

**RECEIVED**

By Darlene Brady at 3:26 pm, Mar 24, 2022



Board of Selectmen  
Special Meeting

March 11, 2022  
12:00 P.M.

*The minutes reflect motions and a summary of the discussion from the transcription of the meeting. Refer to the attached link for the recording of this meeting.*

<https://www.youtube.com/watch?v=mmjcg5X9NOW>

Present: Jean Speck, Rufus deRham and Glenn Sanchez.

Also, present: Darlene Brady, Melissa Cherniske, Debbie Devaux, Jen Dubray, Lynn Harrington, Donna Hayes, Barbara Herbst, Ed Matson, Rick Osborne and Lynn Worthington.

**Call to order:**

Jean Speck called the meeting to order at 12:00 p.m.

**Budget:**

Jean Speck:

- We will pick up where we left off in our conversation, the other day in the middle of a discussion about Rufus' suggestion of an 8% increase across the board.

Rufus deRham:

- It was a way to address what I would consider some unrest amongst town hall employees and salaries not being up to date.
- A one-time recognition of the hard work they put in for the last two years.
- This would be an outlier rather than something to try to set a precedent.

Glenn Sanchez:

- I would like to reiterate what I said at the last meeting that I looked at the Cola numbers of the past 15 years.
- Most of the time Cola is below what an average pay increase for town hall salaries have been.
- There had been two times in the past 15 years, where Cola was above 3.0% and, in both instances, the town reacted accordingly, it seems that a town hall salaries did go up to about 3.5, 3.6%.
- I still stand by what I say about 3.5% and the last meeting I did say that I would consider going above that, consider it.
- A consulting firm of Randy Frank was hired for a total of \$5,000.

- This firm worked with First Selectman Bruce Adams and Selectmen Chris Garrity and Jeff Parkin.
- They did act on some of the recommendations from the report and in that year, the 2019/2020 budget, some town hall employee's salaries were adjusted.
- I understand the pandemic has been difficult.
- I understand some folks have gone above and beyond.
- I do also understand in looking at salaries, based on looking at other towns.
- Have a meeting like this, just the other day, where 8% comes up where we want to somehow address all of these issues in one shot, I don't think it's realistic.
- I think is actually unfair to us, because if there are still issues in this regard, we need much more time to think this through.
- Folks who have been hired or have come on in the last year, including myself, I believe those salaries should be flat for this year.
- Other towns have three different line items for first, second and third selectmen, I would like to break that line up into three in Kent's budget.
- I lump myself into that flat salary because of I haven't been here that long.

Jean Speck:

- In past budget cycles there was a conversation where the board declined the increase that was being applied across the board and the board of finance rejected that.
- It starts to create that inequity where the positions lag behind Cola and then you have to playing catch up.
- I want to be cognizant as well.
- I to think that 8% is high for a number of reasons: it's setting this sort of anomaly, as we move forward into the future, we would need to provide really good narrative justification to the board of finance, as to why we want to set a historic increase across the board.
- I also worry about inflation; I worry about what's going across the pond in Eastern Europe.
- There are so many factors we're not you know we're coming out of the woods,
- We have to be fiscally responsible.
- A one-time bonus could potentially be included in the in the budget.
- That would be a specific for going above and beyond during the pandemic in the last two years.

Rufus deRham:

- I wasn't thinking that you guys were going to support an 8% increase, but I still think Cola would be fair.
- I still think that we should go up to what cola is.

Jean Speck:

- At 3%, our Union at 2.5% the federal retiree cola at 5.9% the federal worker Cola 2.7% and the non-certified at 5%, the average of those is 3.8%.

- I'm sort of two minds:
  - One is gone with the 5% with the non-certified at the school.
  - 3.8% and then a \$1,000 one-time bonus.

Rufus deRham:

- I would say we go with 5%.

Glenn Sanchez:

- Say if the average is 3.85% and then you're thinking of a bonus, on top of that all this seems kind of complicated.
- Let's just go to 4.0 and be done with bonuses.
- If some people in the school are getting 5% and some people getting 3%, the average of all this is. 4%, let's go with that and be done with it.

Rufus deRham:

- The people at the school that are getting the 5% are people more in line with the town hall workers.
- I still I think we do 5%.
- I would say 6%, but you can see right now, neither one of you are going to support that.
- I think that's insulting to the town hall employees.

Rufus deRham made a motion that we go to 5%.

