

**RECEIVED**

*By Darlene Brady at 9:32 am, Feb 22, 2021*

Board of Finance  
Minutes Feb. 17, 2021 Monthly Meeting

**Present:** Jim Blackketter, Rufus de Rham, Ed Epstein, Tegan Gawel, Fran Goodsell, Nancy O'Dea-Wyrick.

**Public and Invited Guests:** Emily Basham, Debbie Devaux, Mackey Dykes, Donna Hayes, Martin Lindenmayer, Wendy Murphy, Dana Slaughter, Jean Speck, Mathew Starr.

Board chairman Nancy O'Dea-Wyrick called the meeting to order via Zoom at 6:12 p.m.

A quorum was present, and the Pledge of Allegiance was recited.

**Approval of Agenda:** Mr. Blackketter made a motion to approve the agenda as submitted. Mr. Epstein seconded the motion, and the motion was approved unanimously.

**Approval of Minutes 1/20/2021:** Mr. Blackketter made a motion to approve the minutes of the Jan. 20, 2021 monthly meeting. Mrs. Gawel seconded the motion, and the motion was approved unanimously.

**Correspondence:** The board clerk shared with the board the Chore Services' letter which should be part of the Annual Town Report (attached).

**Reports: Tax Collector:** Debbie Devaux provided a written report (attached). Ms. Devaux said the pie charts in the report are interchangeable from last fiscal year to this year, adding "we are doing well." She noted that there is \$15,000 in back due taxes, which she said is not a big cushion.

**Board of Education:** Marty Lindenmayer report budget season is going well, and Kent Center and the region should meet the March date that the Finance Board asked for these reports. Mr. Lindenmayer expressed appreciation for the vote and approval of the KCS entryway project. The project will include upgrading the cameras and security around the school.

Mr. Lindenmayer said he wants to discuss with the board the Greenbank Solar Project that the Conservation Commission is sponsoring. Mr. Lindenmayer said KCS is the only building in Town that could be solar. He introduced Mackey Dykes and Emily Basham. They made the following points:

- The project would create at least a 10% discount.
- CT Green Bank owns your system.
- You would be locking into a fixed, 20-year rate.
- Green Bank is responsible for operation and maintenance.
- The school would be able to store the solar energy when the school doesn't need it and then would be able to pull down those credits.
- Mr. Lindenmayer noted Sharon Center School also is looking at this solar project.
- School board member Dana Slaughter said the school board would like to sign the letter of intent in March or April. Mr. Lindenmayer said the school board has looked at it and would

like to get the Finance Board's consent to sign the letter.

**Board of Selectman:** Jean Speck reported:

- Ten pistol permits were issued in January.
- The free weekly COVID testing in Kent continues. She recognized the CERT team members, the highway foreman and those administering the tests who are standing outside for four hours in the cold. Kent is averaging 200-300 tests each week.
- The first selectman asked for a moment of silence for Town employee John Lindsay, who passed away February 8. A moment of silence was observed.
- The vaccine roll-out continues to be a challenge. The CERT volunteers were making phone calls to over 300 Kent residents to be sure they are aware of the vaccination clinic in Kent. High Watch vaccinated some homebound residents in their homes. Leah Pullaro did a great job getting the word out through a newsletter.
- Council of Governments executive director Rick Lynn announced his retirement, effective at the end of this fiscal year.
- The Northwest Corner Prevention Network is working on a vaping campaign.
- The Town's legal team continues to monitor the Schaghticoke lawsuit
- The selectmen passed the Sustainable CT which will create a more sustainable town and makes the Town a more desirable place to live.
- The glass container is being built for use at the transfer station. The glass will be hauled away to be recycled and reused. The Town still is working on an organics program, which could reduce the Town's municipal solid waste costs because the Town pays by weight. Mr. de Rham said he is a big fan of Sustainable CT. Ms. Speck said right now there isn't any plan to recycle plastic bags, noting there is a lot of contamination with the plastic bags.
- The Town will be working on a broadband initiative.

**Treasurer:** Barbara Herbst provided a written report to the board before the meeting (attached). She said the Town may receive FEMA funds for damages from last summer's storm.

**FY2022 Budget Calendar Review:** The board has set special budget meetings for March 24 and April 7, if needed.

**FY2022 Capital Plan:** Mr. Blackketter said he doesn't have any serious questions about the proposed plan. Mr. de Rham said the selectmen seem to have taken the board's concerns, commenting that the fire department requests look better and cleaner. Mr. de Rham added that he would like the finance board to discuss the Annual Town Report at a future date and reconsider what the board is using the report for. He also would like to see all the school reports together. Ms. O'Dea-Wyrick said the Board of Finance oversees the report. She added that the board could review what purpose it wants to report to serve. One major battle has been getting reports from people, she added. Ms. O'Dea-Wyrick said she sent a copy of the Five-Year Capital Plan to the Planning and Zoning Commission. Land Use Administrator Donna Hayes said the copy of the plan that she received has the wrong date. Mrs. Herbst will send Mrs. Hayes the correct copy.

Ms. Speck asked if there are any areas of focus or mission or goals regarding the budget? Ms.

O'Dea-Wyrick said the mission would be not to raise the mill rate. Mr. Epstein commented, "we are not going to raise the mill rate." Mr. Blackketter and Ms. Gawel voiced agreement.

**Public and Invited Guests:** Kent resident Matt Starr shared his concerns about flooding of properties along Botsford Road despite the water bars that the Town has installed. Mr. Starr said he asked to have drainage work done and didn't ask for paving. He added that former first selectman Bruce Adams assured him the Town would find the money to do it. Mr. Starr asked that the Board of Finance look at the project, saying it really should be done sooner rather than later. Ms. Speck said the selectmen talked about the project at its last meeting. The project is in the capital plan and needs to continue to move through the plan. Ms. O'Dea-Wyrick said the board has heard Mr. Starr's concerns. Mr. Starr thanked the board for its time.

Mr. de Rham made a motion to adjourn the meeting at 7:32 p.m.

