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*By Darlene Brady at 8:44 am, Apr 24, 2024*



**TOWN OF KENT  
Board of Finance**

41 Kent Green Boulevard, P.O. Box 678, Kent, CT 06757

**REGULAR MEETING MINUTES  
Wednesday, April 17, 2024 6:00 p.m.**

**Call to Order:** 6:01 pm by Chair Nancy O'Dea-Wyrick

**Members in attendance:** Nancy O'Dea-Wyrick (chair), Charles Cogut, Rufus deRham, Tegan Gawel, and Jason Wright

**Pledge of Allegiance**

**Acceptance of Agenda:** Wright, second Cogut -- vote: unanimous

**Approval of Minutes:** March 20, 2024, Cogut, second Wright -- vote: unanimous

**Correspondence:** None

**Reports:**

- Tax Collector – Report included with published minutes.
- Board of Education – Effective 7/1/24 New Superintendent Melony Brady-Shanley
- Board of Selectmen – Received Emergency Management Performance Grant for \$5,000. Cemetery Committee account transferred to Special Reserve Funds to cover special cemetery projects and repairs.
- Treasurer – No report

**Old Business:**

- FY2023 Audit - Audit highlights and overview presented by Town Auditor George Sinnamon of Sinnamon & Associates. No findings – town is well managed. Overview included with published minutes.
- Annual Report – The Board Clerk now has all the documents and will complete the report

- Town Funded Capital Projects – First Selectman Lindenmayer reviewed the current status of each project. Work continues to better define the projects for the public and create a public project calendar.
- FY2025 Budget - Motion to approve the expenditure of \$15,688,881 to go to a budget hearing May 3, 2024 Wright, second deRham -- vote: unanimous

**New Business:** None

**Comments of Public and Invited Guests:** Lynn Worthington requested the BOF use a Google Drive Folder for agenda and documents to share.

**Adjourn:** Call to adjourn by deRham at 7:25 pm.

Respectfully submitted,  
Nancy O'Dea-Wyrick  
Secretary Pro Tempore

Minutes are final when approved at next meeting of the Board of Finance.

# Percent Collection as of 04/17/2024

## REAL ESTATE

Uncollected - 1.00%

Collected - 99.00%

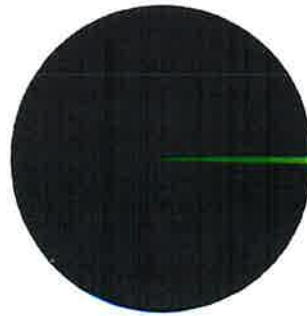


Total Due = \$105,737.15  
Total Paid = \$10,517,456.75

## PERSONAL PROPERTY

Uncollected - 0.49%

Collected - 99.51%



Total Due = \$1,934.20  
Total Paid = \$389,374.18

## MV REGULAR

Uncollected - 3.83%

Collected - 96.17%



Total Due = \$27,607.37  
Total Paid = \$693,682.44

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,623,193.90	10,517,456.75	105,737.15	99.00
PERS PROPERT	391,308.38	389,374.18	1,934.20	99.51
MOTOR VEICL	721,289.81	693,682.44	27,607.37	96.17
MV SUPPLEMEN	78,953.64	70,127.94	8,825.70	88.82