Jean Speck seconded the motion.

Barbara Herbst:

- So just so everybody can see what you're talking about in numbers for every percent of increase you're looking at about \$8,100.
- The highway department is contractual so there's no negotiation.

Jean Speck:

- We need to make our motion so they make sense.
- The board agreed Rufus' motion is a non-motion.

Jean Speck made a motion to increase the salary line of cross the board to 4%, to direct Barbara to increase the salary lines to 4%, for purposes of really looking at the draft budget.

Glenn Sanchez:

- Could we also include something like 4% excluding those have been hired in the in the last year?

Jean Speck:

- That was my motion, yep.

Glenn Sanchez:

- Seconded the motion.
- Park and Rec position is up that 11% right that went \$54,000 to \$60,000.
- We talked about would there be a rate increase for that position.

Rufus deRham:

- I thought Lynn said that in the discussion, it was with a higher and agreed that there would be no increase the first year.

Lynn Harrington:

- His first year would be February, so my recommendation would be to that he wouldn't get a raise in June, but in February.

Glenn Sanchez:

- Doesn't sound like this is easily done.
- If this isn't common practice, and if this is really complicated and if these are small numbers.
- Then just, if this has never come up before, maybe this is more trouble than it's worth than and just let's go 4% across the board.
- But I think we need to find a way around this here I mean we have we have we have two positions where we have.
- Increased compensation and now we are we're adding 4%, which is still large.
- I don't know if we should do that.
- I really think that we need to hold the line here with new employees with 4% because that's a big deal.
- We need to find a way to make this as equitable as possible.

Jean Speck:

- We want to leave the motion as it stands, or do we want to add something that says increase for new hires would be prorated based on their anniversary date.

Barbara Herbst:

- It sounds to me like I'm going to have a five page excel workbook just for salaries, because anniversary dates, hire dates, hours everything else it's too complicated.

Jean Speck:

- Okay let's vote on the motion as it stands to direct Barbara to increase salary lines to 4% across the board for review.

All those in favor.

All three voted yes, the motion carried.

Jean Speck:

- Let's go department by department.
- Board of Selectmen – consensus, no problem.
- Register of Voters – some increases with decent argument for them – consensus, no problem.
- Board of Finance – consensus, no problem.
- Litchfield Probate Court – consensus, no problem.
- Treasurer
  - Jean Speck, I am acutely aware of the large amount of additional hours that Barbara puts in the work from a finance perspective with managing many grants to the tune of millions of dollars, that is being saved for the taxpayers.
  - They involve a lot of work, a lot of deliverables a lot of reporting.

Rufus deRham:

- Can we actually have Barbara speak to this because she never did.

Barbara Herbst:

- Everything that I put on my submission says basically everything that I needed to say I'm putting in over 20 hours a week, every week I've been doing it consistently for a couple of years now, and I haven't been getting compensated
- So, I'm increasing the number of hours from 16 to 20 because the theory was that it's going to ameliorate and go back down to 16 or it's going to fluctuate and it really isn't fluctuating right.
- My support staff of which now I'm utilizing two different people, their workload has increased substantially as well with all this additional reporting digitization etc., so I have asked for additional hours that I can split between them. It's currently budgeted at 10 hours a week and I want to go up to 16 hours per week.
- As I pointed out in my submission, the hours aren't necessarily going to be on site, I actually do quite a bit of work remotely.
- And one of my clerks does all of her work remotely.

Jean Speck:

- The increase to 20 hours a week for the treasure, the increase to 16 hours a week for the Clerk they are still eligible for the 4%.
- At this point we don't have an auditor, because our auditor closed her practice and resigned.
- Are we all in agreement that there's no changes to this department – all agreed?
- Tax assessor.
- We're going to put the salaries at the 4%.

Rufus deRham:

- You have to look at what she wrote about increased hours and things.
- And you know the way she figured it was different.
- She wanted to look at it as a per parcel.

- She told us that she works at least three hours a week more than what she's paid for, so that would be a three hour increase for her.
- The newly hired assistant was 10 hours a week.
- And then she wanted to give Jimmy a flat rate.

Jean Speck:

- I'm really inclined to take a one day a week position and convert it into a salaried position.
- I think that it's appropriate and proper for that position to be an hourly position and may remain an hourly position.
- We would have one person who's working in a position salaried and the other one hourly in the same position.
- Tax collector.
- Jean Speck:
- Barbara, do you know how many hours currently is budgeted for the system for the tax collector.

