's original collection remains preserved.

# GENEROUS SUPPORT

The Barnes Museum would like to extend its deepest thanks to the following people for volunteering their time and skills over the last fiscal year. If anyone was forgotten, please accept our apologies as we have had tremendous staff turnover this year.

The Stellar Program  
Youth Services Volunteer Group  
The Boychuck Family  
Brenda Wooding  
John Atasian  
Nadia Dillon  
Carlyn Kosienski

**BARNES MUSEUM ANNUAL REPORT 2020-2021**

# PLANNING AND ZONING DEPARTMENT

MUNICIPAL CENTER – 196 NORTH MAIN STREET  
SOUTHINGTON, CONNECTICUT 06489 (860) 276-6248

## 2020 – 2021 ANNUAL REPORT SOUTHINGTON PLANNING AND ZONING COMMISSION

The Planning and Zoning Department staff provides support services and technical assistance to the Planning and Zoning Commission (PZC), the Conservation Commission and Inland Wetlands Agency (CC/IW), the Zoning Board of Appeals (ZBA) and the Open Space Committee. The staff also answers public inquiries regarding community planning, development, preservation and land use regulations. The staff of the department interacts with local residents, developers, attorneys, engineers, architects, surveyors and other allied professions and reviews permit applications which are submitted to the local land use boards and commissions for review, as well as zoning permits for new and revised structures and related land use activities. Staff is also responsible for inspecting all construction and site development activities and issuing compliance authorizations on projects upon completion. Staff also provides support for various subcommittees created for regulation revision and policy reform on an as needed basis.

The Chairman of the Planning and Zoning Commission is Robert Hammersley. Robert Salka is the Vice-Chair and Peter Santago is the Secretary. The other Commission members are Jeffrey Gworek, Susan Locks, Christina Volpe, and Steve Walowski. The alternates are Theresa Albanese, Joe Coviello, Caleb Cowles and Stuart Savelkoul.

In addition, the PZC reviewed 53 applications during this FY which is an increase from 49 during FY 19-20. The applications included 3 zoning text amendments, 5 zone boundary changes, 2 subdivisions or re-subdivision reviews, 4 home occupation application, 13 special permit applications and 23 site plans for commercial and industrial projects. During the same period, the Planning and Zoning Department issued 527 zoning permits for new construction and renovations to existing structures and other land use related activities. This permit activity is an increase from 420 in FY 19-20.

The Planning and Zoning Commission meets in the Municipal Center Assembly Room, 196 North Main Street, on the first and third Tuesdays of the month at 7:00 p.m., except when a holiday interrupts the normal schedule. The meetings are open to the public.

Due to the COVID-19 Pandemic, staff and the commissions successfully conducted meetings remotely via web-conference means to ensure adequate and efficient processing of applications and continued support of economic development initiatives.

Respectfully submitted,  
The Planning and Zoning Commission

BY: David Lavallee  
Acting Town Planner



# Department of Police

JAMES VERDERAME, Sr., CHAIRMAN  
JAMES SINCLAIR, VICE CHAIRMAN  
DAVID DELLAVECCHIA, SECRETARY  
STEPHEN KALKOWSKI  
ROBERT TRIANO



69 LAZY LANE  
SOUTHINGTON, CT 06489  
PHONE: (860) 378-1600

FAX: (860) 378-1605  
JOHN F. DALY, CHIEF

## Southington Police Department Annual Report Fiscal Year 2020-2021

### ***Mission Statement***

*The Mission of the Southington Police Department is to protect and serve the community, in addition, enforce laws and ordinances, provide information and/or direction to people in need and to promote a feeling of safety and security for all members of the community. The Southington Police Department will work in cooperation with the community to preserve and improve the quality of life, making the Town a safer, more pleasant place to live, work and visit.*

The Board of Police Commissioners, through this annual/fiscal report, would like to reflect, with the citizens of Southington, upon the accomplishments and activities of the Police Department during the past fiscal year. The Southington Police Department members are committed to continuing their efforts to control criminal activity, traffic violators, improving public service and a renewed effort to expand the department's crime prevention activities in our ongoing effort to keep our community a safe place to live.

As the Chief of Police in the Town of Southington I am charge of the overall operation, development, and growth of the Southington Police Department. My primary focus is to make sure the Southington Police Department operates properly and carries out its mission. Under my command, the Southington Police Department continues to improve police services to the Southington Community while maintaining the police department as a primary stakeholder in the Town of Southington.

I was a member of the Police Officers Standards and Training Council (POST), which has three main functions for Connecticut Municipal Law Enforcement. These functions are shown below:

The Police Officer Standards and Training Council provides innovative, credible, and responsive high quality basic, advanced and specialized training to Connecticut police officers in a fiscally responsible manner and in amounts sufficient to enable them to acquire the knowledge and skills necessary to serve the public with commitment, empathy, and competence.

The Council develops, adopts and enforces professional standards for certification and decertification of Connecticut's police officers, in a manner consistent with the law, considerate of the regulated community and uncompromising as to basic values and ethics.

The Council is charged with developing, adopting and revising a comprehensive standards program for local law enforcement units, to grant accreditation to those units that demonstrate their compliance with such standards, and to conduct assessments to determine such unit's compliance with such standards.

I currently am the Treasurer and two term past President of the Connecticut Police Chiefs Association (CPCA) and a Board Member of the CPCA Officer Wellness Committee.

The Board of Police Commissioner and I would first like to thank all the members of the Southington Police Department for their hard work and efforts throughout the fiscal year 2020-2021, which proved to be a very challenging year due to the COVID-19 Pandemic. All members of the Southington Police Department did an outstanding job to maintain focus and continue service to the Southington Community. I would also like to thank the Southington Community for their support and appreciation as we all worked through the pandemic as a community.

During the fiscal year 2020-2021 the Southington Police Department continued to work on improving our three primary goals that had been based on feedback from members of the Southington Police Department and approved by me and the Board of Police Commissioners at the end of the fiscal year 2018-2019. These primary goals are:

1. Improve overall communication within the Southington Police Department.
2. Improve departmental consistency for operational and informational activities.
3. Continue and improve upon the relationship between the Southington Community and Southington Police Department.

When the COVID-19 Pandemic hit it required a shift from our three (3) primary goals. Organizationally, we were forced to look at how to deliver Police Services to the Community while managing the current pandemic.

When looking at the upcoming Fiscal Year 2021-2022, the Southington Police Department will maintain focus on and further improve the areas of:

1. Communications both internal and external.
2. Operational and Organizational Consistency.
  - a. Adapting to new changes in laws, procedures and reporting
3. Relationship building both within the Community and Department-wide.
4. Employee Development and Performance.

The areas of communications, consistency, employee development, and relationship building will be further improved upon by using the Continuous Improvement Model which includes, Planning, Doing (implementing on a small scale), Check (review data or information), Act (make changes as needed or remove if no value has been added).

The Southington Police Department will continue to use an inclusive approach to evaluating and improving the overall organization and for the employees and the citizens of the Town of Southington.

The Southington Police Department will continue to be a major stakeholder within the Southington Community. It is our strong community relationship that will assist us navigating these challenging times together and build a stronger community.

Yours very truly,

*Jack Daly*

Police Chief Jack Daly

The Board of Police Commissioners is a five member appointed board consisting of a Chairman, Vice-Chairman, Secretary and two board members. The members include:

- Chairman James Verderame
- Vice Chairman James Sinclair
- Secretary David DellaVecchia
- Commissioner Stephen Kalkowski
- Commissioner Robert Triano

Board of Police Commissioner Steve Pestillo's term ended during the fiscal year and we would like to thank him for his service to the Southington Police Department and the Community.

Robert Triano was appointed to the Board of Police Commissioners during this fiscal year.

During the fiscal year the Southington Police Department had three (3) sworn retirements that accounted for over 82 years of Public Service. We would like to thank these officers for their outstanding service to the Southington Police Department and the Southington Community. We additionally had two civilian retirements from our Records Department, which accounted 64 years of Public Service. These family members will be missed along with their experience and dedication. Thank you again:

- Sergeant Mark Beal
- Detective Lewis Palmieri
- Officer Melvin Emond & K9 Kira
- Nancy Heil
- Noreen Brzozowski

In order to maintain our staffing through these retirements, along with anticipated retirements, the following Certified Officers were hired during the fiscal year.

- Officer Judemayer Medena (UConn Police Department)
- Officer Michael Connolly (Hartford Police Department)
- Officer Michael Morley (Cheshire Police Department)
- Officer Brandon Lanza (New Britain Police Department)
- Officer William Thomson (Windsor Police Department)
- Officer Joseph Mayo (Windsor Police Department)

Along with staffing patrol, the following Certified Dispatchers were hired:

- Jose Luna-Peguero (Northwest Public Safety)
- Melissa Kelly (Northwest Public Safety)
- Meghan Kennedy (Newington Police Department)
- Tracy Zurheide – part-time (Mohegan & Strafford Police Departments)

The Police Department made two promotions within the fiscal year. In June 2021, the Board of Commissioners promoted the following two officers to the rank of Sergeant.

- Sergeant Justin Burke
- Sergeant Matthew Vose

There were two additional personnel added to the Southington Police Department in Fiscal Year 2020-2021, which brought us to 70 Sworn Full-time Police Officers. These officers are currently

being utilized to supplement our Patrol Division. The budgeted staff of the Southington Police Department is outlined below:

▪ Police Chief	1
▪ Deputy Chief	1
▪ Lieutenants	3
▪ Master Sergeants	5
▪ Sergeants	9
▪ Detectives	7
▪ Patrol Officers	44
▪ Civilian Public Safety Dispatchers	12
▪ Animal Control Officers	2
▪ Civilian Records Clerks	4
▪ Civilian Administrative Assistant	1
▪ Civilian Information Technology	1
▪ Civilian Maintenance Person	1

The department also utilizes substitute or temporary seasonal employees who are outlined below:

▪ Supernumerary Police Officers	8
▪ Substitute Civilian Public Safety Dispatchers	1
▪ Civilian evidence and property Technician	1

## **Organizational Accomplishments:**

During this fiscal year the Southington Community as well as everyone in the State of Connecticut had to manage the COVID-19 Pandemic. This pandemic required the police department to assess and review how we could maintain our current levels of service to the Southington Community and its residents.

The Southington Police Department met with community stakeholders to discuss how the pandemic was affecting their areas of service. We also met internally to discuss how to continue to support and deliver services to the community. These meetings led to the following pandemic operational adjustments:

- On-line records request
- Mobile communication for the investigation of and the reporting of non-emergency incidents and investigative follow-up
- Pandemic safe emergency response protocols for first responders and community interaction

On May 31, 2021, the American Legion Kiltonic Post 72 recognized the entire Southington Police Department with a commendation award for “Outstanding Public Service Benefiting Our Community, State and Nation”

The Southington Police Department was able to continue to provide full service and support to the Southington Community during the height of the pandemic. The goal was achieved by working collectively with stakeholders with the Town of Southington.



**Southington Police Department Organization Overview**





### Operations Section Summary

#### Communication Division

- The intake of all public safety calls for service
- Dispatching the appropriate combination of resources for Police, Fire, and Emergency Medical Services
- Provides Emergency Medical Dispatching (gathering of information related to medical emergencies and providing assistance through instruction/communication before the arrival of emergency medical services)

The Communications Division processed 14,699 emergency telephone calls (911) during Fiscal Year 2020-2021. This was a 10.59% increase from Fiscal Year 2019-2020 in which the division processed 13,291 emergency telephone calls.

#### Patrol Division

- First responding operational component of the Southington Police Department
- Routine patrol to encompass the prevention of crime and disorder
- Responding to calls for service
- Enforcement of laws
- Community-oriented policing/problem-solving activities
- Routine traffic accident investigation
- Assist the public in emergency situations

During the fiscal year, the Patrol division has experienced and persevered through challenges that have never been seen in the past. Our fiscal year began with a continued focus on preventing vehicle thefts and burglaries through vigilance and active patrolling of businesses and neighborhoods throughout town. The patrol division has stepped up to these challenging times and we have had many noteworthy responses from the men and women of this Department.

- ❖ On July 13, 2020, Southington officers responded to a domestic dispute which led to a barricaded suspect. Communication was made with the barricaded female who had armed herself with a machete. Patrol officers were able to successfully negotiate with the female and she was taken into custody without further incident.
- ❖ On August 28, 2020, Southington officers responded to the off-ramp of I84 for a suicidal male with a handgun. Sergeant Boislard arrived on the scene with three officers and took command of the scene. The male had disobeyed orders from the officers and exited his vehicle without showing his hands. Sergeant Boislard utilized a less-than-lethal shotgun and fired a beanbag round at the male, striking him in the leg. The male was taken into custody without further incident and no officers were injured during the incident.
- ❖ On December 16, 2020, officers arrested a burglary suspect after obtaining a warrant through DNA evidence, linking the male to the commercial burglary that had occurred in August of 2019. The persistence and efforts of these officers resulted in a successful arrest.
- ❖ On February 4, 2021, Southington Police Officers worked in conjunction with the Federal Bureau of Investigations to set up a sting operation at Motel 6. The targeted male was under investigation for sex assault and sex abuse of minors. Through the operation, they successfully arrested the suspect and charged him with several sex offenses along with risk of injury to a minor.
- ❖ On April 1, 2021, an officer observed a known stolen motor vehicle being operated within our Town. After following the vehicle into the parking lot of a condo complex, the officer called in additional officers and conducted a felony stop on the vehicle. The incident resulted in the arrest of three adult males who were also found to be in possession of the stolen motor vehicle. Officer LoCastro was the initial officer and used excellent tactics in forming a safe action plan which resulted in the arrests.

Within the Operations Section there are several specialty units which involve a wide range of officers. These units are in addition to the officer's primary function and are listed below:

## **Auto Theft Task Force**

- On February 14, 2021, Chief Daly approved the implementation of a task force dedicated to combating the problem of motor vehicle thefts/burglaries
- The Task Force consisted of four officers and one sergeant

- Sergeant Nathan Boislard
- Officer Arthur Walkley
- Officer William Thomson
- Officer Brandon Massarelli (returned to Patrol 4/29/21)
- Officer Chad Michaud (returned to Patrol 4/08/21)
- A total of twenty five (25) individuals have been positively identified and either have been arrested, or have arrests pending, for various charges relating to Motor Vehicle Theft/ Vehicle Burglary. Of those twenty five (25) individuals, eleven (11) were identified as adults and fourteen (14) were juveniles. A total of twenty eight (28) actual “arrests” have been made to date.
- A total of ten (10) DNA Search Warrants, two (2) Facebook Account Search Warrants, two (2) cell phone Search Warrants, and two (2) ex-parte Search Warrants for cell phone subscriber information, have all been completed and executed.
- The Auto Theft Unit has assisted numerous Police agencies throughout the State of CT:
  - With identifying and apprehending criminals involved in motor vehicle theft, vehicle burglaries, as well as those involved in shootings, robberies, and other violent crime incidents
  - Stolen motor vehicle tracking, locating, and recovery
  - Recovery of video surveillance
- The unit continues to monitor daily, a broad scope of juvenile rings involved in motor vehicle theft, operating throughout the Hartford, Waterbury, New Britain, Meriden, Manchester areas, which primarily have an impact on the Town of Southington. Information is then shared throughout a host of numerous Police agencies, with whom we continue to network with and build working relationships with. As Police agencies begin to form their own Auto Theft Units, our taskforce assists them with guidance on getting off the ground.

## **Central Region Emergency Response Team**

- A regional team comprised of officers from Southington, Bristol, Plainville and Plymouth
- Responds to critical incidents that occur in the Town of Southington as well as the other participating towns
- Southington Police members include:
  - Team Leader Sergeant Donald Mackenzie
  - Assistant Team Leader Sergeant Nathan Boislard (retiring from the team in 2021)
  - Sergeant Justin Burke (replacing Sgt. Boislard as ATL)
  - Sergeant Timothy Wilk (Negotiator)
  - Officer David Carbone (Sniper)
  - Officer Matthew Hammell
  - Officer Christopher Lamarre
  - Officer Michael Fisher
  - Officer Ryan Post

## **Accident Investigation Team:**

- Officers assigned to this unit respond to serious injury and fatal motor vehicle collisions

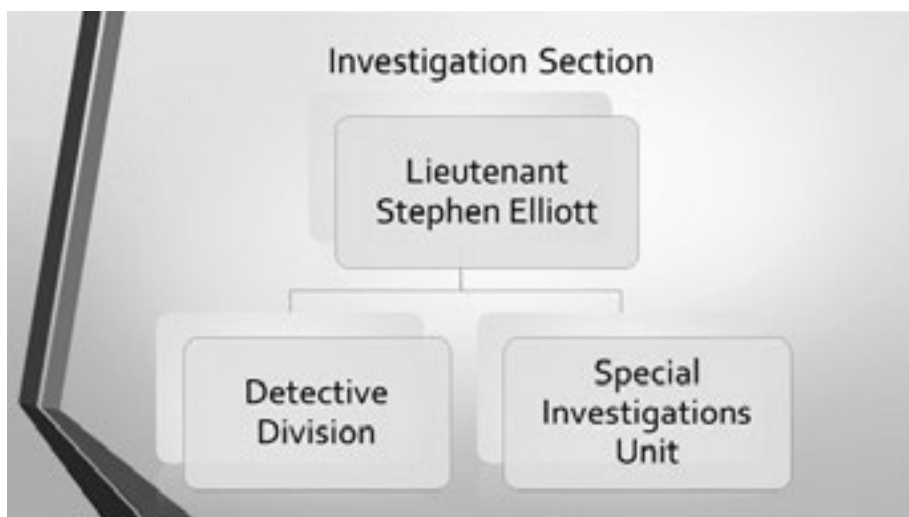
- Officers have specialized training for these types of investigations.
- Members include:
  - Master Sergeant Brian Leppard
  - Sergeant Jeffrey Ward
  - Sergeant Matthew Vose
  - Sergeant Timothy Wilk
  - Detective James Armack
  - Officer Ryan Lair
  - Officer Neal Ayotte
  - Officer Chad Michaud
  - Officer Thomas Atterrato
  - Officer Christopher Lamarre
  - Officer Hannah Turci

## **K9 Unit:**

- K-9 Officers work within the patrol division
- Provide other duties to the department, including:
  - Tracking
  - Missing person recovery
  - Drug detection
- Members include:
  - Sergeant Stephen Salerno & K9 Lou
  - Officer Neal Ayotte & K9 Tank
  - Officer Melvin Emond & K9 Kira (Retired June 2021)

## **Special Response Vehicles**

- The Southington Police Department has the availability of the following special response vehicles:
  - Motorcycle Patrol
  - Bicycle Patrol
  - ATV Patrol
  - T-3 Patrol (Segway type vehicle)
  - Emergency Command Vehicle
- The department has trained personnel to operate these specialty vehicles
- Vehicles are used to assist in response to critical incidents, as well as to enhance our community policing efforts throughout the Town of Southington.



### Investigation Section Summary

#### Detective Bureau

The Detective Bureau is responsible for the thorough investigation of all major crimes that occur within the Town of Southington. Major crimes include homicides, suicides and other death investigations, felony assaults, sexual assaults, robberies, burglaries, felony larcenies and frauds, and illegal drug possession/sale cases. Detective Bureau members work closely with other local, state and federal law enforcement agencies, the State's Attorney's Office and the Forensic Science Laboratory for the Department of Emergency Services and Public Protection. The bureau is also responsible for the timely processing of hundreds of pistol permit applications that are submitted annually and the monitoring of all registered sex offenders residing in town. All members of the Detective Bureau have received specialized training in the various disciplines in conducting criminal investigations and are strongly committed to their profession.

#### Detective Bureau statistics:

- Assigned Investigations/Incidents - 909
- Homicides – zero (0)
- Suicides – eight (8)
- Commercial Robberies – six (6)
  - Commercial – four (4)
  - Person – one (1)
  - Bank – one (1)
- Child pornography investigations – five (5)
- Sex Assaults – twenty-eight (28)

- Adult – eight (8)
  - Juvenile – twenty (20)
- Sex Offender Registry – forty-two (42)
- Deadly Weapon Registry – five (5)
- Numerous commercial and vehicle burglary arrests made through DNA evidence
- Video Evidence Processing Requests – forty-seven (47)
- Notable Investigations
  - Arrest made for the multiple shootings which included 7 residences and businesses within the Town of Southington and also other locations across the State of Connecticut including the State Capital.
  - The organized retail theft investigation resulted in the seizure of over 350 stolen items with an estimated value of over \$100,000.
  - Arrests made in child pornography cases

## Joint Programs/Trainings

- *Fire & Arson Investigations* – Investigator completed a State of Connecticut Fire Investigator training program. A collaboration between Police and Fire Departments to investigate arson and suspicious fires.
- *Internet Crimes Against Children (ICAC)* – A program to investigate child pornography and child exploitation crimes.
- *National Missing and Unidentified Persons System (NamUS)* – Investigator assigned as a liaison to the investigations of missing and unidentified persons.
- *Connecticut Sex Offender Registry* – Investigator assigned to monitor all sex offenders in Southington and investigate any violations of sex offender regulations.
- *The Connecticut Intelligence Center (CTIC)* – Investigator assigned as the Intelligence Liaison Officer (ILO) responsible for reviewing and disseminating criminal and terrorism information.
- *Connecticut Deadly Weapon Offender Registry (DWOR)* – Investigator assigned to monitor all Southington residents convicted of crimes involving the use of deadly weapons.
- *Central Connecticut Multidisciplinary Team* – Investigator assigned to collaborate with the State's Attorney's Office, Department of Children and Families, mental health agencies and child advocacy centers on investigations involving child sexual abuse, child abuse and severe neglect.
- *Mobile Device & Video Forensics* – Investigator received specialized training in video and mobile device forensics to support ongoing criminal investigations.

## Social Media Campaigns

- Motor vehicle thefts/burglaries
  - Educate the public on target hardening:
    - Parking your vehicle in a well-lit area
    - Locking your vehicle
    - Keeping property within your vehicle out of plain sight
    - Leaving nothing of value in your vehicle when parked and unoccupied
- Identity Theft & Fraud related crimes
  - Victimized through the internet

- Taking steps to protect personal identifying information:
  - Social security numbers
  - Dates of birth
  - Bank information
- Developing methods to identify suspects when possible
- Perpetrators are often operating out of other countries

## **Special Investigations Unit**

- Two detectives assigned to the unit
- Responsible for the investigation of drug-related activity
- Pistol permit applications and processing
- Background Investigations (pre-employment)
  - Overdose Investigations – thirty-seven (37)
  - Overdoes-related deaths – seven (7)
  - Pistol Permits Processed – one thousand sixty-eight (1,068)
  - Background investigations (pre-employment) – thirty-nine (39)



## **Administrative Section Summary**

The Administrative section is tasked with handling all administrative tasks within the Southington Police Department. These tasks include, but are not limited to, budget preparation, presentation, and monitoring, State and Federal mandated reporting such as the use of force and pursuits. The Administrative Services section provides global support to all sections/areas of the Southington Police Department. Professional Standards and quality control also fall under the Administrative Services Section.



The fundamental goal of the Administrative Services Section is that of continuous improvement and how it relates to the overall performance, quality of services delivered and the quality control of a given service or operation of the Southington Police Department.

The Southington Police Department is currently involved in the State Accreditation program process. This program is designed to enhance Police Services through the use of general orders and directives. These general orders and directives create a series of best practices for the organization, ensuring consistency and a more efficient means of providing services to the Southington Community. The goal for Fiscal Year 2021-2022 will be to achieve Tier 2 Accreditation. Tier 1 Accreditation was achieved in Fiscal Year 2016-2017.

The Administrative Section managed and completed several projects during the 2020-2021 fiscal year. These projects along with the daily support functions carried out by the division's members allow the department to continue to provide the patrol division and the detective bureau the tools necessary to provide our citizens with the best possible police services.

## **Crime Prevention**

Provides business owners, residents and visitors of Southington various programs to improve the quality of life within the Town of Southington. This division is currently run by Officer Christopher LaPorte. Programs include:

- STEPS Coalition Initiatives
  - Vaping/smoking education within the elementary schools
  - Merchant education on liquor and tobacco laws
- Neighborhood Watch Program
  - Residents assisting with detection of suspicious activity during overnight hours
  - Held monthly meetings to discuss questions/concerns
- Child Safety Seat Program
  - Assist residents with proper installation of child safety seats
  - Seek grants to provide residents with child safety seats
  - Checked/installed thirty-two (32) child safety seats
  - No large scale events held this year due to pandemic
- Police Cadets (Explorer Program)
  - Worksite-based program for young men and women between the ages 14-21
  - Special events and monthly meetings to become active within the community
  - Learn more about the law enforcement profession
  - No large scale events due to the pandemic
- Diversity Training
  - Provided education to middle school staff and students on unbiased policing
  - Open forum to answer questions/concerns
- Citizen Welfare
  - Officer conduct periodic checks on the homeless and elderly within the community
  - Work closely with community services and Bread for Life
- School Safety

- Worked in conjunction with the school district to develop and implement safety protocols and procedures for critical incidents
- Introduced lockdown and secure school drills for all school levels
- Provided training to school staff in security procedures
- Access to Community Room
  - Scheduled meetings, trainings and other community functions within the community room of the police department
- Community Policing
  - Officers are active on the trail and within the community to be accessible to the public and answer any questions, comments or complaints
- ACT on It Campaign
  - In conjunction with the Central Business Alliance, Town Council, Chamber of Commerce and local businesses
  - Designed to curb vandalism and suspicious activity through anonymous tips
  - Provides anonymous phone number and email report lines

Additional programs include:

School Visitations  
SRO for the Middle and Elementary Schools  
Tours of Headquarters (by appointment)  
Rollover Simulator (Statewide coordinator)  
Internet Safety  
Child ID Kits  
File of Life  
Texting/Driving program  
Block-Watch Programs  
Community Room Availability/scheduling  
College Internships  
CERT- Community Emergency Response Team  
Homeland Security/Emergency Preparedness  
Shop with a Cop  
Active Shooter Training

Senior Citizen Crime Prevention Programs  
Security Surveys and CPED  
Bicycle Safety  
Citizen ride-Along  
Active Shooter Training  
Child Bullying  
K-9 Visitations/Demonstrations  
Bicycle/T3 Patrols  
Child Safe Gunlocks  
Fatal Vision Goggles  
Business Crime Prevention  
Women's Self Defense/Crime Prevention  
Stuff a Cruiser  
Seatbelt Convincer (statewide coordinator)

Service on local boards include:

- Youth Advisory Board
- Juvenile Review Board
- Southington Hunger Committee
- Youth Committee of the United Way
- Central Business Alliance
- Teen Life Committee at Southington High School
- Special Needs Committee
- Drug Task Force
- Southington SOS
- STEPS
- Senior Committee of the United Way

- Truancy Committee
- Stake Holders
- YMCA
- Liaison to several group homes in Town

## **School Resource Officer**

School Resource Officer James Valentine had a successful year working with the Southington High School Staff and the students. The School Resource Officer program continues to be an effective program. The ability to have a police officer available to assist with teaching, providing guidance and enforcement action strengthens the fact a police officer can do more than just make arrests. This program continues to be strongly supported by the School Administration and the Board of Education. Additionally, when schooling was changed to distance learning due to the COVID-19 pandemic, the Police Academy also went to distance learning for much of the training. Officer Valentine, who is also a Field Training Officer assisted the three officers from our department that were in the academy with completing their training.

## **Information Technology**

The Southington Police Department Information Technology area continues to maintain the latest in mobile technology. The Information Technology Administrator, Anthony DeFelice, is tasked with the managing and maintaining all technology equipment, processes, and programs for the Southington Police Department. This covers both internal and external systems within the department.

- Upgraded Telestaff Scheduling System to Version 6.8.10
  - Expanded Rules and continued maintenance
  - Deployed a Test Environment (server)
- Migrated the following servers to a virtual environment (Completed by CT Comp):
  - Telestaff
  - Domain Controllers
  - Netmotion VPN
  - Email
  - NICE Voice Recording
  - File Server
- Installed new switches, cabling and firewall (Completed by CT Comp)
- Launched a new Website and Updated Social Media Platforms
  - Instagram, Facebook, Twitter
  - Launched a scheduling program for Fingerprinting
- Completed Network Security Assessment (Performed by ADNET)
  - Worked with ADNET to provide documentation and access to network in order to perform their assessment.
- Encrypted HDD's on Cruiser MDT's and Department Laptops
  - Configured BitLocker and set boot up pin at startup
- Firewall replacement (Performed by CT Comp)
  - Coordinated with CT Comp, scheduled down time and tested.
- SharePoint upgrade.

- Worked with CT Comp, moved SharePoint off Server 2012 R2 onto Server 2019 and upgraded SharePoint to the 2019 platform.
- Upgraded Server Backups to VEAM Backup
  - All VM's and Physical servers are being backed up using VEAM
- Upgraded AXON Body Camera systems to the Axon Body 3 Camera System
- Worked with State of CT to replace Cogent Livescan machine to the IDEMIA Livescan.

## Training

This area is staffed by Officer Ken Kizilski and involves the assigning, researching and maintaining all departmental training and records. A summary of our training activities is listed below:

- Implemented a new training calendar and implemented the following mandated annual training programs:
- Department Training: The Southington Police Department implemented a newly created training calendar to allow for a visual overview of training requirements for the upcoming year.
- Implemented New Bean Bag Less Lethal Launcher program, including training/equipment
- Annual firearms training which includes handgun and patrol rifle
- Taser Recertification
- Tactical De Escalation
- Verbal De Escalation
- Human Trafficking
- Dagger Recertification
- Baton and Handcuffing
- Use of Force Training
- 23 officers attended Emergency Medical Recertification
- 23 officers Capital Region In-Service Recertification Programs
- 23 officers COLLECT Recertification

## Employee Development Training:

- Command Staff Leadership Training
- First Line Supervisor for our three newly appointed sergeants
- Two Officers received training in the operation of a police motorcycle
- Celebrite Computer Forensic Training
- Command Staff members attended John Bailey Legal Update
- Three Officers attended and graduated from the Capital Region SWAT School
- FTO/PTO Recruit Training Programs
- Car Seat Technician Recertification Training
- School Resource Officer Training
- Communication Center was trained in the Emergency Medical Dispatch Cachelight system which provides pre-arrival medical instructions.
- Animal Control Officers were trained in the Safe Capture Training System
- Assistant Animal Control Officer received training in Nuisance Wildlife response

## 1033 Military Equipment Program

- Point of Contact for the 1033 program.
- Maintain records for property that are secured through the 1033 Program.

## **Public Information**

- Media Releases disseminated approximately 51 media releases/mugshots regarding different cases and events during the year.
- Maintain the database of media releases and mug shots for arrests during the year.
- Processed 57 Freedom of Information Requests from the general public.

## **Field Training Program**

- Introduced the hybrid FTO/PTO program for new recruits
- Requires new recruits to complete Neighborhood Portfolio Exercise
  - Presented at the monthly staff meeting
  - Identify areas for improvement, conduct independent research and present proposed solutions
- Currently have ten (10) active Field Training Officers with nine (9) PTO trained

## **Traffic Division**

- Staffed by Officer David Schneider
- Responsible for all traffic related issues within the Town of Southington.
- Responsible for managing and maintaining the following:
  - Traffic Signs and Markings (to meet all federal standards).
  - Southington Police Department Vehicle Fleet Management.
  - Manage and coordinate the changeover to the new style 2020 Ford Police Vehicles.
  - Tow Truck Service Registration, Inspection, and Compliance.
  - Site Plan Reviews and Suggestions.
  - Traffic Studies and Reviews.
  - School Crossing Guard Training.
  - Special Traffic Events (example: motorcycle runs).
- Conducted five (5) Traffic Studies and two (2) Site-Line Reviews within the Town of Southington.
- Speed enforcement
  - Digital Speed Signs - Two Illuminated digital Speed Signs (obtained June 2021 at no cost). One installed on Marion Avenue. 2nd will be installed on Bellevue Avenue.
  - Speed trailer and digital speed sign maintained and implemented in several locations during the year on various roads in town.
- Police Fleet
  - Ford \$750 credit program.
    - Credit was given due to the delay in production of the 2020 Police Explorers.
    - Credit used to purchase Coils & Spark Plugs.
  - Four 2020 Ford Explorer Police Utility Patrol Vehicles added to fleet.
- Site Line Issue
  - Savage Street and Blue Hills Drive

- Continued ongoing issue West Street and Prospect Street
- Signs
  - Installed and maintained over 200 signs within the Town
    - Designed the sign display on South End Road, northbound at intersection with Meriden Avenue.
- Plantsville Center
  - Assisted engineers, providing input on traffic issues and needed signage for Plantsville Center renovations
- Outbuilding Parking Area
  - Worked with Town Engineers to design and create a larger, more efficient parking
    - Construction has begun June 2021 and near completion
- COVID-19 support
  - Assisted with pickup and delivery of supplies and signs
  - Designed and coordinated the mask requirement window signs of PD

## **Court Liaison**

- Maintains all evidence and property for the Southington Police Department
- Main conduit between the Police Department and the Judicial System
- Quality control of all paperwork that is being submitted to the court
- Due to the COVID-19 pandemic Sergeant Jeff Dobratz had the additional duty of keeping the members of the Southington Police Department up to date on the constantly changing procedures involving court procedures and changes in the submittal of paperwork and evidence.

## **Records**

- Staffed by four (4) civilians
- Maintains files and retains all police department reports, documents, and investigations.
- The main point of contact for the people or companies looking for copies of police documents
- Process permits for alarms, raffles and vendors
- Completed three (3) parking appeals

## **Capital Projects**

- PD Roof replacement. – Included pitched roof, flat roof and HVAC duct replacement
- Conduit installed for a chiller
- Oil tank removal from northwest parking lot
- Sewer clean out
- Replacement of generator

The information above is designed to provide a snapshot of what the Administrative Services Section carries out every year.

The resources listed above provide the Southington Police Department with the ability to respond to calls for service and to deliver Law Enforcement services to the community. The Southington

# Southington Police Department Annual Report | 2021

Police Department is responsible for approximately 36.9 square miles and 238.55 miles of roadway (Town roadway 207 and State 31.55). The department is responsible for keeping our roadways and community safe to enhance the quality of life for our residents and businesses.

Traditional police services displayed a number of improvements. The Southington Police Department participates in the National Incident Based Reporting System (NIBRS), which provides consistent offense reporting nationwide. This type of consistency allows for an effective way to view crimes and the impact they have on communities from both a Town, City and National perspective. The NIBRS related information in this report does not contain the finalized State of Connecticut NIBRS fiscal year information as it has not been released.

The Southington Police Department will continue to use data, community information and feedback as we review current and future police services throughout the community. The Southington Police Department fully understands the value of community feedback and interaction as it relates to successful police and community interactions.

The Southington Police Department will continue to be a full-service department with its primary mission of First Responders to both emergency and non-emergency calls for service within the Town of Southington.

The information contained on the subsequent pages of this report will provide a snapshot of Police Activity and services that were provided during Fiscal Year 2020-2021.