Lesly Ferris  
Board Clerk

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

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# Treasurer's Report

2/15/2021

	<u>BoS Meetings</u>	<u>BoF Meetings</u>	<u>Misc</u>	
		1.20.21	1.12.21 (Public Hearing)	
			1.21.21 (Tn Meeting)	
			1.28.21 (Streetscape)	
	<u>December</u>		<u>January</u>	
A/P Checks Issued	65	137,174	93	538,260
Payroll	160	148,097	114	97,893
BoE Transactions	79	669,558	38	469,893
Deposits	20	783,279	24	1,081,306
	-	-	-	-
Totals	324	1,738,108	269	2,187,352

## Fiscal sponsorship Northwest Corner Prevention Network

<b>1</b>	1099 Misc forms - Special Fund	\$20,781
<b>3</b>	1099 NEC forms - Sp Funds	\$238,722
<b>4</b>	1099 Misc forms - General Fund	\$90,059
<b>5</b>	1099 NEC forms - Capital	\$35,619
<b>16</b>	1099 NEC forms - General Fund	\$363,788
<b>42</b>	1099 Misc Forms KVFD Tax Abatements	\$42,000
<b>46</b>	W2 forms issued	\$1,202,553

Submitted final grant report for RoV grant for elections

## FY 2020 -2021

	<u>Actual</u>	<u>Budget</u>	<u>% of Budget</u>	
<b>Income</b>	<b>\$ 9,432,211</b>	<b>\$ 13,535,103</b>	<b>69.7%</b>	
<b>A • General Government</b>	\$ 985,860	\$ 1,386,173	63.7%	
<b>B • Public Safety</b>	\$ 49,155	\$ 261,281	17.2%	
<b>C • Public Works</b>	\$ 585,526	\$ 1,779,817	26.2%	
<b>D • Health and Welfare</b>	\$ 74,049	\$ 117,297	55.2%	
<b>E • Recreation</b>	\$ 96,397	\$ 217,290	38.9%	
<b>F • Sanitation</b>	\$ 87,573	\$ 143,292	52.0%	
<b>G • Board of Education</b>	\$ 4,395,777	\$ 7,292,037	49.0%	
<b>H • Debt Service</b>	\$ 432,569	\$ 432,569	100.0%	
<b>I • Transfer to Capital</b>	\$ 1,092,847	\$ 952,847	114.69%	\$ 140,000
<b>J • Transfer to Dog Fund</b>	\$ 7,500	\$ 7,500	100.0%	
<b>K • Current Year Capital Projects</b>	\$ 945,000	\$ 945,000	100.0%	
<b>Total Expense</b>	<b>\$ 8,752,252</b>	<b>\$ 13,535,103</b>	<b>64.66%</b>	

11,617	CV Relief Funds_(State Dept of Education)
33,199	Amt Tn Clerk Revenue has exceeded Budgeted Amt (7 months remain)
1,804	Amt Bldg Inspection Revenue has exceeded Budgeted Amt (5 months remain)

140,000	1/21/21 Addt'l Capital appropriation for KCS Security entryway Project
55,000	1/21/21 Addt'l KVFD appropriation for EMS contracted services (reimburse only)