Barbara Herbst:

- 780 which is 15 hours a week.
- that's up five hours a week from the year before.

Jean Speck:

- Are you good with that - yeah.
- What that sort of extrapolates out due to hourly rate and steps, and then the 4% just to make sure that we're understanding what she's put in her worksheet.
- We need to relook at tax collector.

Barbara Herbst:

- You have to decide with the tax collector, if you want to give her the increased number of hours.
- She's currently not at the budgeted rate if she passes all her classes, she will be at the budgeted rate.

Jean Speck:

- Then I'm Fine, with that too.
- We'll go back to the assessor.
- Is there a justification for the increase in the hours for the tax collector?

Barbara Herbst:

- And, to answer your previous question about the tax collector increase in hours for the system, there was no narrative associated with it, it just says 15 hours per week at 25 blah blah per hour 52 weeks.

Jean Speck:

- So, the now on the assessor's back on the assessor department.

- 19.67% increase.
- How many hours a week is this position.

Barbara Herbst:

- Well, that's a good question because.
- I don't know if we're going on the Posted hours.
- I have actually I don't have a number of hours for that position.
- It's just a salary position.
- I don't know how many hours; it was based on she says that she salary to 15 hours a week.

Rufus deRham:

- But she said she worked 18 hours.

Jean Speck:

- I'm just trying to get a handle on the hourly rate.

Barbara Herbst:

- So, at 18 hours a week, at what the increase she asked for it be \$51 something per hour.
- That is with the 6% figure.

Jean Speck:

- So, I'm just trying to understand what the request is for that, for the salary.
- We'll have Jen come back and have a conversation.

Rufus deRham:

- BAA, I would like to reduce the salary line to \$1,500 and reduce the Clerk line to \$400.
- We haven't come close to spending that money in several years so just put it in as a stopgap.

Jean Speck:

- Conservation, that is flat.
- Town clerk.
- Planning and zoning.
  - That training line I know that there's Coming up over it's not until the following and central 2024.
  - The training line 170 \$2,000 that you put in there.
  - I think \$500 more dollars would be on the safe side, I have no idea.
  - Now I understand why you said ZBA also, because there's not as a separate training line for them so, probably doubling it to \$2,000.

Donna Hayes:

- Salary is going to be higher for the next budget year as well you're going to need to hire somebody in place me but that wasn't, taking into consideration.

Rufus deRham:

- Put something in because the chances that we're going to be able to hire somebody at this position at the salaries is very remote.
- So, what's in reality of 40 plus hour work week has been calculated on 30 hours.

Jean Speck:

- Any changes to Inland Wetlands, I don't have anything.
- Town Hall

Rufus deRham:

- I have no issue with any of it.

Jean Speck:

- Attorney fees.

Barbara Herbst:

- There's anticipation for land use litigation.

Donna Hayes:

- Currently, have three active lawsuits that are ongoing.
- And they're probably all going to hit the courts.
- Some of it already has hit this fiscal year and then the rest of it in the fall.

Rufus deRham:

- Right okay.

Jean Speck:

- Grants.
- There were a couple of small increases Cemetery Association and the big increase was Chore Services, they did give us that additional information.

Glenn Sanchez:

- I don't mind going up, but maybe \$7,500.

Rufus deRham:

- That's fine.

Jean Speck:

- Associations.
- The paramedic program which we had a couple of conversations about that that's the extension on the contract.



- I think that's what's causing that there's a small increase from costs.
- That was a little tiny increase from the Nutrition Program.
- I'm good with that.
- And we paid for that boat.
- Historic District.
- Insurance and contingency.

Rufus deRham:

- When was the last time we went out to bid on insurance?
- It is a large enough figure than it should be put out to bid maybe wait for this year.

Jean Speck:

- I think we need to look at our health insurance there's been a lot of discussion about options for health insurance.
- Fire Marshal.
  - Flat or just below.
- Police protection:
  - We get from the State, they tell us what that number is.
- EMS staffing:
  - So, this is a big number.
  - This is their sort of worst-case scenario number.
  - I've been going back and forth and back and forth on where we go with this, to me pass this along as is, do we cut it back?
  - I would almost like to get the board of finance's opinion on this, because they're the finance folks.

