# STAFFORD QUARTERLY

A Newsletter from the Town of Stafford, Connecticut

# IN THIS ISSUE

IOWN CIERK	2
Community & Senior Center	3
Human Resources	4
Stafford Library	5
Public Works	6
Assessor & Facilities	8
ARPA Committee	9
Grants & Development	11
	& More!

# **HEALTH DEPARTMENT**

Did you know that Radon is the second leading cause of lung cancer in the United States? January was designated National Radon Action Month by the U.S. Environmental Protection Agency (EPA). Because you can't see or smell radon, people are often unaware that this silent killer could be in their homes. That is why testing for radon and reducing elevated levels is so important, and could save your life or the lives of your loved ones.

The best time to test for radon in your home is during the colder months, November to March. A limited number of free indoor air Radon test kits are still available for homeowners. Contact the Building, Zoning & Health Department Office (860) 684-5609 to obtain a test kit while supplies last.

WESTFORD LIROT, SANITARIAN
(860) 684-5609 · WLIROT@NCDHD.ORG
STAFFORDCT.ORG/DEPARTMENTS/PUBLIC\_HEALTH.PHP



# READ ALL ABOUT IT

Thank you for taking time to read the Town of Stafford's Quarterly Newsletter, a publication sharing town-related news, services, project updates, departmental achievements, events, and matters that affect our community. This communication strives to cultivate a stronger understanding of local government, broaden communication, publicize information, and encourage participation in town-related matters.

# OFFICE OF THE FIRST SELECTMAN

The Town has begun the budget process for Fiscal Year 2023-2024. The Board of Education, Board of Selectmen, Water Pollution Control Authority, Library Board, and Service District Commission will meet in the coming months to review and approve the Town's General Government budget that will to go to a Public Hearing this spring. At the Public Hearing - conducted by the Board of Finance - residents have the opportunity to ask questions on the proposed budgets. The Board of Finance will then accept the budgets as presented and approve for Town Meeting/referendum, or ask for budget reductions.

A Town Meeting was held on December 29, 2022, to appropriate \$4,456,000 for improvements to town roads and roadside elements; the Stafford Middle School parking lot; reconstruction of the Westford Avenue bridge; and to authorize the issue of bonds, notes or temporary notes in an amount not to exceed \$1,705,000 to finance the appropriation. The appropriation is expected to be funded in part with state and federal grants of approximately \$2,751,000.

On February 2, 2023, the town issued 20-year bonds in the amount of \$4, 595,000 to permanently finance prior outstanding temporary notes as well as the \$1,705,000 approved at the December 29, 2022 town meeting. S&P affirmed its 'AA-' rating of the town debt. The true interest cost of the new debt is 3.198%. Please see the "Ratings Direct Summary" starting on page 14 for a comprehensive overview of the rating.

In addition to the projects noted above, the Town is also working toward the reconstruction of a section of Furnace Avenue.

State Project 0134-0148 Rotary Upgrade to a Modern Roundabout in the Town of Stafford (at Holt Fountain/intersection of Route 190 at Route 32 - is expected to begin this Spring. We ask for patience while the project is underway. Alternative routes to help avoid the area will be posted as the project approaches.

SAL P. TITUS · (860) 684-1777 · FIRSTSELECTMAN@STAFFORDCT.ORG WWW.STAFFORDCT.ORG/DEPARTMENTS/FIRST SELECTMAN.PHP PG. 2 TOWN OF STAFFORD QT 1 · 2023

# TOWN CLERK

# **2023 Municipal Election**

The Town of Stafford will hold its Municipal Election on November 7, 2023, for the following positions:

FIRST SELECTMAN
SELECTMEN
TOWN CLERK
TOWN TREASURER
TAX COLLECTOR
BOARD OF FINANCE
BOARD OF EDUCATION
BOARD OF ASSESSMENT APPEALS
PLANNING & ZONING COMMISSION
ZONING BOARD OF APPEALS
CONSTABLES

Party endorsements will take place July 18 - July 25, 2023. Contact the Town Clerk or your local party chairmen for additional information.

# Absentee Ballots for Registered Voters with Permanent Disabilities

Registered voters with permanent disabilities may find it easier to cast a ballot by signing up for this option. Once the initial enrollment process has been satisfied and a doctors note has been received, absentee ballots for elections and primaries will be mailed directly to the voter. Absentee ballot applications do not need to be submitted every time there is a primary or election. At the beginning of each year, the voter will be notified by the Registrar of Voters to see if the voter wishes to retain that status. Contact the Clerk's Office for more information.

KAREN G. TROIANO CCTC - TOWN CLERK & REGISTRAR OF VITAL STATISTICS (860) 684-1765 · CLERK@STAFFORDCT.ORG WWW.STAFFORDCT.ORG/DEPARTMENTS/TOWN\_CLERK

### A MESSAGE FROM TOWN CLERK, KAREN G TROIANO:

On December 27, 2022, our public records management software vendor Cott Systems based in Columbus Ohio, informed their subscribers that they had detected unusual activity within their infrastructure. Servers were disconnected to isolate activity in their environment. Cyber specialists, Homeland Security, and the FBI completed their forensic analysis, a Rd COTT began to rebuild and restore functionality.

No local owned infrastructure systems or data was compromised, but our land record servers and on-line records were temporarily unavailable. Vaulted hard copies were available to the public during regular business hours.

It is always our goal to protect the authenticity and security of your records. Several in-office and out of office protocols and protections are maintained to assure their safety.

For those affected by the inability to access on-line records, I thank you for your patience and understanding. I would also like to thank Assistant Town Clerks laleen M. Dunn and Doreen D. Moulton for their continued eagerness, and willingness to assist the public with their immediate needs.

Karen G Troiano Stafford Town Clerk

# **REGISTRAR OF VOTERS**

The Registrars of Voters is conducting the Annual Canvas of Voters and updating Stafford's voting lists. If you recieve a communication in the mail from our office, please check details carefully and respond if prompted.