\$11,692,961 BUDGET

\$11,670,641 GL 2022 COLLECTED

\$ 22,320 NEEDED

BACK TAXES COLLECTED TO DATE \$116,047

INTEREST COLLECTED \$81,408

BUDGET INTEREST \$40,000

DIFFERENCE \$41,408

LIENS COLLECTED \$831.00

BUDGET LIENS \$500.00

DIFFERENCE \$331.00

Town of Kent  
Changes in General Fund Balance  
Summary

	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018
<u>General Fund Balance Budgetary Beginning of period</u>						
	\$ 3,868,162	\$ 3,435,594	\$ 3,393,520	\$ 3,134,756	\$ 2,962,140	\$ 2,476,484
Designated for Subsequent Additional Appropriation	(527,000) (100,000)	(486,250) -	(780,000) (195,000)	(515,000) -	(388,500) -	(225,000) -
Expected Balance Ending	<u>3,241,162</u>	<u>2,949,344</u>	<u>2,418,520</u>	<u>2,619,756</u>	<u>2,573,640</u>	<u>2,251,484</u>
Revenues Exceeded (Under) Budgeted Amounts	440,943	386,503	317,231	302,739	255,644	473,428
Expenditures Under (Over) Budgeted Amounts	<u>402,557</u>	<u>532,315</u>	<u>699,843</u>	<u>471,025</u>	<u>305,472</u>	<u>237,228</u>
Surplus/Deficit over Budget	<u>843,500</u>	<u>918,818</u>	<u>1,017,074</u>	<u>773,764</u>	<u>561,116</u>	<u>710,656</u>
<u>General Fund Balance Budgetary End of period</u>	<u>\$ 4,084,662</u>	<u>\$ 3,868,162</u>	<u>\$ 3,435,594</u>	<u>\$ 3,393,520</u>	<u>\$ 3,134,756</u>	<u>\$ 2,962,140</u>
At End of Period						
Nonspendable & Prepaids	102,055	101,444	77,111	66,480	56,379	56,379
Assigned to Subsequent Year	700,000	527,500	486,250	780,000	515,000	388,500
Unassigned	<u>3,282,607</u>	<u>3,239,218</u>	<u>2,872,233</u>	<u>2,547,040</u>	<u>2,563,377</u>	<u>2,517,261</u>
<u>Total Fund Balance Budgetary Basis</u>	<u>\$ 4,084,662</u>	<u>\$ 3,868,162</u>	<u>\$ 3,435,594</u>	<u>\$ 3,393,520</u>	<u>\$ 3,134,756</u>	<u>\$ 2,962,140</u>
Assigned to BOE Non-Lapsing Fund	70,000	-	-	-	-	-
Assigned to Health & Welfare	8,601	-	-	-	-	-
Maple St & Schaghticoke Litigation Fund	25,166	19,967	46,625	52,677	77,874	74,304
<u>Total Fund Balance</u>	<u>\$ 4,188,429</u>	<u>\$ 3,888,129</u>	<u>\$ 3,482,219</u>	<u>\$ 3,446,197</u>	<u>\$ 3,212,630</u>	<u>\$ 3,036,444</u>
Budgeted Expenditures for the subsequent Year	\$ 13,533,589	\$ 12,870,199	\$ 12,400,529	\$ 12,590,103	\$ 12,870,032	\$ 12,869,312
Unassigned as a percentage of Subsequent Years Budgeted Expenditures and Transfers	<u>24.3%</u>	<u>25.2%</u>	<u>23.2%</u>	<u>20.2%</u>	<u>19.9%</u>	<u>19.6%</u>

Local Towns  
INFORMATION ONLY FOR COMPARATIVE PURPOSES  
Information as of June 30, 2022

	6/30/2022 Unassigned Fund Balance	6/30/2023 Original Budgeted Expenditures	% of Subsequent Year Available	6/30/2022 General Fund Committed & Assigned	Mill Rate Fiscal Year 6/30/2024 2022 Grand List	Mill Rate Fiscal Year 6/30/2023 2021 Grand List	Mill Rate Fiscal Year 6/30/2022 2020 Grand List	Mill Rate % Change 2022 vs 2021	Mill Rate % Change 2021 vs 2020	Debt Outstanding 6/30/2022 (1)
Kent	\$ 3,239,218	\$ 12,870,199	25.2%	\$ 648,911	18.76	18.57	18.61	1.02%	-0.21%	\$ 1,285,860
Salisbury	\$ 3,894,911	\$ 17,916,092	21.7%	\$ 1,791,478	11.00	11.00	11.00	0.00%	0.00%	\$ 9,359,708
Sharon	\$ 2,041,200	\$ 11,121,176	18.4%	\$ 1,327,967	14.40	14.40	14.50	0.00%	-0.69%	\$ 4,197,044
Comwall	\$ 2,815,579	\$ 7,492,473	37.6%	\$ 464,459	14.70	14.49	16.70	1.45%	-13.23%	\$ 1,095,000
North Canaan	\$ 4,808,092	\$ 12,994,229	37.0%	\$ 347,914	25.50	31.00	29.00	-17.74%	6.90%	\$ 414,450
Goshen	\$ 1,855,620	\$ 12,404,394	15.0%	\$ 377,196	15.60	19.80	20.60	-21.21%	-3.88%	\$ -
Harwinton	\$ 3,270,269	\$ 20,359,331	16.1%	\$ 120,000	29.20	28.50	28.70	2.46%	-0.70%	\$ -
Falls Village	\$ 832,673	\$ 5,750,257	14.5%	\$ 511,213	21.00	25.70	25.70	-18.29%	0.00%	\$ 1,730,187
Norfolk	\$ 1,947,943	\$ 8,403,756	23.2%	\$ 194,626	27.69	27.84	26.91	-0.54%	3.46%	\$ 1,557,591
Colebrook	\$ 2,142,152	\$ 6,843,936	31.3%	\$ -	33.20	32.25	30.90	2.95%	4.37%	\$ -
Barkhamsted	\$ 1,832,032	\$ 13,621,220	13.4%	\$ 317,000	32.00	31.49	31.52	1.62%	-0.10%	\$ 1,390,000
New Hartford	\$ 3,146,075	\$ 26,580,992	11.8%	\$ 1,090,369	31.32	30.61	30.93	2.32%	-1.03%	\$ 8,554,037
Burlington	\$ 7,132,267	\$ 39,329,824	18.1%	\$ 1,807,883	32.20	32.70	33.40	-1.53%	-2.10%	\$ 5,465,181
Litchfield	\$ 7,478,390	\$ 32,300,014	23.2%	\$ 803,837	26.70	26.80	27.60	-0.37%	-2.90%	\$ 20,870,000