Rufus deRham:

- I can't support that number.
- It's way too big.
- For one and the whole thing here is we need to sit down and have some conversations with the fire department about whether or not the ambulance belongs as part of them.
- Or whether we create an ambulance association, which a lot of towns are doing which would put the running under our purview.
- There are a lot of issues coming out financial oversight so far.
- This is kind of serious.

Glenn Sanchez:

- That's a problem and that's a red flag clearly.

Jean Speck:

- Right, so the you know they came they gave their whole presentation.
- Laying out what it costs for the staffing, you know, for them to hire the staffing company.

- Without the staffing they wouldn't be meeting the statutory requirement as the primary service area responder.
- The department of public health, would become involved, and if they're not getting the ambulance out, then it becomes the town's problem.
- So that's why they have moved to this model.

Glenn Sanchez:

- So, it just seems to me that we can decide on number, whatever that is at this point, but at some point, I think the three of us need to really sit down with them and really come up with a solution, because this is insupportable.
- But for now, what do you think the short-term solution to this is?
- I've heard all kinds of numbers, what do you all think is supportable?
- That's a massive number, worst case scenario, I understand, but I just don't know if we could support and maybe there's a better way.

Jean Speck:

- Maybe we move this number on to the board of finance and have a special meeting with the board of finance and the board of selectmen and the fire department to have a real in the weeds conversation about what is going to take to start up a new. Ambulance company in a year to 18 months.
- Once this budget gets passed that's going to be a huge priority for the town.
- But we need to get this budget moved along for right now.

Rufus deRham:

- I still think we should reduce the number.
- I wouldn't go below \$250,000.
- As sort of bottom line that they'd be comfortable with but they wanted us to know what could get alone up as much as twice that.

Jean Speck:

- They do have data, so if we were to plug in \$250,000 here instead of the \$492,000, they now have, a year and a half, plus the trend they see where the hourly rate has is going to go, so the more information they have, the more they're going to be able to give us an earlier indication of we need.
- We need to come back to you all for more money, if we had two more people drop off or we've added volunteers, wherever but the more data they have the better we're going to be able to be informed.
- So, are we in agreement to change it?
- Again, I'm going to ask the fire department to come to that board of finance meeting because they need to give this the detail of how the whole thing works for the board of finance.

Jean Speck made a motion to direct the treasurer to change the line to 58 of the budget document, EMS staffing from for \$92,500 to \$250,000. Rufus deRham seconded the

motion. Rufus deRham and Glenn Sanchez voted yes. Jean Speck abstained. The motion carried.

- Litchfield County Dispatch.
  - Jean Speck:
  - We have plugged in the in the budget for Litchfield County Dispatch \$33,705.

Eric Epstein:

- To 6335 to 6380 yep.

Jean Speck:

- We have to just correct that.
- There's some variability and obviously depends on the population.

Jean Speck:

- Donna asked, going back to police protection and confirming the private school's contribution to the program.
- Jean Speck: yep, I've been reaching out to the schools and I haven't had meetings with everybody, but they've all been reached out to and I'll update the board when I hear back.
- Civil Preparedness:
  - Jean Speck:
  - Obviously, this is the big increase.
- Jared just put a something in the chat he has to go to run after school program and Parks and Rec had those two items in their budget, so can we just hop off to that for a minute and handle Park and Rec
- There are two requests that they put in.
- Ball Field Maintenance:
- An increase from \$8,750 to \$30,000 and Jared submitted a detailed narrative.

Jared Kuczenski:

- Park and Rec kind of determine that no budget had been submitted for the playing field line.
- I had to do a little research regarding the subcommittee and the Commission.
- It's about seven acres, they're in pretty poor shape.
- My own knowledge of playing field management and improvement, spoke to some other professionals both landscape and park professionals and got some quotes.
- If you look at the proposal I sent, most of those things that are things that really should be occurring on a yearly basis.
- We don't have a park staff, so this is something we all have to subcontract, which is why the numbers are as high as they are, because not only are we paying for fertilizer lime, special drought resistant seed etc. we're also paying for the labor.

Glenn Sanchez:

- I was an athletic director for 18 years and handled a budget.
- We can keep it up to par for less than \$30,000 because I've done that.
- I would like to compromise on this one, I would like to, I would like to put some money in without question.
- I think we could start this year, and maybe and maybe work on next year as well, so I would like to split this somehow if that's okay with Jared.