SUE ARMSTRONG, DEMOCRATIC ROV STAFFORDROV.DEM@GMAIL.COM 860-684-1770 ELLIE CANESTRARI, REPUBLICAN ROV STAFFORDROV.REP@GMAIL.COM 860-851-8104

WARREN MEMORIAL TOWN HALL · 1ST FLOOR
WWW.STAFFORDCT/DEPARTMENTS/REGISTRAR\_OF\_VOTERS.PHP

PG. 3 TOWN OF STAFFORD QT 1 · 2023

# **COMMUNITY & SENIOR CENTER**

3 BUCKLEY HIGHWAY · STAFFORD, CT

The Senior Center is committed to providing fun, informational activities and services for our patrons. Our schedule of events, trips, and classes is growing!

Our Bus Program is in full swing, with numerous opportunities to get out to enjoy new activities. Join us this month for shopping, thrifting, swimming, bowling and/or restaurant visits - see the February schedule on page 12. The Bus Schedule is also published in the Sage Page (Senior Center monthly newsletter), on the "Community and Senior Center" department page of the Town website, and can be sent via email or regular mail by request. Patrons may also call our Bus Driver, Linda Worthington, at 860-207-0119 to secure a seat or discuss the program. In the spring, summer, and fall seasons, riders will see trips to museums and outdoor venues as well! The Medical Car is also available for appointments Monday through Friday. Our driver/attendant picks up clients at their private residence and transport them to their medical appointments.

The Congregate Meal Program at the **Senior Center Café** is the opportunity to enjoy lunch and connect with friends, both old and new. Lunches are served Monday through Friday at Noon, with coffee available beforehand. Registration and reservation are required. For people who are 60+ and medically homebound, the **Meals on Wheels Program** delivers meals right to their door. Applications are taken by the Director's Office.

People can also utilize the Senior Center for help with applying for Connecticut Medicaid Assistance Programs including Husky C Medical Insurance, Medicare Savings Program, Connecticut Homecare Program for the Elderly, and Title 19 long-term care assistance. A certified CHOIC-ES counselor is on staff to help with

Medicare questions and enrollment. Application assistance is also available for Social Security Disability, the Connecticut Supplemental Nutrition Assistance Program, Connecticut Renters Rebate for Elderly/Disabled Renters Tax Relief Program.

The Center's Director, Grace Parrow, is the Town's Municipal Agent for the Elderly, and responsible for connecting people with resources on a variety of Senior-related products and services. A durable **Medical Equipment** Lending Library provides access to canes, walkers, commodes, shower chairs, and wheelchairs, as well as a variety of incontinence products. An Emergency Food Bank and bi-weekly Mobile Foodshare Distribution offers help with food instability. The Center also continues info sessions on a variety of concerns for older adults, such as fraud and scam prevention, home safety, wills, power of attorney and trusts, and living with dementia.

# **MARK YOUR CALENDARS!**

# CHAIR YOGA · MONDAYS. 10:00AM

Chair yoga and meditation sessions with Middle River Yoga. \$5 per class.

# CHAIR VOLLEYBALL • TUESDAYS, 12:45PM

Exciting, low impact, and lots of fun – Middle River Yoga. \$5 per class.

# MEXICAN TRAIN DOMINOES WEDNESDAYS • 1:00PM

# OIGONG · WEDNESDAYS, 1:00PM

Exercises to optimize energy within the body, mind, and spirit.

QUILTING GROUP · THURSDAYS, 9:00AM

# PIZZA LUNCH AND OPEN HOUSE FEBRUARY 23 · 12:00PM

Lunch event sharing Center programs, activities, and resources.

# BURIED TREASURES SUPPORT GROUP MARCH 2 · 9AM - 11AM

A supportive group for those with too much stuff. Contact Family Services to register (860) 684-4239.

# DEMENTIA CARE MARCH 14 · 1PM

Guidance and support tools for those living with memory loss and those who love them. Presented by Dementia Specialist, Patty O'Brian.

# ST. PATRICK'S DAY CELEBRATION MARCH 17 · 12:00PM

Have lunch, then sit back and enjoy a cultural experience with Tom Callinan, CT's first State Troubadour.

GRACE PARROW, DIRECTOR, ELDERLY OUTREACH & MUNICIPAL AGENT ON AGING (860) 684-3906 • PARROWG@STAFFORDCT.ORG
STAFFORDCT.ORG/DEPARTMENTS/COMMUNITY SENIOR CENTER.PHP

PG. 4 TOWN OF STAFFORD QT 1 · 2023

# SOCIAL SERVICES

3 BUCKLEY HIGHWAY · STAFFORD. CT

The 2023 Social Services Holiday Program assisted over 80 households with dinners and provided over 100 children with toys. This was accomplished with no-cost to Stafford taxpayers through partnership with Santa's Toybox, Stafford Thrift Store, our Resident Troopers Office, and community partners representing local businesses, civic groups, churches, and private individuals. Our community has always been and continues to be very generous with their support for friends and neighbors in need.

The Social Services Diaper Bank, in collaboration with the Family Resource Center and Early Head Start EastCONN, is up and running. This program helps families with diapers, wipes, and baby formula, and is supported by corporate and private donations. Parents can download the application from the Social Services page on the Town of Stafford website, or call the Social Services Office. Distribution takes place on the 3<sup>rd</sup> Tuesday of each month.

Applications in the Social Services Office for the State's Energy Assistance Programs have more than doubled this season. Application assistance for Connecticut's Supplemental Nutrition Assistance Program has more than tripled. Low-income households still have some time to apply. Call the Social Services Office for more information.

JENNIFER STRONG · SOCIAL SERVICES ASSISTANT · (860) 684-7752 · STRONGJ@STAFFORDCT.ORG STAFFORDCT.ORG/DEPARTMENTS/HUMAN SERVICES/SOCIAL SERVICES.PHP

# **HUMAN RESOURCES**

POSITIONS FOR THE TOWN OF STAFFORD CURRENTLY ACCEPTING APPLICATIONS:

# **Building, Zoning & Health**

Zoning Enforcement Officer

### **Finance**

Director of Finance

### **Public Works Department**

Highway Laborer/Driver

### **NEW HIRES**

Sheree Schold · Building, Zoning, Health Office Manager · October 24, 2022 Alfred Mancini · DPW Highway Laborer · November 9, 2022 Linda Worthington · Bus Driver · December 19, 2022 Sean Tarrant · DPW Parks Laborer · January 3, 2023 Alexander Barletta · Transfer Station Laborer · January 18, 2023

### STAFF CHANGES

Tyler Hanna · Promoted to Parks and Recreation Foreman · November 7, 2022

DIANA ROSE, HR SPECIALIST · (860) 851-8105 · HR@STAFFORDCT.ORG · WWW.STAFFORDCT.ORG/DEPARTMENTS/HUMAN RESOURCES.PHP

# WATER POLLUTION CONTROL FACILITY

The Water Pollution Control Facility (WPCF) awarded the programming and construction engineering contract for the SCADA Cyber Security upgrade, and persists in keeping the wastewater system secured. We are also continue to upgrade the collection system (sewer lines) with replacing and relining aged infrastructure.

