

RECEIVED

By Darlene Brady at 9:35 am, Dec 17, 2021

Board of Finance Regular Monthly Meeting
Wednesday December 15, 2021 6:00 pm

Present- Nancy O'Dea-Wyrick

Zoom- Tegan Gawel, Jim Blackketter, Fran Goodsell, Jason Wright

Public and Invited Guests- Barbara Herbst, Jean Speck, Scott Trabucco, Rufus deRham, Lynn Worthington

Zoom- Catherine Bachrach

Chairman Nancy O'Dea-Wyrick called the meeting to order at 6:03 pm.
The Pledge of Allegiance was recited.

Approval of Agenda- Motion by Mr Wright, seconded by Mr Blackketter to accept the agenda. Motion approved unanimously.

Approval of Minutes- Motion by Mr Blackketter, seconded by Mr Wright to approve the minutes of the November 17, 2021 minutes
Motion approved unanimously.

Correspondence- none

REPORTS:

A. Tax Collector- attached

B. Board of Education- New chairman of the board, Scott Trabucco was introduced. Mr Trabucco spoke extensively on the Roof Replacement Project, which is in the Capital plan through 2025. The BOE had requested \$800,000 in 2017 for this project. Roof is leaking badly now and really can't wait until the year 2025. They are requesting early distribution of the funds. If the bid is in by March of 2022, the project can begin in the summer of 2023. The total area is 23,690 feet. Mr Trabucco shared photos with the BOF of the proposed area to be replaced. There was some discussion of the Solar Panel Project as well. The solar panels would not

be put on the section of roof that is up for replacement. Mr Trabucco will report back to BOF after speaking with the architect.

C. Board of Selectman- Ms Speck reported COVID numbers are on the rise again, however Kent seems to be trending downward.

A. At the BOS meeting the previous night the board voted to hold the January 20, 2022 town meeting IN PERSON at the Community House at 7 pm. There will be no zoom option and masks will be required.

B. Streetscape Committee-the permanent easement of St Andrews is done, the other 2 easements should be sorted by the end of next week

C. Still a number of open positions in the town. Transfer Station had hired someone, but they left to pursue another career. Ms Speck reminded us all to make sure we wash our recycling!

D. Mr deRham reported that Park and Rec is in the interviewing process for a director, but the salary is a big issue.

E. Ms Speck and Mr deRham both spoke about the open Social Service Director position. Right now it is being advertised at 32 hours a week, \$30 an hour for a total of \$49,920. Adding a benefits package (family plan) at \$37,00 brings the total to \$86,920. At the BOS meeting the previous night the board added the charge of hiring an interim director(10-15 hours a week) to the search committee's charge while they look for a full time director. Committee members are Rufus deRham, Catherine Bachrach and Ruth Epstein. Currently about 150 families use social services.

F. ARPA funds-Board of Selectman approved spending up to \$12,000 for equipment and set up to enable hybrid meetings in the meeting room at town hall. They also approved funding up to \$24,000 for Emergency Management to update the LEOP (Local Emergency Operations Plan),outfit EM Office at the firehouse and some other small items. The ARPA needs assessment committee met early in the day and Connie Manes resigned as the chair of the committee.

G. The Welcome Center was closed during COVID but reopened over the summer. Once reopening the center needed to be cleaned twice a day, versus once a day. Cleaning did go back to once a day about a month ago

as use subsided. This line item is going over budget, but it was made clear that it was due to it not being budgeted properly.

D. Treasurer- reports attached.

NEW BUSINESS:

A. KCS Roof Update- Mr Trabucco spoke to this in the BOE report

OLD BUSINESS-

2021 Audit-Ms Herbst reported the audit is completed. The printed copies have been received and were there for the board to take. They will be available at the Town Hall for board members. If anyone would like a digital copy please let her know and she will email a copy to you.

2020/2021 Annual Report- is a work in progress. Has been an issue getting access to Adobe to put it all together. Still a few reports that have not been received. Reaching out to those folks.

PUBLIC AND INVITED GUESTS COMMENTS-

Ms Worthington had some questions regarding the BOS discussion last night regarding the recording of meetings.

Motion to adjourn by Mr Wright at 7:57pm

Next meeting January19, 2022 at 6pm

Minutes are not considered final until approved. Please check the ensuing meeting minutes for corrections/changes.

Bonnie Donzella
Board Clerk

Treasurer's Report

12/14/2021

	BoS Meetings	BoF Meetings	Misc	
			11.8 Streetscape	
			11.17 ARPA	
	October		November	
A/P Checks Issued	74	111,977	90	148,029
Payroll	111	91,183	107	79,549
BoE Transactions	60	550,107	76	634,122
Deposits	11	170,440	7	87,564
	-	-	-	-
Net Income to Expense	256	(582,827)	280	(774,136)