Jared Kuczenski:

- First and foremost, you know those numbers are preliminary so we're going to definitely have to go and get multiple quotes if we can find other contractors.
- In the letter that I wrote I believe they all need to be done.
- You have your aeration or the rolling of the fields is just to make sure that nobody breaks an ankle but it all works harmoniously and my experiences has been is when you start to cut a corner or say all will skimp on this or will skimp on that affects the progress of everything and that's my concern.
- I may come back to you next year and say we're exactly where we were a year ago and I don't want to end up in that position.

Glenn Sanchez:

- I absolutely agree with you.
- I think we need to put some money into this field.
- I've worked under a shoestring budget myself and gotten a fair deal.
- I hear you loud and clear and want to help you out but, but I also want to be just cognizant of how much is being requested.

Jared Kuczenski:

- It's seven acres
- Three ball field in fields which also you know, take a high degree of maintenance
- After our last meeting, I spoke with Jean and Lynn and started going out to get quotes on the online registration program management.
- We have gotten two quotes back I'm waiting on a third.
- Of the two quotes that we received back, Jean and I spoke about this kind of extensively, I felt that, while the higher quote certainly offered the best tools the lower quote still offered enough tools, especially for the small town that we are that we could request a budget that was lower than what the highest quote.
- I requested the budget at \$3,000 and we got a comprehensive quote.
- Once again just to reiterate the importance of this it's the 21st century and online registration for recreational programming is really just the industry standard at this point.
- \$3,000 is incredibly reasonable and there are ways to offset that through registration fees, etc., so I feel it's a win, win for literally everyone involved.

Jean Speck:

- What would we like to do with that line for ball fields?

Glenn Sanchez:

- I would like to raise it to \$25,000.
- I think that's reasonable this is actually an area that I know something about.

Glenn Sanchez made a motion that line 355 KCS ball fields maintenance be increased to \$25,000 from \$8,750.

Jean Speck:

- Back to Civil preparedness.
- Obviously, there's some big increases here.
- You know and thinking about this it's really what we're doing is building a department, where there was a previously a single line.
- I think that we need to change this single line and Barbara if you can hop in here, how do we change this single line do we.
- Do we have to go to the board of finance to get the line change from one line to create a department.
- we would need to come back with the job descriptions that we have.

Barbara Herbst:

- First of all, your board needs to agree on what you're doing.
- Then, yes, you would present it to the board of finance for approval and inclusion.

Rufus deRham:

- I mean I'm all for civil preparedness.
- I think this is way beyond what a small town should be looking at.
- I'm looking at New Milford which is way bigger than we are under \$18,000.
- 02:51:00.570 --> 02:51:06.060
- Rufus deRham: Proposal for this year is 19,000 for emergency management.
- I think that creating a department is more than just trying to do it in the middle of a budget season, I think you know you need to sit down and work out a whole list of things that have to be done.
- I don't think that trying to do it in the middle of a budget season is the appropriate time.
- In December, you were talking about \$24,000 now it's \$72,000.

Eric Epstein:

- You guys keep talking about a \$72,000 budget is not a \$70,000 budget there's a plan that needs to be done.
- That hasn't been done in nine or 10 years in this town that needs to be updated in order to be eligible for these grants that is 30 some odd thousand dollars'

worth of worth of the costs, so the budget is not \$70,000 it is 30 something like.

Jean Speck:

- If you look at a lot of those towns, they have all that the equipment that they're looking at purchasing.
- Again, they're starting from basically nothing.
- Emergency Management department coordinates emergency preparedness for the Town of Kent that department develops plans protocols, procedures to ensure the safety of Kent's citizens, it also provides training for emergency response personnel support state and local response exercises and provides technical assistance to state and local emergency response agencies and public officials, the goal is to provide assistance with the highest level of emergency preparedness, before, during and after disasters and emergencies.
- This hazard mitigation plan that we're required to put together that the card has recently finished up with us, so the you know the tasks and the duties of emergency preparedness, it's no longer civil preparedness it's not an accurate characterization of what they do.
- We have to come up with a cyber plan and that's an emergency management function.
- We need to have a pandemic insert.
- There is so much that we could and should be doing from messaging to the planning pieces, the biggest piece that there's no bandwidth to do that and having people who are trained and qualified to do that, that for me, as a CEO that that's the stuff that keeps me up at night.
- The weather emergencies that are changing, we had two tornadoes air in the last year.