<b>Incident Summary</b>	<b>2019-2020</b>	<b>2020-2021</b>
Operational Service Events	34,691	38,632
Investigative CAD Reports	11,398	11,021
Investigative Reports	9,295	8,486

## NIBRS Offense Reporting Part A

Offense Description	2020	2021
Aggravated Assault	8	6
All other Larceny	109	136
Animal Cruelty	4	1
Arson	1	1
Burglary/Breaking and Entering	116	94
Counterfeiting/Forgery	25	28
Credit Card/Automatic Teller Machine Fraud	35	30
Destruction/Damage/Vandalism of Property	181	214
Drug Equipment Violations	28	12
Drug Narcotic Violations	81	40
Embezzlement	8	3
Extortion/Blackmail	2	5
False Pretenses/Swindle/Confidence Game	53	48
Forcible Fondling	5	11
Forcible Rape	5	6
Forcible Sodomy	2	1
Hacking/Computer	2	1
Human Trafficking, Commercial Sex Acts	0	1
Identity Theft	63	45
Impersonation	7	8
Intimidation	101	80
Negligent Manslaughter	2	0
Pocket-Picking	1	1
Pornography Obscene Material	1	1
Prostitution	0	1
Purse-Snatching	1	4
Robbery	6	8
Sexual Assault with an Object	0	1
Shoplifting	162	162
Simple Assault	142	108
Statutory Rape	0	4
Stolen Property Offenses	2	3
Theft From Building	79	50
Theft From Vehicle	179	335
Theft of MV Parts or Accessories	4	48
Weapon Law Violations	3	5
Wire Fraud	11	9
<b>Total</b>	<b>1,429</b>	<b>1,511</b>

## NIBRS Offense Reporting Part A

Offense Category	2020	2021
Crime Against Person	265	218
Crime Against Property	1,047	1,233
Crime Against Society	117	60
<b>Total</b>	<b>1,429</b>	<b>1,511</b>

## OUI Arrests

Charge Description	2020	2021
14-227a - OP UN INFLUENCE	70	48
14-227a(2nd) - OP UN INFLUENCE	5	2
14-227k(a)(2) - ILL OP WO IID		1
<b>Total</b>	<b>75</b>	<b>51</b>



## General Investigations

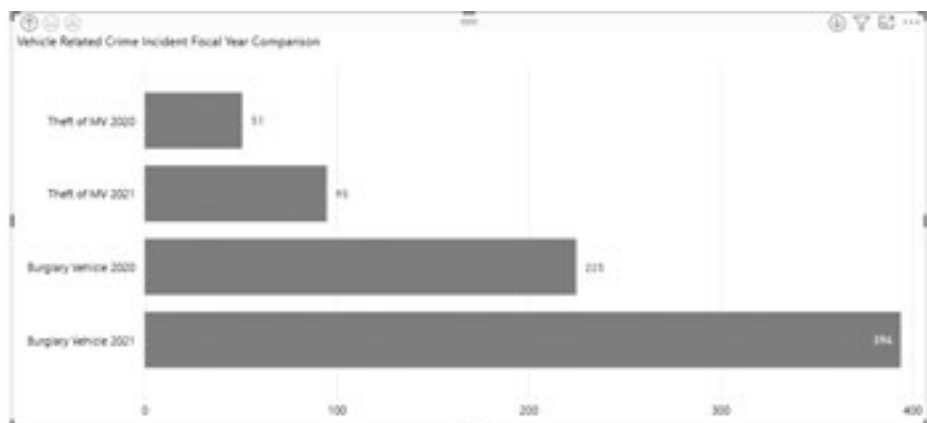
Actual Call Type Category	2020	2021
Alarms	1,893	1,540
Animal Control	1,201	1,006
Computer Crime	1	3
Domestic Violence	125	124
Drug and Alcohol Related	116	68
Family Dispute	174	206
JUVENILE ISSUES	137	143
Medical	2,878	3,204
Medical EDP	255	278
Missing Person	45	46
MVA Private Property	404	352
Overdose	51	37
Overdose-Death	14	7
Parking Violation	323	216
Public Hazard	853	1,015
Registered Sex Offender	4	7
Suicide-Attempt	12	6
Suicide-Death	4	8
Theft Related	185	196
Theft Shoplifting	184	177
Town Ordinance	44	72
Trespassing	84	74
Untimely Death	56	57
Vandalism	103	123
Violation Court Order	53	84
<b>Total</b>	<b>9,199</b>	<b>9,131</b>

## Community Services

Actual Call Type Category	2020	2021
ATV Patrol	48	8
Community Outreach	344	225
Crossing Guard Detail	29	24
CVOID-19	6	21
Internship	10	
Juvenile Review Board	2	
Person Fingerprinted	413	146
Pistol Permit	259	1,068
Registered Sex Offender	4	7
School Safety	1	3
SRO	161	82
Town Ordinance	44	72
Traffic Directed Patrol	326	608
Traffic Division	791	727
Youth Program		7
<b>Total</b>	<b>2,438</b>	<b>3,078</b>

## Motor Vehicle Crash Investigations

Trafficway Class	2020	2021
Non-Trafficway	5	6
Parking Lot	13	18
Trafficway, Not on Road	22	38
Trafficway, On Road	824	823
Unknown		1
<b>Total</b>	<b>864</b>	<b>886</b>



## Southington Police Department Receipts for Fiscal Year 2020-2021

Receipt Type	Total	Amount
Burglar Alarm Permits...	65	\$400.00
Pistol Permits (Incl. To Sell)	1060	\$100,885.00
Pinball or Pool Table Permits...	0	\$0.00
Raffles or Bazaars...	2	\$100.00
Vendor Permits...	29	\$1,900.00
Vendor & Precious Metal App. Fee...	44	\$880.00
Fees for Accident Reports (Copies & Photos)		\$7,471.50
Burglar Alarm Tag Fees		\$0.00
Record Checks...		\$60.00
Parking Tag Fees...		\$315.00
Precious Metal Permits...		\$40.00
Pawn Broker AND 2nd Hand Dealer...		\$300.00
<b>Subtotal</b>		<b>\$112,351.50</b>
Miscellaneous Revenue; amount received by the Town of Southington		\$32,630.86
From CIRMA for Workers Compensation for the police department		
<b>Revenue Total</b>		<b>\$144,982.36</b>

### Southington Police Department Annual Report Conclusion

This report provides just a snapshot of outstanding work being done by the men and women of the Southington Police Department. It is through the collective hard work of everyone in the organization that we continue to deliver a full service approach to the residents of Southington and the Southington Community.

#### The Southington Police Department Goals for Fiscal Year 2021-2022:

- Review our current community involvement and quality of life issues within the Town Southington and make any necessary organizational adjustments
- Continue to manage and adjust to the changes in the Law Enforcement profession.
- Navigate the current COVID-19 Pandemic as it relates to delivering Police Services to the Southington Community
- Continue to improve Communications within the whole organization.
- Maintain focus on Employee Development
- Reduce the frequency and opportunities for motor vehicle thefts and vehicle burglaries.
- Improve our use of technology to become more efficient in our delivery of services and organizational performance.

The basic foundation of the Southington Police Department is a continuous improvement while learning from both our successes and our failures.

As in the past, many letters received from merchants and citizens from Southington and other towns expressing their appreciation for services rendered, whether routine or above and beyond the call of duty, have been very gratifying. The Southington Police Department appreciates any feedback from the public in our continued effort to better serve the community. The Southington Police Department is continually involved in a pattern of improving and otherwise doing its best to achieve peak performance and service.

It is an exciting and challenging time, and we wish to invite the people of Southington to share in our enthusiasm. The Board of Police Commissioners also wishes to thank the people of Southington for their continued cooperation with the Board of Police Commissioners and the members of the Southington Police Department. Our police force is second to none in the State of Connecticut and appreciates the continued support for the cost efficient, and smooth operation of the Department. Only by cooperation and open communication can we provide the best possible law enforcement to keep Southington a safe and peaceful community.

Yours very truly

*James Verderame*

Chairman James Verderame  
Board of Police Commissioners

COMMISSIONERS:  
MICHAEL J. FASULO  
Chairman

MICHAEL T. DEFEQ  
Vice Chairman

ROBERT E. GALATI  
JOSEPH MICELI  
JULIE PORTFOLIO



DAVID A. LAPREAY  
Director of Recreation

ANNETTE S. TURNQUIST  
Town Engineer

PATRICIA BERARDINELLI  
Recording Secretary

## Town of Southington Parks & Recreation Board

### ***Annual Report of the Recreation Department*** **Fiscal Year 2020-2021**

Fiscal year 2020-21 was another challenging year due to COVID-19 but overall, things went well for those programs and events we were able to offer to the community. From Sports, the Arts, Passive Recreation, Special Events and Educational Classes, there was a little bit of everything to meet the recreational needs of the community. With two full-time employees, 80+ part-time/seasonal staff and hundreds of volunteers all working together, we strive to offer the best recreational experience possible.

The Recreation Department sponsors all of the youth leagues in Southington. These include Baseball, Youth Wrestling, Girls Softball, Football (along with Cheerleading and Flag Divisions), Boys and Girls Basketball, Lacrosse and Soccer. The hundreds of volunteers in each league provide an excellent learning experience in sportsmanship and teamwork to all those that partake.

Due to the pandemic there were several programs we were unable to run but registration turnouts continued to be steady for the following programs we were able to offer this fiscal year: Fall Softball for men and women, Yoga, Zumba, Swim Lessons, Adult Fitness, Water, Dog Obedience, Martial Arts, Spring/Fall Tennis programs, Track & Field Camp, Safe Boating Course and several Educational programs that included STEAM Camp, Jr. Physics, Chemistry and Engineering. Several programs had to be altered or canceled due to the COVID-19 pandemic. One of our biggest programs, Playground Summer Camp was able to return after taking last year off and was a huge success as was our special needs summer camp, Camp RISE. Our Music on the Green program returned this summer with a 9-week schedule and the crowd turnout each week was amazing. The extremely popular Summer Youth Theater program returned to its normal schedule with 3 amazing shows performed by a talented group of youngsters. All in all, the programs offered were a success and all formatted to be offered in safe manner for all participants.

The two community pools (Rec Pool and Memorial Pool) opened in the early part of the summer with no restrictions. Patrons flocked to the pools throughout the entire summer until pools were closed for the year in the early part of September.

The Community Pavilion at Recreation Park continues to be a popular rental facility with many private parties and functions taking place there, as were the other smaller pavilions and picnic areas within our parks. All events can be booked, and permits obtained, through the Recreation Department.

COMMISSIONERS:  
MICHAEL J. FASULO  
Chairman

MICHAEL T. DEFEO  
Vice Chairman

ROBERT E. GALATI  
JOSEPH MICELI  
JULIE PORTFOLIO



DAVID A. LAPREAY  
Director of Recreation

ANNETTE S. TURNQUIST  
Town Engineer

PATRICIA BERARDINELLI  
Recording Secretary

## Town of Southington Parks & Recreation Board

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The department also offers special programs and events to the community. This year we offered a free Kids Series program (entertainment acts) that ran for 5 weeks this summer (normally an 8-week program but due to COVID was cut back) at Recreation Park on Tuesday evening. Unfortunately, the annual Touch a Truck event, which is co-sponsored with American Legion Auxiliary Unit 72 group, had to be cancelled once again due to the pandemic. The Recreation Department also does co-sponsors two holiday community events, Halloween in the Village (organized by the Village of Plantsville Association) and the annual White Christmas in the Community (organized by the Downtown Merchants of Southington and the Village of Plantsville Association) that takes place in the downtown areas of Southington and Plantsville on the first Friday in December each year. Unfortunately, both of those had to be cancelled but we look forward to bringing those back in the future when it is safe to do so.

Passive Recreation enthusiasts can frequent one of our beautiful parks, walk/bike/jog the miles of the linear trail, take a walk at one of Southington's many open space areas or enjoy a day at Crescent Lake which is a beautiful and serene area in the northeast area of town that offers hiking trails, fishing, boating or plain passive enjoyment.

The Board of Park Commissioners consists of five members: Michael J. Fasulo, Chairman, Michael T. DeFeo, Vice Chairman, Robert E. Galati, Joseph Miceli and Julie Portfolio. The Recreation Department consists of David A. Lapreay, Director of Recreation and Julia Berardinelli, Secretary.

We thank the Town Council and Board of Finance for providing the funds to operate the department. We also thank Mr. Mark Sciota, Town Manager, for his guidance and support throughout the year on many town matters.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "David A. Lapreay".

David A. Lapreay  
Director of Recreation



# Town of Southington

## Tax Collector's Office

75 Main Street – P.O. Box 579

Southington, CT 06489

Telephone: (860)-276-6259

Facsimile: (860)-276-6265

Teresa M. Babon

Director of Assessment & Revenue

Jill Fragola

Deputy Tax Collector

### Annual Report of the Southington Tax Collector

July 2020 – June 2021

The Tax Office staff is comprised of four team members: Jill Fragola, Debra Maffioli, Roxanne Avitabile and Mandy Taylor, all hard working, dedicated individuals, responsible for collecting approximately 84% of the amount necessary to keep the town funded on an annual basis.

The three types of property tax revenues that this office collects are Real Estate, Motor Vehicle and Personal Property. In summary, the Fiscal Year 2020-2021 (October 1, 2019 Grand List), Southington property tax billings were as follows:

Category	# of Accounts	Billed Revenue
Real Estate	17,695	\$106,363,995
Motor Vehicle	43,452	\$ 11,613,388
Personal Property	<u>2,268</u>	<u>\$ 8,833,481</u>
	63,415	\$126,810,864

The taxes are based on the assessed property values (defined as 70% of market value) multiplied by the annual budgeted "mill rate" expressed in thousandths of a dollar. The current mill rate is 30.63 which indicates \$30.63 of tax due for every \$1,000 of assessed value.

The Tax Collector's office is responsible for collecting all monies due the town on the current and delinquent Grand Lists in the form of taxes, interest and fees. Once the money has been balanced and deposited, it is reconciled with the Finance Department by the 10<sup>th</sup> of every month as specified in Sec. 12-147 of the Connecticut State Statutes. All collections require daily, monthly, quarterly and annual reconciliation and reporting.

Attached is the report of property tax collection for the fiscal year ending June 30, 2021.

Respectfully submitted,

Teresa M. Babon, CCMC

Director of Assessment & Revenue



# Town of SOUTHTON, Connecticut

Kathy Larkin Town Clerk and Registrar of Vital Statistics

## Annual Report of the Town Clerk

2020 – 2021

This fiscal year we continued to deal with the effects of COVID but that did not slow the sale of homes within the town. The market stayed very strong and as a result, the Town Clerks office experienced a 44%\* increase in net revenues collected over last fiscal year.

≈ Total of all fees collected for this fiscal year - \$2,968,123.87

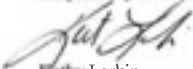
≈ Net bottom line contribution after disbursement of local and state fee - \$2,030,692.87\*

Again, another Document Preservation Grant was used to scan land record pages. The scanned pages were uploaded to our indexing system increasing the information available on-line. The images now go back to 1987 and will be an ongoing project.

The 2020 August Primary and November Presidential Election proved to be much more challenging than usual. Due to COVID the State of Connecticut mailed absentee ballot applications to all eligible voters allowing them to vote by absentee ballot instead of appearing at the polls in person. For the 2020 primary there were 3,943 absentee ballots issued versus 215 issued ballots in 2016. The November Presidential election had a 415 % increase in ballots issued over the 2016 Presidential election. The Town Clerk staff, along with additional people hired to assist, processed over 9,100 absentee ballots for the November election. It was a tedious, detailed and orchestrated process but all went smoothly.

There were many hurdles this past year and I want to thank the entire staff for their daily efforts and hard work that keeps this very busy office with many varied duties moving forward. The Town Clerk Team consists of Sandra Brunoli, Deputy Town Clerk; Lisa Secondo, Assistant to the Town Clerk; Kim Brayall, Assistant Clerk who has taken the position of Executive Assistant to the Town Manager. Rachel Post moved up to the Assistant Clerk position and Deborah Uterstaedt joins the team as Office Assistant.

Respectfully submitted,



Kathy Larkin  
Town Clerk

75 Main Street • P.O. Box 152 • Southington, Connecticut 06489  
(860) 276-6211 • Fax (860) 276-6229 • Email: [larkink@southington.org](mailto:larkink@southington.org)



# Town of SOUTHTINGTON, Connecticut

Kathy Larkin Town Clerk and Registrar of Vital Statistics

## ANNUAL REPORT OF THE TOWN CLERK JULY 1, 2020 -JUNE 30, 2021

LAND RECORD DOCUMENTS ( 49,548 PGS. 47 VOLS)	10,341	<b><u>VITAL STATISTICS</u></b>	
TOWN COUNCIL MINUTES - PAGES RECORDED	1,349		
LIQUOR PERMITS FILED	51	BIRTHS-SOUTHTINGTON RESIDENTS	370
VETERANS DISCHARGES RECORDED	30	MARRIAGE LICENSES ISSUED	252
TRADE NAMES FILED	114	RESIDENT DEATHS	561
MAPS FILED	59	BURIAL PERMITS ISSUED	478
SPORTS LICENSES & TAGS	335		
DOG LICENSES ISSUED	2,452		
DOG-KENNEL LICENSES ISSUED	1		

### **RECEIPTS-FEES OF TOWN CLERKS OFFICE**

RECORDING DOCUMENTS-LAND RECORDS	\$250,887.00
CONVEYANCE TAX	\$1,644,897.12
HISTORIC PRESERVATION FEES	\$54,250.00
FARMLAND PRESERVATION FEE	\$217,000.00
MISCELLANEOUS FILING, COPIES ETC.	\$64,333.25
VITAL STATISTIC COPIES	\$65,145.00
MARRIAGE LICENSE FEES	\$8,350.00
SPORT LICENSES & TAGS	\$7,376.00
DOG LICENSES	\$21,661.50
NOMINEE (MERS) FEES	\$634,224.00

### **GRAND TOTAL-FEES COLLECTED**

**\$2,968,123.87**

PAID TO STATE FOR MARRIAGE LICENSE SURCHARGE	\$5,678.00
PAID TO STATE FOR SPORT LICENSES & TAGS	\$7,041.00
PAID TO TOWN FOR DOG ACCOUNT	\$19,238.00
PAID TO STATE FOR HISTORIC PRESERVATION FEE	\$43,400.00
PAID TO TOWN FOR HISTORIC PRESERVATION FEE	\$10,850.00
PAID TO STATE FOR FARMLAND PRES FEE	\$195,300.00
PAID TO TOWN FOR FARMLAND PRES FEE	\$21,700.00
PAID TO STATE FOR NOMINEE (MERS) FEES	\$469,080.00
PAID TO TOWN FOR NOMINEE (MERS) FEES	\$165,144.00

### **TOTAL FEES DEDUCTED**

**\$937,431.00**

### **NET TOTAL**

**\$2,030,692.87**

  
KATHY LARKIN, CMC



BOARD OF WATER COMMISSIONERS  
Erika Poreck, PRESIDENT  
Robert M. Berkmoos, VICE PRESIDENT  
Ralph Warner, SECRETARY & TREASURER  
Thomas J. Murphy  
Rudy Cabata  
Ron Lamotteux



Douglas R. Arndt, SUPERINTENDENT  
Albert T. Fiorillo, ASSISTANT SUPERINTENDENT  
Maria Nason, OFFICE SUPERVISOR  
605 West Queen Street  
P. O. Box 111  
Southington, CT 06489-0111  
(860) 628-5595 • Fax (860) 621-0491

November 9, 2021

Mr. Mark Sciota, Town Manager  
Town of Southington  
75 Main St  
Southington, CT 06489

Dear Mr. Sciota,

Attached is the Annual Report of the Board of Water Commissioners for the year ending June 30, 2021.

Sincerely,

Albert T. Fiorillo  
Assistant Superintendent



**ONE HUNDRED 10<sup>TH</sup> ANNUAL REPORT  
OF THE  
BOARD OF WATER COMMISSIONERS  
FOR THE YEAR ENDING JUNE 30, 2021**

## BOARD OF WATER COMMISSIONERS

The Board is organized as follows:

Erika Pocock, President	Term expires November 2023
Robert Berkmoes, Vice President	Term expires November 2023
Ralph Warner, Secretary & Treasurer	Term expires November 2021
Thomas J. Murphy	Term expires November 2021
Rudy Cabata	Term expires November 2021
Ron Lamoreux	Term expires November 2023

Respectfully Submitted,

SOUTHINGTON WATER DEPARTMENT



Albert T. Fiorillo  
Assistant Superintendent

**PLANT ADDITIONS**  
**2020-2021**

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The following additions to the plant were made during the year:

Miscellaneous Tangible Plant	\$	
Land & Land Rights	\$	
Structures & Improvements	\$	15,612.30
Collect & Impound Reservoirs	\$	201,337.89
Wells & Springs	\$	2,215,087.41
Distribution Mains and Accessories	\$	73,273.82
Standpipes/Storage Tanks	\$	3,589,501.29
Meters & Installations	\$	137,251.95
Hydrants	\$	39,535.71
Pumping Equipment	\$	90,998.53
Treatment Equipment	\$	54,328.51
Office Furniture & Equipment	\$	
Computer	\$	6,040.00
Communications Equipment	\$	
Tools & Work Equipment	\$	7,790.96
Laboratory Equipment	\$	
Transportation Equipment	\$	74,697.10
Power Equipment	\$	
Miscellaneous Equipment	\$	10,500.00
	\$	<hr/> 6,515,955.47

## **WATER SUPPLIES**

The Southington Board of Water Commissioners continues to reference an extensive Capital Improvement Plan (CIP) for its water system. The purpose of this plan is to identify and prioritize infrastructure improvements focusing on buried infrastructure, storage tanks, pumping stations, additional water supply sources and treatment facilities.

### **Major capital improvements and planning that occurred during this year include:**

Well #2A, a new water supply well located in the southern portion of Town, has been completed and is producing water for our distribution system.

The construction of a two-million-gallon concrete water storage tank and communications tower has also been completed and is currently on-line.

The design of a new production well (Well #10) located in the northeast section of town has begun. The Department anticipates the completion of this project by the end of 2022.

### **Major capital improvements and planning planned for FY2021-2022:**

The construction of Well #10 is scheduled to begin and will continue through the fiscal year with an anticipated completion by the end of 2022.

The Department plans to complete a manganese pilot study for Well #7A and Well #8. This will be the first step for the Department towards the construction of a treatment plant for the removal of manganese.

A Pressure Reducing Valve (PRV) Vault will be installed near the intersection of Laning Street and Flanders Road. This will allow the Department to provide reliable pressure to our customers in that area.

## ADDITIONS AND IMPROVEMENTS

A total of 0.39 miles of new mains were installed. Four (4) new hydrants were installed during the year. One hundred and thirty-five (135) new services were added during the year and five (5) services were retired. Four hundred (400) services remain inactive in the system for future use.

### Statistical

	<u>July 1911</u>	<u>June 30, 2021</u>
Miles of Main in use, 1" to 4"	10.885	6.28
Miles of Main in use, 6" to 16"	<u>10.542</u> 21.427	<u>205.47</u> 211.75
Estimated Population served-within Town	4,620	34,385
Estimated Population served-outside Town	-0-	357
Total Valves in use	189	3,711
Fire Hydrants, Public	90	1,496
Fire Lines, Private	-0-	243
Meters in Service	22	13,591
Active Services	986	13,831

## WATER CONSUMPTION

Rainfall for the period July 1, 2020, through June 30, 2021, totaled 46.91 inches.

The highest demand occurred August 14, 2020, when consumption reached 7,829,100 gallons.

Water consumption for the year:

From Reservoir	121,518,800 Gallons
From Well # 1A	201,868,300 Gallons
From Well # 2A	250,330,600 Gallons
From Well # 3	218,002,600 Gallons
From Well # 4	-0- Gallons
From Well # 5	-0- Gallons
From Well # 6	-0- Gallons
From Well # 7A	158,381,000 Gallons
From Well # 8	115,831,300 Gallons
From Well # 9	906,116,500 Gallons
Total Pumped From Wells	1,972,049,900 Gallons
Total Consumption	1,263,328,616 Gallons
Average Daily Consumption	3,461,174 Gallons



## **SOUTHTINGTON WATER POLLUTION CONTROL**

**999 Meriden-Waterbury Turnpike**

**Plantsville, CT 06479**

**Ph. 860-628-8530**

**Kiari Williams – Superintendent**

**[williamsk@southington.org](mailto:williamsk@southington.org)**

### **ANNUAL REPORT FISCAL YEAR 2020-2021**

#### **WASTEWATER TREATMENT FACILITY**

The Town of Southington operates and maintains the Southington Water Pollution Control Facility. This is an advanced wastewater treatment facility designed to treat an average wastewater flow of 7.4 million gallons per day with discharge limits for BOD, TSS, Nitrogen, and Phosphorus. Wastewater is conveyed to the treatment facility through approximately 140 miles of sewer pipe including 9 pump stations. Once treated, all flow is discharged into the Quinnipiac River. The Water Pollution Control Division has 9 full time employees responsible for the operations and maintenance of this system. Critical components are monitored and alarmed on a 24 hour/day 7 days/week basis.

Our mission is to maintain the highest quality of service to both the community and environment while providing continuous treatment of wastewater that meets or exceeds all regulatory requirements.

#### **CAPITAL PROJECTS**

Construction on the water pollution control facility phosphorus removal upgrade began on February 1, 2019. As of July 2021 the project reached approximately 97.4% completion. Key activities include the construction of the new Phosphorus Removal Building, demolition of existing equipment, and the installation of new equipment as it



arrives on-site. All six clarifiers have new operational equipment installed. The plant's headworks and primary clarifiers were covered for odor control purposes. The intermediate and final clarifiers have launder covers for odor control and algae prevention purposes.

The 100% design for the Plantsville Lift Station upgrade was completed in January 2021. The bid openings were held on April 1, 2021 and Kovacs Construction Company was awarded the construction contract. Construction is scheduled to be completed in Fiscal Year 2021-22.

The 60% design for the West Queen Street Lift Station upgrade was completed in April 2021. This project is scheduled to go to bid in Fiscal Year 2021-22.

## FEATURED ACCOMPLISHMENTS

- Treated over 1.624 billion gallons of wastewater.
- Lined over 56,000 feet of the wastewater collection system.
- Put CoMag Phosphorus Removal system online to meet new phosphorus discharge limits.

## ON-SITE MANAGEMENT

The Water Pollution Control Division is responsible for maintaining operations of the plant, collection system, and responding to constituent issues on a 24 hour basis. This year we responded to:

- 14 reports of possible sewer blockages (4 sewer main blockages)
- 43 plant alarms
- 7 pump stations alarms
- 1 collapsed sewer line
- 1 odor complaints
- 0 loose manhole cover

The facility treated an average daily flow of 4.45 million gallons per day.

The treated wastewater met all of the following discharge parameters:

### DAILY LIMIT

- BOD = 30.0 mg/L
- TSS = 30.0 mg/L
- TOTAL PHOSPHORUS = 0.7 mg/L

### DAILY AVERAGE

4.97 mg/L  
4.15 mg/L

0.55

### NUTRIENT CREDIT EXCHANGE INVOICE

- ANNUAL PERMIT LIMIT = 204 LBS/DAY      133 LBS = \$17,289

## **WATER POLLUTION CONTROL STAFF**

**SUPERINTENDENT – Kiari Williams**

**ADMINISTRATIVE ASSISTANT – Christina Stevens**

**FOREMAN – Steve Gregory**

**CHEMIST – Jane Bond**

**ELECTRICIAN – Dave Baillargeon**

**OPERATOR III – Michael Garrity**

**OPERATOR II – Robert Benigni, Walter Tumel, Thomas Bouchard**

**OPERATOR I – Mathew Lereau, Joseph Palumbo**

Respectfully Submitted

X 

Kiari Williams

# Southington Youth Services

196 North Main Street

Christina Simms  
Director

John Spurduti  
Counselor

Susan Williams  
Counselor

Megan Albanese  
Youth Prevention Coordinator



## **ANNUAL REPORT** **FY 2021**

The Youth Services Department has just completed its 46<sup>th</sup> year of operation. Responding to the needs of the community, we offer an ever-changing variety of services to youth and their families. Most of our programs fill up shortly after being announced and we often have waiting lists. This is a testament to the quality of our staff and programming, our ability to meet the needs of the public and our visibility within the community. This year our department was able to continue to adapt programs and services in a response to community needs as a result of the global pandemic. Throughout the year our services went from entirely “virtual” model to a hybrid and eventually a slow return to fully in person.

Southington Youth Services is located at the Municipal Center, 196 North Main Street. This office space not only houses Youth Services, but also Southington’s Town-wide Effort to Promote Success (STEPS), which is our community’s prevention coalition. The department is in the same building as the Southington Board of Education and this has proved to be very advantageous to us.

This year our state funding was administered and dispersed by the State Department of Children and Families. This funding is from a line item in the state budget. This year’s funding totaled \$23,645. In addition, we receive yearly Enhancement Grant Program funding this year that amount was increased to \$12,848, intended for Youth Service Bureau direct service projects and Juvenile Review Board and Truancy. Our staffing includes a Director, two Counselors and a Youth Prevention Coordinator. This year our funding was put on hold for our Prevention Coordinator so thanks to a partnership with the Board of Education, we were able to use the funding to offset full-time Prevention Coordinator with a temporary elimination of the Outreach Coordinator. This year as of November we were left with only one full-time position to lead the Southington Town-wide Effort to Promote Success Coalition.

### **Youth Services Programs**

#### **Therapeutic**

#### **Diversion**

#### **Education**

### **Community Programs**

### **Positive Youth Development** Council

Individual Counseling, Crisis Intervention, Group Counseling.

Juvenile Review Board, Truancy

Parent Information Series, Anti-racism in-service training, Substance abuse prevention training for 4<sup>th</sup> and 5<sup>th</sup> grade students

Youth Employment Training and Volunteer Service,

STEPS Advisory Board, Hope and Support Group, Summer Art Program, 1-2-3 Intervention, Prevention and Recovery group, Summer Service Projects, A Gathering Place (a summer teen night of dinner and activity in a safe and supervised environment)

When I’m in Charge, Babysitting, CPR, Peer Advocates, and STEPS Youth

## **THERAPEUTIC PROGRAMS**

Referrals to our **individual counseling and family intervention programs** came from the school system, the police department, parents and youth themselves. As a matter of convenience and for community outreach reasons, we held many of our counseling sessions at the office and virtually. At times our after-school hours were totally booked, so we are grateful for our close relationship with the Southington school system that we were allowed a space at all of the schools to meet some of our students. The pandemic impacted how many students we were able to see in the schools due to remote learning.

Some of the problems we helped youth and families with were: family dysfunction, self-esteem, child abuse and neglect, truancy, drug and alcohol abuse, grief, depression, educational issues, sexual identity issues, self-harming behaviors, and stress/ anxiety. This year, we met with 75 youth in individual counseling and served over 25 families. Many times, we met with parents regarding students who needed more intensive services than we could provide. In those cases, we were able to share a list of local resources that would better fit their child's need. This is a crucial service too, because many times, parents don't know where to go for help when experiencing a problem with their child. We anticipate a greater need for services moving forward due to the fallout of the pandemic and the anxiety, stress and depression it has caused for some youth and families.

Our staff members stayed up-to-date on these services to best serve the community. Our staff continually participate in workshops and educational opportunities to stay current on issues affecting youth so that we can better serve the kids and families. In conjunction with regular trainings, our staff meets with a licensed clinical psychologist on a monthly basis for clinical supervision. At that time, counseling staff presents the most difficult cases and our clinical supervisor helps us develop a plan to appropriately develop a course of action for the student and family.

Our group counseling program was not able to run this year due to small groups not being allowed during the pandemic.

Our counselors have been formally working with the students and faculty at ALTA for five fiscal years in row. Through collaborative efforts with Community Services and Bread for Life we were able to assist the high-risk population with the support needed to have a successful school year. In addition, our staff was able to provide educational opportunities with the help of school faculty and YMCA Camp Sloper to a group of students that thrive in a non-traditional education setting.

## **DIVERSIONARY PROGRAMS**

The **Juvenile Review Board** confidentially reviews all cases of juvenile arrests and after weighing all available information, makes appropriate recommendations to the families and the youth as part of a restorative process. This year, 4 cases were reviewed and the students were diverted from the Juvenile Court or the Southington Police to the Juvenile Review Board. The juveniles' accountability consisted of community service, letters of apology, a Shoplifting prevention on-line education program, substance abuse evaluation and prevention programs, positive youth development activities, Start Making a Right Turn program, and research essays. The Board knows what is available in our community to assist the young offender. The Juvenile Review Board model proves a decrease in recidivism when juveniles are handled in their own communities. This program of diverting youth from the court system is valuable because it benefits both the youth and our community.

## EDUCATIONAL PROGRAMS

Our **Anti Vaping Education** group works with high school student caught vaping in school or in possession of vaping paraphernalia. The program is offered as an alternative to in school suspensions and meets for four consecutive days at the High School after hours. The curriculum is constantly updated as new research on the dangers of vaping becomes available. This year, 15 students completed the Anti-Vaping Education group. The groups are facilitated by Megan Albanese, STEPS Youth Prevention Coordinator.

Our **Parent University Series** consisted of three parenting programs this year. Sessions that were offered "Hidden in Plain Sight," "Talk Saves Lives" "Positive Identity in a Pandemic" "Gambling Prevention" "Internet Safety" "talking about Racial Diversity" and "Vaping 101". Approximately 75 parents attended these workshops.

## COMMUNITY PROGRAMS

In the summer of 2020 we were not able to offer the volunteer program due to the pandemic. Beginning in June of 2021 we were able to offer Summer Service Projects. These are drop in service projects that offer youth an opportunity to give back to their community. The projects this summer include assisting with garden clean-ups at the Barnes Museum and Novak's Orchard. One project was trail maintenance at Crescent Lake and then one opportunity included painting a pavilion at Recreation Park. Each project had 6 middle school/ high school students involved.

This was the fifth year of our **Hope and Support Group** for families that have loved ones going through a substance abuse addiction. The program expanded its services and meets twice a month on the second and last Thursday and is open to anyone needing support. The group moved to a virtual format but has had an amazing turnout and we are happy to continue to provide it for families. Families have appreciated the resource and access to support as they go through an extremely challenging time in their lives.

The **Truancy Committee** was formed as a result of a shift in how chronic absenteeism is handled in the State. Previously this issue was addressed by the school system, DCF and at times, the Juvenile Court. Currently it is handled by a collaboration between Youth Service Bureau and school personnel. Twenty-five cases of truancy were handled by our committee this fiscal year.

Youth Services is a founding member of the prevention coalition entitled "Southington's Town-wide Effort to Promote Success" or **STEPS**. This is the 11<sup>th</sup> year of STEPS and the conclusion of our DFC grant. For much of this fiscal year the Advisory Board, Executive Board and Youth Council met virtually. STEPS continues to gain tremendous support throughout the community from each of the 13 community sectors and continues to reduce youth substance use through projects, campaigns and other environmental strategies.

Kelly Leppard, the STEPS Prevention Coordinator moved on this year to take a job with the State of Connecticut DMHAS. Megan Albanese was hired to take over in that position. Megan continues the work of STEPS and will help it grow and change in response to the community needs moving forward. Some of the STEPS accomplishments are;

STEPS worked with a marketing company and other Coalitions throughout the State to create "Mention Prevention," a social media campaign. Through various social media posts, STEPS encouraged followers to "Mention Prevention", especially when talking to youth about tobacco and nicotine use. Social media posts were also able to be used on the STEPS website.

STEPS partnered with the Southington Police Department to provide tobacco and nicotine prevention education to 4<sup>th</sup> and 5<sup>th</sup> grade students in Southington Public Schools. Lesson was created by STEPS staff and used in lieu of the DARE America program.

STEPS worked with a marketing company to design an infographic highlighting Southington specific details of youth tobacco and nicotine use in comparison to the nation. Information was delivered to each attendee at the Southington Community YMCA annual awards ceremony, the Southington Town Council and Southington Board of Education. Materials delivered to 200 people.

STEPS worked with 2 Southington Police Officers and 1 Southington Youth (age 18/female/Caucasian) to conduct tobacco compliance checks. Compliance checks were conducted at 5 separate Southington tobacco merchant locations.

As you can see, STEPS continue to be a strong prevention organization in the community with great community and volunteer commitment. The focus will continue to make prevention a priority for Southington.

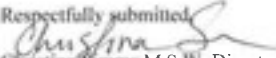
### **POSITIVE YOUTH DEVELOPMENT**

Our life skill classes were impacted by the pandemic and although we were still able to offer them in person the groups remained very small.

**"When I'm in Charge"**, a Red Cross certified program geared towards children aged 10-13, is a two-hour training that teaches youth how to stay safe if they are left home alone. This popular program has been filled every time we have offered it; 25 students participated this year in 7 sessions.

We also offer the Certified **Babysitting** Course because it is in such demand. We were able to hold four sessions this year and 10 girls and boys became certified by taking the class and passing their tests. We will continue to hold this class as long as the demand is there. We held three **CPR** and **First Aid Certification** classes this year, certifying 10 students. Summer is a good time for students to take advantage of these classes, which are offered at a reasonable fee.

This has been another busy year full of great energy at Southington Youth Services. This year we were able to make new connections with the Library and Parks Department with our new Summer Service Projects as well as our Summer night out program for middle school and high school students. These new relationships only strengthen our ability to offer opportunities for youth in town. We have consistently reached all segments of the community with our counseling services, programs, new initiatives and classes. We will continue to work with fellow collaborators in an effort to meet the needs of all youth in our community, especially the youth and families that are most at risk. Although we have had successes this year, we still have incredible challenges facing the youth in our community. It will take a community effort and collaborating with parents to help students navigate their challenges successfully. The growing concerns with substance abuse, suicide, anxiety and depression make it critical that we work together and support the youth of our community.