FIVE YEAR TOTALS	FIVE YEAR CAPITAL PLAN						INFORMATIONAL USE				
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
	<b>BOE PLAN</b>	Roof	Roof	Roof	Roof						
	KCS BLDG IMPROVEMENTS	266,000	216,000	266,000	50,000						
				Sidewalk / Pav	Sidewalk / Pav	Sidewalk / Pav	Boilers	Boilers	Boilers		
				136,235	136,235	136,235	156,334	156,334	156,334		
1,206,705	<b>BOE SUBTOTAL</b>	<b>266,000</b>	<b>216,000</b>	<b>402,235</b>	<b>186,235</b>	<b>136,235</b>	<b>156,334</b>	<b>156,334</b>	<b>156,334</b>	<b>0</b>	<b>0</b>
	<b>BOS PLAN</b>										
		Truck #1 Compactor	HWY Trk # 5 and Kubota	HWY Trk # 9	HWY Trk # 4 / Cvrd Bridge Barrier	HWY Trk # 12	Tractor w/ boom mower	Truck #8	Truck #3	Dump Truck, Sander and Plow	Roadside mower / tractor
	HIGHWAY TRUCKS	60,000	205,000	235,000	135,000	205,000	0	205,000	205,000	205,000	
	HIGHWAY EQUIPMENT				Covered Bridge Barrier						
		40,000	35,000	0	30,000		120,000				125,000
945,000	<b>TOTAL TOWN FLEET</b>	<b>100,000</b>	<b>240,000</b>	<b>235,000</b>	<b>165,000</b>	<b>205,000</b>	<b>120,000</b>	<b>205,000</b>	<b>205,000</b>	<b>205,000</b>	<b>125,000</b>
		Eng 1	Rescue 8	Rescue 8		Rescue 8					
	KVFD APPARATUS	150,000	200,000	225,000		400,000					
	Communications Upgrade					250,000					
1,225,000	<b>TOTAL KVFD FLEET</b>	<b>150,000</b>	<b>200,000</b>	<b>225,000</b>	<b>0</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Anderson Road (rebuild)				166,883	183,117					
	BOTSFORD ROAD				345,000					0	0
	SPOONER HILL ROAD					500,000					
1,195,000	<b>TOTAL ROADS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>511,883</b>	<b>683,117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Bridge # 9 (Fuller Mountain)						300,000				
	Bridge #15 (Carter Road)	250,000					Bridge 5	Bridge 5	Bridge 17	Bridge 17	
	BRIDGE #16 (Anderson Acres)				166,883	183,117	200,000	200,000	200,000	200,000	
	BRIDGE # 05519 (Macedonia)						300,000				
	BRIDGE #22 (Geer Mtn)									400,000	
600,000	<b>TOTAL BRIDGES</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>166,883</b>	<b>183,117</b>	<b>800,000</b>	<b>200,000</b>	<b>200,000</b>	<b>600,000</b>	<b>0</b>
0	<b>TOTAL LAND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		Parking Lot	Parking Lot								
	TOWN GARAGE	30,000	40,000				0	0	0		
	Swift Hse (HVAC)					30,000					
	SENIOR CENTER						Flooring				
	COMMUNITY HOUSE				Roof		150,000				
		Carpet / Paint			50,000				CMH Windows		
	TOWN HALL	40,000					Tn Hall Roof	Tn Hall Window	150,000		
190,000	<b>TOTAL BUILDINGS</b>	<b>70,000</b>	<b>40,000</b>	<b>0</b>	<b>50,000</b>	<b>30,000</b>	<b>65,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0</b>
	ZONING REG	50,000							0		
	REVALUATION		25,000	50,000						40,000	
		Kent Commons	Kent Commons	Emery Park	Tennis Court						
	P/R Playgrounds	50,000	50,000	100,000	20,000						
345,000	<b>TOTAL NON RECURRING</b>	<b>100,000</b>	<b>75,000</b>	<b>150,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>
4,499,999	<b>BOS SUBTOTAL</b>	<b>670,000</b>	<b>555,000</b>	<b>610,000</b>	<b>913,765</b>	<b>1,751,234</b>	<b>1,135,000</b>	<b>555,000</b>	<b>555,000</b>	<b>845,000</b>	<b>125,000</b>
FIVE YEAR TOTALS		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
5,706,704	<b>BOE &amp; BOS PROJECTED CAPITAL</b>	<b>936,000</b>	<b>771,000</b>	<b>1,012,235</b>	<b>1,100,000</b>	<b>1,887,469</b>	<b>1,291,334</b>	<b>711,334</b>	<b>711,334</b>	<b>845,000</b>	<b>125,000</b>
	<b>BOE &amp; BOS CAPITAL SPEN</b>	<b>936,000</b>	<b>771,000</b>	<b>1,012,235</b>	<b>1,100,000</b>	<b>1,887,469</b>	<b>1,291,334</b>	<b>711,334</b>	<b>711,334</b>	<b>845,000</b>	<b>125,000</b>
	<b>1/5TH OF ANNUAL CAPITAL</b>	<b>187,200</b>	<b>154,200</b>	<b>202,447</b>	<b>220,000</b>	<b>377,494</b>	<b>258,267</b>	<b>142,267</b>	<b>142,267</b>	<b>169,000</b>	<b>25,000</b>
	<b>APPROPRIATION FY 2021-2022</b>	<b>1,141,341</b>									
	<b>APPROPRIATION FY 2022-2023</b>		<b>1,212,408</b>								
	<b>APPROPRIATION FY 2023-2024</b>			<b>1,200,474</b>							
	<b>APPROPRIATION FY 2024-2025</b>				<b>1,140,294</b>						
	<b>APPROPRIATION FY 2025-2026</b>					<b>1,089,294</b>					
	<b>APPROPRIATION FY 2026-2027</b>						<b>736,800</b>				
	Accepted by the BoS										
	Received by the BoF										
	Approved by P/Z										
	Approved by BoS		Approved at Town Meeting				hash line signifies partial or all prefunding of appropriation				
	Approved by BoF						Executive Order 71 superseeded ability to hold Town Meeting				



February 17, 2021

	Collection Rate	Back Tax	Interest	Liens
GL 2017	96.44	40874	27543	558.
GL 2018	95.33	89563	48436	729
GL 2019	95.22	192857	45684	765

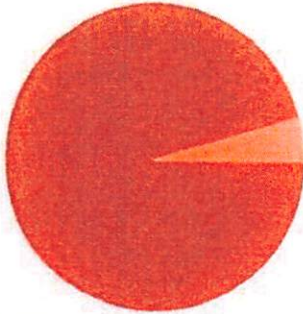
Needed to Collect GL 2018 \$ 10,899,086  
Collected to Date GL 2018 10,480,145

Needed to Collect GL 2019 \$ 10,916,134  
Collected to Date GL 2019 10,519,947

## Percent Collection as of 02/18/2020

### REAL ESTATE

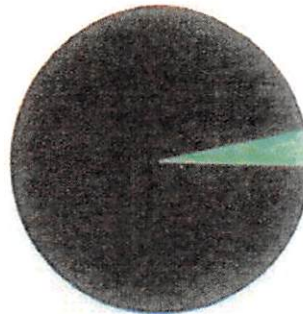
Uncollected - 4.56%  
Collected - 95.44%



Total Due = \$462,783.45  
Total Paid = \$9,686,694.66

### PERSONAL PROPERTY

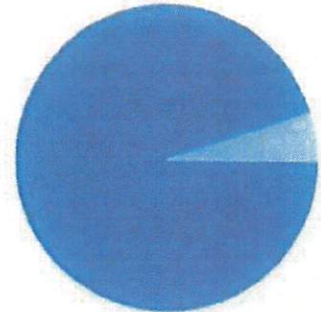
Uncollected - 3.71%  
Collected - 96.29%



Total Due = \$11,412.29  
Total Paid = \$296,183.20

### MV REGULAR

Uncollected - 5.17%  
Collected - 94.83%



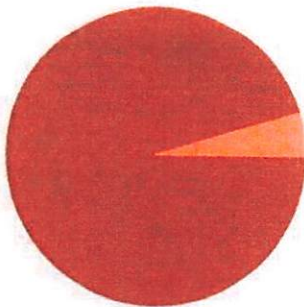
Total Due = \$24,404.16  
Total Paid = \$447,397.54

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,149,478.11	9,686,694.66	462,783.45	95.44
PERS PROPERT	307,595.49	296,183.20	11,412.29	96.29
MOTOR VEICL	471,801.70	447,397.54	24,404.16	94.83
MV SUPPLEMEN	64,975.84	49,869.22	15,106.62	76.75

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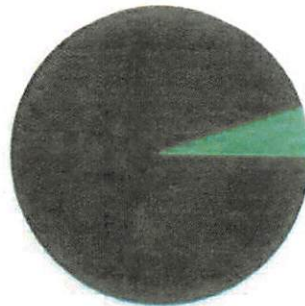
Uncollected - 4.60%  
Collected - 95.40%