### DID YOU KNOW?

The WPCF maintains 27-miles of underground sewer pipes (collection system) along with 5 pump stations and a treatment facility that handles an average of 1-million gallons of wastewater per day!

STAFFORD WATER POLLUTION CONTROL • 50 RIVER ROAD • STAFFORD, CT (860) 684-3642 • WWW.STAFFORDCT.ORG/WPCA.PHP • WPCA@STAFFORDCT.ORG

# STAFFORD LIBRARY

The mission of the Stafford Library is to provide current resources to meet the informational, educational, cultural, recreational, personal, and professional needs of the residents of Stafford with special emphasis on encouraging children and teens to develop a love of reading and learning.

Stafford Library offers many programs and services to the community. These services include computers, WiFi, photocopying, faxing, and notarization. We also offer twice-weekly story times, a monthly book club, and homebound delivery. In addition to books, movies, and magazines, museum passes and Internet hotspots, the library offers online resources for entertainment like Libby and hoopla, as well as tools for research and learning like researchIT, Consumer Reports database, Universal Class courses, and even practice driving tests!

Starting this winter, the library will begin offering free, computer courses by appointment. Using the Northstar learning curriculum, interested persons will be able to take guided courses on a wide range of useful topics, from very basic computer skills and email, to MS-Word programs, and even information literacy, social media, and telehealth appointments. Courses are judgment-free, and will cover the use of computers and smartphones. We're really excited to be able to offer this new service! For more information or to sign up, call the library at (860)684-2852.

We've been expanding our Library of Things collection! Developed largely through donations, the collection now includes electric guitars and amplifiers, character cake pans, lawn games like corn-hole and giant Jenga, binoculars, and other physical items. All of these things

can be checked out with your library card. If you have any items in good condition that you'd like to be considered for our Library of Things Collection, please call the library. The Friends of the Stafford Library are currently seeking new members! The Friends provide vital support to the Stafford Library through book sales, holiday cookie sales, and much more. The Friends fund our Summer Reading Program, the Museum Pass program, downloadable e-book collection, and other services for the library. We are very grateful to this dedicated group of volunteers, and we hope you'll consider joining them.

The Stafford Library is also hosting free income tax preparation by volunteers from VITA (Volunteer Income Tax Assistance) once again this year. To schedule an appointment, call the library at (860)684-2852. Certain restrictions, including residency and an income-threshold, apply.

Stafford Library has lots of exciting in-person programs planned. This winter, we're continuing our ongoing programs like Music and Motion with music therapist Renee Coro, LEGO Club, Hanging with my Homies (our monthly homeschool group), Read to the Dogs, our open art studio (OASIS), and the very popular Pokemon club! We've also got movies, a live puppet show, and more coming up. We're always adding more programs and activities, so watch our website for updates!

# STAFFORD PUBLIC LIBRARY · WWW.STAFFORDLIBRARY.ORG

10 LEVINTHAL RUN · STAFFORD, CT · (860) 684-2852 · MON/TUES/THURS: 10AM-8PM · WED/FRI: 10AM-5PM · SATURDAY: 10AM-3PM



The Stafford Library is hosting free income tax preparation by Volunteer Income Tax Assistance (VITA) volunteers on Thursdays from 4pm to 7pm and every other Saturday from 10am to 2pm. Your household income must be less than \$60,000 to qualify for free tax preparation. Please call the library at (860) 684-2852 to schedule an appointment.

### What is VITA?

The Volunteer Income Tax Assistance (VITA) Program offers free tax help for low-to moderate-income (under \$58,000) people who cannot prepare their own tax returns. Volunteers, sponsored by various organizations, receive training to help prepare basic tax returns in communities across the country. VITA sites are generally located at community and neighborhood centers, libraries, schools, shopping malls, and other convenient locations. Some locations also offer free electronic filing.

**TOWN OF STAFFORD** QT 1 · 2023 **PG.** 6

# PUBLIC WORKS CAPITAL IMPROVEMENT PROJECT SUMMARY

The following provides implementation information for infrastructure upgrades, repairs, and construction projects that are critical in maintaining or improving public assets, safety, and liveability within the Town of Stafford.

PROJECT Leonard Road Bridge **SUMMARY** Full structure replacement of bridge **BUDGET** \$3,401,223 **FUNDING** LOTCIP (State): \$3,401,223 **SOURCE** Bridge replacement complete/roadway **CURRENT** opened in Nov. 2022. Contractor returns **RESULT** this spring to complete punch list items. **STATUS** Substantially Complete **% COMPL.** 95% **ETC** July 2023 **PROJECT** Furnace Avenue Reconstruction - L134-001 Reconstruction of Furnace Avenue from **SUMMARY** County Road to 107 Furnace Avenue **BUDGET** \$4,873,000 (estimated) **\$ SOURCE** LOTCIP (State): 100% **CURRENT** Final Design submitted to CRCOG for CT **RESULT** DOT approval. **STATUS** Awaiting DOT approval **% COMP.** 25% ETC 2023-2024 **PROJECT** Westford Ave Bridge over Baker Brook Rplc. **SUMMARY** Full structure replacement **BUDGET** \$1,955,000 (estimated) **\$ SOURCE** State: 50% Local: 50% (Bonded) **CURRENT** Completed Public Info Meeting, Final De-**RESULT** sign to be submitted to CTDOT for approval. **STATUS** Final Design **% COMP.** 0% **ETC** 2023 **PROJECT** Cooper Lane Culvert Replacement **SUMMARY** Replacement of twin culvert BUDGET TBD **\$ SOURCE** TBD **CURRENT** Seeking additional grant funding **RESULT** 