Respectfully submitted,  
  
Christina Summs M.S.W., Director

# Zoning Board of Appeals

## Town of Southington

Alicia Novi, Chair  
Theodore Cabata, Vice-Chair  
Erica Byrne, Secretary  
Robert Ives  
Michael Scavetta  
Ronald Bohigian, Alternate  
Ryan Rogers, Alternate  
Anthony J. Mazzarella, III, Alternate  
Rosemarie Micacci Fischer, Alternate

### ANNUAL REPORT JULY 1, 2020 THROUGH JUNE 30, 2021

The Connecticut General Statutes require that in each municipality having a zoning commission, there be an appeals board. The appeals board has three specific duties: first, to hear and decide appeals where it is alleged that there is an error in any order, requirement, or decision of the Zoning Enforcement Officer, second, to hear and decide on applications for special exception, and third, to determine and vary the application of the Zoning Regulations.

This past year, 73 applications were received. Of the 73 applications, 36 were to vary the building setback requirements for new construction as well as additions to existing structures and requests to vary the size of accessory buildings and/or structures; 7 applications were to allow the placement of pools in the side yard; and 2 applications were to change nonconforming uses. There were 26 applications received for special exception. These included the sale and dispensing of alcoholic beverages; automotive sales and repair; food trucks; chickens; and outdoor music on restaurant patios. There were also 2 applications to appeal the ruling of the Zoning Enforcement Officer.

The ZBA meets in the Municipal Center Assembly room, 196 North Main Street, every second and fourth Tuesday of the month at 7:00 p.m., except when a holiday interrupts the normal schedule. The meetings are open to the public.

### MEMBERSHIP

The Chairman of the Zoning Board of Appeals is Alicia Novi. The Vice-Chair is Theodore Cabata and Erica Byrne is Secretary. Other members include Robert Ives, Michael Scavetta and Alternates Ronald Bohigian, Ryan Rogers, Anthony J. Mazzarella, III and Rosemarie Micacci Fischer.

Respectfully submitted,



David Lavalley, IWEO/CAWS  
Assistant Town Planner





**TOWN OF SOUTHLINGTON,  
CONNECTICUT**



**ANNUAL COMPREHENSIVE  
FINANCIAL REPORT**

**FISCAL YEAR ENDED JUNE 30, 2021**

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# **Annual Comprehensive Financial Report**

**of the**

## **Town of Southington Connecticut**

**Fiscal Year Ended June 30, 2021**

Prepared by:  
Department of Finance  
Emilia C. Portelinha  
Director of Finance

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**TOWN OF SOUTHLINGTON, CONNECTICUT  
ANNUAL COMPREHENSIVE FINANCIAL REPORT  
TABLE OF CONTENTS  
JUNE 30, 2021**

<b>Introductory Section</b>		<b>Page</b>
	Principal Officials	i
	General Government Organizational Chart	ii
	GFOA Certificate of Achievement	iii
	Letter of Transmittal	iv-x
<b>Financial Section</b>		
	Independent Auditors' Report	1-3
	Management's Discussion and Analysis	4-16
	Basic Financial Statements	
<b>Exhibit</b>	Government-Wide Financial Statements:	
I	Statement of Net Position	17
II	Statement of Activities	18
	Fund Financial Statements:	
	Governmental Funds	
III	Balance Sheet	19-20
IV	Statement of Revenues, Expenditures and Changes in Fund Balances	21-22
	Proprietary Funds:	
V	Statement of Net Position	23
VI	Statement of Revenues, Expenses and Changes in Net Position	24
VII	Statement of Cash Flows	25
	Fiduciary Funds:	
VIII	Statement of Fiduciary Net Position	26
IX	Statement of Changes in Fiduciary Net Position	27
	Notes to Financial Statements	28-67
	Required Supplementary Information	
	General Fund:	
RSI-1	Schedule of Revenues and Other Financing Sources - Budget and Actual	68-69
RSI-2	Schedule of Expenditures and Other Financing Uses - Budget and Actual	70-80
	Pension Plans:	
RSI-3	Schedule of the Town's Proportionate Share of the Net Pension Liability - Municipal Employees Retirement System	81
RSI-4	Schedule of Employer Contributions - Municipal Employees Retirement System	82-83
RSI-5	Schedule of the Town's Proportionate Share of the Net Pension Liability - Teachers Retirement Plan	84
	OPEB Plans:	
RSI-6	Schedule of Changes in Total OPEB Liability and Related Ratios	85
RSI-7	Schedule of the Town's Proportionate Share of the Net OPEB Liability - Teachers Retirement Plan	86

<u>Exhibit</u>	Supplemental, Combining and Individual Fund Statements and Schedules	<u>Page</u>
	General Fund:	
A-1	Report of Tax Collector	87
	Nonmajor Governmental Funds:	
B-1	Combining Balance Sheet	88-91
B-2	Combining Statement of Revenues, Expenditures and Changes in Fund Balances	92-95

---

### Statistical Section

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<u>Table</u>		
	Financial Trends:	
1	Net Position by Component	96
2	Changes in Net Position	97
3	Fund Balances, Governmental Funds	98
4	Changes in Fund Balances, Governmental Funds	99
	Revenue Capacity:	
5	Assessed Value and Estimated Actual Value of Taxable Property	100
6	Principal Property Taxpayers	101
7	Property Tax Levies and Collections	102
	Debt Capacity:	
8	Ratios of Outstanding Debt by Type	103
9	Schedule of Debt Limitation	104
10	Legal Debt Margin Information	105
	Demographic and Economic Statistics:	
11	Demographic and Economic Statistics	106
12	Principal Employers	107
	Operating Information:	
13	Full-Time Equivalent Town Government Employees by Function/Program	108
14	Operating Indicators by Function/Program	109
15	Capital Asset Statistics by Function/Program	110

## **Introductory Section**

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**TOWN OF SOUTHLINGTON, CONNECTICUT**

**PRINCIPAL OFFICIALS**

**JUNE 30, 2021**

**Town Council**

Victoria Triano, Chairwoman  
Tom Lombardi, Vice Chairman  
Paul Chaplinsky, Jr  
Michael DeSanto  
Valerie A. DePaolo

William Dziedzic  
Jim Morelli  
Christopher J. Palmieri  
Christopher J. Poulos

**Town Manager**

Mark J. Sciota

**Administration**

Director of Assessments & Revenue  
Building Inspector  
Economic Development Coordinator  
Director of Public Works/Town Engineer  
Director of Finance  
Fire Chief  
Librarian  
Director of Planning & Community Development  
Police Chief  
Director of Recreation  
Town Clerk  
Town Treasurer  
Water Pollution Plant Superintendent  
Director of Youth Services  
Director of Calendar House Senior Center

Teresa Babon  
Jeffrey Pooler  
Louis Perillo  
Annette Turnquist  
Emilia Portelinha  
James Paul  
Kristi Sadowski  
Robert Phillips  
John Daly  
David Lapreay  
Kathy Larkin  
Joyce Williams  
Kiari Williams  
Christina Simms  
Robert Verderame

**Board of Finance**

John J. Leary, Chairperson  
Joseph K. Labieniec, Vice Chairperson  
Edward S. Pocock Jr., Secretary

Kevin R. Beaudoin  
Tony Morrison  
Susan Zoni

**Board of Education**

Terri C. Carmody, Chairperson  
Joseph Baczewski, Vice Chairperson  
Colleen W. Clark, Secretary  
Robert S. Brown  
James J. Chranowski

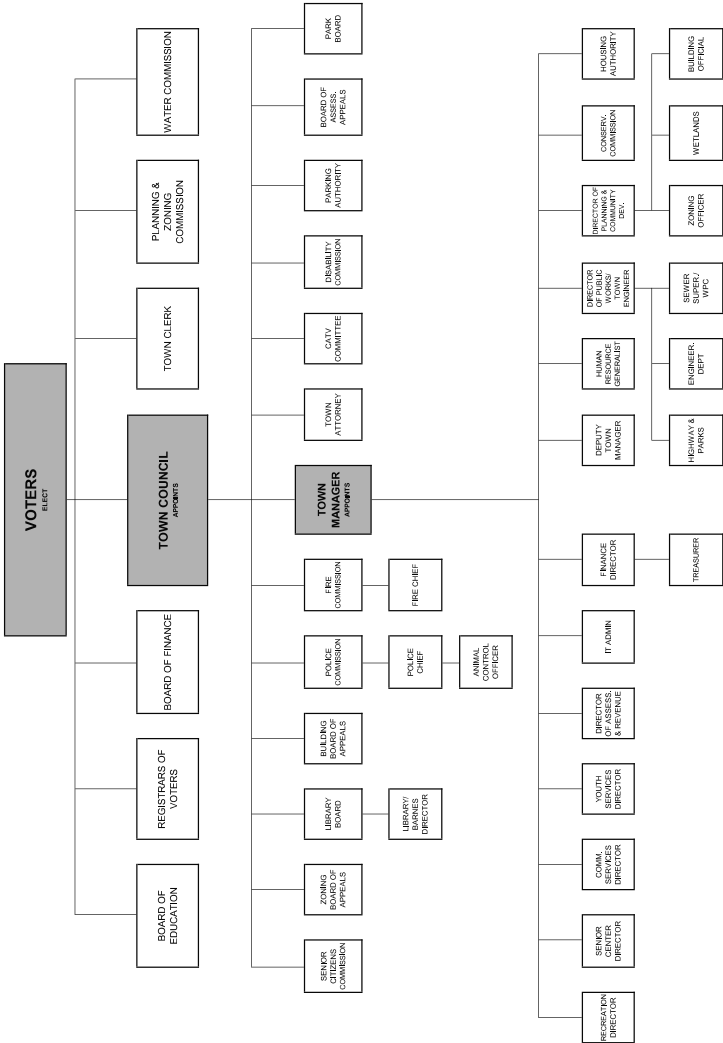
Missy Cipriano  
David J. Derynoski  
David M. Falvo  
Zaya G. Oshana, Jr.

**Superintendent of Schools**

Timothy F. Connellan

# TOWN OF SOUTHLINGTON

## GENERAL GOVERNMENT ORGANIZATIONAL CHART





Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**Town of Southington  
Connecticut**

For its Comprehensive Annual  
Financial Report  
For the Fiscal Year Ended

June 30, 2020

Executive Director/CEO

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# Town of Southington

## Finance Department

75 Main Street, Southington, Connecticut 06489

*Endre C. Fendler, Director of Finance*  
*Christine Hargis-Smith, Assistant Director of Finance*

*Telephone (SAC) 276-6232*  
*Facsimile (SAC) 276-6232*

February 22, 2022

To the Honorable Members of the Town Council, Members of the Board of Finance and Citizens of the Town of Southington:

State law requires that all general-purpose local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States of America (GAAP) and audited in accordance with auditing standards generally accepted in the United States of America by a firm of licensed certified public accountants. Pursuant to the requirement, issued herein is the Annual Comprehensive Financial Report of the Town of Southington for the fiscal year ended June 30, 2021.

This report consists of management's representation concerning the financial statements of the Town of Southington. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Southington has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft or misuse and to compile sufficient reliable information for the preparation of the Town of Southington's financial statements in conformity with GAAP. Given that the cost of internal controls should not outweigh their benefits, the Town of Southington's comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. Management asserts that, to the best of its knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Southington's financial statements have been audited by CliftonLarsonAllen LLP., a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Southington for the fiscal year ended June 30, 2021 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Southington's financial statements for the fiscal year ended June 30, 2021 are fairly presented in conformity with GAAP. The independent auditors' report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the Town of Southington was part of a broader federal and state mandated "Single Audit" designed to meet the special needs of federal and state grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the Town's internal controls and compliance with legal requirements for the federal and state grant awards. These reports are available in the Town of Southington's separately issued Federal Single Audit and State Single Audit report.

GAAP requires that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Town of Southington's MD&A can be found immediately following the report of the independent auditors.

## PROFILE OF THE GOVERNMENT

### *Description of the Municipality*

The Town of Southington was originally settled in 1698 and incorporated in 1779. It has a land area of approximately 36.9 square miles and a population of 43,447 located in Hartford County. Found in the geographical center of the State, Southington lies approximately 20 miles west of Hartford, the state capital, and 9 miles east of Waterbury. Other bordering cities include Meriden, New Britain and Bristol. Some of Connecticut's major highways provide access to the Town. Interstate 84 bisects Southington and Route 691 leads directly to Interstate 91. Route 10 also runs through it.

### *Form of Government*

The Town of Southington is governed under the provisions of a charter and the Connecticut General Statutes. Southington has had a Council-Manager form of government since 1966. The Town Council, which is comprised of nine members who are elected for two-year terms, appoints the Town Manager. The Town Manager is responsible for the supervision and administration of all commissions, boards, departments, offices and agencies of the Town, except those elected by the people, appointed by the Council, or appointed by a regional, State or Federal authority.

The Town of Southington provides a full range of services, as described below:

### **Municipal Services**

**Police:** The Southington Police Department has a sworn staff of 69 including a Chief, Deputy Chief, three Lieutenants, five Master Sergeants, nine Sergeants, seven Detectives, and forty-four Patrol Officers. The department provides 24 hour service to the community, consisting of Patrol, Detective and Crime Prevention Services. Other specialized divisions include: Traffic Division, K-9 officer, Emergency Response Team, Motorcycle Patrol, Support Services Division, Training Division, and the Bicycle Patrol.

**Fire:** Fire protection is provided by Southington's 34 career and 55 volunteer firefighters. The department, headed by the chief, consists of a central headquarters and 3 additional companies. The department's responsibilities, other than firefighting, include fire marshal inspections and responding to various emergencies.

**Health:** The Southington Health Department and Plainville Health Department combined to form the Plainville-Southington Health District. The District services Plainville, Southington and Middlefield is staffed with a full-time Director of Health, a part-time emergency response coordinator, four professional sanitarians and an Administrative Assistant. The mission of the Health District is to protect and preserve the health of the communities through a number of programs of health promotion and disease prevention. The Director and staff are spending a significant amount of time training for and coordinating the response to the COVID 19 pandemic.

**Senior Services:** Calendar House is the Town of Southington's Senior Center and is staffed by an Executive Director, Program Coordinator, secretary, clerk typist and eleven bus drivers (2 full-time and 3 part-time). The Center's purpose is to serve as a resource center, providing a broad range of services and activities which meet the diverse social, physical, and intellectual needs of older adults. The Calendar House offers recreational and social services to seniors and disabled individuals. The Town completed a new \$9.4 million-dollar Senior Center Facility Building in 2018.

**Youth Services:** The Youth Services Department is staffed by a Director, two counselors, and a Youth Prevention Coordinator. The Department offers a variety of services to youth and families including confidential counseling, education, diversion and positive youth development programs.

**Building:** The Building Department issues all types of building permits and is responsible for the inspection and approval of all construction in the Town in accordance with state and local building codes. The Department is staffed by a Building Inspector, Assistant Building Inspector, Electrical Inspector, Plumbing Inspector, one secretary and one office assistant.

**Planning & Zoning:** The Planning and Zoning Department provides technical assistance to the Planning and Zoning Commission, Conservation Commission and Zoning Board of Appeals. The Department is staffed by a Director of Planning and Community Development, Assistant Town Planner, Zoning Enforcement Officer, and two secretaries.

**Economic Development:** The Economic Development Coordinator works closely with Planning & Zoning, other Town departments and the Chamber of Commerce in promoting the Town and providing information and services to prospective businesses as well as existing established businesses.

**Engineering:** The Engineering Department designs or reviews all projects requiring engineering services. The Department is headed by the Director of Public Works/Town Engineer and staffed by 2 Assistant Town Engineers, an Engineer Inspector, two Engineering Aides, a Survey Crew Chief and an Administrative Assistant.

**Recreation:** The Southington Recreation Department provides recreational, educational and entertaining programs and services for residents of all ages. Southington's Park facilities encompass over 500 acres of recreational area: Recreation Park (37.6 acres), Western Park (21.2 acres), Central Park (19 acres), Panthorn Park (139.1 acres), Jaycee Park (4.2 acres), Centennial Park (1.5 acres), Veterans Memorial Park (20.5 acres), Crescent Lake (223 acres), a hiking and biking trail (11.6 acres) and the old Southington Drive-In Theatre (40 acres).

**Library & Museum:** The Southington Public Library and Museum provides the following: Children's Services including over 142 pre-school story times, Summer reading, after-school programs; community services including afternoon movies, free lectures on topics from health to finance, adult services, large print materials; computer service, DVD and VHS film collections. Information services include computer classes on e-mail and applications, afternoon and evening book discussion groups. The Museum program provides tours of the museum, group visits, and special events such as a Taste of Southington. The residents approved the Construction of a New Library for \$16.9 million at a referendum on November 2021.

**Highway and Parks:** The Highway and Parks Departments are supervised by the Director of Public Works, and is staffed by an Assistant Highway Superintendent, one General Foreman, one Park Foreman, two Crew Leaders, twenty-eight Crewmembers and a Secretary. The department is responsible for the maintenance and repair of 199 miles of roads and all the Town Recreational Facilities. Other duties include snow plowing, street sweeping, sightline improvements and operation of the Bulky Waste Transfer Station.

**Water:** The Southington Water Works Department has functioned as a semi-autonomous entity for over 50 years. The plant was built in 1993 and an additional reservoir was purchased in 1995, ensuring a comfortable water supply for the Town's future demand. In January of 2005 the Water Department completed and moved into their new headquarters. In 2011 the Town bonded two capital projects for the Water Department: (1) construction of a water main on West Center Street, West Street, and Welch Road; and (2) demolition of the water storage tank at the Mariondale Water Filtration Plant and its replacement. In 2014, the Town bonded three capital projects for the Water Department: (1) design, construction and installation of water mains; (2) design and construction of the East Side Pressure Zone, and (3) design and construction of a replacement well. In 2021 the Town bonded a capital project for the Water Department for Construction of Back-up Well #10.

**Sewer:** The Water Pollution Control Department is staffed by a Superintendent, a foreman, a lab chemist, a part-time secretary and seven operators. A \$14.5 million Denitrification Plant was completed in 2011. The Town hired Tighe & Bond Inc. to put together a Facilities Plan to review the current systems in an effort to gain better efficiencies in the Sewer's Operations. This project also includes a WPC Facilities Upgrade, as well as process improvements such as phosphorus removal and sludge digestion. A \$5.2 million Water Pollution Control Facility Sludge Thickening Project was completed in 2016. The Water Pollution Control Facility which passed at Referendum November 2016 for \$57.1 million was completed in 2021.

**Solid Waste and Recycling:** Homeowners hire private contractors, who are licensed by the Town Engineer, to collect residential waste and recycling materials. The Town is participating with thirteen other cities and towns in a contract with Covanta Bristol, Inc. which was signed on December 21, 2012 and is for a period of twenty years. The Town pays a fee of \$68.18 per ton for fiscal year 2022 for the acceptable solid waste which is sent to the Covanta plant in Bristol, Connecticut.

**Educational Services:** The Southington school system services grades kindergarten through 12 and is governed by the local Board of Education. The nine members of the Southington Board of Education are elected for two-year terms. The primary function of the Board is to establish policy. Some of the areas for which such policies are set include curriculum, budget requests submission, ensuring funds for education as appropriated by the Town are properly expended, implementation of both State and Federal laws, and planning for facilities needed by the system, including construction and renovation.

The Town has eleven schools for grades kindergarten through 12 comprising of: one senior high school, two middle schools, and eight elementary schools. Enrollment in grades pre-kindergarten through 12 as of October 1, 2021 was 6,228. The rated capacity of the system facilities is 8,070.

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## **COVID-19**

The outbreak of COVID-19, a respiratory disease caused by a new strain of coronavirus, has quickly spread worldwide causing a major pandemic. On March 10, 2020 Governor Lamont declared a state of emergency through the State of Connecticut as a result of the COVID-19 outbreak. The Town of Southington followed the State's lead, and closed all Town Departments with only Public Safety and limited staff performing essential services reporting to work. From mid-March through the end of May, only essential meetings were held. These meetings were noticed on the website and newspapers, held remotely via webex or telephone, and the public was provided with access to listen to or view the meeting, and participate during public comment sessions. Most of the Town offices opened to the public on June 1, 2020 with protective measures in place such as requiring social distancing (6 feet) and masks be worn by all. The Library and Senior Center are opened later with limited capacities.

During this public health emergency, the Governor has issued several Executive Orders which supersede existing statutes, municipal charters, ordinances and other laws. Executive Order 7S established a tax deferment program and a low interest rate program collectively known as Tax Assistance Programs to support eligible taxpayers who have been affected by the COVID-19 pandemic. The Town Council voted to elect to implement the Deferment Program, which provides a 90-day deferment to pay taxes and municipal assessments and utilities.

Although the pandemic continues into year 3, the Town offices have remained open with the appropriate safeguards in place. Fortunately, the pandemic has not had a material adverse financial impact on the Town for fiscal year 2020 or fiscal year 2021. The Town continues to monitor the situation.

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## **ECONOMY AND FACTORS AFFECTING FINANCIAL CONDITION**

The information presented in the financial statements is perhaps best understood when it is considered from the perspective of the specific environment within which the Town of Southington operates.

**Local Economy:** Despite the State of Connecticut's lag in economic growth, the Town of Southington has enjoyed a stable economic environment with moderate growth. The Town of Southington's October 1, 2019 Net Taxable Grand list of \$4.157 billion is an increase of \$88.8 million or 2.18% over the previous year.

The Town of Southington's business environment faced unprecedented disruption with the ongoing Covid-19 pandemic. The business community faced shut-downs, restrictions on workplace environments and the added costs associated with Covid-19 protocols and staff shortages. The local business community revealed their ingenuity, creativity, incredible fortitude and resilience as they persevered through the year. We also want to highlight the efforts of our first responders and all healthcare professionals as they provided guidance and assistance throughout the crisis. Despite the pandemic, many businesses were able to remain open. The majority of businesses that closed due to government order were able to reopen and several managed to expand.

The Economic Development Office commenced further activity with Beaton & Corbin's remediation plan. The Connecticut Brownfield Landbank (CBLB) was able to foreclose on the property following the expiration of the moratorium imposed by government action. Once the CBLB garnered title to the property, the remaining structures were demolished, the concrete crushed and brick screened. The underground storage tank and the above ground storage tanks were emptied, cleaned and removed. Remedial activity is slated to commence in the late summer or early fall. Two new buildings are planned for the site.



Town's three main retail corridors continue to perform well with limited vacancy. Queen Street has plans for three new medical office buildings at Riverstone Square and the former Walgreens is targeted for demolition and is the site for a new 7-Eleven gas station and convenience store. The Economic Development Office was pleased to facilitate the expansion of a right turn lane for Spring Street at the intersection with Queen Street to alleviate the congestion along that area. Additionally, the Economic Development Office was pleased with our attempts to obtain a STEAP Grant to extend sewer and road improvements on Spring Street to Smoron Court. These infrastructure improvements will facilitate further potential industrial development in that area.

Downtown Plantsville will see the Dunkin Donuts building replaced with a walk-up window and drive thru service kiosk. New activity is underway on South Main Street filling the vacancies with office and service businesses. Renovations and redevelopment of 57 West Main Street created new space attracting the Lion's Den Coffee Shop with interest pending with the adjacent space.

Southington downtown areas are experiencing near full occupancy with several new restaurants and service businesses. A new 64-unit apartment complex is under construction on Eden Ave as changes occur within that area. Factory Square continues to attract entertainment venues joining WitchDoctor Brewing. These businesses include Escapism, Rosie's Royal Chocolates, Gamecraft Arcade and Bar, and Perkatory Coffee Roasters and Montana Nights axe throwing.

Juniper Lighting completed a \$2.7 million investment in its purchase and renovation of a beautiful mill-style building for its manufacturing facility to create and produce high-end lighting fixtures. The company relocated from Brooklyn New York adding 28 new jobs to the downtown area.

The former Ideal Forging property known as Greenway Commons is under contract with a new developer conducting due diligence. This project is certain to foster increased activity within the downtown area.

The Town is working on the creation of three new industrial parks. The proposals include a 10-lot subdivision on Curtis Street, one large user for Smoron Court and a 15-lot re-subdivision on West Queen Street all in the planning stages for submission to the Planning and Zoning Commission in late fall or winter.

A brief summary of activities and projects include:

**Fiscal Year 2020-2021**

- Long Horn Steakhouse opened on Executive Blvd
- New 110 Grill approved and under construction on Executive Blvd
- Polish Kitchen
- Hidden Valley expanded outdoor dining
- Cava expanded restaurant venue
- Sav - Mor addition on Captain Lewis
- Conexc / Carrier Construction on Birch St
- AHCO Affordable Conveyor – 2 new buildings
- Established Southington Long-Term Recovery Group
- Plan B restaurant opened on Queen Street
- Juniper Lighting - 20,000 sf of manufacturing space located at 157 Water Street
- AES Remedial Contracting - 4,800 sf addition to its 10,000 sf facility
- Sign Pro new 15,000 sf storage facility
- Mantz Auto new location on 339 Clark Street
- New gas station approval on 1608 Meriden-Waterbury Road
- Car Wash approval on Meriden Ave and Meriden-Waterbury Road
- New AutoZone on Meriden Waterbury Road
- Live Well expansion approval
- Connecticut Spring & Stamping relocation
- Chris Cote's Top Tracer Range and Golf Shop
- Connecticut Sealcoat approval on Mastrianni Place
- South end Concrete approval on Mastrianni Place

The Town will continue to be proactive with our approach to attract new business looking to create new opportunities as well as retain and strengthen our existing businesses.

### **Relevant Financial Policies**

The Town has adopted the following key financial policies:

**Budgetary Control.** Expenditures may not legally exceed budgeted appropriations at the object level. Management cannot amend the budget. Supplemental appropriations and transfers within the same department must be approved by the Board of Finance and, if \$500 or over, the Town Council. Transfers between departments may be made only in the last three months of the fiscal year. Monthly revenue and expenditure actual vs. budget reports are reviewed with the Board of Finance.

**Fund Balance Policy.** The Town shall strive to maintain during the year, and specifically at fiscal year-end, a level of general fund unassigned fund balance, also known as accumulated surplus or the "rainy day" fund of 10% of actual year-end general fund revenues. The 10% shall be known as the Town's "floor." As of June 30, 2021, the Town has a 14.9% Unassigned Fund Balance an increase of 0.8% from last year's 14.1%.

**Utilization of Fund Balance Policy.** The Town had set a goal to reduce and eventually eliminate any use of general fund balance to balance the budget, therefore eliminating "Designated for Subsequent Year's Expenditures" within the Fund Balance section on the audited general fund balance sheet. This goal was accomplished for the first time in at least ten years when the Board of Finance and Town Council decided not to utilize any fund balance to balance the fiscal year 2012-2013 budget. They have continued this practice through the current fiscal year 2020-2021 budget. The Board of Finance and Town Council, however, did decide to use Fund Balance for one-time use.

In the fiscal year 2021-2022 budget, the Board of Finance and the Town Council decided to use \$1.8 million dollars of Unassigned Fund Balance to cash fund six Capital Projects in year 1 of the Town's CIP.

**Debt Management Policy.** The Town shall utilize the following limits to guide issuance of debt:

- a. Total Direct Indebtedness shall not exceed 3% of full market valuation (equalized grand list). As of June 30, 2021, total direct indebtedness is 1.90%.
- b. Total Direct Service shall be below 9.5% of general fund expenditures. As of June 30, 2021, total debt service as a percentage of general fund expenditures is 7.15%.
- c. All general obligation debt shall be structured to retire at least 25% in five years and 70% within 10 years. With the general obligation new bond issue of January 2021, the Town structured the debt so that 42.1% of total debt would be retired in 5 years and 73.3% would be retired in 10 years.

**Contingency Planning Policy.** The Town shall require sufficient contingency fund levels to avoid the use of undesignated fund balance. Contingency shall not exceed 1.125% of previous fiscal year budgeted expenditures. The Town approved the contingency account for fiscal year 2021-2022 Budget at \$830 thousand for salary increases, and other contingency appropriations.

**Investment Policy.** The Town invests its idle cash and seeks to maintain safety, liquidity, and optimum yields on its investments. Under existing State statutes, allowable investments include certificates of deposit, money market and other short-term liquid accounts, repurchase agreements, U.S. Government securities, and investment pools which possess the aforementioned investment instruments. The Town's funds were primarily invested in municipal money market accounts, certificates of deposit and investment pools containing U.S. Government securities during the fiscal year ended June 30, 2021. Investment income for the General Fund was adversely affected by the COVID pandemic and dropped by 64% to \$683,000 from \$1.87 million in 2020.

The Board of Finance will review the Town's fiscal policies on an annual basis and make recommendations to the Town Council.

### **Long-term Financial Planning**

The Town views infrastructure maintenance and improvements as vital to future economic growth and financial planning. By assessing needs and developing a capital improvement plan to spread the improvements over a period of years, the tax mill rate effect can be lessened.

The Town Manager annually prepares a Five-Year Capital Improvement Plan (CIP), which is reviewed by the Planning and Zoning Commission, the Board of Finance and the Town Council in conjunction with the operational budget. The approved fiscal year 2021-22 Five Year CIP includes various road, bridge, and sewer projects as well as major equipment purchases totaling \$67.5 million for the five-year period beginning with fiscal year 2021-22 and ending with fiscal year 2025-26.

Included in the Five-Year CIP is a recommended Annual Capital Expenditure Budget for the current fiscal year. The 2021-2022 Annual Capital Expenditure Budget approved by the Town Council, and citizen referendum when required, totaled \$23.6 million and included twenty-seven projects.

### **AWARD**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Southington for its Annual Comprehensive Financial Report for the fiscal year ended June 30, 2020. This was the thirtieth consecutive year that the Town has received this prestigious award. In order to be awarded a Certificate of Achievement, the Town published an easily readable and efficiently organized ACFR. This report satisfied both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement for Excellence is valid for a period of one year only. We believe that our current ACFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

### **ACKNOWLEDGEMENTS**

The preparation of this report could not have been accomplished without the daily efforts of the entire staff of the Department of Finance. The preparation of the ACFR requires a major effort, and I would like to express my appreciation to Christina Sivigny-Smith and Joyce Williams who assisted and contributed to the preparation of this report. I would also like to thank the Town Council, the Board of Finance, and the Town Manager for their interest and support in planning and conducting the financial operations of the Town in a responsible and progressive manner. Finally, the professional assistance and guidance provided by our independent auditors, CliftonLarsonAllen LLP., was most appreciated.

Respectfully submitted,



Emilia C. Portelinha  
Director of Finance

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## Financial Section

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## Independent Auditors' Report

To the Board of Finance  
Town of Southington, Connecticut

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Southington, Connecticut, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of Southington, Connecticut's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See [nexia.com/member-firm-disclosure](http://nexia.com/member-firm-disclosure) for details.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Southington, Connecticut, as of June 30, 2021 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

During fiscal year ended June 30, 2021, the Town of Southington, Connecticut, adopted GASB Statement No. 84 *Fiduciary Activities*. As a result of the implementation of this standard, the Town of Southington, Connecticut, reported a restatement for the change in accounting principle (see Note 13). Our opinion is not modified with respect to this matter.

In addition, the Town of Southington, Connecticut, reported a restatement in the capital projects fund for revenue recognition under the modified accrual basis of accounting on school construction grants and in the debt service fund to record the amounts owed from the Southington Water Company (see Note 13). Our opinion is not modified with respect to this matter.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison information and the pension and OPEB schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Southington, Connecticut's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements and schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

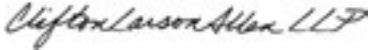
The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.



The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and, accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated February 22, 2022 on our consideration of the Town of Southington, Connecticut's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Southington, Connecticut's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Southington, Connecticut's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

**CliftonLarsonAllen LLP**

West Hartford, Connecticut  
February 22, 2022

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**TOWN OF SOUTHTON, CONNECTICUT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021**

As management of the Town of Southington, Connecticut (the Town) we offer readers of the financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, as well as the Town's basic financial statements that follow this section.

**Financial Highlights**

- On a government-wide basis, the assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources resulting in total net position at the close of the fiscal year of \$217.3 million. Total net position for governmental activities at fiscal year-end were \$120.8 million and total net position for business-type activities were \$96.5 million.
- On a government-wide basis, during the year, the Town's net position increased by \$4.5 million or 2.1% from \$212.1 million to \$217.3 million. Net position for the governmental activities decreased by \$4.1 million for governmental activities and increased by \$8.7 million for business-type activities, mostly due to the transfer of the Water Pollution Control Facility capital costs of \$10.6 million from the Capital Fund to the Sewer Fund.
- During the year, Governmental activities expenses were \$206.2 million and transfers out were \$10.6 million, while revenues were \$212.7 million.
- At the close of the year, the Town's governmental funds reported on a current financial resource basis, combined ending fund balances of \$45.0 million, an increase of \$26.8 million from the prior fiscal year, as restated of \$18.2 million (Exhibit IV).
- At the end of the current fiscal year, the total fund balance for the General Fund alone was \$30.9 million, a decrease of \$1.3 million from the prior fiscal year. Of the total fund balance, \$25.4 million represents unassigned fund balance. The unassigned General Fund balance at year-end represents 14.9% of total General Fund revenues (\$170.3 million), an increase of 0.8% from last year.
- The tax collection rate was 99.02% of the current levy, slightly higher than last year's rate of 98.97%.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains supplementary information and a statistical section.

## **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to private-sector business. All of the resources the Town has at its disposal are shown, including major assets such as buildings and infrastructure. A thorough accounting of the cost of government is rendered because the statements present all costs, not just how much was collected and disbursed. They provide both long-term and short-term information about the Town's overall financial status.

The statement of net position presents information on all of Southington's assets and liabilities, with the difference reported as net position. One can think of the Town's net position - the difference between assets and liabilities - as one way to measure the Town's financial health or financial position. Over time, increases or decreases in net position may serve as an indicator of whether the financial position of the Town is improving or deteriorating. It speaks to the question of whether or not the Town, as a whole, is better or worse off as a result of this year's activities. Other nonfinancial factors will need to be considered, however, such as changes in the Town's property tax base and the condition of the Town's roads, to assess the overall health of the Town.

The statement of activities presents information showing how the Town's net position changed during the most recent fiscal year. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flow in some future fiscal period, for example uncollected taxes and earned but unused vacation leave.

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by property taxes, charges for services and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town encompass the Town's basic services and include governmental and community services, administration, public safety, health and welfare, and education. The business-type activities of the Town include the Sewer Operating Fund.

The government-wide financial statements (statement of net position and statement of activities) can be found on Exhibits I and II of this report.

## **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control and accountability over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Town has three kinds of funds:

**Governmental Funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, the readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains 30 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund, Capital Projects Fund, Emergency Management and Debt Service Fund which are considered to be major funds. Data from the other 26 governmental funds are combined into a single, aggregated presentation as other non-major governmental funds.

Individual fund data for each of these nonmajor governmental funds is provided in the combining balance sheet and in the combining statement of revenues, expenditures and changes in fund balances on Exhibit B-1 and B-2.

The basic governmental fund financial statements (balance sheet and statement of revenues, expenditures and changes in fund balances) can be found on Exhibits III and IV of this report.

**Proprietary Funds.** The Town maintains two different types of proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town of Southington uses an enterprise fund to account for its Sewer Fund. Internal service funds are an accounting device used to accumulate and allocate certain costs internally among the Town of Southington's various functions. The Town uses an internal service fund to account for its Employee Health Self-Insurance Fund.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Sewer Enterprise Fund and the Health Insurance Internal Service Fund.

The proprietary fund financial statements can be found on Exhibits V-VII of this report.

**Fiduciary Funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to provide services to the Town's constituency. The Town has one custodial fund: the C-Pace Program Fund. The accounting used for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on Exhibits VIII and IX.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 28 through 67 of this report.

Certain required supplementary information is reported concerning the Town's progress in funding its obligations to provide pension benefits and other post-employment benefits to its employees. This information can be found on pages 81 through 86 of this report.

### **Government-Wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position and an important determinant of its ability to finance services in the future. The Town's total assets exceeded liabilities by \$217.3 million on June 30, 2021. Governmental activities assets exceeded liabilities by \$120.8 million.

Business-type activities assets exceeded liabilities by \$96.5 million.