Total Due = \$468,150.31  
Total Paid = \$9,712,552.86

### PERSONAL PROPERTY

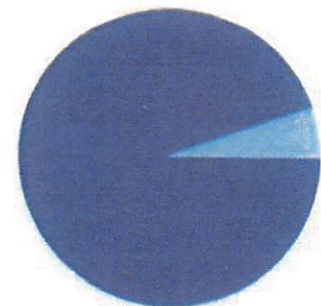
Uncollected - 5.16%  
Collected - 94.84%



Total Due = \$16,946.28  
Total Paid = \$311,156.77

### MV REGULAR

Uncollected - 5.28%  
Collected - 94.72%



Total Due = \$25,248.44  
Total Paid = \$453,141.32

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,180,703.17	9,712,552.86	468,150.31	95.40
PERS PROPERT	328,103.05	311,156.77	16,946.28	94.84
MOTOR VEICL	478,389.76	453,141.32	25,248.44	94.72
MV SUPPLEMEN	60,942.71	43,090.54	17,852.17	70.71

**GRAND RATEBOOK BALANCE SHEET REPORT**  
**KENT**  
**GRAND LIST YEAR 2019**

Year: 2004 To 2021, Pay Date: 02/17/2021,

Time: 02/17/2021 11:37:21 am

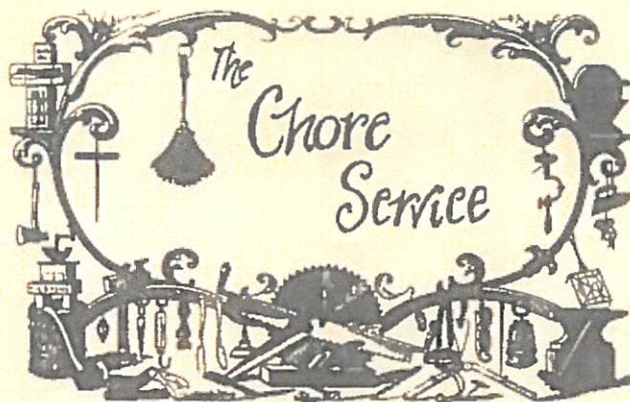
All

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Conditions: Recap By Year:Yes    Recap By Dist:No    Act/Susp: Active & Suspense (Separated),    Cycle: 00 To 00,    Type: TOWN, Bill Type: 14    CODE T    Page: 5													
YEAR/TYPE	ACTS	BEGINNING BALANCE	LAWFUL INC.	CORRECTIONS DEC.	TAXES COLLECTABLE	CURRENT SUSPENSE	TAXES/BINT PAID	INTEREST PAID	L+FEES PAID	TOTAL PAID	OVER PAID	UNCOLLECTED TAXES	
(A) REAL	1,970	128,568.87	0.00	-3,909.96	124,658.91	0.00	108,901.19	14,287.99	552.00	123,741.18	0.00	15,757.72	
(S) REAL ESTAT	1	7.44	0.00	0.00	7.44	0.00	0.00	0.00	0.00	0.00	0.00	7.44	
(A) PERS	372	3,819.22	0.00	0.00	3,819.22	0.00	1,133.38	167.29	0.00	1,300.67	0.00	2,685.84	
(A) MOTOR	3,121	12,346.47	0.00	-501.02	11,845.45	0.00	5,160.49	1,345.93	0.00	6,526.42	-20.34	6,664.96	
(S) MOTOR VEHI	35	3,611.11	0.00	0.00	***REFUND*** 3,611.11	0.00	-320.00 596.82	0.00 136.51	0.00	0.00	733.33	0.00	3,014.29
(A) MV SU	553	6,039.62	0.00	-30.33	6,009.29	0.00	3,704.58	530.16	0.00	4,234.74	0.00	2,304.71	
(S) MV SUPPLEM	1	55.36	0.00	0.00	55.36	0.00	55.36	6.64	0.00	62.00	0.00	0.00	
(A) YR: 2018	6,016	150,774.18	0.00	-4,441.31	146,332.87	0.00	118,919.64	16,331.37	552.00	135,803.01	-20.34	27,413.23	
(S) YR: 2018	37	3,673.91	0.00	0.00	***REFUND*** 3,673.91	0.00	-320.00 652.18	0.00 143.15	0.00	0.00	795.33	0.00	3,021.73
TOTAL 2018	6,053	154,448.09	0.00	-4,441.31	150,006.78	0.00	119,571.82	16,474.52	552.00	136,598.34	-20.34	30,434.96	
					***REFUND***		-320.00	0.00	0.00				
(A) REAL	2,181	10,181,909.57	2,703.56	-3,909.96	10,180,703.17	0.00	9,712,552.86	6,107.92	45.00	9,718,705.78	-6,067.59	468,150.31	
(S) REAL					***REFUND***		-2,823.31	0.00	0.00				
(A) PERS	372	328,119.43	0.00	-16.38	328,103.05	0.00	311,156.77	106.86	0.00	311,263.63	-129.92	16,946.28	
(A) MOTOR	3,117	487,672.78	2,032.04	-11,315.06	478,389.76	0.00	453,146.90	1,850.83	0.00	454,997.73	-220.60	25,242.86	
(S) MOTOR					***REFUND***		-1,882.76	0.00	0.00				
(A) MV SU	423	61,878.70	0.00	-1,224.91	60,653.79	0.00	43,090.54	7.29	0.00	43,097.83	-300.92	17,563.25	
(S) MV SU					***REFUND***		-4,706.07	0.00	0.00				
(A) YR: 2019	6,093	11,059,580.48	4,735.60	-16,466.31	11,047,849.77	0.00	10,519,947.07	8,072.90	45.00	10,528,064.97	-6,719.03	527,902.70	
					***REFUND***		-4,706.07	0.00	0.00				
A) Grand Total	12,313	11,301,708.19	4,830.53	-20,907.62	11,285,631.10	0.00	10,711,035.30	45,022.22	765.00	10,756,822.52	-6,749.58	574,595.80	
(S) Grand Total	767	103,005.81	0.00	0.00	***REFUND*** 103,005.81	0.00	-5,026.07 1,768.98	0.00 661.46	0.00	0.00	2,430.44	0.00	101,236.83
Grand Total	13,080	11,404,714.00	4,830.53	-20,907.62	11,388,636.91	0.00	10,712,804.28	45,683.68	765.00	10,759,252.96	-6,749.58	675,832.63	
					***REFUND***		-5,026.07	0.00	0.00				