**STATUS** Preliminary design

ETC 2024-2025

**% COMP.** 0%

Reclaiming/Milling and paving of Levinthal **SUMMARY** Run from Stafford High School to Stafford Middle School and the SMS parking lot. **BUDGET** \$643.000 **FUNDING** STEAP Grant (state): \$500,000, Local: **SOURCE** \$150,000 (bonded) **CURRENT** Final Scope of Work submitted to CT DOT, **RESULT** completing State/Municipal Agreement. STATUS Funded

**PROJECT** Levinthal Run/SMS Parking Lot Replacement

**% COMPL.** 0% **ETC** 2023

**PROJECT** Levinthal Run Walkway Construction of multiuse trail in the vicinity

**SUMMARY** of Levinthal Run

**BUDGET** \$550,000 (estimated)

ARPA: \$550,000, seeking additional funding **\$ SOURCE** from TRIP Grant Program

**CURRENT** Conceptual design in progress, grant appli-**RESULT** cation to be submitted in April 2023 **STATUS** Conceptual Design for grant application

**% COMP.** 0% **ETC** 2024

Hydeville Road Bridge over Furnace Brook **PROJECT** Replacement

**SUMMARY** Full structure replacement

**BUDGET** \$2,730,000 (estimated) **\$ SOURCE** Federal: 80%, State: 20%

**CURRENT** Completed Public Information Meeting,

**RESULT** 30% Design

**STATUS** Preliminary Design

**% COMP.** 0% **ETC** 2025

ETC = Estimated Time of Completion

Continued on next page

DEPARTMENT OF PUBLIC WORKS DEVIN COWPERTHWAITE, DIRECTOR (860) 684-3448 · DPW@STAFFORDCT.ORG WWW.STAFFORDCT.ORG/DEPARTMENTS/PUBLIC\_WORKS.PHP WWW.FB.COM/STAFFORDPW

PROJECT	Spring Street Bridge Rehabilitation		Olympic Field Recreational Renovations and
	Rehabilitation of Christopher Allen Bridge	PROJECT	Improvements
BUDGET	TBD	SUMMARY	Replacement of Basketball Courts and Playscape
FUNDING SOURCE	TBD	BUDGET	\$221,000
CURRENT RESULT	Scour rating updated, seeking funding approval for preliminary design, awaiting	FUNDING SOURCE	State (STEAP): \$128,000, Town: \$93,000
	Flood Management Cert. from CT DEEP	CURRENT	Basketball court installation complete, play-
	Preliminary Design	STATUS	scape installation in progress
% COMPL.		% COMPL.	In-progress
ETC	2024-2025		2023
PROJECT	Willington Avenue Reconstruction		
SUMMARY	Full depth reconstruction including water,	PROJECT	Hyde Park Drainage Repair Replacement of select drainage structures
DIIDCET	sewer, storm water, and sidewalk rplc. \$1,309,000	SUMMARY	within Hyde Park to improve drainage
	Federal (FEMA): 90%, Local (Bonded): 10%	BUDGET	
	Hazard Mitigation Grant Program Applica-	\$ SOURCE	ARPA
	tion submitted to FEMA in February 2023	CURRENT	Waiting for weather and ground conditions
	Preliminary Design	RESULT	to permit construction activities
% COMP.		STATUS	On-hold
ETC	2024	% COMP.	0%
PROJECT	Staffordville Dam Repairs	ETC	2023
	Replacement of trash rack on low level	PROJECT	CONN-OSHA Inspections
SUMMARY	outlet		Complete reviews and abatements nec-
BUDGET	\$40,000 (estimated)	SUMMARY	essary as deemed by recent CONN-OSHA safety inspections
\$ SOURCE	Local (Staffordville Dam Fund): 100%	BUDGET	• •
CURRENT	Awaiting Final Design from Engineer	\$ SOURCE	
RESULT			Working with CONN-OSHA to abate pro-
	In-Design		posed violations
% COMP.		CTATIIC	
ETC.	2022	31A103	In-progress
ETC	2023	% COMP.	, •
PROJECT	New City Dam Clearing	% COMP.	, •
PROJECT SUMMARY	New City Dam Clearing Clearing of trees within 25 feet of the dam	% COMP. ETC	0%
PROJECT SUMMARY BUDGET	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000	% COMP. ETC PROJECT	0% 2023
PROJECT SUMMARY BUDGET \$ SOURCE	New City Dam Clearing Clearing of trees within 25 feet of the dam	% COMP. ETC PROJECT	0% 2023 2023 Paving Projects Pavement Projects on Local Roads
PROJECT SUMMARY BUDGET	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000	% COMP. ETC PROJECT SUMMARY	0% 2023 2023 Paving Projects Pavement Projects on Local Roads \$600,000 Town
PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000 Town Funds: 100%	% COMP. ETC PROJECT SUMMARY BUDGET \$ SOURCE CURRENT	0% 2023 2023 Paving Projects Pavement Projects on Local Roads \$600,000 Town Currently assessing road conditions and
PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000 Town Funds: 100% Completed under budget (\$48,680) Complete	% COMP. ETC PROJECT SUMMARY BUDGET \$ SOURCE	0% 2023 2023 Paving Projects Pavement Projects on Local Roads \$600,000 Town
PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT STATUS % COMP.	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000 Town Funds: 100% Completed under budget (\$48,680) Complete	% COMP. ETC PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT	0% 2023 2023 Paving Projects Pavement Projects on Local Roads \$600,000 Town Currently assessing road conditions and project scopes to determine project priori-
PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT STATUS % COMP.	New City Dam Clearing Clearing of trees within 25 feet of the dam \$85,000 Town Funds: 100% Completed under budget (\$48,680) Complete 100%	% COMP. ETC PROJECT SUMMARY BUDGET \$ SOURCE CURRENT RESULT	0% 2023 2023 Paving Projects Pavement Projects on Local Roads \$600,000 Town Currently assessing road conditions and project scopes to determine project priorities for summer 2023 paving projects In-design