**TABLE 1**  
**NET POSITION**  
**In Thousands**

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Current and other assets	\$ 92,579	\$ 74,077	\$ 11,906	\$ 10,444	\$ 104,485	\$ 84,521
Capital assets, net of accumulated depreciation	285,765	285,259	86,977	78,374	372,742	363,633
Total assets	<u>378,344</u>	<u>359,336</u>	<u>98,883</u>	<u>88,818</u>	<u>477,227</u>	<u>448,154</u>
Deferred outflows of resources	40,136	39,914	906	683	41,042	40,597
Long-term debt outstanding	256,902	221,234	1,680	1,236	258,582	222,470
Other liabilities	27,765	42,607	1,369	297	29,134	42,904
Total liabilities	<u>284,667</u>	<u>263,841</u>	<u>3,049</u>	<u>1,533</u>	<u>287,716</u>	<u>265,374</u>
Deferred inflows of resources	12,984	10,437	224	137	13,208	10,574
Net Position:						
Net Investment in capital assets	153,512	159,281	86,977	78,374	240,489	237,655
Restricted	1,597	662			1,597	662
Unrestricted	<u>(34,280)</u>	<u>(34,971)</u>	<u>9,539</u>	<u>9,457</u>	<u>(24,741)</u>	<u>(25,514)</u>
Total Net Position	<u>\$ 120,829</u>	<u>\$ 124,972</u>	<u>\$ 96,516</u>	<u>\$ 87,831</u>	<u>\$ 217,345</u>	<u>\$ 212,803</u>

By far the largest portion of the Town's net position reflects its investment in capital assets (e.g., land, buildings, machinery and equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

**TABLE 2  
CHANGES IN NET POSITION  
In Thousands**

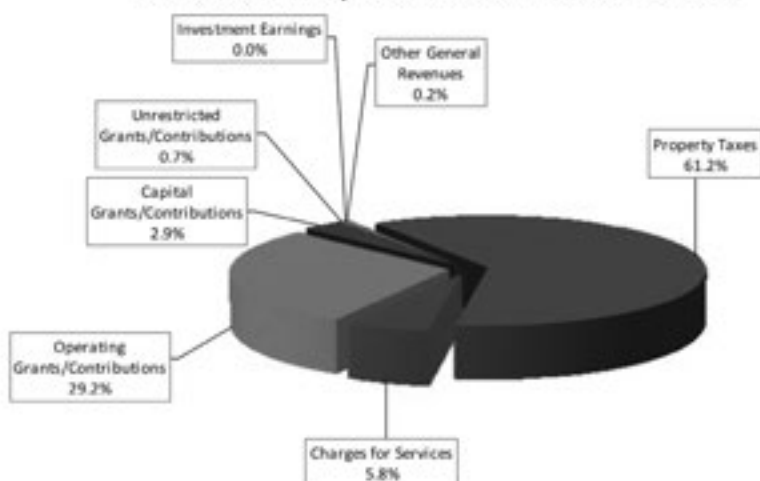
	<b>Governmental Activities</b>		<b>Business-Type Activities</b>		<b>Totals</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
Revenues:						
Program revenues:						
Charges for services	\$ 12,314	\$ 10,607	\$ 6,545	\$ 5,950	\$ 18,859	\$ 16,557
Operating grants and contributions	62,121	48,489			62,121	48,489
Capital grants and contributions	6,150	15,725			6,150	15,725
General revenues:						
Property taxes	130,132	125,542			130,132	125,542
Grants and contributions not restricted to specific purposes	1,384	1,388			1,384	1,388
Unrestricted investment earnings	48	1,890			48	1,890
Other general revenue	552	316			552	316
Total revenues	<u>212,701</u>	<u>203,957</u>	<u>6,545</u>	<u>5,950</u>	<u>219,246</u>	<u>209,907</u>
Program expenses:						
General government	6,782	8,608			6,782	8,608
Public safety	29,368	29,175			29,368	29,175
Public works	14,837	14,265			14,837	14,265
Health and welfare	823	807			823	807
Human services	1,704	2,411			1,704	2,411
Parks and recreation	837	1,134			837	1,134
Public library	2,062	2,080			2,062	2,080
Planning and development	1,589	1,492			1,589	1,492
Education	145,748	133,098			145,748	133,098
Interest on long-term debt	2,503	2,361			2,503	2,361
Sewer			8,451	7,794	8,451	7,794
Total program expenses	<u>206,253</u>	<u>195,431</u>	<u>8,451</u>	<u>7,794</u>	<u>214,704</u>	<u>203,225</u>
Excess before transfers	6,448	8,526	(1,906)	(1,844)	4,542	6,682
Transfers	<u>(10,591)</u>	<u>(27,954)</u>	<u>10,591</u>	<u>27,954</u>	<u>-</u>	<u>-</u>
Change in Net Position	(4,143)	(19,428)	8,685	26,110	4,542	6,682
Net Position - Beginning of Year	124,281	143,709	87,831	61,721	212,112	205,430
Restatement	<u>691</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>691</u>	<u>-</u>
Net Position - End of Year	<u>\$ 120,829</u>	<u>\$ 124,281</u>	<u>\$ 96,516</u>	<u>\$ 87,831</u>	<u>\$ 217,345</u>	<u>\$ 212,112</u>

The Town's net position increased by \$4.5 million during the fiscal year, with net position of governmental activities decreasing \$4.1 million and business-type activities increasing by \$8.7 million. The total cost of all programs and services was \$214.7 million. Our analysis below separately considers the operations of governmental and business-type activities.

## Governmental Activities

Approximately 61.2% of the revenues were derived from property taxes, followed by 29.2% from operating grants and contributions, 5.8% from charges for services, 2.9% from capital grants and contributions, 0.7% from unrestricted grants and contributions, and 0.2% from miscellaneous revenue.

**Chart 1 - Revenues by Source - Governmental Activities 2021**

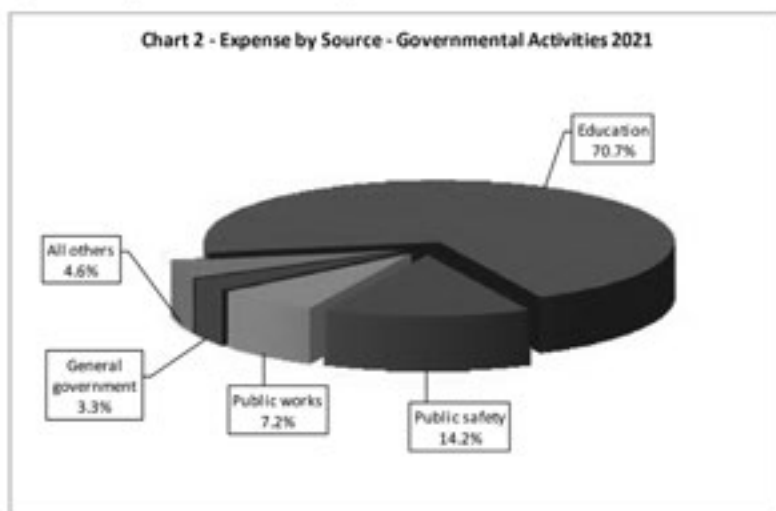


### Major revenue factors include:

- Operating Grants and contributions increased by \$13.6 million or 28.11% from \$48.5 million to \$62.1 million. A major factor in this increase is the Federal COVID-19 grants for the Town and Board of Education.
- Property tax revenue increased by \$4.6 million or 3.7% over last year. The increase is attributable to a 2.18% increase in the grand list (\$68.8 million), and an increase in tax collections, despite the COVID-19 pandemic and the Town's participation in the tax deferral program.
- Capital Grants and Contributions decreased by \$9.6 million or 60.9% from \$15.7 million in fiscal year 2020 to \$6.2 million in fiscal year 2021. Most of the decrease is due to the reduction in the State of Connecticut Clean Water Fund Grant Revenue for the Water Pollution Control Facility from \$8.1 million in 2020 to \$3.0 million in 2021.



For governmental activities, 70.7% of the Town's expenses related to education. Public safety accounted for 14.2%, public works accounted for 7.2% and general government accounted for 3.3% of expenses. The remaining 4.6% related to health and welfare, human services, parks and recreation, public library, planning and development and interest on long-term debt.

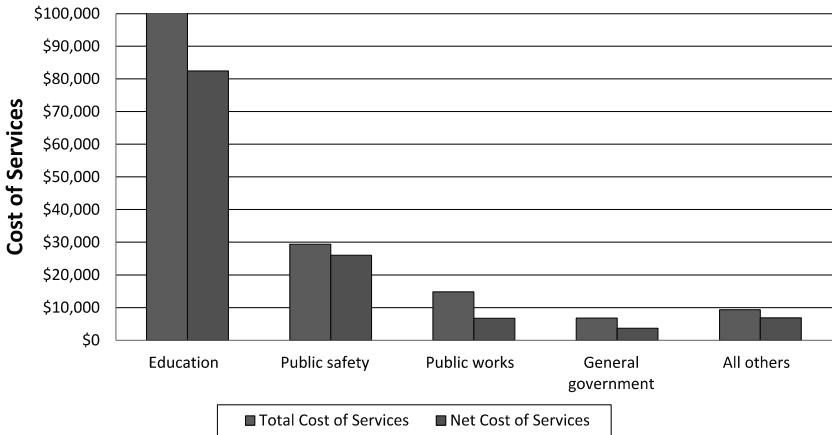


Major expense factors include:

- The cost of education services increased \$12.6 million or 9.5% due to higher costs responding to the COVID 19 pandemic, higher wage and benefit costs, and higher special education costs.
- General Government costs decreased by \$1.8 million or 21.2% mostly because of the recognition of increased MERS net pension expenses in the 2020.

	Total Cost of Services		Net Cost of Services	
	2021	2020	2021	2020
Education	\$ 145,748	\$ 133,098	\$ (82,460)	\$ (82,899)
Public safety	29,368	29,175	(26,010)	(26,217)
Public works	14,837	14,265	(6,740)	2,929
General government	6,782	8,608	(3,634)	(7,009)
All others	9,518	10,285	(6,824)	(7,414)
<b>Totals</b>	<b>\$ 206,253</b>	<b>\$ 195,431</b>	<b>\$ (125,668)</b>	<b>\$ (120,610)</b>

**Chart 3 - Governmental Activities - Cost of Services 2021**



### **Business-Type Activities**

- Business-type activities (see Table 2) increased the Town's net position by \$8.7 million primarily due to the \$10.6 million in capital assets paid for and transferred from the Governmental Activities in fiscal year 2021, which is reflected on Table 2 as a Capital transfer to the Business-Type Activities.

### **Financial Analysis of the Town's Funds**

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

### **Governmental Funds**

The focus of the Town's governmental funds is to provide information on the near-term inflows, outflows and balances of expendable resources. Such information is useful in assessing the Town's financing requirements.

- As of June 30, 2021, the Town's governmental funds reported combined ending fund balances of \$45.0 million, an increase of \$26.8 million from last year's fund balance, as restated, of \$18.2 million. Most of this change is due to the partial closing on the State Clean Water Loan of \$22.0 million (Issuance of Notes Payable) for the Water Pollution Control Facility Construction costs.

### **General Fund**

The General Fund is the primary operating fund of the Town. As of June 30, 2021, unassigned fund balance increased by \$1.5 million to \$25.4 million in the General Fund, while total fund balance decreased \$1.3 million to \$30.9 million.

Key factors that contributed to the financial outcome are as follows:

- Property tax revenues exceeded budget estimates by approximately \$344 thousand, despite the COVID-19 pandemic and the Town's participation in the 90-day Tax Deferment Program giving taxpayers extra time to pay their July and January tax payments. Some of that increase was offset by a \$212 thousand under budget in the Interest and lien fees.
- Building Fees exceeded the amended budget by \$268 thousand due to the consistent high demand for building activity in Town.
- Town Clerk Fees exceeded the amended budget by \$553 thousand due to the explosion in property sale activity
- Intergovernmental Revenues came in \$1.1 million over budget primarily due to the FEMA Reimbursement of \$272 thousand, Municipal CRF reimbursement of \$351 thousand and a Municipal stabilization grant increase of \$313 thousand.
- Town departments and the Board of Education had aggregate cost savings creating the \$5.6 million expenditure under budget. Of this amount, \$1.0 million was appropriated to a 2021 BOE non-lapsing account and \$2.6 was assigned to fiscal year 2022 for purchases on order.

### Capital Projects

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital projects. The major sources of revenues for this fund are capital grants and the proceeds from the issuance of general obligation bonds. As of June 30, 2021, the fund balance in the Capital Projects Fund increased by \$23.6 million to a deficit of (\$2.8) million. During the fiscal year \$21.0 million was expended for asset acquisition and improvements, mostly for Water Pollution Control Facility Improvements, bridge and road improvements, and various other projects. The Town received intergovernmental grants of \$3.4 million and transferred \$6.2 million in from the General Fund to fund these projects. On September 2020, the Town converted \$22.0 million in interim loan obligations under the State of Connecticut's Clean Water program to permanent loan obligations for the WPCF Improvements. Additionally, on January 2021 the Town issued \$15.5 million in GO Bonds (\$2.5 for the Southington Water Department).

### Emergency Management Fund

The Town was awarded \$13.0 million in ARPA funds. As of June 30, 2021 the Town has received 50% or \$6.5 million, and deferred the entire amount, leaving a fund balance of \$0.

### Debt Service Fund

Fund was restated to account for the amount of debt payments owed from the Southington Water Company. The current year refundings were also recorded in this fund in the current fiscal year.

### Proprietary Funds

The Town's proprietary fund provides the same type of information found in the government-wide financial statements, but in more detail.

Net position of the Sewer Fund at year-end totaled \$96.5 million. Unrestricted net position remained at \$9.5 million, and investment in capital assets increased by \$8.6 million to \$87.0 million. The Sewer Fund experienced a gain of \$8.7 million mostly due to the \$10.6 million of capital assets contributed from the Capital Fund.

Net position of the Health Insurance Fund was \$11.9 million. The Internal Service Fund's unrestricted net position increased by \$3.5 million, from \$8.4 million. The Town's total claims and fees came in substantially under budget for the first nine months of the year, with a total \$3.3 million under budget through the end of the fiscal year. The increase in fund balance for fiscal year 2021 reflects the participants hesitancy to get medical care due to the COVID-19 pandemic, even though medical services were fully available. It is anticipated that some of the surplus will be utilized when participants are comfortable enough to get elective procedures.

**General Fund Budgetary Highlights**

The Town's adopted General Fund budget for 2020 - 2021 was \$158.2 million (\$157.1 million for expenditures plus \$1.1 million for contingency). In addition to the \$451,000 which was appropriated from the Contingency Accounts, the Town appropriated \$1.5 million to the expenditure budget with corresponding revenue budget increases and appropriated \$3.8 million of fiscal year 2020 purchases on order, for a total amended budget of \$163.6 million.

The following lists the key changes to the budget during the year:

- \$3.8 million was appropriated for Fund Balance Assigned for Purchases on order at the end of fiscal year 2020.
- \$880 thousand was appropriated to the Board of Education Operations for preschool and special education outside tuitions and rent revenues received.
- \$87 thousand was appropriated for PPE, absentee ballots, and other costs due to the COVID-19 pandemic.
- Savings from various departments and excess Town Clerk & Building Revenues were combined to cash fund \$1.7 million of future capital costs on the FY 2022-2023 CIP Plan:
  - \$400 thousand for Town wide Roof Replacement and Town wide HVAC Replacement
  - \$225 thousand for Town wide IT Infrastructure and GIS Additions.
  - \$250 thousand to repair and replace sidewalks
  - \$368 thousand for the Board of Education High School Athletic Facility Master Plan and Underground Tank Removal & Replacement project.
  - \$100 thousand for Town wide paving Projects
  - \$126 thousand for replacement of Highway/Parks Equipment and Street Sign Upgrade.
  - \$264 thousand for the Vehicle Replacement Plan.

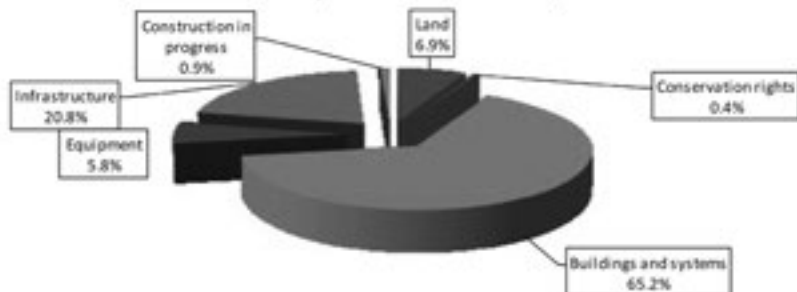
**Capital Assets and Debt Administration**

**Capital Assets.** The Town's investment in capital assets for its governmental and business-type activities as of June 30, 2021 totaled to \$372.8 million, net of accumulated depreciation. This investment in capital assets includes land, conservation rights, buildings and systems, equipment, infrastructure and Construction in progress. This amount represents a net increase (including additions and deductions) of \$9.2 million or a 2.5% increase from last year.

**TABLE 3  
CAPITAL ASSETS AT YEAR-END (Net of Depreciation)  
In Millions**

	Governmental		Business-Type		Totals	
	Activities		Activities			
	2021	2020	2021	2020	2021	2020
Land	\$ 25.6	\$ 24.8	\$ 0.0	\$ 0.0	\$ 25.6	\$ 24.8
Conservation rights	1.6	1.0			1.6	1.0
Buildings and systems	156.5	159.1	86.4	77.6	242.9	236.7
Equipment	21.2	20.6	0.6	0.7	21.8	21.3
Infrastructure	77.6	76.7			77.6	76.7
Construction in progress	3.3	3.1			3.3	3.1
Totals	\$ 285.8	\$ 285.3	\$ 87.0	\$ 78.3	\$ 372.8	\$ 363.6

**Chart 4 - Capital Assets - June 30, 2021**



Major capital asset events during the current fiscal year included the following:

**Governmental Activities:**

- Infrastructure Improvements of various Road Rehabilitation and Reconstruction Projects of \$4.4 million.
- Purchase of the John Weichsel Municipal Center for \$2.9 million.
- Various Mechanical and Equipment purchases totaling \$2.0 million

**Business-Type Activities:**

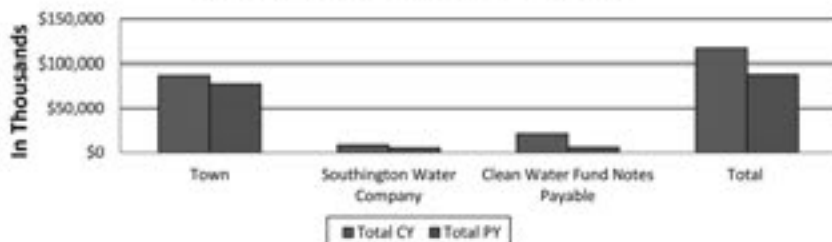
- Completion of the Water Pollution Control Facility Improvements of \$10.7 million

The Town's fiscal year 2021 – 2022 Capital Budget includes \$23.6 million for the following capital projects: New Library Building, Engineering for two bridge replacements, PCB Mitigation at the WPCA, Town wide Roof Replacement, Town wide HVAC Replacement, Park Improvements, West Queen Street Pump Station, Highway/Parks Heavy Trucks and Equipment, Board of Education Athletic Facility Master Plan, Board of Education Underground Tank Removal, IT Town wide Infrastructure and GIS, Vehicle Replacements and Road and Sidewalk Projects.

Additional information on the Town's capital assets can be found in Note 5 of this report.

**Long-Term Debt.** At the end of the current fiscal year, the Town had total outstanding long-term debt of \$116.9 million, of which total Town bonded debt outstanding was \$87.4 million. All the bonded debt is backed by the full faith and credit of the Town government.

**Chart 5 - Outstanding Debt - 2021 vs 2020**



**TABLE 4**  
**OUTSTANDING DEBT, AT YEAR-END**  
**In Thousands**

	<b>Governmental Activities</b>		<b>Business-Type Activities</b>		<b>Totals</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
General obligation bonds:						
Town	\$ 87,377	\$ 77,770	\$	\$	\$ 87,377	\$ 77,770
Southington Water Company	8,308	4,705			8,308	4,705
Clean Water Fund Notes Payable	21,175	5,684			21,175	5,684
Total	\$ 116,860	\$ 88,159	\$ -	\$ -	\$ 116,860	\$ 88,159

The Town of Southington's total debt outstanding decreased by \$28.7 million or 32.6% during the 2020-2021 fiscal year.

In September 2020, the Town converted \$22 million in interim loan obligations under the Connecticut's Clean Water Program for the new Water Pollution Control Facility to permanent loan obligations with an interest rate of 2%.

In January 2021, the Town issued \$15.505 million in General Obligation Bonds for General Government, Education, and Water Department Projects with a coupon rate of 2% to 4%, and a true interest cost of 1.44%.

In October 2020, the Town issued \$4.960 million in General Obligation Refunding Bonds, Series A, and \$17.335 in General Obligation Refunding Bonds (Federally Taxable), Series B. As a result of the refinancing, the Town will lower its interest costs by over \$1.5 million going forward.

In December 2020, the Town issued \$6.190 million in General Obligation Refunding Bonds, Series C, and paid off State of Connecticut Clean Water and Drinking Water Loans, saving the Town and Water Department approximately \$430,000 in interest costs over the life of the refunding bonds.

For each of these bond issues, Standard and Poor's Rating Agency reaffirmed Southington's rating at AA+/Stable Outlook. Within the report, S&P referenced the Towns "Strong management...with good financial policies and practices", "Strong budgetary flexibility", "Very strong economy" and "Very strong liquidity" among the factors influencing the Town's high credit rating. The "AA+" rating is only one notch away from the highest bond rating (AAA) awarded by S&P.

As a result of the Moody's rating recalibration to a "Global Scale" in May of 2010, the Town's underlying rating has been officially changed to Aa2 from A1. (The recalibration is not a change in credit rating, but rather a change from a municipal scale to a global scale).

The overall statutory limit for the Town is equal to 7 times annual receipts from taxation, or \$884.6 million. As of June 30, 2021, the Town recorded long-term debt of \$116.9 million, well below the statutory debt limits.

Additional information on the Town's long-term debt can be found in Note 7 of this report.

Other obligations include vacation pay and sick leave. More detailed information about the Town's long-term liabilities is presented in Note 7 to the financial statements.

## **Economic Factors and Next Year's Budgets and Rates**

The unemployment rate for the Town of Southington at June 30, 2021 was 5.2%, 3.2% lower than the 8.4% unemployment rate one year ago. This compares favorably to the 6.8% for the State of Connecticut unemployment rate of 6.8% and the national rate of 6.1% .

As previously stated, the General Fund total fund balance decreased from \$32.2 million at June 30, 2020 to \$30.9 million at June 30, 2021. Of this \$30.9 million General Fund balance, \$49 thousand was non-spendable due to form (prepaid items and inventory), \$3.7 million was assigned for purchases on order, and \$1.8 million was assigned for subsequent year's appropriations, leaving an unassigned fund balance of \$25.4 million in the General Fund at June 30, 2021. The Town feels that the \$25.4 million in the unassigned fund balance places the Town in a strong position to withstand unexpected events. Although all the Municipalities in the State, including the Town of Southington, are facing major uncertainties due the COVID-19 pandemic and the resulting inflation rate, the Town's Finances and financial plans remain stable.

Elected and appointed officials considered these factors, among others, when setting the fiscal year 2021-2022 General Fund budget and tax rates.

The Town adopted a General Fund budget of \$156.9 million for fiscal year 2021-2022 compared to an adopted budget of \$158.2 million for fiscal year 2020-2021. This budget is \$1.4 million or .087% lower than the 2020-2021 budget. The Town is using \$1.8 million of excess fund balance to cash fund the highway/parks Heavy equipment, parks improvements, and Police dashboard & body-worn cameras. After backing out these onetime capital purchases, the Town budget is increasing \$1.0 million or 1.91% and the Education Budget is increasing \$291 thousand or 0.29%. The Town performed a statistical revaluation as of October 1, 2020, resulting in a grand list increase of \$279.6 million or 6.73% increase to \$4.4 billion. Of this increase, \$49.7 million or 1.20% is attributable to non-revaluation increases in the grand list. The mill rate was set at 29.03 mills.

Costs of the Town's business-type activities, accounted for in the Sewer Operating Fund, are expected to remain at \$5.8 million for fiscal year 2021-2022. After the sewer rate changes of July 2014, the fund is generating sufficient revenue to cover the expenditures of the fund, so the sewer fixed rates remained unchanged. The Water Pollution Control Facility Upgrade approved for \$57.1 million at a referendum on November 2016 was completed in 2021, under budget by almost \$10 million. The Town is monitoring the new Sewer Fund maintenance costs to determine if a sewer rate change is required.

The potential impact of the pandemic on the local economy, businesses and Town revenues is being continually monitored. For fiscal year 2021, there was a negative impact on investment income, but other revenues such as building permits and town clerk conveyance taxes were positively impacted. The Town did not see any impact on tax collections for the prior fiscal year and there is no indication that there will be an impact on 2022 collections.

## **Requests for Information**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Emilia C. Portelinha, Finance Director, Town of Southington, 75 Main Street, Southington, Connecticut 06489 or visit Southington's website at [www.Southington.org](http://www.Southington.org).

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## **Basic Financial Statements**

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**TOWN OF SOUTHTON, CONNECTICUT**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2021**  
**(In Thousands)**

	<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>
<b>Assets:</b>			
Cash and cash equivalents	\$ 58,770	\$ 8,752	\$ 67,522
Investments	14,502		14,502
Receivables, net	19,220	3,154	22,374
Inventory	64		64
Prepaid items	23		23
<b>Capital assets:</b>			
Assets not being depreciated	30,528	39	30,567
Assets being depreciated, net	255,237	86,938	342,175
<b>Total assets</b>	<b>378,344</b>	<b>98,883</b>	<b>477,227</b>
<b>Deferred Outflows of Resources:</b>			
Deferred charge on refunding	1,342		1,342
Deferred outflows related to pension	26,940	906	27,846
Deferred outflows related to OPEB	11,854		11,854
<b>Total deferred outflows of resources</b>	<b>40,136</b>	<b>906</b>	<b>41,042</b>
<b>Liabilities:</b>			
Accounts and other payables	8,893	1,262	10,155
Other current liabilities	750	107	857
Loan payable	10,592		10,592
Unearned revenue	7,530		7,530
<b>Noncurrent liabilities:</b>			
Due within one year	14,860		14,860
Due in more than one year	242,042	1,680	243,722
<b>Total liabilities</b>	<b>284,667</b>	<b>3,049</b>	<b>287,716</b>
<b>Deferred Inflows of Resources:</b>			
Advance tax collections	3		3
Deferred inflows related to pension	7,118	224	7,342
Deferred inflows related to OPEB	5,863		5,863
<b>Total deferred inflows of resources</b>	<b>12,984</b>	<b>224</b>	<b>13,208</b>
<b>Net Position:</b>			
Net investment in capital assets	153,512	86,977	240,489
<b>Restricted for:</b>			
Education	1,406		1,406
Planning and Development Grants	87		87
<b>Trust purposes:</b>			
Expendable	91		91
Nonexpendable	13		13
Unrestricted	(34,280)	9,539	(24,741)
<b>Total Net Position</b>	<b>\$ 120,829</b>	<b>\$ 96,516</b>	<b>\$ 217,345</b>

The accompanying notes are an integral part of the financial statements

**TOWN OF SOUTHTON, CONNECTICUT**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
(In Thousands)

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental activities:							
General government	\$ 6,782	\$ 2,256	\$ 797	\$ 95	\$ (3,634)	\$ -	\$ (3,634)
Public safety	29,368	3,273	85		(26,010)		(26,010)
Public works	14,837	2,829		5,268	(6,740)		(6,740)
Health and welfare	823		488		(295)		(295)
Human services	1,704	11	199	40	(1,494)		(1,494)
Parks and recreation	837	251			(500)		(500)
Public library	2,062	3	4		(2,055)		(2,055)
Planning and development	1,589	1,432			(157)		(157)
Education	145,748	2,259	60,282	747	(82,460)		(82,460)
Interest on long-term debt	2,503		180		(2,323)		(2,323)
Total governmental activities	206,253	12,314	62,121	6,150	(125,668)	-	(125,668)
Business-type activities:							
Sewer	8,451	6,545				(1,906)	(1,906)
Total	\$ 214,704	\$ 18,859	\$ 62,121	\$ 6,150	(125,668)	(1,906)	(127,574)
General revenues:							
Property taxes					130,132		130,132
Grants and contributions not restricted to specific programs					1,384		1,384
Unrestricted investment earnings					48		48
Miscellaneous revenue					552		552
Transfers					(10,591)	10,591	-
Total general revenues and transfers					121,523	10,591	132,116
Change in net position					(4,143)	8,685	4,542
Net Position at Beginning of Year, as Restated					124,972	87,831	212,803
Net Position at End of Year					\$ 120,829	\$ 96,516	\$ 217,345

The accompanying notes are an integral part of the financial statements

TOWN OF SOUTHTON, CONNECTICUT  
BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2021  
(In Thousands)

EXHIBIT III

ASSETS

	General	Capital Projects	Emergency Management	Debt Service	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents	\$ 21,112	\$ 9,506	\$ 6,486	\$ 2,483	\$ 6,295	\$ 45,882
Investments	14,357				145	14,502
Receivables, net	4,792	3,239		8,308	2,881	19,220
Due from other funds	300					300
Inventories	26				38	64
Prepaid Items	23					23
Total Assets	\$ 40,610	\$ 12,745	\$ 6,486	\$ 10,791	\$ 9,359	\$ 79,991

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES

Liabilities:						
Accounts and other payables	\$ 5,351	\$ 1,584	\$	\$	\$ 969	\$ 7,904
Loans payable		10,592				10,592
Due to other funds					300	300
Unearned revenue		185	6,486		859	7,530
Total liabilities	5,351	12,361	6,486		2,128	26,326
Deferred Inflows of Resources:						
Advance property tax collections	3					3
Unavailable revenue - property taxes	4,378					4,378
Unavailable revenue - special assessments		3,137			1,031	1,031
Unavailable revenue - other receivables					44	3,181
Total deferred inflows of resources	4,381	3,137	-	-	1,075	8,593
Fund Balances:						
Nonspendable	49				51	100
Restricted				8,308	1,584	9,892
Committed				2,483	4,521	7,004
Assigned	5,441					5,441
Unassigned	25,388	(2,753)				22,635
Total fund balances	30,878	(2,753)		10,791	6,156	45,072
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 40,610	\$ 12,745	\$ 6,486	\$ 10,791	\$ 9,359	\$ 79,991

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**TOWN OF SOUTHTON, CONNECTICUT**  
**BALANCE SHEET - GOVERNMENTAL FUNDS (CONTINUED)**  
**JUNE 30, 2021**  
**(In Thousands)**

Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position:

Amounts reported for governmental activities in the statement of net position (Exhibit I) are different because of the following:

Fund balances - total governmental funds	\$ 45,072
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Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds:

Governmental capital assets	\$ 455,545	
Less accumulated depreciation	(169,780)	
Net capital assets		285,765

Other long-term assets and deferred outflows are not available to pay for current-period expenditures and, therefore, are not recorded in the funds:

Property tax receivables greater than 60 days	1,809
Interest receivable on property taxes	2,569
Assessments receivable greater than 60 days	984
Interest receivable on assessments	47
Deferred amount in refunding	1,342
Other receivables	3,181
Deferred outflows related to pension	26,940
Deferred outflows related to OPEB	11,854

Internal service funds are used by management to charge the costs of risk management to individual funds. The assets and liabilities of the internal service funds are reported with governmental activities in the statement of net position.

11,899

Long-term liabilities and deferred inflows, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds:

Deferred inflows related to pension	(7,118)
Deferred inflows related to OPEB	(5,863)
Bonds and notes payable	(116,860)
MERS prior service costs	(5)
Premium on issuance	(4,573)
Interest payable on bonds and notes	(750)
Compensated absences	(7,432)
Capital lease	(9,878)
Total OPEB liability	(49,877)
Heart and hypertension	(8,983)
Net pension liability	(59,050)
Landfill closure	(244)

Net Position of Governmental Activities (Exhibit I)	<u>\$ 120,829</u>
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The accompanying notes are an integral part of the financial statements

TOWN OF SOUTHRINGTON, CONNECTICUT  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2021  
(In Thousands)

EXHIBIT IV

	General	Capital Projects	Emergency Management	Debt Service	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:						
Property taxes	\$ 127,986	\$	\$	\$	10	\$ 127,986
Intergovernmental	36,649	3,431			9,630	49,710
Charges for services	5,376				7,019	12,395
Income on investments	29				19	48
Other revenues	230			418	85	733
Total revenues	170,270	3,431		418	16,763	190,882
Expenditures:						
Current:						
General government	4,456				89	4,545
Public safety	14,378				3,107	17,485
Public works	5,990				2,921	8,911
Health and welfare	699				6	705
Human services	827				348	1,175
Parks and recreation	1,771				113	1,884
Public library	1,526				171	1,697
Parks and development	1,128				14	1,543
Planning and development	17					1,128
Miscellaneous	10,173					10,173
Employee fringe benefits	115,406				9,203	124,609
Education	10,972	20,992		2,975	96	14,043
Debt and sundry		20,992		2,975		20,992
Capital outlay	165,963	20,992		2,975	15,697	205,827
Total expenditures	4,307	(17,561)		(2,557)	866	(14,945)
Excess (Deficiency) of Revenues over Expenditures						
Other Financing Sources (Uses):						
Issuance of general obligation bonds		13,005		2,500		15,505
Premium on general obligation bonds				1,244		1,244
Premium on refunding bonds				28,485		28,485
Premium on refunding bonds				1,883		1,883
Payment to refunded bond escrow agent				(27,967)		(27,967)
Issuance of notes payable	819	22,000				22,000
Transfer of capital leases	(6,417)	6,191			226	819
Transfers in	(5,598)	41,196			6,417	(6,417)
Total other financing sources (uses)				5,945	226	41,769
Net Change in Fund Balances	(1,291)	23,635		3,388	1,092	26,824
Fund Balances at Beginning of Year, as Restated	32,169	(26,388)	-	7,403	5,064	18,248
Fund Balances at End of Year	\$ 30,878	\$ (2,753)	\$ -	\$ 10,791	\$ 6,156	\$ 45,072

(Continued on next page)

**TOWN OF SOUTHTON, CONNECTICUT**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES - GOVERNMENTAL FUNDS (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
**(In Thousands)**

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities:

Amounts reported for governmental activities in the statement of activities (Exhibit II) are different because:

Net change in fund balances - total governmental funds (Exhibit IV) \$ 26,824

Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlay 11,596  
 Depreciation expense (10,926)

The statement of activities reports losses arising from the trade-in of existing capital assets to acquire new capital assets. Conversely governmental funds do not report any gain or loss on a trade-in of capital assets. (164)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds, and revenues recognized in the funds are not reported in the statement of activities:

Property tax receivable - accrual basis change 87  
 Property tax interest and lien revenue - accrual basis change 2,049  
 Sewer assessment receivable-accrual basis change (82)  
 Sewer assessment interest and lien revenue - accrual basis change (2)  
 Other receivables - accrual basis change 700  
 Changes in deferred outflows related to pension 672  
 Changes in deferred outflows related to OPEB (631)

The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are amortized and deferred in the statement of activities. The details of these differences in the treatment of long-term debt and related items are as follows:

Issuance of refunding bonds (28,485)  
 Premium on refunding (1,683)  
 Deferred amount in refunding 945  
 Issuance of general obligation bonds (15,505)  
 Issuance of notes payable (22,000)  
 Premiums on long term debt (1,244)  
 Payment to escrow agent 27,967  
 Bond principal payments 2,813  
 Note principal payments 6,509  
 Issuance of capital leases (819)  
 Capital lease principal payments 1,228  
 Accrued interest 303  
 Amortization of prior service costs 3  
 Amortization of deferred charge on refunding (764)  
 Amortization of bond premiums 1,755

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Compensated absences 91  
 Net pension liability (4,897)  
 Total OPEB liability (1,004)  
 Heart and hypertension (406)  
 Landfill post closure care and settlement 9  
 Changes in deferred inflows related to pension (2,554)  
 Changes to deferred inflows related to OPEB 9

Internal service funds are used by management to charge costs to individual funds. The net revenue of certain activities of internal services funds is reported with governmental activities.