Dolores Perotti, President  
Ceely Ackerman, Salisbury  
Patricia Chamberlain, Sharon  
Michelle Considine, Canaan  
John Green, Cornwall  
Dinny Greene, Cornwall  
Carla Herman, Cornwall  
Priscilla McCord, Lakeville  
Judy Sheridan, Kent  
Michael Volstad, Salisbury  
Patricia Wright, Executive Director



*Serving The Towns Of:*  
Canaan  
Cornwall  
Falls Village  
Kent  
Norfolk  
Salisbury/Lakeville  
Sharon

## **Chore Service – Kent Town Report 2020**

The Chore Service, founded in 1992, provides non-medical help at home such as cleaning, running errands, yard work, etc., for clients in Canaan, Cornwall, Falls Village, Kent, Norfolk, Salisbury/Lakeville and Sharon. Clients contribute only what they can (if they can) toward the service, and Chore Workers are paid \$14.00 per hour for their time. Fundraising, grants, and town contributions make up the difference between what clients can contribute and the cost of providing services.

From July, 2019 through June, 2020, The Chore Service provided over 500 hours of services to twenty-three Kent residents. These 23 residents received help with cleaning, errands, and yard work so that they could continue to remain safely in their homes. Two Chore employees who live in Kent earned over \$1,500 last year. Our federal grant monies that subsidizes services for those age 60 and over is always depleted before the year ends, so we are delighted that the Town of Kent continues to contribute to these services.

Here is what a few clients in Kent had to say about Chore Service:

*"She is kind, caring, respectful, honest and always on time. How wonderful to have such a special person available to help me."*

*"I had breast cancer surgery in the summer and a hip replacement in the fall. Thank God for her."*

*"Prompt – good driver – good companion – Intelligent, good shopper. I have no complaints or criticisms – For Heaven's sake keep her!"*

*"I am not sure I could do without this steady, competent person every week."*

*"She has been a wonderful help to me."*

As we face more requests for assistance and we fear more cuts in our federal funding, we are most grateful for the support of our donors, including the Town of Kent, for your generosity.

Thank you!

Pat Wright, Executive Director

P.O. Box 522, Lakeville, CT 06039  
Telephone: (860) 435-9177 • Fax: (860) 492-0730  
[chore@choreservice.org](mailto:chore@choreservice.org)



**TOWN OF KENT**  
**Board of Finance**  
41 Kent Green Boulevard, P.O. Box 678, Kent, CT 06757

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Matt Winter, Chairperson  
Planning and Zoning  
Town of Kent  
Kent, Ct 06757

February 16, 2021

RE: Planning & Zoning Approval of the Capital Plan Projects

Dear Matt,

Attached is the FY2022 capital plan for Planning & Zoning Commission approval per the state statutes Sec. 8-24; Municipal Improvements. We request your approval of the projects within the purview of Planning and Zoning, not the costs associated with them.

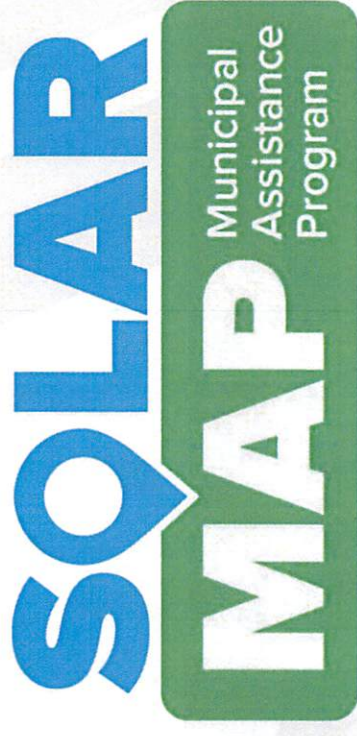
We will be working to finalize the budget in April for the Town Budget Hearing in early May. Please respond prior to the Hearing.

Regards,

Nancy O'Dea-Wyrick  
Chairperson

Attachment





**Emily Basham**, Senior Manager, CT Green Bank  
**Mackey Dykes**, VP of Financing Programs, CT Green Bank  
**Allen Sabins**, Managing Partner at CSW Energy



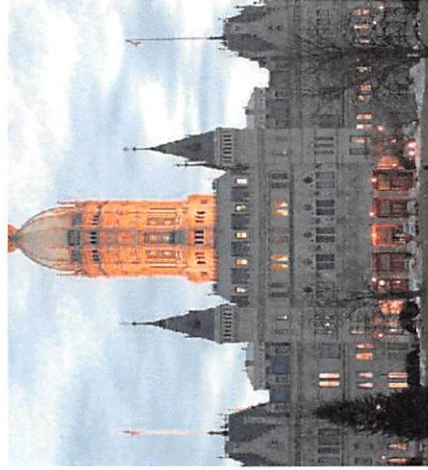
**CSW ENERGY**



# Connecticut Green Bank

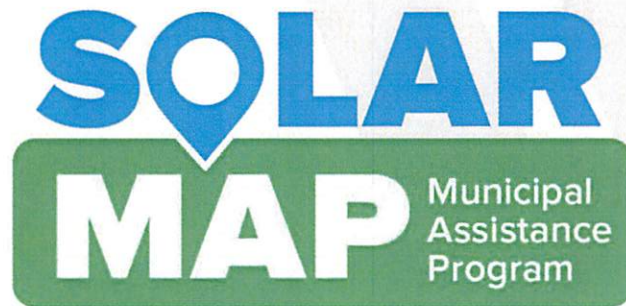


Help ensure Connecticut's energy security and community prosperity by realizing its environmental and economic opportunities through clean energy finance and investments.