 ${\it Project summary continued on next page}$ 

**ETC** 2023

PG. 8 TOWN OF STAFFORD QT 1 · 2023

**PROJECT** Rocky Dundee Road Extension

**SUMMARY** Extend Rocky Dundee Road for emergency

services vehicle turnaround

**BUDGET** \$20,000

**FUNDING** ARPA

SOURCE ARP

CURRENT In-design

STATUS In-design

**% COMPL.** 0%

**ETC** 2023

**PROJECT** State Project 0134-0148 - Upgrade to a

Modern Roundabout - Rte. 190 and Rte 32

**SUMMARY** Reconstruction of downtown roundabout

by CT DOT

**BUDGET** \$1,925,000

**\$ SOURCE** CT DOT (State)

**CURRENT** Awarded to contractor, construction to

**RESULT** begin spring 2023

**STATUS** Awarded

**% COMP.** 0%

**ETC** 2024

**PROJECT** Staffordville Dam Repairs

**SUMMARY** Replacement of trash rack on low level

outlet

**BUDGET** \$40,000 (estimated)

**\$ SOURCE** Local (Staffordville Dam Fund): 100%

**CURRENT** 

**RESULT** Awaiting Final Design from Engineer

STATUS In-Design

**% COMP.** 0%

**ETC** 2023

**PROJECT** Furnace Avenue Reconstruction - Phase II

**SUMMARY** Continuation of Furnace Avenue Recon-

struction

BUDGET TBD

**\$ SOURCE** State (LOTCIP): 100%

**CURRENT** Application for LOTCIP funding to be sub-

**RESULT** mitted in February 2023

**STATUS** Conceptual Design for Grant Application

**% COMP.** 0%

**ETC** 2026

# **ASSESSOR**

Applications for *Elderly/Disabled Homeowners Tax Relief Program* are being accepted in the Assessor's Office until May 15, 2023. Income limits for this program are \$40,300/single persons and \$49,100/married couples. The State *Veterans' Additional Exemption Tax Relief Program* follows the same income guidelines while our *Local Additional Veteran's Exemption* limits are \$65,300/single persons and \$74,100/married couples. We will accept these applications through October 1, 2023. Please contact our office for more information and the list of documents required to apply.

If you no longer own a vehicle and have canceled the registration, you will need to supply the Assessor's Office with proof documentation. Please contact our office for the list of possible documents accepted.

TAMI L. ROSSI, CCMA II - ASSESSOR (860) 684-1786 · CLERK@STAFFORDCT.ORG WWW.STAFFORDCT.ORG/DEPARTMENTS/TOWN CLERK

# **FACILITIES**

The Public Works Garage roof coating project was completed last quarter. The metal roof of the garage, approximately 17,000 square feet was power washed and cleaned, and all necessary repairs were addressed. Screws were checked and tightened or replaced. Fabric tape was installed on all lap joints to provide extra protects from leaks. Once the roof was prepped two coats of Garland White Knight single component urethane, liquid waterproofing membrane designed to maintain, restore, and upgrade the performance of existing, aged, roof systems was applied. This will provide the roof with a 20-year warranty.

The Town Hall Roof project was also completed. The existing roof was stripped down to the deck and a new fiberglass reinforced modified bitumen roofing system was installed with a UV topcoat applied. This will have a 30-year warranty.

BRUCE DAVIS, FACILITIES SUPERVISOR (860) 684-1789 · DAVISB@STAFFORDCT.ORG

# AMERICAN RESCUE PLAN ACT (ARPA) PROJECT SUMMARY TABLE

The Town of Stafford received \$3,519,740.29 of federal funding through the State and Local Recovery Funds component of the American Rescue Plan Act (ARPA) to recover from the negative public health and economic impacts caused by the COVID-19 pandemic. To help determine where these federal funds will be allocated, the Board of Selectman created the ARPA Committee to oversee funds, communicate with stakeholders, and prioritize eligible projects to help the community recover from the impacts of the pandemic. To-date, the following projects have been approved for expenditure:

Project	Project Description	
Replacement of antiquated equipment to improve First Responder communication technologies, and align with Tolland County Mutual Aid partners and the State of CT		179,713.00
Management of Aquatic Invasive Species in Town Waterbodies	Herbicide treatments to control and manage of a population of non-native aquatic invasive species present in Staffordville Reservoir, New City Pond Reservoir, and Stateline Pond.	74,000.00
Municipal/Public-Facing Website Upgrade (5-Year)	Modernization of public-facing municipal website to enhance online services and townwide communications.	30,000.00
Police Safety Equipment	Acquisition of equipment: two (2) new police cruisers, updated personal protective gear, and upgraded safety and technology equipment for the department's current fleet.	132,000.00
Cyber Security Evaluation	Municipal cybersecurity assessment	5,510.00
Hyde Park Drainage Control	Replace clogged drain pipe; assess additional drainage repair actions	10,000.00
WPCF SCADA System Upgrade	Replacement of obsolete components of the systems to protect potential cybersecurity risks and meet state/local mandates. Project will be completed through leveraged locally budgeted funds, ARPA, and State grants/funds	487,500.00
ARPA Reporting & Compliance	Reporting, compliance, and documentation to execute projects supporting the SLFRF program and uphold Federal requirements.	
Acquisition of Public Works Equipment	Purchase of new chipper, 10'6" V-Plow, and 4.5 Yard Sander to replace obsolete equipment.	61,050.00
Willington Avenue Engineering Design	Design and engineering services for Hazard Mitigation Grant Program (HMGP) requirements for Willington Avenue full depth reconstruction project.	30,000.00
		continued on page 8

Continued from page 7

Project	Description	Approved Project Expenditure	
Purchase of 3 Portable Variable Message Trailers for traffic and emergency messaging.		57,000.00	
Summer Recreation Supplies & Transportation	Equipment, services, and transportation investment to restore the 2022 Stafford Summer Rec program.	10,560.00	
Public Facility Communication Signs (3)	Purchase of 3 permanent message boards for install at the Public Works Garage, Community Center, and West Stafford Fire Department.	54,850.00	
Parks Dept. Trash Receptacles & Picnic Tables	Additional Downtown area trash receptacles and picnic tables.	10,000.00	
Domestic Violence Prevention	Donation to The Network (sub-recipient) to conduct in-town programming and services.	2,000.00	
Noodland Springs Outdoor Site Improvements	Construction of outdoor pavilion, park-like amenities, and hardscaping to better serve residents in an outdoor environment.	35,158.00	
evinthal Run Multi-Use Walkway	Approximate one-mile long sidewalk/walking path to expand public access and usage throughout school facility, various sports fields and green space. Leveraged with State Grant.	550,000.00	
Capital Improvement Set Side	Set aside for pre-grant award costs (engineering services) and/or municipal match on ARPA-eligible capital improvement projects.	250,000.00	
Public Facility AED Installation & Upgrade	Purchase and installation of 23 AED machines at public buildings, parks, and schools.	35,166.00	
Public Facility Surveillance Cameras	Equipment purchases, wiring, installation, and programming services for security cameras at four locations.	36,105.00	
Public Facility Electronic Key Access	Equipment purchases and installation of door access control systems at 5 townowned buildings.	25,200.00	
SFD#1 Oil Water Separator	Floor drain oil separator equipment and installation at Stafford Fire Department #1.	15,421.00	
Haymarket Common and Main Street mprovements	Excavation, prep work, and installation of new pavers, tables, bench areas, and amenities to improve accessibility and use.	150,000.00	
Middle School Water Vault	Upgrade underground power and pump skid system at Stafford Middle School/Town EOC.	40,000.00	
Rocky Dundee Drainage & Municipal Turn Around	Excavation and material costs for unimproved road extension.	20,000.00	
	Subtotal Total Town Allocation Remaining Balance	2,319,233.00 3,519,740.29 1,200,507.29	