3,463

Change in Net Position of Governmental Activities (Exhibit II) \$ (4,143)

The accompanying notes are an integral part of the financial statements



**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**STATEMENT OF NET POSITION - PROPRIETARY FUNDS**  
**JUNE 30, 2021**  
**(In Thousands)**

	<b>Business-Type Activities Sewer Enterprise Fund</b>	<b>Governmental Activities Internal Service Fund</b>
<b>Assets:</b>		
Current:		
Cash and cash equivalents	\$ 8,752	\$ 12,888
Accounts and other receivables	3,154	
Total current assets	<u>11,906</u>	<u>12,888</u>
Capital assets, net	<u>86,977</u>	
Total assets	<u>98,883</u>	<u>12,888</u>
<b>Deferred Outflows of Resources:</b>		
Deferred outflows related to pensions	<u>906</u>	
<b>Liabilities:</b>		
Current:		
Accounts and other payables	1,262	989
Other accrued liabilities	107	
Total current liabilities	<u>1,369</u>	<u>989</u>
Noncurrent liabilities:		
Net pension liability	<u>1,680</u>	
Total liabilities	<u>3,049</u>	<u>989</u>
<b>Deferred Inflows of Resources:</b>		
Deferred inflows related to pension	<u>224</u>	
<b>Net Position:</b>		
Investment in capital assets	86,977	
Unrestricted	<u>9,539</u>	<u>11,899</u>
<b>Total Net Position</b>	<u>\$ 96,516</u>	<u>\$ 11,899</u>

The accompanying notes are an integral part of the financial statements

**TOWN OF SOUTHTON, CONNECTICUT**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES**  
**IN NET POSITION - PROPRIETARY FUND**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
(In Thousands)

	<b>Business-Type Activities Sewer Enterprise Fund</b>	<b>Governmental Activities Internal Service Fund</b>
Operating Revenues:		
Fund premiums	\$	\$ 24,250
Charges for services	6,545	
Total operating revenues	<u>6,545</u>	<u>24,250</u>
Operating Expenses:		
Plant	4,968	
Benefits	648	20,347
Depreciation	2,341	
Administration and other	494	440
Total operating expenses	<u>8,451</u>	<u>20,787</u>
Income (Loss) before Capital Grants and Contributions	(1,906)	3,463
Capital Grants and Contributions	<u>10,591</u>	
Change in Net Position	8,685	3,463
Net Position at Beginning of Year	<u>87,831</u>	<u>8,436</u>
Net Position at End of Year	<u>\$ 96,516</u>	<u>\$ 11,899</u>

The accompanying notes are an integral part of the financial statements

**TOWN OF SOUTHTON, CONNECTICUT**  
**STATEMENT OF CASH FLOWS - PROPRIETARY FUND**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
**(In Thousands)**

	<b>Business-Type Activities Sewer Enterprise Fund</b>	<b>Governmental Activities Internal Service Fund</b>
Cash Flows from Operating Activities:		
Cash received from customers and granting agencies	\$ 6,021	\$
Cash received for premiums - Town departments and agencies		24,250
Cash payments to suppliers for goods and services	(4,015)	
Cash payments to providers of benefits	(648)	(20,565)
Cash payments for service fees		(440)
Net cash provided by (used in) operating activities	<u>1,358</u>	<u>3,245</u>
Cash Flows from Capital Financing Activities:		
Acquisition of capital assets	(432)	
Proceeds from disposal of capital assets	12	
Net cash provided by (used in) capital financing activities	<u>(420)</u>	<u>-</u>
Net Increase (Decrease) in Cash and Cash Equivalents	938	3,245
Cash and Cash Equivalents at Beginning of Year	<u>7,814</u>	<u>9,643</u>
Cash and Cash Equivalents at End of Year	<u>\$ 8,752</u>	<u>\$ 12,888</u>
Reconciliation of Operating Income (Loss) to Net Cash		
Provided by (Used in) Operating Activities:		
Operating income (loss)	\$ (1,906)	\$ 3,463
Depreciation	2,341	
Loss on disposal of capital assets	52	
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:		
(Increase) decrease in accounts receivable	(524)	
Increase (decrease) in accounts payable and accrued liabilities	1,087	(218)
Change in net pension liability and related deferrals	<u>308</u>	<u></u>
Net Cash Provided by (Used in) Operating Activities	<u>\$ 1,358</u>	<u>\$ 3,245</u>
Noncash Capital Financing Activities:		
Capital assets transferred from governmental funds	<u>\$ 10,591</u>	<u>\$ -</u>

The accompanying notes are an integral part of the financial statements

TOWN OF SOUTHTON, CONNECTICUT  
STATEMENT OF FIDUCIARY NET POSITION - FIDUCIARY FUNDS  
JUNE 30, 2021  
(In Thousands)

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	<u>Custodial Fund</u> <u>C-Pace</u> <u>Program</u>
Assets:	
Cash and cash equivalents	\$ _____ -
Net Position:	
Fiduciary deposits	\$ _____ -

The accompanying notes are an integral part of the financial statements

TOWN OF SOUTHTON, CONNECTICUT  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION - FIDUCIARY FUNDS  
JUNE 30, 2021  
(In Thousands)

	<u>Custodial Fund</u> <u>C-Pace</u> <u>Program</u>
Revenues:	
Contributions	\$ <u>123</u>
Deductions:	
Payments to other governments	<u>123</u>
Net increase (decrease) in fiduciary net position	-
Net Position at Beginning of Year	<u>-</u>
Net Position at End of Year	\$ <u><u>-</u></u>

The accompanying notes are an integral part of the financial statements

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(In Thousands)

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Town of Southington, Connecticut (the Town) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant policies of the Town are described below.

### **A. Reporting Entity**

Accounting principles generally accepted in the United States of America require that the reporting entity include the primary government and its component units, entities for which the government is considered to be financially accountable, all organizations for which the primary government is financially accountable and other organizations that by the nature and significance of their relationship with the primary government would cause the financial statements to be incomplete or misleading if excluded.

### **Related Organizations**

The Town of Southington Water Company (the Water Company) operates the only water system in the Town. The operations of the Water Company benefit primarily Town residents. The Water Company is an agency that is independent from the Town in all administrative, operational and financial matters. The Board of Water Commissioners is elected by the voters of the Town independently from the Town Council and they do not report nor answer to the Town Council. The Water Company may independently issue its own debt. In prior years, the Town included the Water Company in their general obligation debt only for the purposes of obtaining a lower interest rate for the Water Company. In 2001, legal counsel determined that the Water Company is legally capable of issuing its own debt and it is the Town's option to include them in their debt issuance at their discretion.

The Southington Housing Authority, Inc., a body corporate and politic, provides services primarily to Town residents. Although the Town appoints the governing body, the Town does not have the ability to significantly influence the programs, projects, activities or level of services performed or provided by the Housing Authority. The Southington Housing Authority, Inc., is not fiscally dependent on the Town.

The Plainville-Southington Regional Health District (the District) is a quasi-municipal district established in accordance with State statutes to provide various health services to Plainville, Southington and Middlefield, Connecticut including inspections of local businesses and regulating the installation of onsite sewage disposal systems and water supply wells. The Board of Directors are appointed by their municipality at a ratio of one member for every ten thousand people or portion thereof up to a maximum of five. The District is not fiscally dependent on the Town.

### **B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, charges for services, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received.

The Town reports the following major governmental funds:

The General Fund is the Town's primary operating fund. It accounts for all financial resources of the Town, except those required to be accounted for in another fund.

The Capital Projects Fund accounts for the financial resources to be used for the acquisition or construction of major capital facilities.

The Emergency Management Fund accounts for financial resources to be utilized under the American Rescue Plan Act as funded by intergovernmental revenue.

The Debt Service Fund accounts for the financial resources to be used to pay the interest and principal of long-term debt.



**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

The Town reports the following as a major proprietary fund:

The Sewer Fund accounts for the activities of the government's sewer operations.

Additionally, the Town reports the following fund types:

The Internal Service Fund accounts for health benefits program for Town employees.

The Custodial Fund accounts for monies held on behalf of other governments.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes and other charges between certain Town's functions because the elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include property taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Sewer Fund and of the Town's Internal Service Fund are charges to customers for sales and services. Operating expenses for the enterprise fund and the internal service fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as they are needed. Unrestricted funds are used in the following order: committed, assigned then unassigned.

#### **D. Deposits and Investments**

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the Town to invest in obligations of the U.S. Treasury, commercial paper, corporate bonds, repurchase agreements and certain other investments.

Investments for the Town are reported at fair value.

#### **E. Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." All trade and property tax receivables are shown net of an allowance for uncollectibles.

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

The Town's property tax is levied each July 1 on the assessed value as of the prior October 1 for all real property, motor vehicles and commercial personal property located in the Town. Assessed values are established by the Town Assessment Board at 70% of estimated market value. A revaluation of all real property is required to be completed no less than every ten years. The Town performed a statistical revaluation as of October 1, 2020. The Town's next revaluation with full inspection will be October 1, 2025. The assessed value for the Grand List of October 1, 2019, upon which the 2021 levy was based, was \$4.2 billion. A 30.63 mill rate was applied to the Grand List.

Taxes are due in two equal installments on the July 1 and January 1 following the levy date, although a 30-day grace period is provided. Current tax collections for the years ended June 30, 2021 and 2020, were 99.02% and 98.97%, respectively, of the adjusted tax levy. Uncollected property taxes are recorded as receivables, net of an allowance for estimated uncollectible accounts. Unpaid taxes are lienied on or before June 30 following the due date. The revenue relating to property taxes not collected during the fiscal year and within 60 days after the close of the fiscal year is deferred.

**F. Inventories and Prepaid Items**

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

**G. Capital Assets**

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$10,000 (amount not rounded) and an estimated useful life in excess of 5 years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<b>Assets</b>	<b>Years</b>
Buildings	50
Building improvements	25
Public domain infrastructure	35-70
System infrastructure	15
Vehicles	7
Office equipment	7
Computer equipment	7

(In Thousands)

#### **H. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period or periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town reports a deferred charge on refunding and deferred outflows related to pension and OPEB in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. A deferred outflow of resources related to pension and OPEB results from differences between expected and actual experience, changes in assumptions, or other inputs. These amounts are deferred and included in pension and OPEB expense in a systematic and rational manner over a period equal to the average of the expected remaining service lives of all employees that are provided with benefits through the pension plan (active employees and inactive employees) or in the case of the difference in projected and actual earnings on pension and OPEB plan investments, in a systematic and rational method over a closed five-year period.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period or periods and so will not be recognized as an inflow of resources (revenue) until that time. The Town reports a deferred inflow of resources for advance property tax collections in the government-wide statement of net position. A deferred inflow of resources related to pension and OPEB results from differences between expected and actual experience, changes in assumptions, or other inputs. These amounts are deferred and included in pension and OPEB expense in a systematic and rational manner over a period equal to the average of the expected remaining service lives of all employees that are provided with benefits through the pension plan (active employees and inactive employees) or in the case of the difference in projected and actual earnings on pension and OPEB plan investments, in a systematic and rational method over a closed five-year period. For governmental funds, the advance property tax collections which represent taxes inherently associated with a future period. This amount is recognized during the period in which the revenue is associated. For governmental funds, the Town reports unavailable revenue, which arises only under the modified accrual basis of accounting. The governmental funds report unavailable revenues from property taxes, special assessments and grants. These amounts are deferred and recognized as an inflow of resources (revenue) in the period in which the amounts become available.

#### **I. Compensated Absences**

A limited amount of vacation earned may be accumulated by certain employees until termination of their employment, at which time they are paid for accumulated vacation. Sick leave may be accumulated by Fire Department and AFSCME employees in accordance with union contracts until retirement, termination or death, at which time they are paid for a percentage of their accumulated sick leave.

The Town's accounting and financial reporting policy for compensated absences is based on GASB Statement No. 16. Compensated absences are accrued at current salary rates and paid by the General Fund.

**TOWN OF SOUTHLINGTON, CONNECTICUT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021**

---

(In Thousands)

**J. Net Pension Liability**

The net pension liability is measured as the portion of the actuarial present value of projected benefits that is attributed to past periods of employee service (total pension liability), net of the pension plan's fiduciary net position. The pension plan's fiduciary net position is determined using the same valuation methods that are used by the pension plan for purposes of preparing its statement of fiduciary net position. The net pension liability is measured as of a date (measurement date) no earlier than the end of the employer's prior fiscal year, consistently applied from period to period.

**K. Total Other Postemployment Benefits Other than Pensions (OPEB) Liability**

The total OPEB liability is measured as the portion of the actuarial present value of projected benefits that is attributed to past periods of employee service. The total OPEB liability is measured as of a date (measurement date) no earlier than the end of the employer's prior fiscal year and no later than the end of the current fiscal year, consistently applied from period to period.

**L. Long-Term Obligations**

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of any significant applicable bond premium or discount. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenses.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**M. Fund Equity and Net Position**

In the government-wide financial statements and in proprietary fund types, net position is classified in the following categories:

**Net Investment in Capital Assets**

This category groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduces this category.

**Restricted Net Position**

This category represents the net position of the Town which is restricted by externally imposed constraints placed on net position by grantors, contributors or laws and regulations of other governments.

**Unrestricted Net Position**

This category represents the net position of the Town which is not restricted for any project or other purpose.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

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(In Thousands)

In the fund financial statements, fund balances of governmental funds are classified in five separate categories. The five categories, and their general meanings, are as follows:

**Nonspendable Fund Balance**

This represents amounts that cannot be spent due to form (e.g., inventories and prepaid amounts).

**Restricted Fund Balance**

This represents amounts constrained for a specific purpose by external parties, such as grantors, creditors, contributors or laws and regulations of their governments.

**Committed Fund Balance**

This represents amounts constrained for a specific purpose by a government using its highest level of decision-making authority (Town Council). A resolution approved by the Board of Finance is required to modify or rescind a fund balance commitment.

**Assigned Fund Balance**

This represents amounts constrained for the intent to be used for a specific purpose by a governing board or a body or official that has been delegated authority to assign amounts by the Town Charter. The Finance Director is authorized to assign fund balances through the carry forward of appropriations to a subsequent year pending approval from the Board of Finance.

**Unassigned Fund Balance**

This represents fund balance in the General Fund in excess of nonspendable, restricted, committed and assigned fund balance. If another governmental fund has a fund balance deficit, it is reported as a negative amount in unassigned fund balance.

The Town has adopted a written fund balance policy which states that the Town shall strive to maintain during the year and specifically at fiscal year-end a level of general fund unassigned fund balance, also known as accumulated surplus or the rainy day fund at 10% of actual year end general fund revenues. The 10% shall be known as the Town's "floor".

**N. Accounting Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, including disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

**O. Subsequent Events**

In preparing these financial statements, management has evaluated subsequent events through February 22, 2022, which represents the date the financial statements were available to be issued.

(In Thousands)

## **2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

### **A. Budgetary Information**

Chapter VII of the Town Charter governs the financial provisions of the Town. The Town Manager presents the budget to the Board of Finance. After required hearings, the Board of Finance recommends its budget to the Town Council. At the annual budget meeting held in May, the Council may adopt the recommended budget or may reduce or increase the proposed estimated expenditures, by the required number of votes. After completing such action, the Town Council shall adopt the budget by resolution and notify the Board of Finance, the Board of Education and the Town Manager.

The Board of Finance shall, upon adoption of the budget by the Town Council, fix a rate of taxation on the last Grand List, sufficient to produce the required revenue to preserve a balanced relation between estimated receipts and expenditures, net of provision for other estimated revenue and cash surplus or deficit.

#### **Additional Appropriations and Transfers:**

The control level on which expenditures may not legally exceed appropriations is the object level. Each department must seek approval from the Board of Finance and/or the Town Council for any appropriations or transfers. The Town Council, on the recommendation of the Board of Finance, may appropriate at any time, subject to the other provisions of Chapter VII, any unappropriated and unencumbered cash balance in the Town treasury. The Board of Finance may at any time transfer any unencumbered appropriation balance, or portion thereof, between general classifications of expenditures within an office, department or agency, not to exceed \$500 (amount not rounded). Transfers in excess of \$500 (amount not rounded) within departments, and all transfers between departments must be approved by the Town Council. Through a charter revision question passed on November 5, 2013, the Town Manager has authorization to transfer within a department, not to exceed \$1,000. During the last three months of the fiscal year, the Town Council may, upon the recommendation of the Board of Finance, by resolution transfer any unencumbered appropriation balance, or portion thereof, from one office, department or agency to another to meet a pressing need for public expenditure. No money shall be expended, or obligation for such expenditure incurred, by any department, office, board, commission or agency of the Town, except in accordance with an appropriation by the Town Council.

The budget is prepared on a modified accrual basis of accounting except for the accrual of payroll, issuance of debt, and on-behalf payments from the State of Connecticut. All appropriations lapse at the end of the budget year to the extent that they have not been expended or lawfully encumbered. Encumbrances outstanding at the end of the year are reappropriated as continued appropriations. Encumbrances are established by adoption of the Town Council (continuing appropriations). Authorized continuing appropriations are presented as assignments of fund balance since the commitments will be honored in subsequent years. Encumbrances do not constitute expenditures or liabilities for accounting principles generally accepted in the United States of America or budgetary purposes. Only the General Fund has a legally adopted annual budget.

Budgeted amounts are as originally adopted or as amended by the Town Council. During the year, \$5,320 of supplemental budgetary appropriations from the General Fund were made, \$1,531 from revised revenue estimates, and \$3,789 from continued appropriations from the prior year.

**TOWN OF SOUTHLINGTON, CONNECTICUT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021**

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(In Thousands)

**B. Deficit Fund Equity**

The Capital Projects fund had a deficit fund balance of \$2,753 at June 30, 2021. This deficit will be funded with grants, transfers and grant reimbursements.

**3. CASH, CASH EQUIVALENTS AND INVESTMENTS**

The deposit of public funds is controlled by the Connecticut General Statutes (Section 7-402). Deposits may be made in a "qualified public depository" as defined by Statute, or, in amounts not exceeding the Federal Deposit Insurance Corporation insurance limit in an "out of state bank," as defined by the Statutes, which is not a "qualified public depository."

The Connecticut General Statutes (Section 7-400) permit municipalities to invest in: 1) obligations of the United States and its agencies; 2) highly rated obligations of any state of the United States or of any political subdivision, authority or agency thereof; and 3) shares or other interests in custodial arrangements or pools maintaining constant net asset values and in highly rated no-load open end money market and mutual funds (with constant or fluctuating net asset values) whose portfolios are limited to obligations of the United States and its agencies, and repurchase agreements fully collateralized by such obligations. Other provisions of the Statutes cover specific municipal funds with particular investment authority. The provisions of the Statutes regarding the investment of municipal pension funds do not specify permitted investments. Therefore, investment of such funds is generally controlled by the laws applicable to fiduciaries and the provisions of the applicable plan.

The Statutes (Sections 3-24f and 3-27f) also provide for investment in shares of the State Short-Term Investment Fund (STIF) and the State Tax Exempt Proceeds Fund (TEPF). These investment pools are under the control of the State Treasurer, with oversight provided by the Treasurer's Cash Management Advisory Board and are regulated under the State Statutes and subject to annual audit by the Auditors of Public Accounts. Investment yields are accounted for on an amortized-cost basis with an investment portfolio that is designed to attain a market-average rate of return throughout budgetary and economic cycles. Investors accrue interest daily based on actual earnings, less expenses and transfers to the designated surplus reserve, and the fair value of the position in the pool is the same as the value of the pool shares.

**Deposits**

**Deposit Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a bank failure, the Town's deposit will not be returned. The Town does not have a deposit policy for custodial credit risk. The deposit of public funds is controlled by the Connecticut General Statutes. Deposits may be placed with any qualified public depository that has its main place of business in the State of Connecticut. Connecticut General Statutes require that each depository maintain segregated collateral (not required to be based on a security agreement between the depository and the municipality and, therefore, not perfected in accordance with federal law) in an amount equal to a defined percentage of its public deposits based upon the depository's risk-based capital ratio.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

Based on the criteria described in GASB Statement No. 40, *Deposits and Investment Risk Disclosures*, \$82,604 of the Town's bank balance of \$98,652 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ 74,194
Uninsured and collateral held by the pledging trust department, not in the Town's name	<u>8,410</u>
Total Amount Subject to Custodial Credit Risk	<u>\$ 82,604</u>

**Cash Equivalents**

At June 30, 2021, the Town's cash equivalents amounted to \$44. The following table provides a summary of the Town's cash equivalents excluding U.S. government guaranteed obligations) as rated by nationally recognized statistical rating organizations. The pools all have maturities of less than one year.

**& Poor's**

State Short-Term Investment Fund (STIF)	AAAm
---	------

**Investments**

As of June 30, 2021, the Town had the following investments:

Investment Type	Fair Value	Investment Maturities (Years)		
		Less Than 1	1 - 10	More Than 10
Interest-bearing investments:				
Certificates of deposit*	\$ 13,491	\$ 4,438	\$ 9,053	\$
U.S. Government backed securities	<u>999</u>	<u></u>	<u>999</u>	<u></u>
Total	14,490	<u>\$ 4,438</u>	<u>\$ 10,052</u>	<u>\$ -</u>
Other investments:				
Mutual funds	-			
Alternative Investments				
Total Investments	<u>\$ 14,502</u>			

\*Subject to coverage by Federal Depository Insurance and collateralization.

Average Rating	U.S. Government Agencies	Certificates of Deposit
Aaa	\$ 249	\$
Aa1	750	
Unrated	<u></u>	<u>13,491</u>
	<u>\$ 999</u>	<u>\$ 13,491</u>



**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**Interest Rate Risk**

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit Risk - Investments**

As indicated above, State Statutes limit the investment options of cities and towns. The Town has no investment policy that would further limit its investment choices.

**Concentration of Credit Risk**

The Town's investment policy does not allow for an investment in any one issuer that is in excess of 5% of the Town's total investments.

**Custodial Credit Risk**

Custodial credit risk for an investment is the risk that, in the event of the failure of the counterparty (the institution that pledges collateral or repurchase agreement securities to the Town or that sells investments to or buys them for the Town), the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town does not have a policy for custodial credit risk.

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements); followed by quoted prices in inactive markets or for similar assets or with observable inputs (Level 2 measurements); and the lowest priority to unobservable inputs (Level 3 measurements). The Town has the following recurring fair value measurements as of June 30, 2021:

	June 30, 2021	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
Investments by fair value level:				
Common stock	\$ 12	\$ 12		\$
U.S. Government agencies	999	999		
Total Investments by Fair Value Level	\$ 1,011	\$ 1,011	\$ -	\$ -
Certificates of deposit	13,491			
Total Investments	14,502			

Debt and equity securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**4. RECEIVABLES**

Receivables as of year-end for the Town's individual major funds and nonmajor, internal service and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Sewer Enterprise</u>	<u>Nonmajor and Other Funds</u>	<u>Total</u>
Receivables:						
Taxes	\$ 2,308	\$	\$	\$	\$	\$ 2,308
Accounts	45		8,308		1,286	9,639
Special assessments				3,154	1,045	4,199
Intergovernmental	102	3,239			550	3,891
Interest	<u>2,569</u>					<u>2,569</u>
Gross receivables	<u>5,024</u>	<u>3,239</u>	<u>8,308</u>	<u>3,154</u>	<u>2,881</u>	<u>22,606</u>
Less allowance for uncollectibles	<u>232</u>					<u>232</u>
Net Total Receivables	<u>\$ 4,792</u>	<u>\$ 3,239</u>	<u>\$ 8,308</u>	<u>\$ 3,154</u>	<u>\$ 2,881</u>	<u>\$ 22,374</u>

**5. CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2021 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 24,758	\$ 877	\$	\$ 25,635
Conservation restrictions and development rights	975	624		1,599
Construction in progress	<u>3,106</u>	<u>1,444</u>	<u>1,256</u>	<u>3,294</u>
Total capital assets not being depreciated	<u>28,839</u>	<u>2,945</u>	<u>1,256</u>	<u>30,528</u>
Capital assets being depreciated:				
Buildings and improvements	251,173	3,377		254,550
Machinery and equipment	42,231	3,538	1,142	44,627
Infrastructure	<u>122,848</u>	<u>2,992</u>		<u>125,840</u>
Total capital assets being depreciated	<u>416,252</u>	<u>9,907</u>	<u>1,142</u>	<u>425,017</u>
Less accumulated depreciation for:				
Buildings and improvements	92,100	5,992		98,092
Machinery and equipment	21,629	2,824	978	23,475
Infrastructure	<u>46,103</u>	<u>2,110</u>		<u>48,213</u>
Total accumulated depreciation	<u>159,832</u>	<u>10,926</u>	<u>978</u>	<u>169,780</u>
Total capital assets being depreciated, net	<u>256,420</u>	<u>(1,019)</u>	<u>164</u>	<u>255,237</u>
Governmental Activities Capital Assets, Net	<u>\$ 285,259</u>	<u>\$ 1,926</u>	<u>\$ 1,420</u>	<u>\$ 285,765</u>

**TOWN OF SOUTHBINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

Business-type activities:

Capital assets not being depreciated:				
Land	\$ 39	\$	\$	\$ 39
Capital assets being depreciated:				
Buildings and system	110,339	10,985		121,324
Machinery and equipment	1,556	38	340	1,254
Total capital assets being depreciated	<u>111,895</u>	<u>11,023</u>	<u>340</u>	<u>122,578</u>
Less accumulated depreciation for:				
Buildings and system	32,730	2,219		34,949
Machinery and equipment	830	122	261	691
Total accumulated depreciation	<u>33,560</u>	<u>2,341</u>	<u>261</u>	<u>35,640</u>
Total capital assets being depreciated, net	<u>78,335</u>	<u>8,682</u>	<u>79</u>	<u>86,938</u>
Business-Type Activities Capital Assets, Net	<u>\$ 78,374</u>	<u>\$ 8,682</u>	<u>\$ 79</u>	<u>\$ 86,977</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	\$ 397
Public safety	1339
Public works	2,336
Human services	247
Planning and development	21
Parks and recreation	219
Library	20
Education	<u>6,347</u>
Total Depreciation Expense - Governmental Activities	<u>\$ 10,926</u>
Business-type activities:	
Sewer Enterprise Fund	<u>\$ 2,341</u>

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**Construction Commitments**

The Town has active construction projects as of June 30, 2021. The projects include roads, bridges, water and sewer lines, and school building improvements. At year end, the Town's commitments with contractors are as follows:

<u>Project</u>	<u>Spent-to-Date</u>	<u>Commitment</u>
Rails to Trails Phase IV	\$ 274	\$ 22
WPCF Improvements	43,692	1,012
West Street & Jude Intersections	418	153
Farmington Heritage Canal Trail	342	309
West Queen Street Bridge	162	56
Spring Street Bridge	363	1,489
Total	\$ <u>45,251</u>	\$ <u>3,041</u>

The commitments are being financed by a combination of Town general obligation bonds and State and Federal grants. The WPCF improvements are financed by State of Connecticut Clean Water Fund Loan and Grant.

**6. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

As of June 30, 2021, interfund receivables and payables that resulted from various interfund transactions were as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Nonmajor fund	\$ <u>300</u>
Total		\$ <u>300</u>

The outstanding balances between funds result mainly from the time lag between the dates that interfund goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system and payments between funds are made.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

The transfers that occurred during the year are as follows:

	<b>Transfers In</b>		
	<b>Capital Projects Fund</b>	<b>Nonmajor Governmental</b>	<b>Total Transfers Out</b>
Transfers out:			
General Fund	\$ 6,191	\$ 226	\$ 6,417
Total Transfers In	\$ 6,191	\$ 226	\$ 6,417

The interfund transfers were used to fund various capital improvement projects.

**7. LONG-TERM DEBT**

**Changes in Long-Term Liabilities**

Long-term liability activity for the year ended June 30, 2021 was as follows:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance</b>	<b>Due Within One Year</b>
Governmental Activities:					
Bonds payable:					
General obligation					
bonds:					
Town	\$ 77,770	\$ 36,069	\$ 26,462	\$ 87,377	\$ 8,076
Southington Water					
Company	4,705	7,921	4,318	8,308	959
Premium on bonds	3,401	2,927	1,755	4,573	
Direct borrowings					
State of Connecticut - notes payable	5,684	22,000	6,509	21,175	1,100
Total bonds and notes payable	91,560	68,917	39,044	121,433	10,135
Compensated absences	7,523	2,020	2,111	7,432	2,122
Capital leases	10,287	819	1,228	9,878	1,091
Total OPEB liability	48,873	1,004		49,877	906
Net pension liability	54,153	4,897		59,050	
Prior service costs	8		3	5	
Heart and hypertension	8,577	406		8,983	597
Landfill closure and					
postclosure	253		9	244	9
Total Governmental Activities	\$ 221,234	\$ 78,063	\$ 42,395	\$ 256,902	\$ 14,860
Business-Type Activities:					
Net Pension Liability	\$ 1,236	\$ 444		\$ 1,680	

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

In prior years, the General Fund has typically been used to liquidate the net pension liability and the total OPEB liability.

Bonds payable at June 30, 2021 are comprised of the following issues:

	<b>Date of Issue</b>	<b>Original Issue</b>	<b>Interest Rate (%)</b>	<b>Date of Maturity</b>	<b>Principal Outstanding June 30, 2021</b>
<b>General Purpose Bonds:</b>					
General Purpose	2014	\$ 7,705	3.00-4.00	01/15/22	\$ 465
General Purpose	2015	6,720	2.00-4.00	01/15/35	4,270
Refunding (General Purpose)	2015	2,408	1.00-5.00	09/01/28	1,210
General Purpose	2016	5,200	2.00-4.00	01/15/36	3,705
General Purpose	2018	8,515	2.25-5.00	04/15/38	7,405
Refunding A (General Purpose)	2020	2,775	4.00	11/01/25	2,307
Refunding B (General Purpose)	2020	3,555	0.37-2.41	01/15/34	3,482
General Purpose	2021	8,130	2.00-4.00	01/15/41	8,130
					<u>30,974</u>
<b>School Bonds:</b>					
Schools	2014	15,000	3.00-4.00	01/15/22	790
Schools	2015	15,000	2.00-4.00	01/15/35	11,050
Refunding (Schools)	2015	8,036	1.00-5.00	09/01/28	5,159
Schools	2016	12,000	2.00-4.00	01/15/36	9,480
Schools	2018	300	2.25-5.00	04/15/24	180
Refunding (Schools)	2019	4,414	2.25-5.00	08/01/30	2,756
Refunding A (Schools)	2020	973	4.00	11/01/25	914
Refunding B (Schools)	2020	10,054	0.37-2.41	01/15/34	9,929
Schools	2021	4,875	2.00-4.00	01/15/41	4,875
					<u>45,133</u>
<b>Sewer Bonds:</b>					
Sewers	2015	5,200	2.00-4.00	01/15/35	3,825
Refunding (Sewers)	2015	1,841	1.00-5.00	09/01/28	941
Refunding (Sewers)	2019	1,458	2.25-5.00	08/01/30	1,230
Refunding A (Sewers)	2020	1,212	4.00	11/01/25	1,059
Refunding C (Sewers)	2020	4,495	4.00-5.00	06/01/30	4,215
State of Connecticut serial notes payable:					
Clean Water Fund Loan 651-DC	2020	22,000	2.00	09/30/40	21,175
					<u>32,445</u>

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**Water Bonds:**

Water	2014	5,870	3.00-4.00	01/15/34	295
Refunding (Water)	2019	605	2.25-5.00	08/01/21	289
Refunding B (Water)	2020	3,726	0.37-2.41	01/15/34	3,679
Refunding C (Water)	2020	1,695	4.00-5.00	06/01/30	1,545
Water	2021	2,500	2.00-4.00	01/15/41	2,500
					<u>8,308</u>

Total \$ 116,860

The annual requirements to amortize bond and notes principal and interest are as follows:

Due During Fiscal Year Ending June 30,	General Obligation Bonds		Direct Borrowings	
	Principal	Interest	Principal	Interest
2022	\$ 9,035	\$ 2,765	\$ 1,100	\$ 413
2023	8,620	2,387	1,100	392
2024	8,715	2,068	1,100	369
2025	8,310	1,821	1,100	347
2026	8,135	1,603	1,100	325
2027-2031	31,690	5,081	5,500	1,297
2032-2036	17,430	1,670	5,500	747
2037-2041	<u>3,750</u>	<u>217</u>	<u>4,675</u>	<u>203</u>
Total	<u>\$ 95,685</u>	<u>\$ 17,612</u>	<u>\$ 21,175</u>	<u>\$ 4,093</u>

All bonds are general obligation bonds secured by the general revenue raising powers of the Town. Payment will be provided by General Fund revenues for general purpose bonds and user fees charged by the Southington Water Company, an independent entity, for water bonds. The Town issued debt on behalf of the Southington Water Company. At June 30, 2021, \$8,308 is recorded as amounts to be provided by other entities in the debt service fund and governmental activities. The Town does not have any overlapping debt.

The Town is subject to the General Statutes of the State of Connecticut, which limit the amount of debt outstanding at June 30, 2021. In no case shall total indebtedness exceed seven times annual receipts from taxation. The maximum debt amount permitted under this formula would be approximately \$884.6 million. Bonds authorized but unissued as of June 30, 2021 are \$32,266, which are net of all expected grant revenue.

**General Obligation Bonds - Advance Refunding**

On November 12, 2020, the Town issued \$4,960 in General Obligation Refunding Bonds, Issue of 2020, Series A. These bonds have principal and interest payable semi-annually starting in May 2021 through maturity on November 1, 2025 with a coupon rate of 4.00% and a net interest cost of 0.5235%. The bonds have an AA+ rating from S&P. The proceeds were used to advance refund the outstanding principal amount of \$5,225 of general obligation bonds, Series 2011 and 2012 dated June 3, 2011 and November 27, 2012, respectively. The net proceeds of \$5,298 (including a premium of \$408 and issuance costs of \$70) were deposited in an irrevocable trust with an escrow agent to provide funds for the future debt service payment of the refunded bonds. As a result, the Series 2011 and 2012 general obligation bonds are considered defeased and the liability for those bonds has been removed from the statement of net position. The refunding will reduce total debt service payments over the next five years

**TOWN OF SOUTHTON, CONNECTICUT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021**

---

(In Thousands)

by approximately \$228 and represents an economic gain (difference between present values of the debt service payments on the old and the new debt) of \$231. As of June 30, 2021, the amount of defeased debt outstanding from this refunding was \$4,540. This amount is removed from the governmental activities column of the statement of net position.

On November 12, 2020, the Town issued \$17,335 in General Obligation Refunding Bonds (Federally Taxable), Issue of 2020, Series B. These bonds have principal and interest payable semi-annually starting in January 2021 through maturity on January 15, 2034 with a coupon rate of 0.37%-2.41% and a net interest cost of 1.8891%. The bonds have an AA+ rating from S&P. The proceeds were used to advance refund the outstanding principal amount of \$16,320 of general obligation bonds, Series 2014A and 2014B dated January 28, 2014. The net proceeds of \$17,185 (including issuance costs of \$150) were deposited in an irrevocable trust with an escrow agent to provide funds for the future debt service payment of the refunded bonds. As a result, the Series 2014A and 2014B general obligation bonds are considered defeased and the liability for those bonds has been removed from the statement of net position. The refunding will reduce total debt service payments over the next thirteen years by approximately \$1,280 and represents an economic gain (difference between present values of the debt service payments on the old and the new debt) of \$1,230. As of June 30, 2021, the amount of defeased debt outstanding from this refunding was \$16,320. This amount is removed from the governmental activities column of the statement of net position.

On December 18, 2020, the Town issued \$6,190 in General Obligation Refunding Bonds, Issue of 2020, Series C. These bonds have principal and interest payable semi-annually starting in June 2021 through maturity on December 1, 2030 with a coupon rate of 4.00%-5.00% and a net interest cost of 0.6511%. The bonds have an AA+ rating from S&P. The proceeds were used to advance refund the outstanding principal amount of \$5,447 of clean water fund loan 590-C dated May 17, 2011 and loans 200201-C, 200202-C, and 200202-CD1 which were held by the Southington Water Company solely. The net proceeds of \$7,396 (including a premium of \$1,275 and issuance costs of \$70) were deposited in an irrevocable trust with an escrow agent to provide funds for the future debt service payment of the refunded bonds. As a result, loan 590-C is considered defeased and the liability for those bonds has been removed from the statement of net position. The refunding will reduce total debt service payments over the next nine years by approximately \$427 and represents an economic gain (difference between present values of the debt service payments on the old and the new debt) of \$430. As of June 30, 2021, the amount of defeased debt outstanding from this refunding was \$5,115. This amount is removed from the governmental activities column of the statement of net position.

The balance held in escrow on these advance refundings as of June 30, 2021 was \$16,892.

**General Obligation Bonds**

On January 24, 2021, the Town issued \$15,505 in General Obligation Bonds, Issue of 2021. These bonds have principal and interest payable annually starting in January 2022 through maturity on January 15, 2041 with a coupon rate of 2.00%-4.00% and a net interest cost of 1.44%. The bonds have an AA+ rating from S&P. The bond proceeds will be used to finance various general purpose, school and water projects. The settlement date was January 27, 2021.