Support the Governor's and legislature's energy strategy to achieve cleaner, cheaper and more reliable sources of energy while creating jobs and supporting local economic development





A quasi-public state agency and trusted partner to municipalities, is using solar to put towns and cities in charge of their energy costs. With the Green Bank's 'Green Bank Solar PPA,' municipalities can go solar, enjoying peace of mind and other benefits.



CSW Energy is experienced in working with municipalities to develop solar PV projects. Green Bank is working with CSW Energy to help municipalities to analyze their portfolio of buildings and identify opportunities for solar, get connected with a contractor.

## Less work. More benefits. Now even easier for towns and cities.

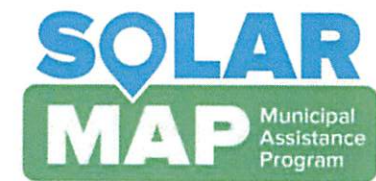
- Makes it even easier for municipalities to access renewable energy and achieve energy savings using the Green Bank Solar PPA
- Provides technical assistance support that simplifies every step of the process



- 1 Engage.** The SolarMAP team will meet with you to understand your municipality's goals, gather information and identify key participants, and explain the SolarMAP process in more detail.
- 2 Design.** Using the information you provide, the SolarMAP team will perform analysis of municipal sites, review energy demand, and develop system designs.
- 3 Review.** After you review the system designs, the SolarMAP team will secure the utility incentives (ZRECs) needed for each project and solicit proposals from qualified solar contractors and select the best proposal.
- 4 Execute.** Once a proposal has been selected and incentives secured, the SolarMAP team will work with you to execute the PPA and begin construction of the solar project(s).



# Round 1 Results



**5**

**Municipalities**

**17**

**Projects in Total**

**3.5**

**Megawatts (dc) of Solar**





**22% -  
59%**

**Year 1 Discount from  
Current Utility Rate**

**\$4.1**

**Million in Term Savings**

## Program Benefits

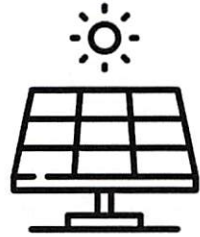
-  Trusted partner in the CT Green Bank, a quasi-state agency
-  Take advantage of the final year of the utility incentive program
-  Group your town's projects with other participating towns to receive competitive pricing
-  Support from start to finish developing any projects you choose to move forward with

# Power Purchase Agreement (PPA)

# What is a Power Purchase Agreement (“PPA”)?



System Owner:  
Green Bank



Muni/BOE Facilities



Contract between Seller  
(generates electricity)  
and Buyer (purchases  
electricity)

Green Bank is Seller:  
Oversees development,  
construction, & asset  
management

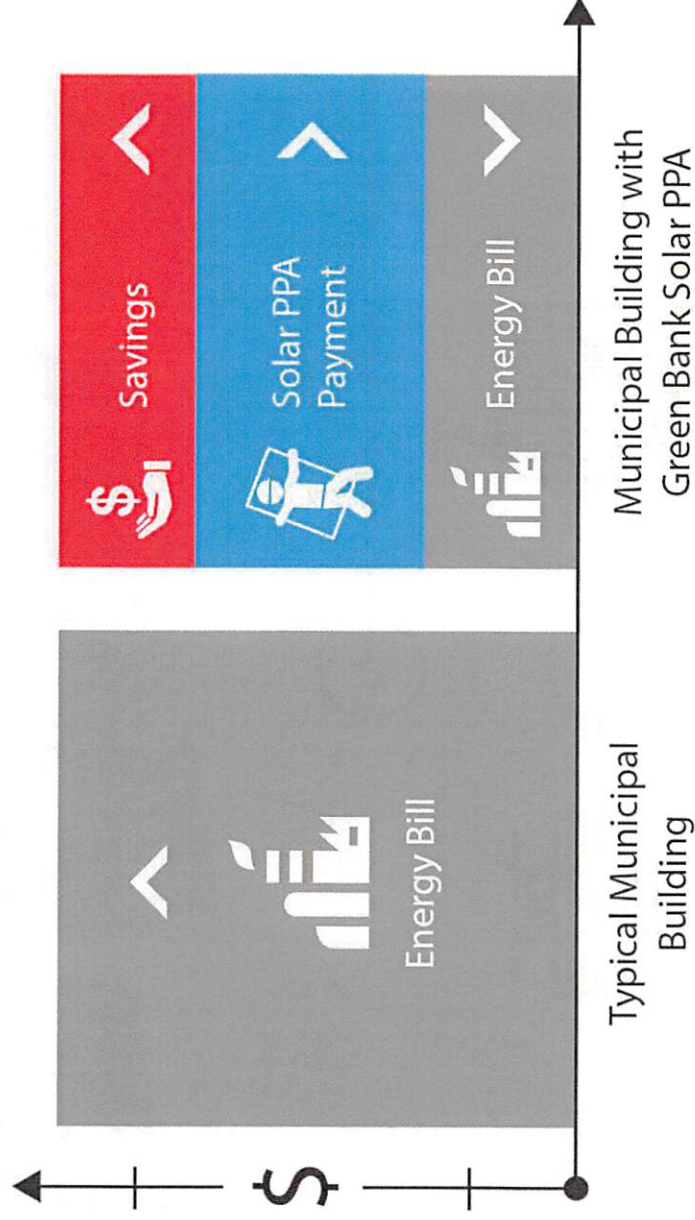
Municipality is Buyer:  
Purchases electricity  
from solar installed on  
property



# What are the Benefits of a PPA?



The value of solar PV comes from electricity cost savings!