Source - public available audit reports budgets and mill rate information

For Analysis and Information Only

(1) Debt does not include pension, amortization, opeb or compensated absences

Department	12.6.23 Balance	Project name	Fully funded date	Why has the project not been initiated. What circumstances have prevented the project from moving forward.	Is there sufficient funding to complete the project as originally requested.	Can the project move forward and if so, when.	Provide a realistic timeline to get the project completed.
DPW	200,000	HWY Garage (roof, siding)	7.1.2017	Researching remodel and then COVID.	Tbd.	Waiting for A&E review and plan.	End of next construction season (first frost/snow).
	200,000	Studio Hill	7.1.2020	Fuller Road is still ongoing, Wanted to finish Fuller first.	Yes if Town Crew does the work - will need additional \$300,000 if contracted.	Start as soon as Fuller is completed - anticipate Fuller to be completed this summer.	Start drainage work this season and finish paving next season if the crew does the work.
	24,000	HWY Garage (doors)	7.1.2018	Insufficient funds.	No. Need additional <del>\$50,000</del> to cover the cost of the doors. The \$24,000 only covers the cost of the openers.	The project can start with the additional funding or the addition of grant funding.	End of next construction season (first frost/snow).
	35,000	HWY Salt Brine Maker	7.1.2020	Planning has changed because of brine making requirements. Funding is enough to replace current storage tanks.	No.	With modification of project - can purchase tank and continue purchase the de-icing liquid.	Upon approval of changing the scope of the request - to be limited to the tank only.



				Electric mowers were new to the market and salesman recommended waiting a year before putting out an RFP.	Yes, for a gas powered mower.				
	15,000	HWY Zero Turn	7.1.2020					In progress.	Within 4-8 weeks.
	35,000	HWY Kubota	7.1.2022	Ordered 1/2024.	Yes.			In progress.	Within 6-12 weeks.
				Researching options. Looking to purchase previously owned roller.					
	40,000	HWY Compactor	7.1.2021		Yes.			Yes. Within the next few months.	Next few months.
								Yes. Possibility of the end of this paving season if not next paving season. Depending on contractor schedule.	By the end of next paving season.
	70,000	HWY Parking Lot	7.1.2022	Working with IWC on drainage issues.	Tbd.				
	825,000	KVFD Engine 1	7.1.2021	Project has been started.	Yes.			In progress.	Within 2-years.
KVFD	150,000	Emery Park - Pool	7.1.2015	Planning.	Tbd.			In progress.	Within 2-years.
P&R		Community Hse (Bathrooms)	7.1.2019	Covid- finding contractor.	Yes.			In progress	Within 1-year.
Town Buildings	25,000								
				A/C and Parking lot have been completed. Generator and Boiler have been purchased.	Yes with the addition of LoCIP funds			In progress.	End of June 2024.
	69,982.95	T.H. (AC/Parking lot/generator/boiler)	7.1.2019						

					Insufficient funds to completed the entire building. Going to start with the entryway and first floor hallway. Requested \$100,000. in FY 2030.	No.		Yes. The modified plan will start within the next few months.	
	40,000	T.H. (Carpet/Paint)	7.1.2021		Part of the generator/boiler replacement project.	Yes with the addition of LoCIP funds	In progress.	Within 1-year.	
	25,000	T.H. (Oil Tank)	7.1.2019					End of June 2024.	