**Direct Borrowings - Clean Water Fund Loans**

On September 18, 2020, the Town converted \$22,000 in interim loan obligations under the State of Connecticut's Clean Water program to permanent loan obligations for project 651-DC. These Clean Water Fund loans have principal and interest payable monthly starting in October 2020 through maturity on September 30, 2040 with an interest rate of 2.00%.



**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

**Compensated Absences**

Employees can accumulate additional amounts of unused vacation and sick leave time (as determined by individual union contracts) until termination of their employment. At termination, pay-out provisions as determined by individual union contract provides for payments to vested employees.

The following is a summary of management's estimate of the vested liability for lump-sum payments to employees as of June 30, 2021:

Town	\$ 1,277
Board of Education	<u>6,155</u>
Total	<u>\$ 7,432</u>

**Capital Leases**

The Board of Education has entered into a several lease agreements as lessee for financing the acquisition of computer equipment and vehicles and the Town has entered into an equipment lease purchase agreement for energy improvements made to Town and Board of Education buildings. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date.

The net book value of capital assets acquired through capital leases as of June 30, 2021 are as follows:

Governmental activities:	
Buildings	\$ 12,620
Machinery and equipment	1,433
Accumulated depreciation	<u>(3,721)</u>
Net Book Value	<u>\$ 10,332</u>

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

The following is a summary of capital lease commitments as of June 30, 2021:

<u>Year Ending June 30,</u>	<u>Amount</u>
2022	\$ 1,344
2023	1,348
2024	1,123
2025	1,123
2026	1,152
Thereafter	<u>5,041</u>
Subtotal	11,131
Less interest	<u>(1,253)</u>
Principal Balance	<u>\$ 9,878</u>

**Bond Anticipation Notes**

The Town uses bond anticipation notes during the construction period of various public projects prior to the issuance of bonds at the completion of the project. The Town repaid bond anticipation notes during the year and had no bond anticipation notes outstanding as of June 30, 2021.

Outstanding July 1, 2020	\$ 3,975
Repayments	(3,975)
New borrowings	<u>-</u>
Outstanding June 30, 2021	<u>\$ -</u>

**Direct Borrowings - Clean Water Fund Loans**

The Town is participating in the State of Connecticut's Clean Water program, which provides low-interest loans bearing a 2% interest for eligible wastewater projects. Projects are financed by interim loan obligations until completion, at which time internal loan obligations are replaced by permanent loan obligations. As of June 30, 2021, the Town has received \$10,592 of clean water loans to fund the water pollution control facility project currently underway which have not yet been converted to long-term loans. The loan is considered short term until the project is completed and a permanent loan is put in place.

Outstanding July 1, 2020	\$ 26,022
Converted to long-term	(22,000)
New short-term borrowings	<u>6,570</u>
Outstanding June 30, 2021	<u>\$ 10,592</u>

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**8. RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims from these risks did not exceed commercial insurance coverage during the year ended June 30, 2021. Town insurance can be described as follows:

**Employee Health Insurance**

The Medical Claims Fund (the Fund), which has been recorded as an Internal Service Fund, was established to account for the medical claims activity of the Town's employees as well as the related funding. Anthem Blue Cross/Blue Shield of Connecticut administers the plan for which the Fund pays a fee.

The Fund establishes claims liabilities based on estimates of claims that have been incurred but not reported; accordingly, the Fund recorded an additional liability at June 30, 2021 of \$989.

Premium payments are reported as interfund services provided and used for Town entities, and accordingly, they are treated as operating revenues of the Self-Insurance Fund and operating expenditures of the participating funds.

A schedule of changes in the claims liability for the years ended June 30, 2021 and 2020 is presented below:

<b>Fiscal Year</b>	<b>Accrued Liability Beginning of Fiscal Year</b>	<b>Current Year Claims and Changes in Estimates</b>	<b>Accrued Liability Claim Payments</b>	<b>Accrued Liability End of Fiscal Year</b>
2020-21	\$ 1,207	\$ 20,129	\$ 20,347	\$ 989
2019-20	1,513	20,331	20,637	1,207

**Interlocal Risk Pool**

The Town is a member of the Connecticut Interlocal Risk Management Agency (CIRMA), an unincorporated association of Connecticut local public agencies that was formed in 1980 by the Connecticut Conference of Municipalities for the purpose of establishing and administering an interlocal risk management program pursuant to the provisions of Section 7479a et. seq. of the Connecticut General Statutes.

The Town participates in CIRMA's Workers' Compensation Pool, a risk sharing pool, which was begun on July 1, 1980. The Workers' Compensation Pool provides statutory benefits pursuant to the provisions of the Connecticut Workers' Compensation Act. CIRMA currently has 220 members in the Workers' Compensation Pool. The coverage is subject to an incurred loss retrospective rating plan and losses incurred in coverage period 2020-21 will be evaluated at 18, 30 and 42 months after the effective date of coverage. The deposit contribution (premium) paid during fiscal year ended June 30, 2021 for the Town and Board of Education was \$1,432. The contribution (premium) is subject to payroll audit at the close of the coverage period. CIRMA's Workers' Compensation Pool retains up to \$1 million per occurrence. Claims over \$1 million are reinsured.

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**9. FUND BALANCE**

The components of fund balance at June 30, 2021 are as follows:

	<u>General Fund</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
Fund balances:					
Nonspendable:					
Prepays and Inventory Trust	\$ 49	\$	\$	38 13	\$ 87 13
Restricted for:					
Debt service			8,308		8,308
Grants				285	285
Trust				91	91
Scholarships				535	535
Education				673	673
Committed to:					
Debt service			2,483		2,483
Cafeteria operations				641	641
Animal control				18	18
Police services				1,691	1,691
Town services				817	817
Apple Harvest Festival				175	175
Community services				243	243
Drive in Theater				45	45
CDBG				3	3
Turf field				247	247
Museum restoration				7	7
Recreation				186	186
Education				-	-
Capital Projects				-	-
Sewer Assessments				440	440
Barnes Museum				8	8
Assigned to:					
Purchases on order:					
General Government	30				30
Public Safety	2				2
Public Works	63				63
Human Services	8				8
Library	6				6
Planning and Development	179				179
Education	3,248				3,248
Miscellaneous	108				108
Subsequent year's appropriations	1,797				1,797
Unassigned	25,388	(2,753)			22,635
Total Fund Balances	\$ 30,878	\$ (2,753)	\$ 10,791	\$ 6,156	\$ 45,072

Subsequent year's appropriations are being reported as assigned fund balance in the general fund at \$1,797 and encumbrances for general government, public safety, public works, human services, library, planning and development, education and miscellaneous are being reported as assigned fund balance in the general fund at \$3,644.

(In Thousands)

**10. EMPLOYEE RETIREMENT SYSTEMS**

**Municipal Employees' Retirement System**

**A. Plan Description**

All full-time employees participate in the Municipal Employees' Retirement System (MERS). MERS is a cost-sharing multiple-employer public employee retirement system established by the State of Connecticut and administered by the State Retirement Commission to provide pension benefits to employees of participating municipalities. Chapters 7-425 to 7-451 of the State of Connecticut General Statutes, which can be amended by legislative action, establishes MERS benefits, member contribution rates and other plan provisions. MERS is considered to be part of the State of Connecticut's financial reporting entity and is included in the State's financial reports as a pension trust fund. Those reports can be obtained at [www.ct.gov](http://www.ct.gov).

**B. Benefit Provisions**

The plan provides retirement, disability and death benefits and annual cost-of-living adjustments to plan members and their beneficiaries. Employees are eligible to retire at age 55 with 5 years of continuous service, or 15 years of active aggregate service or 25 years of aggregate service. In addition, compulsory retirement is at age 65 for police and fire members. Employees under the age of 55 are eligible to retire with 25 years of service.

**Normal Retirement (Not in Thousands)**

For members not covered by social security, retirement benefits are calculated as 2% of the average of the three highest paid years of service times the years of service. For members covered by social security, retirement benefits are calculated as 1½% of the average of the three highest paid years of service not in excess of the year's breakpoint plus 2% of average of the three highest paid years of service in excess of the year's breakpoint, times years of service. The year's breakpoint is defined as \$10,700 increased by 6.0% each year after 1982, rounded to the nearest multiple of \$100. Maximum benefit is 100% of average final compensation and the minimum benefit is \$1,000 annually.

**Early Retirement**

Members must have 5 years of continuous or 15 years of active aggregate service. Benefits are calculated as a service retirement allowance on the basis of the average of the three highest paid years of service to the date of termination. Benefits are deferred to normal retirement age, or an actuarially reduced allowance may begin at the time of separation.

**Disability Retirement - Service Connected**

This applies to employees who are totally and permanently disabled and such disability has arisen out of and in the course of employment with the municipality. Disability due to heart and hypertension in the case of fire and police, who began employment prior to July 1, 1996, is presumed to have been suffered in the line of duty. Benefits are calculated as a service retirement allowance based on compensation and service to the date of the disability with a minimum benefit (including worker's compensation benefits) of 50% of compensation at the time of disability.

**Disability Retirement - Non-Service Connected**

This applies to employees who have 10 years of service and are totally and permanently disabled. Benefits are calculated as a service retirement allowance based on compensation and service to the date of the disability.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

**Pre-Retirement Death Benefit**

The plan offers a lump-sum return of contributions with interest or if vested and married, the surviving spouse will receive a lifetime benefit.

**C. Contributions**

*Member*

Contributions for members not covered by social security are 5% of compensation; for members covered by social security, 2¼% of compensation up to the social security taxable wage base plus 5%, if any, in excess of such base.

*Employer*

Participating employers make annual contributions consisting of a normal cost contribution, a contribution for the amortization of the net unfunded accrued liability and a prior service amortization payment, which covers the liabilities of MERS not met by member contributions. In addition, there is also an annual administrative fee per active and retired member. For the year ended June 30, 2021, the Town made contributions of \$6,562.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2021, the Town reports a liability of \$60,730 (\$59,050 for governmental activities in Exhibit I and \$1,680 for the Sewer Fund in Exhibit V) for its proportionate share of the net pension liability. The net pension liability was measured at June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation at June 30, 2020. The actuarial assumptions used in the June 30, 2020 valuation were based on results of an actuarial experience study for the period July 1, 2012 through June 30, 2017. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participants, actuarially determined. At June 30, 2021, the Town's proportion was 5.46%. The increase in proportion from the prior year was .10%.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

For the year ended June 30, 2021, the Town recognized pension expense of \$15,290 in Exhibit II and \$454 in Exhibit VI. At June 30, 2021, the Town reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Governmental Activities	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Town contributions after the measurement date	\$ 6,417	\$
Net difference between projected and actual earning on pension plan investments	6,032	
Differences between expected and actual experience	3,352	6,568
Change in assumptions	9,280	
Change in proportionate share	1,859	550
	<u>\$ 26,940</u>	<u>\$ 7,118</u>
	Business-Type Activities	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Town contributions after the measurement date	\$ 145	\$
Net difference between projected and actual earning on pension plan investments	176	
Differences between expected and actual experience	111	215
Change in assumptions	277	
Change in proportionate share	197	9
	<u>\$ 906</u>	<u>\$ 224</u>
	Primary Government	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Town contributions after the measurement date	\$ 6,562	\$
Net difference between projected and actual earning on pension plan investments	6,208	
Differences between expected and actual experience	3,463	6,783
Change in assumptions	9,557	
Change in proportionate share	2,056	559
	<u>\$ 27,846</u>	<u>\$ 7,342</u>

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

Amounts reported as deferred outflows of resources related to Town contributions after the measurement date will be recognized as a reduction of the net pension liability in the subsequent year. Amounts reported as deferred outflows of resources net of deferred inflows of resources related to pension will be recognized in pension expense as follows:

**Governmental Activities**

2022	\$	5,628
2023		6,513
2024		520
2025		<u>744</u>
	\$	<u><u>13,405</u></u>

**Business-Type Activities**

2022	\$	210
2023		235
2024		40
2025		<u>52</u>
	\$	<u><u>537</u></u>

**Primary Government**

2022	\$	5,838
2023		6,748
2024		560
2025		<u>796</u>
	\$	<u><u>13,942</u></u>

**D. Actuarial Assumptions**

The total pension liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement period:

Inflation	2.50%
Salary increase	3.50-10.00%, including inflation
Investment rate of return	7.00%, net of pension plan investment expense, including inflation

Mortality rates were based on:

RP-2014 Combined Mortality Table adjusted to 2006 and projected to 2015 with Scale MP-2017 and projected to 2022 with Scale BB for General Employees.



**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

RP-2014 Blue Collar Mortality Table adjusted to 2006 and projected to 2015 with Scale MP-2017 and projected to 2022 with Scale BB for Police and Fire.

For disabled retirees, the RP-2014 Disabled Mortality Table projected with Scale BB to 2020 was used.

Future cost-of-living adjustments for members who retire on or after January 1, 2002 are 60% of the annual increase in the CPI up to 6%. The minimum annual COLA is 2.5%; the maximum is 6%.

The long-term expected rate of return on pension plan investments was determined using a statistical analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major class are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-Term Expected Real Rate of Return</b>
Domestic equity	20.0%	5.3%
Developed market international	11.0%	5.1%
Emerging market international	9.0%	7.4%
Core fixed income	16.0%	1.6%
Inflation linked bond fund	5.0%	1.3%
Emerging market debt	5.0%	2.9%
High yield bond	6.0%	3.4%
Real estate	10.0%	4.7%
Private equity	10.0%	7.3%
Alternative investments	7.0%	3.2%
Liquidity fund	1.0%	0.9%
Total	100.0%	

**E. Discount Rate**

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at the actuarially determined contribution rates in the future years. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

TOWN OF SOUTHTON, CONNECTICUT  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021

(In Thousands)

F. Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the net pension liability, calculated using the current discount rate, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
<b>Governmental Activities:</b>			
Town's Proportionate Share of the Net Pension Liability	\$ 84,152	\$ 59,050	\$ 38,019
<b>Sewer Fund:</b>			
Town's Proportionate Share of the Net Pension Liability	\$ 2,395	\$ 1,680	\$ 1,082

Connecticut Teachers Retirement System - Pension

A. Plan Description

Teachers, principals, superintendents or supervisors engaged in service of public schools are provided with pensions through the Connecticut State Teachers' Retirement System, a cost sharing multiple-employer defined benefit pension plan administered by the Teachers Retirement Board. Chapter 167a of the State Statutes grants authority to establish and amend the benefit terms to the Teachers Retirement Board. The Teachers Retirement Board issues a publicly available financial report that can be obtained at [www.ct.gov](http://www.ct.gov).

B. Benefit Provisions

The plan provides retirement, disability and death benefits. Employees are eligible to retire at age 60 with 20 years of credited service in Connecticut, or 35 years of credited service including at least 25 years of service in Connecticut.

Normal Retirement

Retirement benefits for employees are calculated as 2% of the average annual salary times the years of credited service (maximum benefit is 75% of average annual salary during the 3 years of highest salary).

Early Retirement

Employees are eligible after 25 years of credited service including 20 years of Connecticut service, or age 55 with 20 years of credited service including 15 years of Connecticut service with reduced benefit amounts.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

**Disability Retirement**

Employees are eligible for service-related disability benefits regardless of length of service. Five years of credited service is required for nonservice-related disability eligibility. Disability benefits are calculated as 2% of average annual salary times credited service to date of disability, but not less than 15% of average annual salary, nor more than 50% of average annual salary.

**C. Contributions**

Per Connecticut General Statutes Section 10-183z (which reflects Public Act 79-436 as amended), contribution requirements of active employees and the State of Connecticut are approved, amended and certified by the State Teachers Retirement Board and appropriated by the General Assembly.

*Employer (School Districts)*

School District employers are not required to make contributions to the plan.

The statutes require the State of Connecticut to contribute 100% of each school districts' required contributions, which are actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of the benefits earned by employees during the year, with any additional amount to finance any unfunded accrued liability.

For the year ended June 30, 2021, the amount of "on-behalf" contributions made by the State was \$13,060 and is recognized in the General Fund as intergovernmental revenues and education expenditures.

*Employees*

Effective July 1, 1992, each teacher is required to contribute 6% of salary for the pension benefit.

Effective January 1, 2018, the required contribution increased to 7% of pensionable salary.

**D. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2021, the Town reports no amounts for its proportionate share of the net pension liability, and related deferred outflows and inflows, due to the statutory requirement that the State pay 100% of the required contribution. The amount recognized by the Town as its proportionate share of the net pension liability, the related state support, and the total portion of the net pension liability that was associated with the Town were as follows:

Town's proportionate share of the net pension liability	\$	-
State's proportionate share of the net pension liability associated with the Town		<u>203,602</u>
Total	\$	<u>203,602</u>

The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as June 30, 2020. At June 30, 2021, the Town has no proportionate share of the net pension liability.

**TOWN OF SOUTHBINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

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(In Thousands)

For the year ended June 30, 2021, the Town recognized pension expense and revenue of \$29,165 in Exhibit II.

**E. Actuarial Assumptions**

The total pension liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increase	3.00-6.50%, including inflation
Investment rate of return	6.90%, net of pension plan investment expense, including inflation

Mortality rates were based on the PubT-2010 Healthy Retiree Table (adjusted 105% for males and 103% for females at ages 82 and above), projected generationally with MP-2019 for the period after service retirement.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the five-year period ending June 30, 2019.

**Cost-of-Living Allowance**

For teachers who retired prior to September 1, 1992, pension benefit adjustments are made in accordance with increases in the Consumer Price Index, with a minimum of 3% and a maximum of 5% per annum.

For teachers who were members of the Teachers' Retirement System before July 1, 2007 and retire on or after September 1, 1992, pension benefit adjustments are made that are consistent with those provided for Social Security benefits on January 1 of the year granted, with a maximum of 6% per annum. If the return on assets in the previous year was less than 8.5%, the maximum increase is 1.5%.

For teachers who were members of the Teachers' Retirement System after July 1, 2007, pension benefit adjustments are made that are consistent with those provided for Social Security benefits on January 1 of the year granted, with a maximum of 5% per annum. If the return on assets in the previous year was less than 11.5%, the maximum increase is 3%, and if the return on the assets in the previous year was less than 8.5%, the maximum increase is 1.0%.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**Long-Term Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The current capital market assumptions and the target asset allocation as provided by the State of Connecticut Treasurer's Office are summarized in the following table:

<b>Asset Class</b>	<b>Expected Return</b>	<b>Target Allocation</b>
Domestic Equity Fund	5.60	% 20.00
Developed Market Intl. Stock Fund	6.00	11.00
Emerging Market Intl. Stock Fund	7.90	9.00
Core Fixed Income Fund	2.10	16.00
Inflation Linked Bond Fund	1.10	5.00
Emerging Market Debt Fund	2.70	5.00
High Yield Bond Fund	4.00	6.00
Real Estate Fund	4.50	10.00
Private Equity	7.30	10.00
Alternative Investments	2.90	7.00
Liquidity Fund	0.40	1.00
Total		<u>100.00</u>

**F. Discount Rate**

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that State contributions will be made at the actuarially determined contribution rates in the future years. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**G. Sensitivity of the Net Pension Liability to Changes in the Discount Rate**

The Town's proportionate share of the net pension liability is \$-0- and, therefore, the change in the discount rate would only impact the amount recorded by the State of Connecticut.

**H. Other Information**

Additional information is included in the required supplementary information section of the financial statements. A schedule of contributions is not presented as the Town has no obligation to contribute to the plan.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**11. OTHER POST-EMPLOYMENT BENEFITS**

**Town Plan**

**A. Overview**

The Town and Board of Education do not offer retirees any post-employment benefits. They do, however, allow retirees to remain on the Health Self-Insurance plan as long as they pay the full COBRA rates, as a single employer defined benefit plan. The only exception to the no post-employment benefits would be for those employees who have retired under Heart and Hypertension and have negotiated these benefits. There are no stand-alone financial statements available for the plan.

**Employees Covered by Benefit Terms**

Membership in the plan consisted of the following at July 1, 2019, the date of the last actuarial valuation.

Inactive employees currently receiving benefit payments	103
Active employees	<u>1,193</u>
Total	<u><u>1,296</u></u>

**B. Total OPEB Liability**

The Town's total OPEB liability of \$49,877 was measured as of June 30, 2021 and was determined by an actuarial valuation as of July 1, 2019 and rolled forward to June 30, 2021.

**Actuarial Assumptions and Other Inputs**

The total OPEB liability in the July 1, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement unless otherwise specified:

Inflation	2.40% (Prior: 3.51%)
Rate of compensation increase (including inflation)	2.40% (Prior: 2.75%)
Interest	2.16% (Prior: 3.51%)
Healthcare cost trend rates	6.50% for 2019, decreasing 0.25% per year to an ultimate rate of 4.40% for 2028 and later years Prior: 7.50% for 2017, decreasing 0.50% per year to an ultimate rate of 4.75% for 2023 and later years
Retirees' share of benefit-related costs	100% of projected health insurance premiums for retirees

The discount rate was based on the published Bond Buyer GO 20-Bond Municipal Index.

Mortality rates were based on Pub-2010 Public Retirement Plans Amount-Weighted Mortality Tables (with separate tables for General Employees, Public Safety and Teachers), projected to the valuation date with Scale MP-2019.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

The actuarial assumptions used in the July 1, 2019 valuation were based on standard tables modified for certain plan features such as eligibility for full and early retirement where applicable and input form the plan sponsor.

**Changes in the Total OPEB Liability**

	<u><b>Total OPEB Liability</b></u>
Balances as of July 1, 2020	\$ 48,873
Changes for the year:	
Service cost	861
Interest on total OPEB liability	1,090
Difference between expected and actual experience	(520)
Changes in assumptions or other inputs	397
Benefit payments	<u>(824)</u>
Net changes	<u>1,004</u>
Balances as of June 30, 2021	\$ <u>49,877</u>

**C. Sensitivity of the Total OPEB Liability to Changes in the Discount Rate**

The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u><b>1% Decrease (1.16%)</b></u>	<u><b>Current Discount Rate (2.16%)</b></u>	<u><b>1% Increase (3.16%)</b></u>
Total OPEB Liability	\$ 58,917	\$ 49,877	\$ 42,772

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**D. Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates**

The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	1% Decrease (5.50% Decreasing to 3.40%)	Healthcare Cost Trend Rates (6.50% Decreasing to 4.40%)	1% Increase (7.50% Decreasing to 5.40%)
Total OPEB Liability	\$ 41,579	\$ 49,877	\$ 60,454

**E. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the year ended June 30, 2021, the Town recognized OPEB expense of \$2,386. At June 30, 2021, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 11,854	\$ 4,693
Changes of assumptions or other inputs	11,854	1,170
Total	\$ 11,854	\$ 5,863



**TOWN OF SOUTHBINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

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(In Thousands)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

**Year Ending June 30**

2022	\$	500
2023		500
2024		500
2025		500
2026		500
Thereafter		3,491

**Other Post Employment Benefit - Connecticut State Teachers Retirement Plan**

**A. Plan Description**

Teachers, principals, superintendents or supervisors engaged in service of public schools plus professional employees at State Schools of higher education are eligible to participate in the Connecticut State Teachers' Retirement System Retiree Health Insurance Plan (TRS-RHIP), a cost-sharing multiple-employer defined benefit other post employment benefit plan administered by the Teachers' Retirement Board (TRB), if they choose to be covered.

Chapter 167a of the State Statutes grants authority to establish and amend the benefit terms to the TRB. TRS-RHIP issues a publicly available financial report that can be obtained at [www.ct.gov/trb](http://www.ct.gov/trb).

**B. Benefit Provisions (Not in Thousands)**

There are two types of the health care benefits offered through the system. Subsidized Local School District Coverage provides a subsidy paid to members still receiving coverage through their former employer and the CTRB Sponsored Medicare Supplemental Plans provide coverage for those participating in Medicare but not receiving Subsidized Local School District Coverage.

Any member who is not currently participating in Medicare Parts A & B is eligible to continue health care coverage with their former employer. A subsidy of up to \$110 per month for a retired member plus an additional \$110 per month for a spouse enrolled in a local school district plan is provided to the school district to first offset the retiree's share of the cost of coverage, and any remaining portion is used to offset the district's cost. The subsidy amount is set by statute and has not increased since July 1996. A subsidy amount of \$220 per month may be paid for a retired member, spouse or the surviving spouse of a member who has attained the normal retirement age to participate in Medicare, is not eligible for Part A of Medicare without cost, and contributes at least \$220 per month towards coverage under a local school district plan.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

---

(In Thousands)

Any member who is currently participating in Medicare Parts A & B is eligible to either continue health care coverage with their former employer, if offered, or enroll in the plan sponsored by the System. If they elect to remain in the plan with their former employer, the same subsidies as above will be paid to offset the cost of coverage.

If a member participating in Medicare Parts A & B so elects, they may enroll in one of the CTRB Sponsored Medicare Supplemental Plans. Effective July 1, 2018, the System added a Medicare Advantage Plan option. Active members, retirees and the State pay equally toward the cost of the basic coverage (medical and prescription drug benefits) under the Medicare Advantage Plan. Retired members who choose to enroll in the Medicare Supplement Plan are responsible for the full difference in the premium cost between the two plans. Additionally, effective July 1, 2018, retired members who cancel their health care coverage or elect to not enroll in a CTRB sponsored health care coverage option, must wait two years to re-enroll.

**Survivor Health Care Coverage**

Survivors of former employees or retirees remain eligible to participate in the plan and continue to be eligible to receive either the \$110 monthly subsidy or participate in the TRB-Sponsored Medicare Supplement or Medicare Advantage Plan options, as long as they do not remarry.

**C. Eligibility**

Any member who is currently receiving a retirement or disability benefit is eligible to participate in the plan.

**Credited Service**

One month for each month of service as a teacher in Connecticut public schools, maximum 10 months for each school year. Ten months of credited service constitutes one year of Credited Service. Certain other types of teaching services, State employment, or wartime military service may be purchased prior to retirement if the member pays one-half the cost.

**Normal Retirement**

Age 60 with 20 years of Credited Service in Connecticut, or 35 years of Credited Service including at least 25 years of service in Connecticut.

**Early Retirement**

Age 55 with 20 years of Credited Service including 15 years of Connecticut service, or 25 years of Credited Service including 20 years of Connecticut service.

**Proratable Retirement**

Age 60 with 10 years of credited service.

**Disability Retirement**

No service requirement if incurred in the performance of duty, and 5 years of Credited Service in Connecticut if not incurred in the performance of duty.

**Termination of Employment**

Ten or more years of Credited Service.

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**D. Contributions**

*State of Connecticut*

Per Connecticut General Statutes Section 10-183z, contribution requirements of active employees and the State of Connecticut are approved, amended and certified by the State Teachers' Retirement Board and appropriated by the General Assembly. The State appropriates from the General Fund one third of the annual costs of the Plan. Administrative costs of the Plan are financed by the State. Based upon Chapter 167a, Subsection D of Section 10-183t of the Connecticut statutes, it is assumed the State will pay for any long-term shortfall arising from insufficient active member contributions.

*Employer (School Districts)*

School District employers are not required to make contributions to the plan.

For the year ended June 30, 2021, the amount of "on-behalf" contributions made by the State was \$315 and is recognized in the General Fund as intergovernmental revenues and education expenditures.

*Employees/Retirees*

The cost of providing plan benefits is financed on a pay-as-you-go basis as follows: active teachers pay for one-third of the Plan costs through a contribution of 1.25% of their pensionable salaries, and retired teachers pay for one-third of the Plan costs through monthly premiums, which helps reduce the cost of health insurance for eligible retired members and dependents.

**E. OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

At June 30, 2021, the Town reports no amounts for its proportionate share of the net OPEB liability, and related deferred outflows and inflows, due to the statutory requirement that the State pay 100% of the required contribution. The amount recognized by the Town as its proportionate share of the net OPEB liability, the related State support and the total portion of the net OPEB liability that was associated with the Town was as follows:

Town's proportionate share of the net OPEB liability	\$	-
State's proportionate share of the net OPEB liability associated with the Town		<u>30,367</u>
Total	\$	<u><u>30,367</u></u>

The net OPEB liability was measured as of June 30, 2020, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as June 30, 2020. At June 30, 2021, the Town has no proportionate share of the net OPEB liability.

For the year ended June 30, 2021, the Town recognized OPEB expense and revenue of \$1,403 in Exhibit II.

**TOWN OF SOUTHLINGTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

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(In Thousands)

**F. Actuarial Assumptions**

The total OPEB liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Health care costs trend rate	5.125% for 2020, decreasing to an ultimate Rate of 4.50% by 2023
Salary increases	3.00-6.50%, including inflation
Investment rate of return	2.21%, net of OPEB plan investment expense, including inflation
Year fund net position will be depleted	2021

Mortality rates were based on the PubT-2010 Healthy Retiree Table (adjusted 105% for males and 103% for females at ages 82 and above), projected generationally with MP-2019 for the period after service retirement.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2014 - June 30, 2019.

The long-term expected rate of return on plan assets is reviewed as part of the GASB 75 valuation process. Several factors are considered in evaluating the long-term rate of return assumption, including the plan's current asset allocations and a log-normal distribution analysis using the best-estimate ranges of expected future real rates of return (expected return, net investment expense and inflation) for each major asset class. The long-term expected rate of return was determined by weighting the expected future real rates of return by the target asset allocation percentage and then adding expected inflation. The assumption is not expected to change absent a significant change in the asset allocation, a change in the inflation assumption, or a fundamental change in the market that alters expected returns in future years. The plan is 100% invested in U.S. Treasuries (Cash Equivalents) for which the expected 10-Year Geometric Real Rate of Return is (0.42%).

**G. Discount Rate**

The discount rate used to measure the total OPEB liability was 2.21% (prior 3.50%). The projection of cash flows used to determine the discount rate assumed that total payroll for the initial projection year consists of the payroll of the active membership present on the valuation date. In subsequent projection years, total payroll was assumed to increase annually at a rate of 3.00%; employee contributions will be made at the current member contribution rate and that contributions for future plan members were used to reduce the estimated amount of total service costs for future plan members. Annual State contributions were assumed to be equal to the most recent five-year average of State contributions to the fund. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be depleted in 2021 and, as a result, the Municipal Bond Index Rate was used in the determination.

(In Thousands)

**H. Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rate and the Discount Rate**

The Town's proportionate share of the net OPEB liability is \$-0- and, therefore, the change in the health care cost trend rate or the discount rate would only impact the amount recorded by the State of Connecticut.

**I. Other Information**

Additional information is included in the required supplementary information section of the financial statements. A schedule of contributions is not presented as the Town has no obligation to contribute to the plan. Detailed information about the Connecticut State Teachers OPEB Plan fiduciary net position is available in the separately issued State of Connecticut Annual Comprehensive Financial Report at [www.ct.gov](http://www.ct.gov).

**12. SUMMARY DISCLOSURE OF SIGNIFICANT CONTINGENCIES**

The Town's Old Turnpike Road (Old Southington) Landfill, which was closed in 1967, was placed on the United States Environmental Protection Agency (EPA) Superfund List for cleanup in the early 1990s. Three hundred and twenty-five parties, including the Town, were identified by the EPA as potentially responsible parties (PRPs) for the cleanup costs. The Town, per agreement with the EPA, is responsible for \$4.4 million of the costs for constructing a cap at the site. However, the EPA granted the Town credit of \$3.2 million for landfill costs paid by the Town since 1989, leaving the Town with a net liability of approximately \$1.2 million. This amount was authorized for bonding at referendum in May 1998. Construction of the cap was completed during fiscal year 2000-01. The Town paid approximately \$840 thousand of its \$1.2 million net share for the cap during 2000-01, which was bonded on May 15, 2001.

In December 2006, EPA issued a final Record of Decision. As a result of that, a passive groundwater remedy has been selected rather than an active remedy. The remedy will consist of institutional controls and fairly extensive groundwater monitoring. The effect of these items on future budgets will be very small. In 2019, the Town hired an engineer to estimate the post-closure groundwater monitoring, which amounted to \$262. A long-term liability of \$244 for landfill closure and post-closure costs is reflected in Exhibit I and in Note 7, Long-Term Debt. The costs are to be paid out at \$9 annually over the next 28 years. The funds will pay for the monitoring, inspection and reporting costs for the DePaolo Drive Landfill Site.

The Town and its employees are defendants in numerous claims and legal actions. It is the opinion of Town officials that such pending litigation will not be finally determined so as to result individually, or in the aggregate, in a final judgment against the Town that would materially adversely affect its financial position.

The Town participates in a number of federal and state assisted grant programs. These programs are subject to financial and compliance audits by the grantors or their representatives. The audits of certain of these programs for or including the year ended June 30, 2021 have not yet been conducted. Accordingly, the Town's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures that may be disallowed by the granting agencies cannot be determined at this time although the Town expects such amounts, if any, to be immaterial.