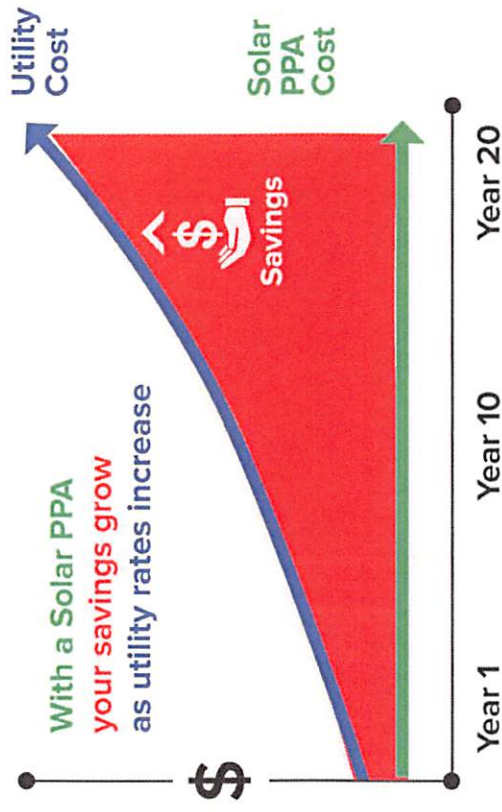




# What are the Benefits of a PPA?



No upfront costs	Lock in low electricity rate
Positive cash flow	No operations & maintenance costs
Preserve capital & credit lines	Managed by a third-party solar system owner



# Green Bank Solar PPA

## *BOEs and Municipal*



- Ashford
- Bethany
- Bloomfield
- Bridgeport
- Chaplin
- Coventry
- Darien
- Deep River (regional)
- Eastford
- Easton
- Ellington
- Essex
- Fairfield
- Falls Village
- Hampton

# Kent Center School

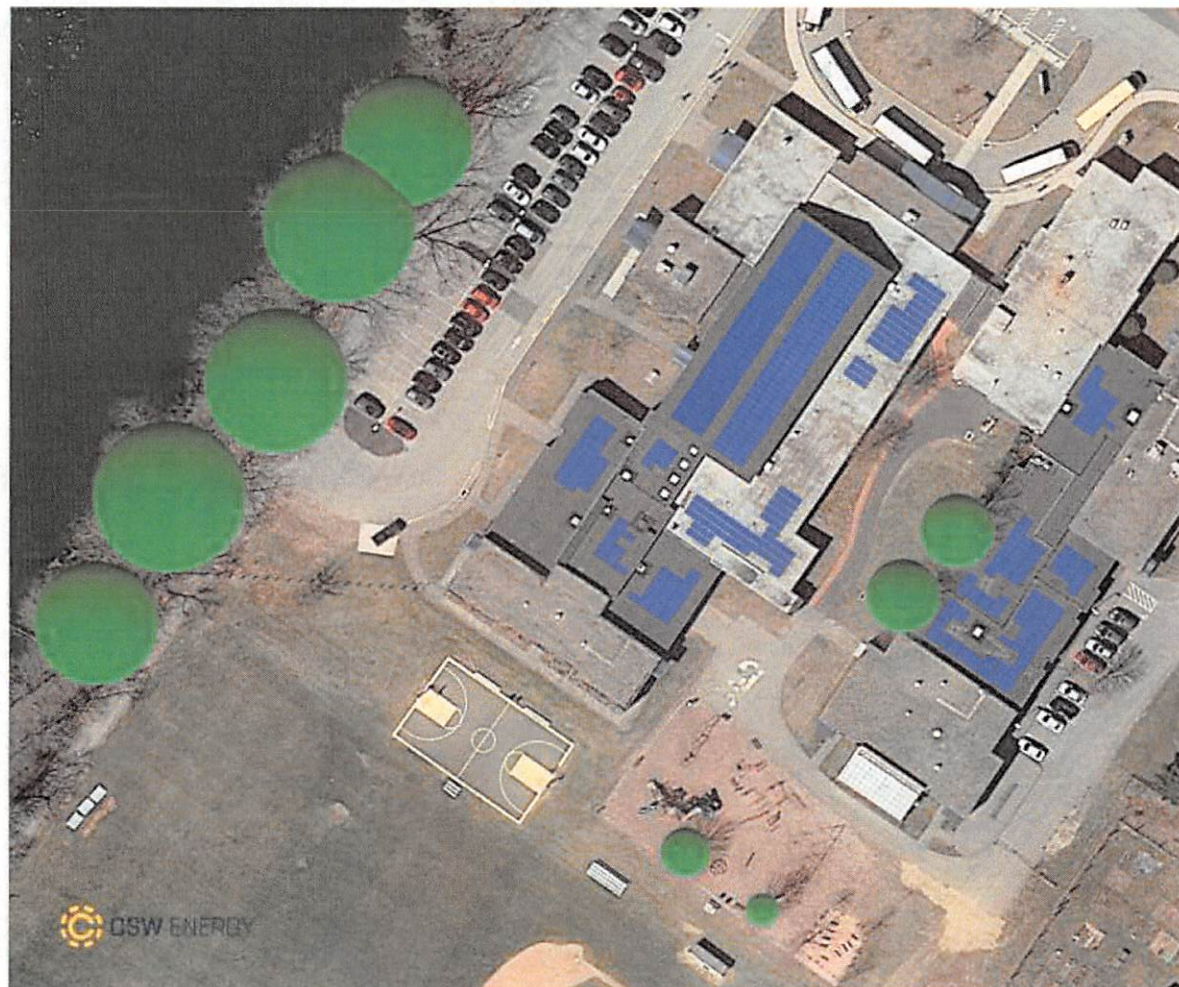


## Project Details

Project size (kW DC)	155.3
Estimated Annual Production (kWh)	198,912
Effective Utility Rate	\$0.109

## Savings Feasibility

Met preliminary 10% discount threshold	Yes
% Solar Offset to Utility	85%



# Kent Center School

## Preliminary Savings- Minimum



Savings		
Term Savings	\$	126,456
Average Annual Savings	\$	6,323
First Year Savings	\$	2,168
<i>Operations &amp; Maintenance Cost Included</i>		

Model and Finance Assumptions		
System Size	kW	155 kW
Solar Energy Generated		198,912 kWh
Annual Solar System Degradation		0.64%
Solar Energy PPA Price		\$0.098 /kWh
Solar Energy Escalator		0.00%
Utility Energy Price		\$0.109 /kWh
Utility Energy Escalator		2.00%

**\*\*Savings numbers represent the program's initial savings threshold of a 10% savings minimum. These tables are for illustrative purposes**



# Next Steps and Timeline



- Sign Letter of Intent and Utility Incentive documents (ZREC)

Initial meetings	January 2021
Project Development & Project list finalized	Q1 2021
Sign Letter of Intent and incentive paperwork	April 2021
Submit projects for Utility incentives (ZRECs)	April/May 2021
RFP for Contractors	Fall 2021
Execute PPA	Q4 2021
Construction Start	Q1 2022



Questions?