PG. 11 TOWN OF STAFFORD QT 1 · 2023

# GRANTS & COMMUNITY DEVELOPMENT

Working with numerous Town departments and commissions, the Grants & Development Office is preparing for a variety of significant grant proposals and projects.

- Brownfields Cleanup Grant Interviews to procure a Licensed Environmental Professional to support remediation activities at The Earl M. Witt School were recently conducted. An engineering firm will soon be named, who will work with town staff, the U.S. Environmental Protection Agency, CT Department of Energy and Environmental Protection (DEEP), other stakeholders, and the community in overseeing this cleanup project and managing this grant. This project is funded by a \$650,000 FY2022 U.S. EPA Brownfields Cleanup Cooperative Agreement. The grant includes a \$130,000 cost share from the Town so the total budget for the project is \$780,000.
- **Historic Designation Report** The Town contracted consultant services with CFR-qualified historic preservation consultant, Roblee Historic Preservation, LLC. The firm is charged with conducting a high-level study (including field investigation, photography, archival research, and report preparation) for a proposed Hyde Park–Main Street Historic District. On Tuesday, February 28, 2023, at 6:00pm a Public Information Meeting will be held at the Community Center to inform residents about this project and purpose. Further details mailed (to specified property owners), and posted on staffordct.org, social media, and town's e-notification system. This project is funded by a \$20,000 State Historic Preservation Office Survey & Planning Grant.
- Focus continues on securing funds for the **Levinthal Run Walkway Project**, which includes current application development for the CTDOT Transportation Rural Improvement Program (TRIP). The proposal intends to install a multi-use walkway system that provides safe travel and exercise off the existing roadway. This may also include various stations located along the path that include sitting areas, exercise stations, and other structures. Additionally, the Town was awarded a \$500,000 2022 STEAP Grant with the

State of Connecticut (\$150,000. bonded) for milling and paving of Levinthal Run from Stafford High School to Stafford Middle School, and the Stafford Middle School parking lot.

- Brownfields Community-Wide Assessment Grant Application, \$500,000 to conduct assessments and reuse assessments at the Staffordville School, Hydeville Mill, Avery Park, and other in Target Areas in the town center (i.e., Downtown) and Staffordville. Office of Policy Management Neglected Cemetery Account Grant Program, \$5000 for repair and restoration activities at the Old Stafford Cemetery on Furnace Hollow Road; CT DEEP Control of Aquatic Invasive Species, \$13,050 for management of Eurasian Water Milfoil (Myriophyllum spicatum) in State Line Pond.
- Updating the Town's website content continues to be a priority, with a focus on expanding available information found on department and board/commission pages, and better clarifying services available to Stafford residents. Functionality is also a priority, along with expanding opportunities for user-submitted events/content and troubleshooting e-notification complications reported by residents. If you experience issues with navigation or accessing information, please reach out and share your experience so improvements can be made.

# EARTH DAY COMMUNITY CLEANUP APRIL 22, 2023

Save the date! The annual event is back, helping Stafford to be a cleaner, greener, and more beautiful place to live and play! Families, friend groups, neighbors, civic organizations, and businesses are encouraged to register and clean up a neighborhood, roadside, park, or trail that is meaningful to you. FREE collection bags, safety gear, and no-charge disposal will be available for registered participants.

VISIT WWW.EXPLORESTAFFORDCT.COM/CLEANUP FOR DETAILS AND EVENT UPDATES

AMBER WAKLEY, DIRECTOR OF GRANTS & COMMUNITY DEVELOPMENT

AMBERW@STAFFORDCT.ORG · 860-851-8102

WWW.STAFFORDCT.ORG/DEPARTMENTS/GRANTS\_COMMUNITY\_DEVELOPMENT

PG. 12 TOWN OF STAFFORD QT 1 · 2023



The Stafford Bus for Adults 60+ and People with Disabilities brings people shopping and to special events or activities\* presented by the Community and Senior Center.

To request transportation, please call Linda at 860-207-0119.

# Special Events for February 2023:

- Thursday, February 2<sup>nd</sup> Movie, showing "The Best Exotic Marigold Hotel" at 1:00
- Thursday, February 23<sup>rd</sup> Pizza lunch and Senior Center Open House, event starts at 12:00

# Shopping and Social Trips for February 2023:

- Shopping at Big Y Thursday, February 2nd bus leaves at 1:00
- Walmart and Aldi's in Windham Monday, February 6<sup>th</sup>, bus leaves at 10:00
- Enfield Cinema to see "80 for Brady" Wednesday, February 8<sup>th</sup>, bus leaves at 11:15
- Thrifting at Savers and Goodwill Thursday, February 9<sup>th</sup>, bus leaves at 1:00
- Open Swim at Monson Pool Monday, February 13<sup>th</sup>, bus leaves at 10:30
- Shopping at Tri-City-Plaza in Vernon Wednesday, February 15<sup>th</sup>, bus leaves at 1:00
- Shopping at Big Y Thursday, February 16<sup>th</sup>, bus leaves at 1:00
- "Lunch Bunch" trip to Joanna's in Somers Monday, February 20<sup>th</sup>, bus leaves at 11:00
- Brunch at Angelina's in Enfield Wednesday, February 22<sup>nd</sup>, bus leaves at 10:00
- Ocean State Job Lot in Windham Wednesday, February 22<sup>nd</sup>, bus leaves at 1:00
- Bowling at Spare Time in Vernon Monday, February 27<sup>th</sup>, bus leaves at 10:00

\*Rides to special events and scheduled shopping trips are always available. Rides to regular, weekly activities (like yoga or qigong) are not available if they conflict with a bus trip scheduled for the same day and time. PG. 13 TOWN OF STAFFORD QT 1 · 2023



# FIREFIGHTER OF THE YEAR

A congratulations and sincere appreciation extends to Al Poulin, who was recently recognized as Firefighter of the Year at the West Stafford Fire Department. Thank you for your years of dedicated service to our community. Pictured L-R: Al Poulin and Chief Joe Lorenzetti.