**TOWN OF SOUTHTON, CONNECTICUT**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

(In Thousands)

**13. RESTATEMENT**

The Town previously reported the activities of the Student Activities Fund as a fiduciary fund. As a result of implementation of GASB No. 84, *Fiduciary Activities*, as of July 1, 2020, the Student Activities Fund is now reported as a special revenue fund, thus increasing assets and fund balance by \$691; the Escrow Deposit Fund is now reported as an asset and liability in the General Fund; and the C-PACE fund is now reported as a custodial fund rather than an agency fund. In addition, the Town reported a restatement in the capital projects fund for revenue recognition under the modified accrual basis of accounting on school construction grants. And lastly, the Town restated the debt service fund to include the amount of debt payments owed from the Southington Water Company. Accordingly, the Town restated beginning balances of the assets, liabilities, fund balance and net position as follows:

	Governmental Activities Net Position		Capital Projects	Debt Service	Nonmajor Governmental Funds Fund Balance
<b>Governmental Funds:</b>					
Balance as previously reported June 30, 2020	\$	124,281	\$ (23,973)	\$ 2,698	\$ 4,373
Adjustment:					
School Construction Grants not received within 60 days			(2,415)		
Receivable due from the Southington Water Company				4705	
Student Activities Fund now reported as a Special Revenue Fund		691			691
Balance as restated July 1, 2020	\$	<u>124,972</u>	\$ <u>(26,388)</u>	\$ <u>7,403</u>	\$ <u>5,064</u>

<b>Fiduciary Funds:</b>	<b>Agency Funds</b>
Balance as previously reported June 30, 2020	\$ 1,781
Adjustments:	
Student Activities Fund now reported as a Special Revenue Fund	(691)
Escrow Deposit Fund now reported in the General Fund	<u>(1,090)</u>
Balance as restated July 1, 2020	\$ <u>-</u>

## **Required Supplementary Information**

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**TOWN OF SOUTHTON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES**  
**BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
**(In Thousands)**

	Budgeted Amounts		Actual	Variance
	Original	Final		
Property taxes, interest and lien fees:				
Taxes	\$ 127,127	\$ 127,127	\$ 127,439	\$ 312
Suspense taxes	20	20	52	32
Interest and lien fees	708	708	496	(212)
Total property taxes, interest and lien fees	<u>127,855</u>	<u>127,855</u>	<u>127,987</u>	<u>132</u>
Licenses, fees and permits:				
Building	850	1,070	1,338	268
Police	32	32	84	52
Library	16	16	3	(13)
Parking	5	5		(5)
Miscellaneous	17	33	31	(2)
Total licenses, fees and permits	<u>920</u>	<u>1,156</u>	<u>1,456</u>	<u>300</u>
Intergovernmental revenues:				
Educational cost sharing	20,466	20,466	20,688	222
Non-public school transportation				-
Public school transportation				-
School building construction grants				-
Vocational agriculture	373	373	373	-
Children/youth services	24	24	24	-
Youth service/drug free				-
Town aid road transportation grant				-
Non-public health services	24	24	17	(7)
Calendar Bus				-
Telephone access lines	55	55	75	20
Pequot/Mohegan grant	7	7	7	-
Telecommunications fund grant	73	73	76	3
Municipal video grant				-
Historical society				-
Local capital improvement grant				-
FEMA reimbursement			272	272
Safe polls grant		17	17	-
Absentee ballot grant		22	22	-
CT Senior Center CARES Act grant		3	3	-
Municipal CRF reimbursement		46	397	351
In lieu of taxes:				
Hospital	94	94	94	-
Tax relief for elderly				-
Veterans' exemption	52	52	52	-
State properties	7	7	7	-
Disability exemption	5	5	5	-
Calendar house grant				-
Distressed municipalities				-
Miscellaneous	65	65	9	(56)
Traffic enforcement grant				-
MRSA Sales Tax Sharing				-
Municipal revenue sharing	821	821	1,134	313
Municipal stabilization grant				-
Total intergovernmental revenues	<u>22,066</u>	<u>22,154</u>	<u>23,272</u>	<u>1,118</u>

(Continued on next page)

**TOWN OF SOUTHTON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES**  
**BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
**(In Thousands)**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		
Investment Income	\$ 683	\$ 683	\$ 29	\$ (654)
Charges for services:				
Town Clerk	1,300	1,620	2,173	553
Labels/diskettes/copies				-
Police services	50	50		(50)
Recreation	33	33	17	(16)
Planning and zoning	55	55	61	6
Fire Department services	29	29	17	(12)
Engineering services	4	4	5	1
Assessors returns	1	1		(1)
School tuition and fees	617	617	752	135
School building rentals	14	893	893	-
Miscellaneous	10	10	1	(9)
Total charges for services	<u>2,113</u>	<u>3,312</u>	<u>3,919</u>	<u>607</u>
Other revenues:				
Sale/lease of town property	5	5	61	56
Prior year appropriated funds returned	2	2	4	2
Recycling rebates	50	50	46	(4)
Miscellaneous	35	43	89	46
Leases/Easements	24	24	32	8
Fund balance utilized	<u>4,490</u>	<u>4,490</u>		<u>(4,490)</u>
Total other revenues	<u>4,606</u>	<u>4,614</u>	<u>232</u>	<u>(4,382)</u>
Transfers In				-
Total Revenues and Other Financing Sources	\$ <u>158,243</u>	\$ <u>159,774</u>	156,895	\$ <u>(2,879)</u>
Budgetary revenues are different than GAAP revenues because:				
State of Connecticut on-behalf contributions to the Connecticut State Teachers' Pension Retirement System for Town teachers are not budgeted			13,060	
State of Connecticut on-behalf contributions to the Connecticut State Teachers' OPEB Retirement System for Town teachers are not budgeted			315	
Proceeds from issuance of capital leases are not budgeted			<u>819</u>	
Total Revenues and Other Financing Sources as Reported on the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds Exhibit IV			\$ <u>171,089</u>	

**TOWN OF SOUTHTON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES**  
**BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)**  
**FOR THE YEAR ENDED JUNE 30, 2021**  
**(In Thousands)**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
General Government				
Town Council:				
Personnel service	\$ 10	\$ 8	\$ 7	\$ 1
Contractual services	20	15	10	5
Program supplies	6	5	4	1
Professional charges	27	17	13	4
Total	<u>63</u>	<u>45</u>	<u>34</u>	<u>11</u>
Town Manager:				
Personnel service	257	252	251	1
Contractual services	23	13	1	12
Materials and supplies	8	6	3	3
Fixed charges	5	3	2	1
Total	<u>293</u>	<u>274</u>	<u>257</u>	<u>17</u>
Board of Finance:				
Personnel service	5	5	3	2
Contractual services	2	2	2	-
Materials and supplies				-
Fixed charges	1	1	1	-
Total	<u>8</u>	<u>8</u>	<u>6</u>	<u>2</u>
Finance Department:				
Personnel service	540	525	522	3
Contractual services				-
Materials and supplies	12	12	12	-
Fixed charges	1	2	2	-
Total	<u>553</u>	<u>539</u>	<u>536</u>	<u>3</u>
Town Clerk:				
Personnel service	309	334	333	1
Contractual services	19	19	18	1
Materials and supplies	11	11	9	2
Fixed charges	3	2	1	1
Total	<u>342</u>	<u>366</u>	<u>361</u>	<u>5</u>
Human Resources Department:				
Personnel service	90	90	89	1
Contractual services	36	37	31	6
Fixed charges	2	1		1
Total	<u>128</u>	<u>128</u>	<u>120</u>	<u>8</u>

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

(In Thousands)

	Budgeted Amounts		Actual	Variance
	Original	Final		
Tax Department:				
Personnel service	\$ 223	\$ 221	\$ 221	\$ -
Contractual services	8	8	3	5
Materials and supplies	42	42	41	1
Fixed charges	2	1	1	-
Total	275	272	266	6
Assessor:				
Personnel service	343	356	356	-
Contractual services	106	188	150	38
Materials and supplies	13	9	7	2
Fixed charges	6	3	2	1
Total	468	556	515	41
Board of Assessment Appeals:				
Personnel service	2	15	15	-
Contractual services	1			-
Materials and supplies		1		1
Total	3	16	15	1
Information Technology:				
Personnel service	185	189	189	-
Contractual services	701	695	658	37
Fixed charges	43	42	42	-
Capital outlay	69	69	68	1
Total	998	995	957	38
Probate Court:				
Fixed charges	11	11	11	-
Total	11	11	11	-
Town Attorney/Legal:				
Personnel service				-
Contractual services	135	135	118	17
Materials and supplies				-
Fixed charges		30	12	18
Total	135	165	130	35

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			
	Original	Final	Actual	Variance
Elections Department:				
Personnel service	\$ 134	\$ 133	\$ 127	\$ 6
Contractual services	16	12	9	3
Materials and supplies	22	22	20	2
Fixed charges	2	2	1	1
Total	174	169	157	12
Insurance:				
Fixed charges	1,150	1,047	1,045	2
Annual Audit:				
Fixed charges	37	36	36	-
Total general government	4,638	4,627	4,446	181
Public Safety:				
Police Department:				
Personnel service	7,393	7,524	7,522	2
Contractual services	184	223	209	14
Materials and supplies	184	140	134	6
Fixed charges	302	305	304	1
Equipment	189	189	188	1
Total	8,252	8,381	8,357	24
Emergency Management:				
Personnel services		52	52	-
Contractual services	1			-
Materials and supplies	8	43	43	-
Capital outlay	7	1	1	-
Total	16	96	96	-
Central Dispatch:				
Personnel service	854	897	884	13
Contractual services	12	1	1	-
Total	866	898	885	13
Fire Department:				
Personnel service	4,044	3,801	3,686	115
Contractual services	403	419	376	43
Materials and supplies	240	267	248	19
Fixed charges	168	236	235	1
Equipment	45	136	135	1
Total	4,900	4,859	4,680	179

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts		Actual	Variance
	Original	Final		
Fire Hydrant rentals:				
Fixed charges	\$ 230	\$ 230	\$ 229	\$ 1
Safety Program:				
Contractual services	12	12	10	2
Materials and supplies	42	42	42	-
Fixed charges	14	14	11	3
Total	68	68	63	5
Parking Authority:				
Contractual services	5	5	4	1
Materials and supplies	1	1		1
Fixed charges	1	1	1	-
Total	7	7	5	2
Total public safety	14,339	14,539	14,315	224
Public Works:				
Town Hall:				
Personnel services	14	12	11	1
Contractual services	32	32	28	4
Materials and supplies	18	18	14	4
Fixed charges	47	46	46	-
Total	111	108	99	9
Town Owned Property:				
Contractual services	15	5	1	4
Fixed charges	10	8	6	2
Total	25	13	7	6
Sylvia Bradley Historical Society:				
Contractual services	7	7	6	1
Fixed charges	13	15	14	-
Total	20	22	20	1

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## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			
	Original	Final	Actual	Variance
Engineering Department:				
Personnel service	\$ 645	\$ 650	\$ 650	\$ -
Contractual services	7	7	6	1
Materials and supplies	14	9	5	4
Fixed charges	2	2	1	1
Total	668	668	662	6
Highway Department:				
Personnel service	2,586	2,467	2,454	13
Contractual services	632	549	519	30
Materials and supplies	143	143	121	22
Fixed charges	297	298	272	26
Capital outlay	35	35	22	13
Continued appropriations		17	17	-
Total	3,693	3,509	3,405	104
Snow and Ice Removal:				
Personnel service	204	198	198	-
Contractual services	162	180	179	1
Materials and supplies	444	427	425	2
Total	810	805	802	3
Street Lighting:				
Contractual services	60	105	97	8
Fixed charges	334	362	362	-
Total	394	467	459	8
Tree Maintenance:				
Contractual services	38	38	37	1
Bulky Waste Transfer Station:				
Personnel service	84	84	81	3
Contractual services	201	217	215	2
Materials & Supplies	5	5	4	1
Total	290	306	300	6
Environmental Problems:				
Contractual services	208	208	87	121
Continued appropriations		20		20
Total	208	228	87	141

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			
	Original	Final	Actual	Variance
John Weichsel Municipal Center:				
Personnel services	\$ 8	\$ 8	\$ 7	\$ 1
Contractual services	63	57	56	1
Materials and supplies	9	7	4	3
Fixed charges	26	26	26	-
Total	106	98	93	5
Total Public Works	6,363	6,262	5,971	290
Health and Welfare:				
Community Services:				
Personnel service	260	252	251	1
Contractual services	33	32	31	1
Materials and supplies	5	5	5	-
Fixed charges	17	18	17	1
Total	315	307	304	3
Health Department:				
Fixed charges	331	331	331	-
Mental Health:				
Fixed charges	3	3	3	-
Nonpublic School Nurses:				
Contractual services	71	71	59	12
Total Health and Welfare	720	712	697	15
Human Services:				
Youth Counseling:				
Personnel service	267	275	275	-
Contractual services	2	2	1	1
Materials and supplies	3	2	1	1
Fixed charges	3	1	1	-
Total	275	280	278	2

(Continued on next page)



## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			
	Original	Final	Actual	Variance
Commission on the Handicapped:				
Contractual services	\$ 8	\$ 8	\$ -	\$ 8
Materials and supplies	1	1	-	1
Total	<u>9</u>	<u>9</u>	<u>-</u>	<u>9</u>
Community Assistance:				
Contractual services	59	59	59	-
Calendar House-Senior Citizens:				
Personnel service	418	393	385	8
Contractual services	86	73	47	26
Materials and supplies	21	7	3	4
Fixed charges	53	52	47	5
Continued appropriations		3	3	-
Total	<u>578</u>	<u>528</u>	<u>485</u>	<u>43</u>
Total Human Services	<u>921</u>	<u>876</u>	<u>822</u>	<u>54</u>
Recreation Department:				
Personnel service	252	236	228	8
Contractual services	43	18	10	8
Materials and supplies	14	10	5	5
Fixed charges	25	3		3
Total	<u>334</u>	<u>267</u>	<u>243</u>	<u>24</u>
Community Celebrations:				
Fixed charges	<u>4</u>	<u>4</u>	<u>4</u>	<u>-</u>
Organized Recreation:				
Fixed charges	<u>86</u>	<u>86</u>	<u>86</u>	<u>-</u>
Total Parks and Recreation	<u>424</u>	<u>357</u>	<u>333</u>	<u>24</u>

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts			
	Original	Final	Actual	Variance
Library:				
Public Library:				
Personnel service	\$ 1,105	\$ 1,125	\$ 1,122	\$ 3
Contractual services	95	82	66	16
Materials and supplies	152	152	146	6
Fixed charges	71	70	66	4
Capital outlay	51	51	50	1
Continued appropriations		18	17	1
Total	<u>1,474</u>	<u>1,498</u>	<u>1,467</u>	<u>31</u>
Barnes Museum:				
Personnel service	90	35	24	11
Contractual services	16	17	17	-
Materials and supplies	3	2	2	-
Fixed charges	10	11	11	-
Continued appropriations		1	1	-
Total	<u>119</u>	<u>66</u>	<u>55</u>	<u>11</u>
Total Library	<u>1,593</u>	<u>1,564</u>	<u>1,522</u>	<u>42</u>
Planning and Development:				
Economic Development Commission:				
Personnel service	162	167	167	-
Contractual services	122	50	17	33
Materials and supplies	2	2	1	1
Fixed charges	5	1		1
Fixed charges		178	28	150
Total	<u>291</u>	<u>398</u>	<u>213</u>	<u>185</u>
Building Department:				
Personnel service	431	455	441	14
Contractual services	5	2	1	1
Materials and supplies	9	8	7	1
Fixed charges	6	3	2	1
Total	<u>451</u>	<u>468</u>	<u>451</u>	<u>17</u>
Planning and Zoning:				
Personnel service	402	411	409	2
Contractual services	11	20	1	19
Materials and supplies	6	4	3	1
Fixed charges	36	35	35	-
Total	<u>455</u>	<u>470</u>	<u>448</u>	<u>22</u>

(Continued on next page)

## TOWN OF SOUTHTON, CONNECTICUT

## GENERAL FUND

## SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES

## BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)

## FOR THE YEAR ENDED JUNE 30, 2021

	Budgeted Amounts		Actual	Variance
	Original	Final		
Zoning Board of Appeals:				
Personnel service	\$ 5	\$ 5	\$ 5	\$ -
Contractual services	8	2	2	-
Materials and supplies	1	1	1	-
Total	<u>14</u>	<u>8</u>	<u>8</u>	<u>-</u>
Conservation Commission:				
Personnel service	4	4	3	1
Contractual services	5	3	2	1
Materials and supplies	2	1		1
Total	<u>11</u>	<u>8</u>	<u>5</u>	<u>3</u>
Total Planning and Development	<u>1,222</u>	<u>1,352</u>	<u>1,125</u>	<u>227</u>
Miscellaneous:				
Land Lease:				
Fixed charges	1	1	1	-
Miscellaneous:				
Personnel service				-
Continued appropriations				-
Nonlegal professional services:				
Nonlegal professional services	45	45	34	11
Continued appropriations		14	14	-
Total Miscellaneous	<u>46</u>	<u>60</u>	<u>49</u>	<u>11</u>
Employee Benefits:				
Medical and group insurance:				
Fixed charges	<u>3,762</u>	<u>3,662</u>	<u>3,601</u>	<u>61</u>
Heart and Hypertension:				
Personnel service	1,328	1,248	1,213	35
Contractual services	15	13	7	6
Total Heart and Hypertension	<u>1,343</u>	<u>1,261</u>	<u>1,220</u>	<u>41</u>
Employee Retirement:				
Municipal:				
Fixed charges	5,066	4,941	4,930	11
Police:				
Fixed charges	270	260	260	-
Unemployment Compensation:				
Fixed charges	15	15	5	10
Total	<u>5,351</u>	<u>5,216</u>	<u>5,195</u>	<u>21</u>

(Continued on next page)

**TOWN OF SOUTHTON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES**  
**BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 2021**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>		
Accumulated Payout:				
Fixed charges	\$ 145	\$ 145	\$ 74	\$ 71
CFW accumulated payout		76	76	-
Total	145	221	150	71
Tuition Reimbursement:				
Fixed charges	14	12	6	6
Total Employee Benefits	10,615	10,372	10,172	200
Debt Service				
Debt service - principal:				
Town and Sewer	4,230	4,288	4,288	-
Schools	4,092	4,217	4,217	-
Total	8,322	8,505	8,505	-
Debt service - interest:				
Town and Sewer	1,196	1,178	1,178	-
Schools	1,428	1,289	1,289	-
Total	2,624	2,467	2,467	-
Total Debt Service	10,946	10,972	10,972	-
Board of Education:				
School operations	100,301	101,181	100,145	1,036
Capital outlay		368		368
Continued appropriations		3,130	983	2,147
Total Board of Education	100,301	104,679	101,128	3,551
Contingency	1,094	781		781
Total expenditures	153,222	157,153	151,552	5,600

(Continued on next page)

**TOWN OF SOUTHTON, CONNECTICUT**  
**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES**  
**BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) (CONTINUED)**  
**FOR THE YEAR ENDED JUNE 30, 2021**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		
Other Financing Uses:				
Transfers out	\$ 5,021	\$ 6,410	\$ 6,417	\$ (7)
Total	<u>\$ 158,243</u>	<u>\$ 163,563</u>	157,969	<u>\$ 5,594</u>
Budgetary expenditures are different than GAAP expenditures because:				
State of Connecticut on-behalf payments to the Connecticut State Teachers' Pension Retirement System for Town teachers are not budgeted			13,060	
State of Connecticut on-behalf payments to the Connecticut State Teachers' OPEB Retirement System for Town teachers are not budgeted			315	
Accrued payroll is reported as expenditure for GAAP purposes			217	
Issuance of capital leases are not budgeted			<u>819</u>	
Total Expenditures and Other Financing Uses as Reported on the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds - Exhibit IV			<u>\$ 172,380</u>	

**TOWN OF SOUTHTON, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**MUNICIPAL EMPLOYEES RETIREMENT SYSTEM**  
**LAST SEVEN FISCAL YEARS\***  
(In Thousands)

	2015	2016	2017	2018	2019	2020	2021
Town's proportion of the net pension liability	5.97%	5.62%	5.30%	5.67%	5.54%	5.36%	5.46%
Town's proportionate share of the net pension liability	\$ 5,892	\$ 10,825	\$ 18,318	\$ 14,070	\$ 52,946	\$ 55,389	\$ 60,730
Town's covered payroll	\$ 31,051	\$ 31,789	\$ 34,340	\$ 34,952	\$ 37,853	\$ 35,501	\$ 36,365
Town's proportionate share of the net pension liability as a percentage of its covered payroll	18.98%	34.05%	53.34%	40.26%	139.87%	156.02%	167.00%
Plan fiduciary net position as a percentage of the total pension liability	90.48%	92.72%	88.29%	91.68%	73.60%	72.69%	71.18%

**\*Notes:**

- This schedule is intended to show information for ten years. Additional years' information will be displayed as it becomes available
- The measurement date is one year earlier than the employer's reporting date.

**TOWN OF SOUTHTINGTON, CONNECTICUT  
SCHEDULE OF EMPLOYER CONTRIBUTIONS - MUNICIPAL EMPLOYEES RETIREMENT SYSTEM - GOVERNMENTAL ACTIVITIES  
LAST TEN FISCAL YEARS  
(In Thousands)**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Actuarially determined contribution	\$ 4,096	\$ 4,194	\$ 4,400	\$ 4,592	\$ 4,680	\$ 4,262	\$ 4,576	\$ 4,527	\$ 4,783	\$ 6,417
Contributions in relation to the actuarially determined contribution	4,096	4,194	4,400	4,592	4,680	4,262	4,576	4,527	4,783	6,417
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 27,618	\$ 28,694	\$ 30,111	\$ 30,944	\$ 33,454	\$ 34,017	\$ 36,917	\$ 34,640	\$ 35,269	\$ 37,283
Contributions as a percentage of covered payroll	14.83%	14.62%	14.61%	14.84%	13.99%	12.53%	12.40%	13.07%	13.56%	17.21%

**Notes to Schedule**

Valuation date: June 30, 2020  
Measurement date: June 30, 2020  
Actuarially determined contribution rates are calculated as of June 30, each biennium for the fiscal years ending two and three years after the valuation date

Methods and assumptions used to determine contribution rates:

Actuarial cost method: Entry Age  
Amortization method: Level dollar, closed  
Single equivalent amortization period: 21 years  
Asset valuation method: 5 years smoothed market  
Inflation: 2.50%  
Salary increases: 3.50% - 10.00%, including inflation  
Investment rate of return: 7%, net of investment related expense  
Changes in assumptions: In 2019, the latest experience study for the System updated most of the actuarial assumptions utilized in the June 30, 2020 valuation to include: rates of inflation, real investment return mortality, withdrawal, disability, retirement and salary increase were adjusted to more closely reflect actual and anticipated experience. These assumptions were recommended as part of the Experience Study for the System for the five year period ended June 30, 2017.

TOWN OF SOUTHTON, CONNECTICUT  
SCHEDULE OF EMPLOYER CONTRIBUTIONS - MUNICIPAL EMPLOYEES RETIREMENT SYSTEM - BUSINESS-TYPE ACTIVITIES  
LAST TEN FISCAL YEARS  
(In Thousands)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Actuarially determined contribution	\$ 109	\$ 104	\$ 104	\$ 113	\$ 96	\$ 103	\$ 110	\$ 100	\$ 105	\$ 145
Contributions in relation to the actuarially determined contribution	109	104	108	113	96	103	110	100	105	145
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 884	\$ 901	\$ 940	\$ 845	\$ 886	\$ 935	\$ 936	\$ 861	\$ 1,096	\$ 970
Contributions as a percentage of covered payroll	12.33%	11.54%	11.49%	13.37%	10.84%	11.02%	11.75%	11.61%	9.58%	14.95%

Notes to Schedule

Valuation date: June 30, 2020  
Measurement date: June 30, 2020  
Actuarially determined contribution rates are calculated as of June 30, each biennium for the fiscal years ending two and three years after the valuation date.

Methods and assumptions used to determine contribution rates:

- Actuarial cost method
- Amortization method
- Single equivalent amortization period
- Asset valuation method
- Inflation
- Salary increases
- Investment rate of return
- Changes in assumptions:
- Entry Age
- Level dollar, closed
- 21 years
- 5 years smoothed market
- 2.50%
- 3.50% - 10.00%, including inflation
- 7%, net of investment related expense
- In 2019, the latest experience study for the System updated most of the actuarial assumptions utilized in the June 30, 2020 valuation to include: rates of inflation, real investment return mortality, withdrawal, disability, retirement and salary increase were adjusted to more closely reflect actual and anticipated experience. These assumptions were recommended as part of the Experience Study for the System for the five year period ended June 30, 2017.



**TOWN OF SOUTHTON, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**TEACHERS RETIREMENT PLAN**  
**LAST SEVEN FISCAL YEARS\***  
(In Thousands)

	2015	2016	2017	2018	2019	2020	2021
Town's proportion of the net pension liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Town's proportionate share of the net pension liability \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
State's proportionate share of the net pension liability associated with the Town	107,078	115,998	151,537	143,636	141,779	183,876	203,602
<b>Total</b>	<b>\$ 107,078</b>	<b>\$ 115,998</b>	<b>\$ 151,537</b>	<b>\$ 143,636</b>	<b>\$ 141,779</b>	<b>\$ 183,876</b>	<b>\$ 203,602</b>
Town's covered payroll	\$ 33,621	\$ 34,262	\$ 34,721	\$ 37,408	\$ 46,544	\$ 46,154	\$ 47,566
Town's proportionate share of the net pension liability as a percentage of its covered payroll	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total per	61.51%	59.50%	52.26%	55.93%	57.69%	52.00%	49.24%

**Notes to Schedule**

Changes in benefit terms	None
Changes of assumptions	The Board adopted new assumptions as the result of an experience study for the five-year period ending June 30, 2019: - Decrease the annual rate of real wage increase assumption from 0.75% to 0.50%. - Decrease payroll growth assumption from 3.25% to 3.00%. - Rates of withdrawal, disability, retirement, mortality, and assumed rates of salary increase were adjusted to more closely reflect actual and anticipated experience.
Actuarial cost method	Entry age
Amortization method	Level percent of pay, closed
Single equivalent amortization period	30 years
Asset valuation method	4-year smoothed market
Inflation	2.50%
Salary increase	3.25%-6.50%, including inflation
Investment rate of return	6.90%, net of investment related expense

**Notes:**

- This schedule is intended to show information for ten years. Additional years' information will be displayed as it becomes available.
- The measurement date is one year earlier than the employer's reporting date.

**TOWN OF SOUTHTON, CONNECTICUT**  
**SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS**  
**LAST FOUR FISCAL YEARS\***  
**(In Thousands)**

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Total OPEB liability:				
Service cost	\$ 549	\$ 538	\$ 608	\$ 861
Interest	1,416	1,486	1,442	1,090
Differences between expected and actual experience	(250)	(210)	(4,535)	(520)
Changes of assumptions and other inputs	(1,669)	2,072	11,567	397
Benefit payments	<u>(1,113)</u>	<u>(1,211)</u>	<u>(1,359)</u>	<u>(824)</u>
Net change in total OPEB liability	(1,067)	2,675	7,723	1,004
Total OPEB liability - beginning	<u>39,542</u>	<u>38,475</u>	<u>41,150</u>	<u>48,873</u>
Total OPEB Liability - Ending	<u>\$ 38,475</u>	<u>\$ 41,150</u>	<u>\$ 48,873</u>	<u>\$ 49,877</u>
Covered payroll	\$ 73,422	\$ 75,441	\$ 77,942	\$ 79,813
Total OPEB liability as a percentage of covered payroll	52.40%	54.55%	62.70%	62.49%

\* This schedule is intended to show information for ten years. Additional years' information will be displayed as it becomes available.

**TOWN OF SOUTHTON, CONNECTICUT**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET OPEB LIABILITY**  
**TEACHERS RETIREMENT PLAN**  
**LAST FOUR FISCAL YEARS\***  
**(In Thousands)**

	2018	2019	2020	2021
Town's proportion of the net OPEB liability	0.00%	0.00%	0.00%	0.00%
Town's proportionate share of the net OPEB liability	\$ -	\$ -	\$ -	\$ -
State's proportionate share of the net OPEB liability associated with the Town	36,970	28,343	28,676	30,367
Total	\$ 36,970	\$ 28,343	\$ 28,676	\$ 30,367
Town's covered payroll	\$ 37,408	\$ 46,544	\$ 46,154	\$ 47,566
Town's proportionate share of the net OPEB liability as a percentage of its covered payroll	0.00%	0.00%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total OPEB lial	1.79%	1.49%	2.08%	2.50%

**Notes to Schedule**

Changes in benefit terms	None
Changes of assumptions	<p>Based on the procedure described in GASB 75, the discount rate used to measure plan obligations for financial accounting purposes as of June 30, 2020 was updated to equal the Municipal Bond Index Rate as of June 30, 2020;</p> <p>Expected annual per capita claims costs were updated to better reflect anticipated medical and prescription drug claim experience;</p> <p>Long-term health care cost trend rates were updated;</p> <p>The percentages of participating retirees who are expected to enroll in the Medicare Supplement Plan and the Medicare Advantage Plan options were updated based on observed plan experience. Additionally, participants are no longer assumed to migrate from the Medicare Supplement Plan to the Medicare Advantage Plan after selecting an option; and,</p> <p>The Board adopted new assumptions as the result of an experience study for the five-year period ending June 30, 2019. The changes in assumptions are summarized below:</p> <ul style="list-style-type: none"> <li>- Decrease the annual rate of real wage increase assumption from 0.75% to 0.50%.</li> <li>- Decrease payroll growth assumption from 3.25% to 3.00%.</li> <li>- Rates of withdrawal, disability, retirement, mortality, and assumed rates of salary increase were adjusted to more closely reflect actual and anticipated experience.</li> </ul>
Actuarial cost method	Entry age
Amortization method	Level percent of payroll over an open period
Remaining amortization period	30 years
Asset valuation method	Fair value of assets
Investment rate of return	3.00%, net of investment related expense including price inflation
Price inflation	2.75%

**Notes:**

- This schedule is intended to show information for ten years. Additional years' information will be displayed as it becomes available.
- The measurement date is one year earlier than the employer's reporting date

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# **Supplemental, Combining and Individual Fund Statements and Schedules**

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## General Fund

## **GENERAL FUND**

The general fund is the principal fund of the Town and is used to account for all activities of the Town, except those required to be accounted for in another fund. The general fund accounts for the normal recurring activities of the Town (i.e., general government, public safety, public works, health and welfare, human services, parks and recreation, library, education, etc.). These activities are funded principally by property taxes, user fees and grants from other governmental units



TOWN OF SOUTHTON, CONNECTICUT  
GENERAL FUND  
REPORT OF TAX COLLECTOR  
FOR THE YEAR ENDED JUNE 30, 2021  
(In Thousands)

Grand List	Uncollected Taxes July 1, 2020	Lawful Corrections		Transfers To Suspense	Adjusted Taxes Collectible	Collections		Warrants Liens/Fees	Amount Paid to Treasurer	Credit Balances	Uncollected Taxes June 30, 2021
		Additions	Deductions			Taxes	Interest				
2019	\$ 128,541	\$ 155	\$ 755	\$ 29	\$ 127,912	\$ 127,033	\$ 245	\$ 11	\$ 127,289	\$ 373	\$ 1,252
2018	1,300	33	113	26	1,194	657	138	6	801	55	592
2017	511	1	4	121	387	156	56	1	213	2	233
2016	160			14	146	36	13		49		110
2015	54			1	53	1	-		1		52
2014	21			1	20	2	1		3		18
2013	10				10	1			1		9
2012	7				7				-		7
2011	7				7				-		7
2010	8				8				-		8
2009	6				6				-		6
2008	5				5				-		5
2007	3				3				-		3
2006	3				3				-		3
2005	3				3				-		3
\$	\$ 130,639	\$ 189	\$ 872	\$ 192	\$ 129,764	\$ 127,886	\$ 453	\$ 18	\$ 128,357	\$ 430	\$ 2,308

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## **Nonmajor Governmental Funds**

## **NONMAJOR GOVERNMENTAL FUNDS**

### **Special Revenue Funds**

Special revenue funds are used to account for and report specific revenue sources that are restricted or committed to expenditure for specific purposes.

#### **Cafeteria**

To account for the operation of the public school lunch program. Funding is provided from the sale of food, federal and state grants, and USDA food donations.

#### **Animal Control Fund**

To account for the operation of animal control. Financing is provided by license fees, fines and a subsidy from the General Fund.

#### **Federal and State Education Grants**

To account for state and federal educational grants received through the State Department of Education.

#### **Police Auction**

To account for payment of health insurance premiums for retired officers funded by sale of goods.

#### **Refuse**

To account for refuse removal funded by charges for services.

#### **Police Special Duty**

To account for public safety services to Town and outside entities funded by charges for the services.

#### **Apple Harvest Festival**

To account for the Apple Harvest Festival funded by charges for services and donations.

#### **Police Forfeiture**

To account for the proceeds of property confiscated by the Town's Police Department

#### **Town Special Revenue**

To account for gifts, small grants and insurance proceeds designated for specific purposes.

#### **Child Development Center**

To account for grant received through the Town to maintain the Margaret C. Griffin Child Development Center of Southington, CT.

#### **Library Trust**

To account for monies received from private donors for the acquisition of books, materials and other related library services.

#### **Excavation Permit**

To account for fees received for excavation permits for trench restoration.

#### **Community Services**

To account for contributions to Community Services for needy families.

**Drive In Theatre**

To account for operations of the Drive-in Theatre through charges for services.

**Barnes Museum Restoration**

To account for the restoration of the Barnes Museum funded through contributions and sale of goods.

**Recreation Programs**

To account for recreation programs which are self-sustaining through user fees.

**Turf Field**

To account for the collection of fees and donations to fund the replacement of the Turf Field.

**CDBG SC1513101- Housing Rehabilitation Fund**

To account for the Southington Rehabilitation Projects benefiting low and moderate income residents with home improvements funded by the CDBG Grant.

**Brownfield Fund**

To account for the demolition and remediation of the former Beaton and Corbin site at 318 North Main Street for redevelopment as commercial office space. This project is funded through a DECD grant, a Town subsidy and a contribution from the private developer.

**Board of Education Scholarships**

To account for income and scholarship expenditures.

**Sewer Assessment Fund**

To account for proceeds of sewer line assessments used to fund debt service costs related to sewer line extension projects within the Town. The major source of revenue is sewer assessments. The Town issues general obligation debt to fund capital improvements to sewer lines.

**Barnes Museum**

To account for donations and monies collected through the sale of goods for the benefit of the Barnes Museum.

**Student Activities**

To account for the monies generated by student activities in the Southington school system.

### **Permanent Funds**

Permanent funds are used to account for and report resources that are restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs.

#### **Edna Woodruff**

To account for income and education expenditures.

#### **Addin Lewis**

To account for income and education expenditures.

#### **Julia Bradley Library**

To account for proceeds of trust fund established for the benefit of the Town's library.