# Thank you!

Contact:

Emily Basham, Senior Manager, CT Green Bank

[Emily.Basham@ctgreenbank.com](mailto:Emily.Basham@ctgreenbank.com)

860-258-7839

<https://www.ctgreenbank.com/solarmap>

A large blue geometric shape, resembling a stylized arrow or a large 'L', is positioned on the right side of the slide. It is composed of two main parts: a dark blue shape at the top right and a lighter blue shape at the bottom left, both pointing towards the center of the slide.



# Appendix

# Solar MAP Program Notes

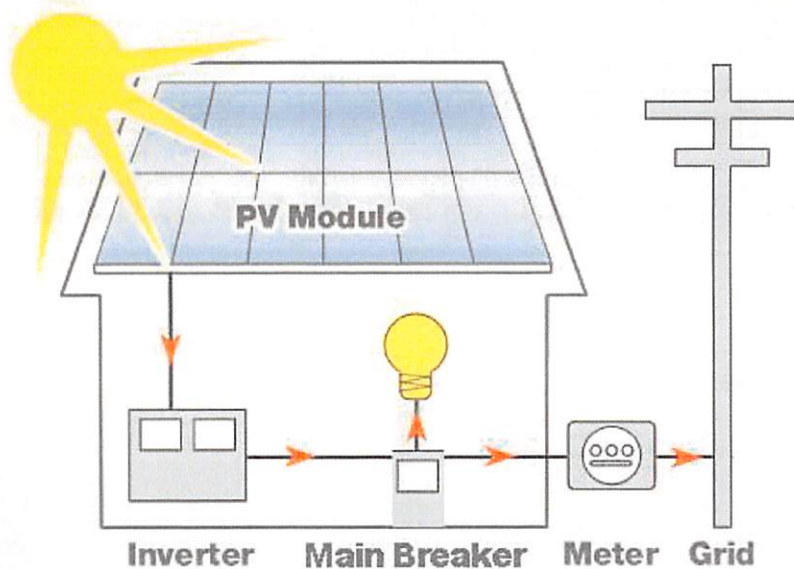


- Geared towards municipalities who lack the resources for solar procurement internally and would require technical assistance to put solar on municipal sites.
- Behind-the-Meter Solar PV projects only for Solar MAP
- Municipalities must have a 1-on-1 meeting with municipal representatives by February 1<sup>st</sup> 2021 to participate in this year's solar procurement.

# Solar PV systems use net metering

Solar PV systems are located **behind the meter**, meaning electricity is intended for onsite use

**Net metering** is a billing mechanism allowing electricity in excess of customer usage to be banked at the full retail rate and credited on an annual basis



- At year end, excess electricity generation for the year is reimbursed at wholesale rate
- Wholesale rate generally much lower than retail electricity tariff



# Desktop Review



7.30.2020

**13 / 6**  
Sites Passed

Municipality	Site Name	Site Address	Roof Size	Roof Obstructions	Shading	No Ground Potential	CSW Desk Review	Notes
Kent	Community House	93 North Main St (Rt 7), Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	KVFD Ambulance Barn	Swift Lane (west of FireHouse), Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Senior Center	14 Swift Lane, Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Town Transfer Station	Rt 341 (Maple St), Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Park & Rec Pavilion	Swift Lane	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Kent Memorial Library	32 North Main Street, Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Kent Park & Rec Emery Park	Rt 341 (Kent-Warren Rd), Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fail	
Kent	Town Hall	41 Kent Green Blvd, Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	Carport Only
Kent	Sewer Treatment Pump/Plant	125 Schaghticoke Rd 2 bldgs, Kent, CT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	Ground Only
Kent	Kent Center School	9 Judd Ave, Kent, CT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	
Kent	Kent Vol Fire House	Rt 341 (28 Maple St) front bldg, Kent, CT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	
Kent	KVFD Back Bldg	Rt 341 (28 Maple St) Rear bldg, Kent, CT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	
Kent	Town Garage	Rt 341 (38 Maple St), Kent, CT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pass	

A marked checkbox indicates meeting the Solar MAP/CSW desktop review criteria..

# Site Visit Review



10.30.2020

**6 / 1**  
Sites Passed

Sites passed DTR	Address	Site Reports	Site Visit Results	Passed Site Visit
Kent Volunteer Fire House- front bldg	Route 341 (28 Maple Street)	Y	Rooftop est. system size 40.3 kWac	N
Kent Volunteer Fire House- rear bldg	Route 341 (28 Maple Street)	N	Low consumption (max system 6 kWac)	N
Kent Town Hall	41 Kent Green Blvd	N	Low consumption (max system 25 kWac)	N
Sewer Treatment Pump/Plant (2 bldgs)	125 Schaghticoke Road	Y	Siting limitation	N
Kent Center School	9 Judd Ave	Y	Rooftop est. system size 155.3 kWac	Y
Town Garage	Route 341 (38 Maple Street)	N	Low consumption (max system 12 kWac)	N



# Town of Coventry: Green Bank Solar PPA Case Study



8 solar PV systems (over 580 kW) financed with the Green Bank Solar PPA

- Includes Town Hall, Police Headquarters, Radio Tower Annex, and five Board of Education buildings including schools and warehouse space
- Six roof mounted solar PV systems and two carport solar PV systems