# STAFFORD FARMERS MARKET AT SUN VALLEY

Calling all CT Farms, Food Vendors, Musicians, and Artisans! Our market's heart and soul is our farmers, so if you grow fruit or vegetables, raise chickens or pigs, harvest berries or flowers, or make dairy products from your goats or cows, we are looking for you! Our market also loves to



TICKETS ARE NOW ON SALE FOR PHANTOM OF THE OPERA, A THEATER PRODUCTION OF THE STAFFORD HIGH SCHOOL DRAMA CLUB. PRE-PURCHASE CAN TAKE PLACE BY CALLING 860.684.4233 OR EMAILING DILLONL@STAFFORD.K12.CT.US

have fresh baked goods available as they pair so well with our farms goodies. Plus, we are open during dinner time, so ready to eat hot or cold food and drinks are always a huge hit. Specialty Artisans are lovely as well for anyone looking for a gift or one of kind item. Of course, having live music at our market creates a wonderful ambiance as our customers browse and eat. Reach out to us for a chat to see if you would be a good fit for our market.

Season: Saturdays 4pm - 7pm, May 20 - Sept 16 Location: 51 Old Springfield Road, Stafford

Products: CT farm-raised, CT farm-grown, home made or handcrafted to be considered.

Contact: Facebook or Instagram Messenger E-mail: StaffordFarmersMarketCT@gmail.com



# **RatingsDirect**<sup>®</sup>

# **Summary:**

# Stafford, Connecticut; General **Obligation**

### **Primary Credit Analyst:**

Timothy W Barrett, Washington D.C. + 1 (202) 942 8711; timothy.barrett@spglobal.com

### **Secondary Contact:**

Emily Powers, Santa Fe + 1 (312) 233 7030; emily.powers@spglobal.com

# **Table Of Contents**

Credit Highlights

Outlook

Credit Opinion

Related Research

# **Summary:**

# Stafford, Connecticut; General Obligation

Credit Profile			
US\$5.0 mil GO bond, issue of 2023 due 08/01/20	42		
Long Term Rating	AA-/Stable	New	
Stafford GO rfdg bnds iss of 2021 due 02/01/2041			
Long Term Rating	AA-/Stable	Affirmed	

# **Credit Highlights**

- S&P Global Ratings assigned its 'AA-' long-term rating to the Town of Stafford, Conn.'s \$5.0 million series 2023 general obligation (GO) bonds.
- At the same time, S&P Global Ratings affirmed its 'AA-' rating on the town's GO bonds outstanding.
- The outlook is stable.

### Security

The bonds are secured by the town's full faith and credit pledge GO.

Officials intend to use series 2023 bond proceeds to permanently finance \$3.37 million in bond anticipation notes maturing Feb. 2, 2023, which were used to finance an infrastructure project. Additional funds will be used to finance the 2022 capital projects approved by town voters.

### Credit overview

The rating on Stafford reflects our opinion of the town's balanced financial operations and strong available reserves, which at nearly 14% of expenditures are in line with Stafford's reserve policy thresholds. In addition, the town continues to experience sustained modest economic development, including new commercial developments and expansions of existing employers, combined with a stable population base. The town's general creditworthiness also benefits from its very low debt and retirement fixed cost burden.

These strengths are partially offset by wealth and income indicators, which are below similarly rated peers.

The rating further reflects our view of the following factors for Stafford:

- Stable local economy that has seen modest growth and participates in a broad and diverse metropolitan statistical area (MSA);
- Steady financial results, including surplus operations in fiscal 2021, which increased available general fund reserves to nearly 14% of operating expenditures and transfers, a level we consider strong;
- · Very low debt and retirement liabilities with limited additional capital plans; and
- · Strong institutional framework score.

### Environmental, social, and governance

We evaluated Stafford's environmental, social, and governance (ESG) factors relative to the town's economy, financial measures, management, and debt and long-term liability profile. We view each of these risks to be credit neutral within our analysis.

### Outlook

The stable outlook reflects our view that the town will maintain stable overall financial performance throughout the two-year outlook horizon, supported by gradual revenue growth and a favorable debt position that is not expected to materially change in the near term. As a result, we do not anticipate changing the rating within the two-year outlook horizon.

### Downside scenario

We could take a negative rating action should the town's financial position materially worsen, resulting in reduced reserves to a level no longer commensurate with the current rating.

### Upside scenario

We could take a positive rating action if Stafford's wealth and income level materially improve in addition to the adoption of more formalized financial management policies and practices, all else equal, including the maintenance of strong financial performance.

# **Credit Opinion**

### Stable local economy that has seen modest growth

Stafford, with an estimated population of about 11,900, is in Tolland County and participates in the Hartford-West Hartford-East Hartford MSA, which we consider broad and diverse. Located approximately 30 miles northeast of Hartford, Stafford lies on the Connecticut-Massachusetts border. It is primarily residential, with a mix of ongoing commercial developments and a sizable farm and forest footprint accounting for nearly half of total acreage in the area. Over the past five years, the town's grand list has been stable, rising by nearly 2.0% annually since 2016, including a revaluation in 2020 that resulted in 3.9% growth.

In recent years, Stafford has seen an increase in new businesses opening and existing businesses expanding. Given its location near Hartford and Springfield, Mass., the town benefits from access to both cities' employment bases. Stafford maintains a sizable manufacturing employment base that includes 3M, American Woolen Co., and TTM Technologies. It is also home to the Stafford Motor Speedway, which hosts numerous stock car races. We understand the speedway remained open during the COVID-19 pandemic and continues to be a strong driver of tourism to the town.