FY 2021 -2022

	Actual	Budget	% of Budget	Approved Increases
Income	\$ 7,986,364	\$ 13,336,529	59.88%	
A • General Government	\$ 702,188	\$ 1,452,279	48.35%	
B • Public Safety	\$ 74,988	\$ 374,610	19.8%	
C • Public Works	\$ 405,217	\$ 1,823,612	22.22%	
D • Health and Welfare	\$ 51,753	\$ 117,180	44.17%	
E • Recreation	\$ 31,357	\$ 214,391	38.9%	
F • Sanitation	\$ 52,633	\$ 144,154	36.51%	
G • Board of Education	\$ 3,043,903	\$ 7,196,556	42.3%	
H • Debt Service	\$ -	\$ 38,906	0.0%	
I • Transfer to Capital	\$ 1,001,341	\$ 1,001,341	100.0%	
J • Transfer to Dog Fund	\$ 7,500	\$ 7,500	100.0%	
L • Transfer to Schaghticoke	\$ 30,000	\$ 30,000	100.0%	
K • Current Year Capital Projects	\$ 936,000	\$ 936,000	100.0%	
Total Expense	\$ 6,336,881	\$ 13,336,529	47.52%	\$ -

Highlights

\$47,561	Rec'd FEMA for Storm Isaias - posted to LFY		
\$82,328	490 tax penalty rec'd to date (unbudgeted revenue)		
\$64,875	KCS tuition received (51,750 was budgeted)		
58.30%	Total property taxes collected		
\$10,000	of Contingency has been used	10,915.00	Cost Share Lake Waramaug Police Boat
85.68%	of Welcome Center Appropriation has been used to date, this line will		
-	go over budget - may have to close?		

	General Fund	Capital Fund
Fund Balance at Beginning of Year	3,446,197	3,027,853
Net change in Fund Balance	36,022	283,590
Fund Balance at End of Year	3,482,219	3,311,443

Actual vs Budget -		
Revenues	(462,769)	
Expenses	699,843	
Budget Surplus	237,074	
Add'l Appropriations		
KVFD	(55,000)	
KCS	(140,000)	
Subtotal	42,074	
Net Change in Schaghticoke Funds	(12,586)	
Net Change in MSE Funds	6,534	
Net change in Fund Balance	36,022	

Unassigned FB as beginning of Year	2,547,040
Unassigned FB at end of Year	2,872,233
Increase	325,193

Appropriated for FY '21	780,000
Appropriated for FY '22	486,250
Variance	293,750
Budget Surplus	36,022
	329,772

Variance between 325,193 and 329,772 is \$4,579 which reflects changes in amounts of the GF that previously were Committed

Budget Schedule

Budget Preparation for FY 2022 - 2023

December

- 8th Distribute Capital Request Packets
- 22nd Budget Packets out to Departments / notices to Organizations

January

- 7th Capital Requests return date
- 14th Proposed Capital Budget to BoS
- 21st Departmental budget request return date
- 28th Preliminary Budget to BoS

February

- 3rd BoS Meeting - Set up workshop schedule
- 16th Present Capital Plan to BoF

March

- 16th BoS and BoE present proposed budgets to BoF

April

- 20th BoF Meeting

May

- 6th Budget Hearing
- 20th Town Meeting to Approve Budget Proposal
BoF to set Mil Rate

Tax 5 Dashboard

11/29/2021 11:01 AM

11/11/2021

Terminal / Batch

Terminal 80
Batch 157

Town Only

Cash	0.00	0
Check	0.00	0
Credit Card	0.00	0
Total	0.00	0

Last Assessor Bridge

Run on: 11/29/2021

Percent Collection as of 12/14/2021

REAL ESTATE

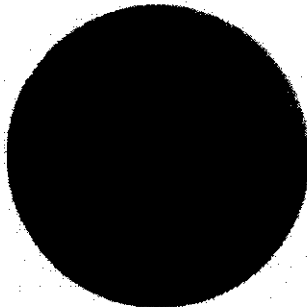
Uncollected - 41.93%
Collected - 58.07%

PERSONAL PROPERTY

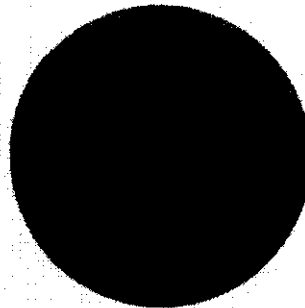
Uncollected - 38.92%
Collected - 61.08%

MV REGULAR

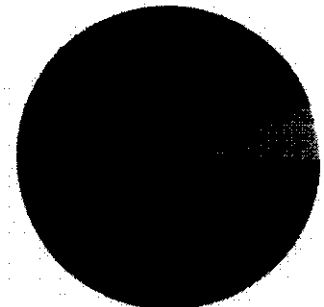
Uncollected - 5.98%
Collected - 94.02%



Total Due = \$4,288,703.21
Total Paid = \$5,939,813.44



Total Due = \$139,835.36
Total Paid = \$219,466.79



Total Due = \$30,809.98
Total Paid = \$484,088.92

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,228,516.65	5,939,813.44	4,288,703.21	58.07
PERS PROPERT	359,302.15	219,466.79	139,835.36	61.08
MOTOR VEHICL	514,898.90	484,088.92	30,809.98	94.02
MV SUPPLEMEN	86,104.74	0.00	86,104.74	0.00

1. MVS B.11s total \$86,104.74
2. Sec. 18-9. Waiver of Property Tax

Deborah Devaux

Sec. 18-9. Waiver of Property Tax

Pursuant to the provisions of C.G.S. Sec.12 - 144c

The Tax Collector is authorized to waive any property tax due from a taxpayer, provided the amount is less than five dollars.