TOWN OF SOUTHTON, CONNECTICUT  
 COMBINING BALANCE SHEET (CONTINUED)  
 NONMAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2021  
 (In Thousands)

EXHIBIT B-1

	Special Revenue						
	Town Special Revenue	Child Development Center	Library Trust	Excavation Permit	Community Services	Drive-In Theatre	Barnes Museum Restoration Recreation Programs
<b>ASSETS</b>							
Cash and cash equivalents	\$ 674	\$	94	\$ 483	\$ 243	\$ 51	\$ 7 189
Investments	50						
Accounts receivable							
Inventories							
Total Assets	\$ 724	\$ -	\$ 94	\$ 483	\$ 243	\$ 51	\$ 7 189
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>							
<b>Liabilities:</b>							
Accounts payable and accrued liabilities	\$ 2	\$	3	\$ 294	\$	6	\$ 3
Due to other funds							
Unearned revenue				95			
Total liabilities	2	-	3	389	-	6	3
<b>Deferred Inflows of Resources:</b>							
Unavailable revenue - special assessments							
Unavailable revenue - receivables							
Total deferred inflows of resources	-	-	-	-	-	-	-
<b>Fund Balances:</b>							
Nonspendable			91				
Restricted	722			94	243	45	7 186
Committed	722	-	91	94	243	45	7 186
Total fund balances							
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 724	\$ -	\$ 94	\$ 483	\$ 243	\$ 51	\$ 7 189

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TOWN OF SOUTHTON, CONNECTICUT  
 COMBINING BALANCE SHEET (CONTINUED)  
 NONMAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2021  
 (In Thousands)

EXHIBIT B-1

Special Revenue							
	Turf Field	CDBG	Brownfield	Board of Education Scholarship	Sewer Assessments	Barnes Museum	Student Activity Fund
ASSETS							
Cash and cash equivalents	\$ 247	\$ 9	\$ 81	\$ 535	\$ 440	\$ 8	\$ 540
Investments							133
Accounts receivable					1,045		
Inventories							
Total Assets	\$ 247	\$ 9	\$ 81	\$ 535	\$ 1,485	\$ 8	\$ 673
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES							
Liabilities:							
Accounts payable and accrued liabilities	\$	\$	\$	\$	14	\$	\$
Due to other funds							
Unearned revenue							
Total liabilities	-	-	-	-	14	-	-
Deferred Inflows of Resources:							
Unavailable revenue - special assessments					1,031		
Unavailable revenue - receivables							
Total deferred inflows of resources	-	-	-	-	1,031	-	-
Fund Balances:							
Nonspendable		6	81	535			673
Restricted	247	3			440	8	
Committed	247	9	81	535	440	8	673
Total fund balances							
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 247	\$ 9	\$ 81	\$ 535	\$ 1,485	\$ 8	\$ 673

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TOWN OF SOUTHTON, CONNECTICUT  
COMBINING BALANCE SHEET (CONTINUED)  
NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2021  
(In Thousands)

	Permanent Fund					Interfund Eliminations	Total Nonmajor Governmental Funds
	Special Revenue Subtotal	Edna Woodruff	Addin Lewis	Julia Bradley Library	Total		
<b>ASSETS</b>							
Cash and cash equivalents	\$ 6,294			1	\$ 1	\$	6,295
Investments	133		10		12		145
Accounts receivable	2,881	2			-		2,881
Inventories	38				-		38
Total Assets	\$ 9,346	\$ 2	\$ 10	\$ 1	\$ 13	\$	\$ 9,359
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>							
<b>Liabilities:</b>							
Accounts payable and accrued liabilities	\$ 969				\$ -	\$	969
Due to other funds	300				-		300
Unearned revenue	889				-		889
Total liabilities	2,128	-	-	-	-		2,128
<b>Deferred Inflows of Resources:</b>							
Unavailable revenue - special assessments	1,031						1,031
Unavailable revenue - receivables	44						44
Total deferred inflows of resources	1,075	-	-	-	-		1,075
<b>Fund Balances:</b>							
Nonspendable	38	2	10	1	13		51
Restricted	1,584				-		1,584
Committed	4,521				-		4,521
Total fund balances	6,143	2	10	1	13		6,156
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 9,346	\$ 2	\$ 10	\$ 1	\$ 13	\$	\$ 9,359

TOWN OF SOUTHTON, CONNECTICUT  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2021  
(In Thousands)

	Special Revenue							
	Cafeteria	Animal Control	Federal and State Education Grants	Police Auction	Refuse	Police Special Duty	Apple Harvest Festival	Police Forfeiture
Revenues:								
Contributions	\$ 1,728		\$ 6,866				\$ 13	\$
Intergovernmental	236	7			2,738	3,167	87	
Charges for services								
Income on investments								
Other revenue								
Total revenues	<u>1,964</u>	<u>7</u>	<u>6,866</u>	<u>-</u>	<u>2,738</u>	<u>3,167</u>	<u>100</u>	<u>3</u>
Expenditures:								
Current:								
General government		249			2,738	2,753		1
Public safety								
Public works								
Health and welfare								
Human services								
Parks and recreation							12	
Public library								
Education			6,202					
Debt service	2,187							
Total expenditures	<u>2,187</u>	<u>249</u>	<u>6,202</u>	<u>-</u>	<u>2,738</u>	<u>2,753</u>	<u>12</u>	<u>1</u>
Excess (Deficiency) of Revenues over Expenditures	<u>(223)</u>	<u>(242)</u>	<u>664</u>	<u>-</u>	<u>-</u>	<u>414</u>	<u>88</u>	<u>2</u>
Other Financing Sources:								
Transfers in	500	219	(500)					
Premium on general obligation bonds								
Premium on refunding bonds								
Refunding bonds issued								
Payment to refunding bond escrow agent								
Total other financing sources (uses)	<u>500</u>	<u>219</u>	<u>(500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	<u>277</u>	<u>(23)</u>	<u>164</u>	<u>-</u>	<u>-</u>	<u>414</u>	<u>88</u>	<u>2</u>
Fund Balances at Beginning of Year, as Restated	<u>402</u>	<u>41</u>	<u>34</u>	<u>7</u>	<u>1</u>	<u>1,242</u>	<u>87</u>	<u>26</u>
Fund Balances at End of Year	<u>\$ 679</u>	<u>\$ 18</u>	<u>\$ 198</u>	<u>\$ 7</u>	<u>\$ 1</u>	<u>\$ 1,656</u>	<u>\$ 175</u>	<u>\$ 28</u>

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TOWN OF SOUTHTON, CONNECTICUT  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CONTINUED)  
 NONMAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2021  
 (In Thousands)

	Special Revenue							
	Town Special Revenue	Child Development Center	Library Trust	Excavation Permit	Community Services	Drive-In Theatre	Barnes Museum Restoration	Recreation Programs
Revenues:								
Contributions	\$ 10	\$ 379	3	\$	73	\$	\$	\$
Intergovernmental	278							
Charges for services	70		9	46		45		99
Income on investments								
Other revenue	82							
Total revenues	440	379	12	46	73	45	-	99
Expenditures:								
Current:								
General government	88							
Public safety	104							
Public works	33			38				
Health and welfare	5							
Human services	56				91	33	96	52
Parks and recreation	12		8					
Public library		379						
Education		379						
Debt service								
Total expenditures	302	379	8	38	91	33	96	52
Excess (Deficiency) of Revenues over Expenditures	138	-	4	8	(18)	12	(96)	47
Other Financing Sources:	7							
Transfers in								
Premium on general obligation bonds								
Premium on refunding bonds								
Refunding bonds issued								
Payment to refunded bond escrow agent								
Total other financing sources (uses)	7	-	-	-	-	-	-	-
Net Change in Fund Balances	145	-	4	8	(18)	12	(96)	47
Fund Balances at Beginning of Year, as Restated	577	-	87	86	261	33	103	139
Fund Balances at End of Year	\$ 722	\$ -	\$ 91	\$ 94	\$ 243	\$ 45	\$ 7	\$ 186

(Continued on next page)

TOWN OF SOUTHTON, CONNECTICUT  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CONTINUED)  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2021  
(In Thousands)

	Turf Field	Special Revenue					Student Activity Fund
		CDBG	Brownfield	Board of Education Scholarship	Sewer Assessment	Barnes Museum	
Revenues:							
Contributions							
Intergovernmental							
Charges for services	25	96	95	60	129	1	377
Income on investments		9		1	13		
Other revenue							
Total revenues	25	105	95	61	142	1	377
Expenditures:							
Current:							
General government							
Public safety							
Public works			99				
Health and welfare							
Human services		102				6	395
Parks and recreation	4			40	96		395
Public library					96	6	
Education							
Debt service		3	(4)	21	46	(5)	(18)
Total expenditures	21	102	(4)	21	46		
Excess (Deficiency) of Revenues over Expenditures							
Other Financing Sources:							
Transfers in							
Transfers out							
Premium on general obligation bonds							
Premium on refunding bonds							
Refunding bonds issued							
Payment to refunded bond escrow agent							
Total other financing sources (uses)							
Net Change in Fund Balances							
Fund Balances at Beginning of Year, as Restated	21	3	(4)	21	46	(5)	(18)
Fund Balances at End of Year	226	6	85	514	394	13	691
	247	9	81	535	440	8	673

(Continued on next page)

TOWN OF SOUTHTON, CONNECTICUT  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (CONTINUED)  
NONMAJOR GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2021  
(In Thousands)

	Permanent Funds					Interfund Eliminations	Total Nonmajor Governmental Funds
	Special Revenue Subtotal	Edna Woodruff	Addin Lewis	Julia Bradley Library	Total		
Revenues:	\$ 10	\$	\$	\$	\$	\$	10
Contributions	9,630				-		9,630
Intergovernmental	7,019				-		7,019
Charges for services	14		5		5		19
Income on investments	85				-		85
Other revenue	16,758	-	5	-	5	-	16,763
Total revenues							
Expenditures:							
Current:							
General government	88		1		1		89
Public safety	3,107				-		3,107
Public works	2,921				-		2,921
Health and welfare	6				-		6
Human services	348				-		348
Parks and recreation	113				-		113
Public library	14				-		14
Education	9,203				-		9,203
Debt service	96				-		96
Total expenditures	15,896	-	1	-	1	-	15,897
Excess (Deficiency) of Revenues over Expenditures	862	-	4	-	4	-	866
Other Financing Sources:							
Transfers in	726				-		726
Transfers out	(500)				-	(500)	-
Premium on general obligation bonds	-				-	500	-
Premium on refunding bonds	-				-	-	-
Refunding bonds issued	-				-	-	-
Payment to refunded bond escrow agent	-				-	-	-
Total other financing sources (uses)	226	-	-	-	-	-	226
Net Change in Fund Balances	1,088	-	4	-	4	-	1,092
Fund Balances at Beginning of Year, as Restated	5,055	2	6	1	9	-	5,064
Fund Balances at End of Year	6,143	2	10	1	13	-	6,156

## **Statistical Section**

## Statistical Section Information

This part of the Town of Southington, Connecticut's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

### Contents

#### Financial Trends

These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.

#### Revenue Capacity

These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.

#### Debt Capacity

These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.

#### Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.

#### Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.

The accompanying tables are presented in the above order. Refer to the Table of Contents for applicable page number locations.

Sources: Unless otherwise noted, the information in the tables is derived from the comprehensive annual financial reports for the relevant year.



**TOWN OF SOUTHTON, CONNECTICUT**  
**NET POSITION BY COMPONENT**  
**LAST TEN FISCAL YEARS**  
**(In Thousands)**

	2021	2020	2019	2018	FISCAL YEAR					2014 (2)	2013	2012
					2017 (3)	2016	2015					
<b>Governmental Activities:</b>												
Net investment in capital assets	\$ 153,512	\$ 159,281	\$ 188,142	\$ 172,521	\$ 161,862	\$ 155,774	\$ 143,966	\$ 145,586	\$ 120,862	\$ 110,992		
Restricted	1,597	662	625	726	758	758	705	712	704	631		
Unrestricted	(34,280)	(35,662)	(25,058)	(19,188)	(11,226)	17,095	11,035	(7,624)	7,352	5,917		
Total governmental activities net position	120,829	124,281	143,709	154,059	151,394	173,627	155,706	138,674	128,918	117,540		
<b>Business-type Activities:</b>												
Net investment in capital assets	86,977	78,374	52,711	48,315	48,572	48,515	45,324	44,622	45,381	46,739		
Unrestricted	9,539	9,457	9,010	7,260	5,835	4,333	2,193	1,242	1,740	1,903		
Total business-type activities net position	96,516	87,831	61,721	55,575	54,407	52,848	47,517	45,864	47,121	48,642		
<b>Primary Government:</b>												
Net investment in capital assets	240,489	237,655	220,853	220,836	210,434	204,289	189,290	190,208	166,243	157,731		
Restricted	1,597	662	625	726	758	758	705	712	704	631		
Unrestricted	(24,741)	(26,205)	(16,048)	(11,928)	(5,391)	21,428	13,228	(6,382)	9,092	7,820		
Total Primary Government Net Position	\$ 217,345	\$ 212,112	\$ 205,430	\$ 209,634	\$ 205,801	\$ 226,475	\$ 203,223	\$ 184,538	\$ 176,039	\$ 166,182		

## Notes:

- (1) Schedule prepared on the accrual basis of accounting.
- (2) Restated for GASB 68
- (3) Restated for GASB 75

**TOWN OF SOUTHTON, CONNECTICUT**  
**CHANGES IN NET POSITION**  
**LAST TEN YEARS**  
**(In Thousands)**

	FISCAL YEAR									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
<b>Expenses:</b>										
Governmental activities:										
General government	\$ 6,782	\$ 8,608	\$ 5,324	\$ 6,054	\$ 6,157	\$ 3,236	\$ 4,911	\$ 4,166	\$ 4,804	\$ 4,942
Public safety	29,368	29,175	35,113	23,502	20,877	20,184	20,590	19,229	19,122	20,436
Public works	14,837	14,265	10,912	11,659	10,155	15,777	12,828	13,553	10,614	11,082
Health and welfare	823	807	782	790	775	749	804	812	782	777
Human services	1,704	2,411	1,738	1,592	1,575	1,388	1,699	1,688	1,699	1,667
Parks and recreation	837	1,134	1,110	3,506	2,540	2,073	2,468	2,230	2,121	1,808
Public library	2,062	2,080	495	2,007	2,033	2,105	2,012	1,983	2,028	2,262
Planning and development	1,589	1,492	2,949	1,460	1,425	1,454	1,399	1,252	1,144	1,210
Education	145,748	133,098	116,831	125,783	123,630	108,892	109,074	106,788	99,453	99,324
Interest on long-term debt	2,503	2,361	3,144	2,887	3,026	2,830	2,954	2,474	1,958	2,370
Total governmental activities expenses	206,253	195,431	178,398	179,240	172,193	158,688	158,739	154,175	143,723	145,878
Business-type activities:										
Sewer	8,451	7,794	6,187	5,804	6,091	5,162	5,500	5,441	6,099	5,347
Total primary government expenses	214,704	203,225	184,585	185,044	178,284	163,850	164,239	159,616	149,822	151,225
<b>Program revenues:</b>										
Governmental activities:										
Charges for services:										
General government	2,256	1,552	1,579	1,707	1,712	2,269	2,394	1,926	2,133	1,220
Public safety	3,273	2,747	2,316	2,004	1,721	1,887	1,234	1,463	1,297	977
Public works	2,829	2,556	2,527	2,228	2,085	2,197	2,046	2,099	3,009	3,137
Education	2,259	2,424	2,474	2,358	2,304	2,281	2,139	2,358	2,266	2,060
Other	1,697	1,328	1,376	1,390	1,241	1,362	1,140	1,296	1,193	1,028
Operating grants and contributions	62,121	48,489	33,663	42,675	43,732	38,290	37,636	38,052	36,136	36,117
Capital grants and contributions	6,150	15,725	3,210	6,270	3,733	5,439	18,417	25,292	4,898	6,031
Total governmental activities program revenues	80,585	74,821	47,145	58,632	56,528	53,725	65,006	72,488	50,932	60,568
Business-type activities:										
Charges for services	6,545	5,950	5,706	5,501	5,913	5,708	5,710	4,359	4,480	4,355
Capital grants and contributions				1,471	1,737	4,761				
Total business activities program revenues	6,545	5,950	5,706	6,972	7,650	10,469	5,710	4,359	4,480	4,355
Total primary government program revenues	87,130	80,771	52,851	65,604	64,178	64,194	70,716	76,847	55,412	64,923
<b>Net expense:</b>										
Governmental activities	(125,668)	(120,610)	(131,253)	(120,608)	(115,665)	(104,963)	(93,733)	(81,687)	(92,791)	(95,310)
Business-type activities	(1,906)	(1,844)	(481)	1,168	1,559	5,307	210	(1,082)	(1,619)	(992)
Total primary government net expense	(127,574)	(122,454)	(131,734)	(119,440)	(114,106)	(99,656)	(93,523)	(82,769)	(94,410)	(96,302)
<b>General revenues and other changes in net position:</b>										
Governmental activities:										
Property taxes	130,132	125,542	123,664	121,341	116,889	112,320	107,729	103,575	102,244	99,471
Grants and contributions not restricted to specific purposes	1,384	1,388	1,074	1,318	2,353	1,509	1,626	1,621	1,766	1,930
Unrestricted investment earnings	48	1,890	1,903	1,049	592	521	351	337	257	195
Miscellaneous	552	316			236	1,525				
Transfers	(10,591)	(27,954)	(5,738)		(10,591)	10,591	(1,250)	(301)	(98)	(599)
Total governmental activities	121,525	101,182	120,903	123,708	109,479	126,466	108,456	105,232	104,169	100,997
Business-Type Activities:										
Grants and contributions							193			
Transfers	10,591	27,954	5,738	(10,591)	10,591		1,250	301	98	599
Total business-type activities	10,591	27,954	5,738	(10,591)	10,591	-	1,443	301	98	599
Total primary government	132,116	129,136	126,641	113,117	120,070	126,466	109,899	105,533	104,267	101,596
<b>Changes in net position:</b>										
Governmental activities	(4,143)	(19,428)	(10,350)	3,100	(6,186)	21,503	14,723	23,545	11,378	5,687
Business-type activities	8,685	26,110	5,257	(9,423)	12,150	5,307	1,653	(781)	(1,521)	(393)
Total Primary Government	\$ 4,542	\$ 6,682	\$ (5,093)	\$ (6,323)	\$ 5,964	\$ 26,810	\$ 16,376	\$ 22,764	\$ 9,857	\$ 5,294

## Notes:

(1) Schedule prepared on the accrual basis of accounting

TOWN OF SOUTHTON, CONNECTICUT  
FUND BALANCES, GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS  
(In Thousands)

	2021	2020	2019	2018	FISCAL YEAR						2013	2012
					2017	2016	2015	2014				
General Fund:												
Nonspendable	\$ 49	\$ 34	\$ 27	\$ 25	\$ 36	\$ 33	\$ 56	\$ 64	\$ 71	\$ 84		
Committed					67	146						
Assigned	5,441	8,279	3,113	2,222	2,764	598	1,250	5,252	1,328	496		
Unassigned	25,388	23,856	25,318	22,706	20,140	19,738	17,801	16,215	18,487	16,084		
Total General Fund	\$ 30,878	\$ 32,169	\$ 28,458	\$ 24,953	\$ 23,007	\$ 20,515	\$ 19,107	\$ 21,531	\$ 19,886	\$ 16,664		
All other governmental funds:												
Nonspendable	\$ 51	\$ 52	\$ 46	\$ 33	\$ 57	\$ 84	\$ 662	\$ 661	\$ 642	\$ 589		
Restricted	9,892	726	659	732	779	783	150	193	165	1,558		
Committed	7,004	6,293	6,566	10,307	7,595	14,339	9,313	2,985	2,676	2,194		
Unassigned	(2,753)	(23,973)	(995)		(904)			(8,864)				
Total All Other Governmental Funds	\$ 14,194	\$ (16,902)	\$ 6,276	\$ 11,072	\$ 7,527	\$ 15,206	\$ 10,125	\$ (5,025)	\$ 3,483	\$ 4,341		

Note 1: Schedule prepared on the modified accrual basis of accounting

**TOWN OF SOUTHTON, CONNECTICUT**  
**CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(In Thousands)**

	FISCAL YEAR									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Revenues:										
Property taxes	\$ 127,996	\$ 125,730	\$ 123,864	\$ 121,792	\$ 117,575	\$ 111,979	\$ 108,052	\$ 103,597	\$ 102,129	\$ 99,615
Intergovernmental	49,710	55,198	45,291	42,408	49,460	44,087	55,296	62,599	40,626	43,377
Charges for services	12,395	10,670	10,195	9,636	9,078	9,322	8,366	8,366	8,618	7,807
Income on investments	48	1,891	1,837	1,047	593	520	350	336	286	185
Other revenues	733	316	341	249	430	3,147	2,104	730	1,141	503
Total revenues	190,882	193,805	181,328	175,332	177,136	169,055	174,110	176,162	152,770	151,497
Expenditures:										
General government	4,545	4,268	4,146	4,208	4,350	4,553	4,125	3,938	3,672	3,610
Public safety	17,485	16,538	15,461	15,187	14,741	14,210	13,799	13,965	13,303	12,956
Public works	8,911	8,435	8,423	7,260	7,335	7,144	7,580	7,585	7,204	7,552
Health and welfare	1,705	695	694	686	681	652	706	729	702	713
Human resources	1,773	1,855	1,835	1,765	1,745	1,735	1,705	1,725	1,713	1,735
Capital expenditures	47	782	1,372	1,519	1,943	2,369	1,900	1,561	1,351	1,395
Public library	1,543	1,590	1,500	1,507	1,550	1,556	1,502	1,484	1,524	1,800
Planning and development	1,128	1,070	1,077	1,036	1,032	1,037	1,009	916	799	857
Miscellaneous	47	65			47			1	14	284
Employee fringe benefits	10,173	9,922	9,042	9,007	9,645	9,519	9,345	8,929	8,497	7,931
Education	124,609	118,599	117,390	110,618	116,927	106,503	102,858	102,618	98,040	95,922
Debt service:										
Principal	14,043	12,228	12,282	12,375	11,668	6,188	5,618	4,110	5,507	6,018
Interest	20,992	37,173	11,239	13,876	11,319	23,050	50,291	55,092	7,980	7,996
Capital outlay										
Total expenditures	205,827	213,272	183,382	178,905	182,475	180,967	204,144	204,242	152,866	150,728
Excess (deficiency) of revenue over (under) expenditures	(14,945)	(19,467)	(2,054)	(3,573)	(5,339)	(11,912)	(30,034)	(28,080)	(196)	769
Other financing sources (uses):										
Refunding bonds issued	28,485		6,825				12,285	22,705	6,915	
Premium on refunding bonds	1,683		473				977		488	
Payment to refunded bond escrow agent	(27,967)						(13,125)			
Premium on refunding obligation bonds	1,244		(7,203)	249		708	1,354		(7,277)	
Proceeds of bonds	22,000						1,459			
Issuance of notes payable	819		668		106	483	12,730	720	246	713
Issuance of capital leases										
Issuance of debt to the Southington Water Company	15,505			8,815		17,200	26,920			
Bond proceeds	6,417	4,868	3,634	3,029	3,029	3,934	6,520	3,579	2,069	3,471
Transfers in	(6,417)	(4,868)	(3,634)	(5,974)	(3,030)	(3,934)	(6,520)	(3,579)	(2,069)	(3,471)
Transfers out										
Total other financing sources	41,769	-	763	9,064	105	18,401	42,760	23,425	392	713
Net Change in Fund Balances	\$ 26,824	\$ (19,467)	\$ (1,291)	\$ 5,491	\$ (5,234)	\$ 6,489	\$ 12,726	\$ (4,855)	\$ 156	\$ 1,482
Debt Service as a Percentage of Noncapital Expenditures	7.23%	6.08%	7.23%	7.07%	6.82%	6.09%	5.21%	4.51%	5.66%	5.69%

Notes:

(1) Schedule prepared on the modified accrual basis of accounting

**TOWN OF SOUTHTON, CONNECTICUT**  
**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY**  
**LAST TEN FISCAL YEARS**  
(In Thousands)

Fiscal Year	Grand List October 1,	Real Property		Personal Property	Motor Vehicle	Less Tax Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value As a Percentage of Actual Taxable Value	
		Residential	Commercial								Industrial
2021	2019	\$ 2,931,863	\$ 500,635	\$ 77,344	\$ 371,604	\$ 388,833	\$ 112,937	\$ 4,157,342	30.63	\$ 5,939,060	70%
2020	2018	2,906,352	491,236	76,328	336,395	374,861	116,658	4,008,514	30.64	5,812,163	70%
2019	2017	2,881,765	481,520	77,872	322,621	368,701	123,538	4,008,941	30.48	5,727,059	70%
2018	2016	2,858,882	471,482	75,008	274,374	382,027	115,956	3,945,817	30.48	5,636,881	70%
2017	2015	2,831,638	471,552	74,021	261,499	378,093	114,693	3,902,110	29.64	5,574,443	70%
2016	2014	2,796,733	435,085	75,121	251,893	371,506	101,621	3,828,717	29.14	5,469,596	70%
2015	2013	2,759,577	442,336	75,308	232,433	362,332	98,209	3,773,777	28.36	5,391,110	70%
2014	2012	2,734,920	431,662	75,335	225,953	349,378	85,603	3,731,645	27.46	5,330,921	70%
2013	2011	2,721,148	432,388	75,052	217,863	347,989	79,573	3,714,867	27.48	5,306,953	70%
2012	2010	3,027,300	473,444	110,686	204,328	325,954	78,495	4,063,217	24.28	5,804,596	70%

Source: Town of Southington Office of Tax Assessor

## Notes:

- (1) There is no overlapping taxable property.  
(2) Does not include supplemental motor vehicle taxes.

**TOWN OF SOUTHTON, CONNECTICUT  
PRINCIPAL PROPERTY TAXPAYERS**

**2021 AND 2012**

**(In Thousands)**

Taxpayer	2021			2012		
	Taxable Assessed Value	Rank	Percentage of Total Town Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Town Taxable Assessed Value
Eversource (Connecticut Light & Power Co.)	\$ 141,189	1	3.40%	\$ 62,255	1	1.53%
Yankee Gas	23,839	2	0.57%	15,155	2	0.37%
45 Newell Street (Yarde Metals)	20,605	3	0.50%	14,420	3	0.35%
RK Southington LLC (Galileo Queens Plaza LLC)	11,770	4	0.28%	10,846	7	
Southington Route 10 Associates	11,383	5	0.27%	9,361	9	
Target Corporation	10,905	6	0.26%	11,570	4	
Excelsouth KKF LLC (Lowes)	10,036	7	0.24%	10,681	6	
Olson Murial et al (Wal-Mart Plaza)	9,318	9	0.22%			
Briad Lodging Group	9,222	8	0.22%			
Home Depot	8,489	10	0.20%			
Lexington Southington LP (formerly Lepercq Corp.)				10,942	5	0.27%
Twincor Corp (BJs)				10,006	8	0.25%
Hartconn Corporation				9,082	10	0.22%
<b>Total</b>	<b>\$ 256,756</b>		<b>6.18%</b>	<b>\$ 164,318</b>		<b>3.00%</b>

Net Taxable Grand List 10/01/2019 of \$4,157,341

Net Taxable Grand List 10/01/2010 of \$4,063,217

(in thousands)

Source: Town of Southington, Office of Tax Assessor

TABLE 7

**TOWN OF SOUTHTON, CONNECTICUT  
PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN FISCAL YEARS  
(In Thousands)**

Fiscal Year Ended June 30,	Grand List October 1,	Tax Rate In Mills	Taxes Levied For The Fiscal Year	Adjustments	Total Adjusted Levy	Collected Within the Fiscal Year of Levy		Collections In Subsequent Years	Total Collections to Date	
						Amount	Percentage of Levy		Amount	Percentage of Adjusted Levy
2021	2019	30.63	\$ 127,912	\$	\$ 127,912	\$ 126,660	99.02 %	\$	\$ 126,660	99.02 %
2020	2018	30.64	125,629	105	125,524	124,330	98.97	602	124,932	99.53
2019	2017	30.48	123,101	198	122,903	121,881	99.01	790	122,671	99.81
2018	2016	30.48	120,887	151	120,736	119,709	99.03	916	120,625	99.91
2017	2015	29.64	116,198	129	116,069	114,908	98.89	1,108	116,016	99.95
2016	2014	29.14	111,851	132	111,719	110,580	98.86	1,121	111,701	99.98
2015	2013	28.36	107,104	152	106,952	105,860	98.84	1,082	106,942	99.99
2014	2012	27.46	102,717	153	102,564	101,433	98.75	1,124	102,557	99.99
2013	2011	27.48	101,940	125	101,815	100,471	98.56	1,337	101,808	99.99
2012	2010	24.28	98,794	128	98,666	97,457	98.65	1,201	98,658	99.99

Source: Tax Collector's Report; Annual Comprehensive Financial Report

TABLE 8

**TOWN OF SOUTHTON, CONNECTICUT**  
**RATIOS OF OUTSTANDING DEBT BY TYPE**  
**LAST TEN FISCAL YEARS**  
(In Thousands, except per capita)

Fiscal Year	Governmental Activities										Total Debt Percentage of Actual Taxable Value	Total Debt Percentage of Personal Income	Bonded Debt Per Capita	Total Debt Per Capita
	General Obligation Bonds	Unamortized Bond Premium	Southington Water Co. Bonds	Clean Water Fund		Capital Leases	Total Primary Government							
				Loan	Water									
2021	\$ 87,377	\$ 4,573	\$ 8,308	\$ 21,175	\$ 9,878	\$ 131,311	1.61	% 213.00	6.43	\$ 2,202	\$ 2,917			
2020	77,770	3,401	4,705	5,684	10,287	101,847	1.48	1.75	5.12	1,959	2,323			
2019	86,565	3,754	5,335	6,252	11,375	113,281	1.67	1.98	5.87	2,184	2,586			
2018	95,040	3,819	6,030	6,822	11,525	123,236	1.86	2.19	6.68	2,391	2,810			
2017	94,775	3,935	6,670	7,390	12,338	125,108	1.89	2.24	6.97	2,412	2,864			
2016	102,355	4,300	7,310	7,957	13,258	135,180	2.08	2.47	7.82	2,601	3,085			
2015	90,860	4,404	7,950	8,526	13,597	125,337	1.91	2.32	7.27	2,356	2,861			
2014	69,295	1,594	8,725	9,094	1,120	89,828	1.49	1.69	5.43	1,823	2,057			
2013	51,054	1,758	3,341	9,662	869	66,684	1.06	1.26	4.31	1,293	1,535			
2012	56,410	1,439	3,900	10,231	1,094	73,074	1.06	1.26	4.76	1,433	1,695			
2011	61,665	1,566	4,360	11,068	614	79,273	1.18	1.38	5.11	1,567	1,838			

Note: Details regarding the Town's outstanding debt can be found in the notes to the financial statements.



**TOWN OF SOUTHTON, CONNECTICUT**  
**SCHEDULE OF DEBT LIMITATION**  
**JUNE 30, 2021**  
**(In Thousands)**

Total tax collections (including interest and lien fees) received by Treasurer for prior fiscal year	\$	126,366
Reimbursement for loss of revenue:		
Tax relief for elderly - freeze		<u>-</u>
Base	\$	<u>126,366</u>

	<u>General Purpose</u>	<u>Schools</u>	<u>Sewers</u>	<u>Urban Renewal</u>	<u>Pension Deficit</u>
Debt limitation:					
2-1/4 times base	\$ 284,324	\$	\$	\$	\$
4-1/2 times base		568,647			
3-3/4 times base			473,873		
3-1/4 times base				410,690	
3 times base					379,098
Total debt limitation	<u>284,324</u>	<u>568,647</u>	<u>473,873</u>	<u>410,690</u>	<u>379,098</u>
Indebtedness:					
Bonds payable	30,974	45,133	11,270		
Bonds authorized - unissued	9,070	22,448	748		
Clean Water Fund Loan			21,175		
Total indebtedness	<u>40,044</u>	<u>67,581</u>	<u>33,193</u>	<u>-</u>	<u>-</u>
Debt limitation in excess of outstanding and authorized debt	<u>\$ 244,280</u>	<u>\$ 501,066</u>	<u>\$ 440,680</u>	<u>\$ 410,690</u>	<u>\$ 379,098</u>

Note 1: In no case shall total indebtedness exceed seven times annual receipts from taxation of \$884.6 million.

Note 2: In accordance with Connecticut General Statutes, the above indebtedness does not include water bonds.

Note 3: Bonds authorized - unissued includes bond authorizations that have bond anticipation notes outstanding or have previously issued partial permanent financing.

**TOWN OF SOUTHLINGTON, CONNECTICUT  
LEGAL DEBT MARGIN INFORMATION  
LAST TEN FISCAL YEARS  
(In Thousands)**

	FISCAL YEAR									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Debt Limitation	\$ 884,562	\$ 865,921	\$ 851,704	\$ 821,905	\$ 821,905	\$ 784,448	\$ 756,147	\$ 724,535	\$ 715,554	\$ 696,332
Total net debt applicable to limit	140,818	149,386	146,317	151,247	159,990	141,415	137,996	140,068	162,542	156,679
Legal Debt Margin	\$ 743,744	\$ 716,535	\$ 705,387	\$ 670,658	\$ 662,915	\$ 643,033	\$ 618,151	\$ 584,467	\$ 553,012	\$ 539,653
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	15.92%	17.25%	17.18%	18.40%	19.34%	18.03%	18.25%	19.33%	22.72%	22.50%

Source: Comprehensive Annual Financial Report - Schedule of Debt Limitation

Note: See Table 9 for calculation of current year debt limitation

**TOWN OF SOUTHTON, CONNECTICUT  
DEMOGRAPHIC AND ECONOMIC STATISTICS  
LAST TEN FISCAL YEARS**

<u>Calendar Year</u>	<u>Population (1)</u>	<u>Per Capita Income (2)</u>	<u>Personal Income (3)</u>	<u>Median Age (4)</u>	<u>Public School Enrollment (5)</u>	<u>Unemployment Rate (6)</u>
2021	43,447	\$ 45,539	\$ 1,970,712,473	45.3	6,228	5.20
2020	43,834	45,359	1,988,266,406	45.0	6,298	6.50 %
2019	43,807	44,026	1,928,646,982	45.0	6,352	3.10 %
2018	43,863	42,029	1,843,518,027	45.0	6,461	3.50 %
2017	43,685	41,087	1,794,885,595	45.0	6,540	4.00 %
2016	43,817	39,430	1,727,704,310	45.0	6,544	4.20 %
2015	43,815	39,373	1,725,127,995	44.0	6,589	4.60 %
2014	43,661	37,876	1,653,704,036	44.0	6,666	5.50 %
2013	43,434	35,628	1,547,466,552	44.0	6,693	6.40 %
2012	43,103	35,628	1,535,673,684	40.0	6,779	7.10 %

Source:

- (1) State of Connecticut Department of Public Health as of July 1st of Prior Year.
- (2) U.S. Census Bureau, 2019 American Community Survey 1-Year Estimates.
- (3) Personal Income = Population times Per Capita Personal Income.
- (4) Connecticut Economic Resource Center (CERC), Town Profiles
- (5) Town of Southington, Board of Education.
- (6) State of Connecticut Department of Labor website Annual Averages. For 2020, June 2020 is utilized as an estimate. Next year it will be replaced with the Annual Average.

**TOWN OF SOUTHTON, CONNECTICUT  
PRINCIPAL EMPLOYERS  
2021 AND 2012**

	2021			2012		
	Employer	Nature of Business	Employees	Rank	Percentage of Total Town Employment	Employees
	Town of Southington	Municipality	1,401	1	5.96%	1,214
	Hartford Health Care	Health Care	1,154	2	4.91%	
	Southington YMCA	Health Care	623	3	2.65%	
	Webster Bank	Banking	547	4	2.33%	
	MT Southington	Entertainment	540	5	2.30%	
	Yarde Metals	Manufacturing	400	6	1.70%	400
	Connecticut On-Line Computer Company	IT	310	7	1.32%	
	Smith's Medical (Medex)	Manufacturing	240	8	1.02%	276
	Paragon Medical	Manufacturing	240	9	1.02%	
	The Home Depot	Retail Chain	210	10	0.89%	248
	Southington Care Center	Health Care Practice				312
	Price Chopper	Retail Chain				177
	Stop & Shop	Retail Chain				179
	Hospital of Central CT - Bradley Hospital	Hospital				382
	Wal-Mart	Retail Chain				197
	Hartford Insurance Group	Insurance				307
	<b>Total</b>		<b>5,665</b>		<b>24.10%</b>	<b>3,692</b>

FY 2012 Labor Force 25,095  
FY 2021 Labor Force 23,508

Source: Town of Southington, Economic Development Office  
Connecticut Department of Labor

**TOWN OF SOUTHTON, CONNECTICUT  
FULL-TIME-EQUIVALENT TOWN GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM  
LAST TEN FISCAL YEARS**

Function/Program	2021	2020	2019	2018	Fiscal Year Ended		2015	2014	2013	2012
					2017	2016				
General government	61	62	62	65	65	65	65	64	60	53
Police	89	87	87	87	87	85	85	82	85	84
Fire	36	36	36	34	34	34	34	34	33	33
Public works <sup>(1)</sup>	35	34	34	25	25	25	26	26	26	34
Parks and recreation <sup>(1)</sup>	2	2	2	11	12	12	12	12	12	12
Library and Barnes	20	20	20	20	20	20	20	20	20	20
Education	1,145	1,080	1,074	1,070	1,056	1,040	1,033	995	942	955
Animal Control	2	2	2	2	2	2	2	2	2	2
Sewer plant and office	13	13	13	13	13	13	9	12	12	12
<b>Total</b>	<b>1,403</b>	<b>1,336</b>	<b>1,330</b>	<b>1,327</b>	<b>1,314</b>	<b>1,296</b>	<b>1,285</b>	<b>1,246</b>	<b>1,192</b>	<b>1,205</b>

## Notes:

- (1) Beginning FY 2019, Public Works includes Highway and Parks. Recreation is now a standalone function/program.  
 (2) Beginning FY 2010, Education FTEs include food service workers.

Source: Town of Southington Finance Department and Board of Education records.  
 Town utilized Department of Labor reports as of June 30th.

**TOWN OF SOUTHTON, CONNECTICUT  
OPERATING INDICATORS BY FUNCTION/PROGRAM  
LAST TEN FISCAL YEARS**

Function/Program	FISCAL YEAR									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
General government:										
Building permits issued	1,320	1,300	1,496	1,327	1,016	1,392	1,301	1,162	1,340	1,424
Police:										
Physical arrests	555	630	675	843	779	857	1,082	932	1,012	903
Parking violations	29	242	368	558	477	209	246	172	376	342
Traffic violations	2,347	3,316	6,564	8,024	5,859	4,680	5,611	6,963	6,491	8,264
Fire:										
Emergency responses/Fire calls	2,153	2,334	2,292	2,311	2,207	1,996	2,154	1,942	1,929	2,213
Inspections	732	823	908	526	509	552	593	502	528	
Refuse collection:										
Average refuse collected (tons per day)	170	158	153	139	130	132	124	128	118	115
Average recyclables collected (tons per day)			9	15	16	14	13	12	13	13
Other public works:										
Street resurfacing (miles)	4	5	6	16	7	18	14	8	2	3
Library:										
Total volumes loaned/Combined lending	247,441	287,408	380,288	336,427	323,093	389,811	421,881	482,528	756,993	753,021
Water:										
New connections	135	158	59	107	84	69	102	83	85	116
Average daily consumption (thousands of gallons)	3,461	4,655	3,569	3,500	3,837	4,053	3,775	3,752	3,802	3,829
Wastewater:										
Average daily sewage treatment (thousands of gallons)	4,450	4,990	4,790	4,790	4,800	4,790	4,725	4,670	4,530	5,080

Beginning in FY 2012 Fire Department tracks inspections of property rather than inspector duties

Source: Town of Southington ACFRs, Annual Reports, and department records.

**TOWN OF SOUTHLINGTON, CONNECTICUT  
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM  
LAST TEN FISCAL YEARS**

Function/Program	FISCAL YEAR									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	24	24	24	24	23	22	22	22	22	22
Fire stations	4	4	4	4	4	4	4	4	4	4
Other public works:										
Streets (miles)	206	205	204	204	203	203	202	201	199	199
Streetlights	3907	3907	3897	3875	3870	3,866	3,865	3,796	3,711	4,228
Traffic signals	10	10	10	10	10	10	10	9	9	6
Parks and recreation:										
Acreage (1)	527	351	351	351	351	351	351	351	351	351
Parks	11	10	10	10	10	10	10	10	10	10
Swimming Pools	2	2	2	2	2	2	2	2	2	2
Tennis Courts	10	10	10	10	10	10	10	10	10	10
Water:										
Water mains (miles) (2)	212	256	255	202	201	200	200	200	199	199
Fire hydrants	1,496	1,492	1,486	1,481	1,451	1,426	1,425	1,416	1,420	1,405
Storage capacity (thousands of gallons)	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Wastewater:										
Storm sewers (miles)	144	144	143	143	142	142	141	141	140	139
Treatment capacity (thousands of gallons)	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500

Source: Town of Southington ACFRs, Annual Reports, and department records.

(1) A closer review of the total park acreage showed an increase from 351 to 527.

(2) Data changes as historical information is added to the Water Department's GIS mapping system.

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