# Standard financial management policies and procedures

Highlights of the town's financial management policies and practices include:

 Management uses a three-year look-back to build budget projections. The projections account for when revenue and expenditures will be one-time and permits use of one-time or limited duration sources in revenue figures only if they correspond to one-time or limited duration expenses.

- · Although Stafford does not have a formalized budget update and amendment procedure, management notes the first selectmen and the Director of Finance informally review progress monthly and departmental overage requests are required to be communicated to the selectmen and the Director of Finance for review and approval by the board of selectmen before authorizing any transfers between departments or uses of contingency funds.
- The town maintains a formal investment policy on permitted holdings and process, which is guided by state recommendations.
- · Although the town does not have a formalized long-term financial planning process, the selectmen and the Director of Finance conduct informal planning. Stafford maintains similar practices for long-term capital planning, including capital planning procedures outlined in the town's policies;
- The debt management policy is standard, adhering to state limitations on tenor of obligations, as well as guidelines for uses of debt.
- A formalized reserve policy including a 10%-14% range to which Stafford has adhered.
- · The town went through a cyber security audit last year to help improve its information technology defenses against cyber threats.

The institutional framework score for Connecticut municipalities is strong.

# Steady financial results, including surplus operations in fiscal 2021, increasing available general fund reserves to a strong 14% of expenditures and transfers

The town has maintained balanced financial operations, aided by stable revenues composed of property taxes, which, on average, account for 57% of annual revenue, and intergovernmental revenues (39%), which consists of state aid distributions for education and other grants. In fiscal 2021, revenues came in well above budget primarily due to increases miscellaneous state grants and local fees, while expenses were under budget. As a result, Stafford posted a \$583,000 increase to reserves, increasing total available reserves to nearly 13.7% of operating expenses and net transfers.

Preliminary figures for fiscal 2022 show that performance remained steady, with general fund revenues coming in approximately \$57,000 higher than budget, and expenditures coming in \$518,000 under budget. Following the use of some one-time funds, management expects to end fiscal 2022 with a slight decrease in the fund balance of approximately \$400,000 and maintenance of strong reserves close to 13% of expenses.

We understand the town received \$3.5 million in American Rescue Plan Act funds, and that \$1.9 million has already been appropriated to fund capital improvement projects consisting of community facilities, infrastructure, and equipment. Management indicates it expects to appropriate the remaining \$1.6 million over the next couple of years for additional one-time capital projects.

The fiscal 2023 budget is estimated at \$44.7 million, or approximately 3.7% higher than fiscal 2022's. Management opted to increase the mill rate slightly to 35.78 from 34.93 to help fund increased expenditures in the areas of general government, police protection, general highways, and the board of education. We understand that through the first six months of the year, both revenues and expenses are tracking well relative to budget. Overall, we expect Stafford's performance will remain adequate to strong over the next couple of years.

### Very low debt and retirement liabilities, with limited additional capital plans

After this issuance, Stafford will have approximately \$31million in debt obligations outstanding. Management indicates there are no additional new debt plans until at least fiscal 2026 most likely for roads, bridges, and building upgrades. We understand the town expects to coincide any future debt issuances with a reduction of existing debt service. Stafford does not maintain any privately placed bank loans.

### Pension and other postemployment benefit liabilities

- We do not view pension and other postemployment benefit (OPEB) liabilities as an immediate source of credit pressure for Stafford, despite lower funding levels and our expectation that costs will increase.
- We believe the town's contributions will likely remain affordable, given the strength of Stafford's balance sheet.
- · Although OPEB liabilities are funded on a pay-as-you-go basis, given claims volatility as well as medical cost and demographic trends, the risk is mitigated because retirees are responsible for paying full health insurance premiums.

Stafford participates in the following plans as of June 30, 2021:

- Connecticut Teachers Retirement System: 60.8% funded, with the state's proportionate share of the net pension liability equal to \$54.8 million. The town is not required to make contributions to the plan. Rather, the state remains responsible for ongoing costs associated with this plan;
- Stafford Public Employees' Retirement System (PERS): 68.2% funded, with a net pension liability of \$9.5 million;
- A defined-contribution plan for which the town will match up to 6% of eligible employees base pay; and
- · A defined-benefit health care plan that provides medical insurance benefits to retirees and their spouses: 0% funded, with an OPEB liability of about \$2.6 million. Stafford funds its OPEB liability on a pay-as-you-go basis. Retirees remain responsible for paying their full health insurance premiums.

The town has continued to fund the full actuarially determined contributions for the aforementioned pension plans. We anticipate funding progress will continue because the contributions have exceeded the minimum funding progress and static funding metrics.

Stafford, ConnKey Credit Metrics					
	Most recent	Histo	storical information		
		2021	2020	2019	
Strong economy					
Projected per capita EBI % of U.S.	103				
Market value per capita (\$)		95,511			
Population (no.)		11,858	11,880	11,912	
County unemployment rate(%)		5.1			
Market value (\$000)		1,132,570	1,121,733	1,116,145	
Ten largest taxpayers % of taxable value	6.6				
Adequate budgetary performance					
Operating fund result % of expenditures		(1.2)	(4.0)	(5.3)	
Total governmental fund result % of expenditures		5.7	(1.7)	(0.9)	

	Most recent	Historical information			
		2021	2020	2019	
Strong budgetary flexibility					
Available reserves % of operating expenditures		13.7	12.5	12.1	
Total available reserves (\$000)		6,902	6,113	6,031	
Very strong liquidity					
Total government cash % of governmental fund expenditures		15	14	15	
Total government cash % of governmental fund debt service		651	340	349	
Adequate management					
Financial Management Assessment	Standard				
Very strong debt & long-term liabilities					
Debt service % of governmental fund expenditures		2.3	4.3	4.2	
Net direct debt % of governmental fund revenue	54				
Overall net debt % of market value	2.7				
Direct debt 10-year amortization (%)	74				
Required pension contribution % of governmental fund expenditures		2.5			
OPEB actual contribution % of governmental fund expenditures		0			
Strong institutional framework					

# **Related Research**

- Through The ESG Lens 3.0: The Intersection Of ESG Credit Factors And U.S. Public Finance Credit Factors, March 2, 2022
- 2022 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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