Rufus deRham:

- I think we can do it for less or at least before until you get something in place.
- You know as soon as you start talking about stipends then it's no longer a volunteer position, you're going to have to open it up and advertise those positions.
- There's a lot of thinking that has to go in to create a department.

Glenn Sanchez:

- I mean civil preparedness; you know we were on par with other towns our size.
- There are issues, the giving of stipends to volunteers that's a big issue that's come up again and again.
- The one time we had a meeting and the \$4,900 hadn't even been spent on much of anything.
- I'm all for giving technology to merge the management to help them do their job, but you know when the budget this year wasn't spent it's really hard for me to see \$72,000 or even \$31,000.
- I would like to look at this more fully, but I don't know if we can do that, right now, I don't know if we should make it department right now.

- We don't even have an emergency management director at this point, do we?

Jean Speck:

- Eric's been doing the job, since David left.
- David has agreed to, as he said in this letter to help Eric with tasks and connections and

Rufus deRham:

- I'd say \$20,000.

Rufus deRham made a motion to for the operating budget for civil preparedness we start with \$20,000 and then we also add a line to the capital for capital improvements. I would put that at \$25,000. Jean Speck seconded the motion.

Jean Speck:

- I don't see any of these is actual what we would consider Capital improvements.
- You know that things like the computer purchase and status monitors, that would be one time purchase that would go into the rest of the computer line for town government.
- because those are they all work in Congress together, just like normal computer with a monitor.
- And then the rest are office upgrades, like a desk and a couple of chairs.
- So those aren't a traditional what we would consider a traditional capital project.
- Then the rest is all the planning piece.

Rufus deRham:

- I rescind my motion.

Jean Speck:

- It shouldn't be called a stipend.
- They should be hourly employees, just like other towns that are doing that.

Rufus deRham made a motion that we approve a line 264 civil preparedness to \$30,000. Jean Speck seconded that motion.

Jean Speck:

- So, I think what Rufus had said was that he was that \$30,000 was pulling out the stipends from the stipend that total.
- I believe that \$30,000 Rufus your intent was instead of the \$4,950.

Glenn Sanchez:

- I was willing to actually up this line, but \$30,000 to me for office upgrades and computers and what the team needs it's just it's a little too much for me.
- I would argue, I would go \$10,000 and see where we go from there.
- We don't have a director right now.

Jean Speck:

All those in favor of the motion. All three voted yes, the motion carried.

Jean Speck:

- The highway department.

Rufus deRham:

- I don't have any issue with the highway department.

Jean Speck:

- Social services were flat on except for the salary.

Rufus deRham:

- I'm good with that.

Jean Speck:

- Senior Center is similar there is a little bit for building supplies that makes sense.

Rufus deRham:

- All right, good with the Senior Center.

Jean Speck:

- Welcome Center/public restrooms and director of health care health district.

Rufus deRham:

- I'm good with those two.

Jean Speck made a motion to direct the treasure to add a line or \$3,000 for the online registration software tool. Glenn Sanchez second

- I'm thinking about it in comparison to think the assessor and tax collector have like they have data processing things like that.
- Is it, something that would be easier to do off budget season versus in the middle of budget season and have it been a goal next year to have that line in there, I think it makes sense?
- It's transparent, it's not a free program but I don't I know that you are hip deep.

Jean Speck:

I rescind my motion.

Rufus deRham made a motion to add the \$3,000. Jean Speck seconded that motion and he motion carried.



Jean Speck:

- Community House this is flat rate.
- Swift House that is also flat.

Rufus deRham:

- Transfer station there's a couple of increases, but nothing alarming.
- I think the budget looks.

Rick Osborne:

- For the attendance to be up to \$20 an hour there so that would be more than the 4%.

Rufus deRham:

- So, they end up at \$19.65 with 4%.

Jean Speck:

- Landfill monitoring is a static number.

Jean Speck made a motion to adjourn at 4:07 p.m.

*Joyce Kearns*

Joyce Kearns  
Administrative Assistant

*These are draft minutes and the Board of Selectmen at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.*



**RECEIVED**

*By Darlene Brady at 11:33 am, Mar 09, 2022*



BOARD OF SELECTMEN  
Special Meeting Agenda  
March 11, 2022 12:00 P.M.

Join Zoom Meeting: <https://us02web.zoom.us/j/82096940197>

Meeting ID: 820 9694 0197

One tap mobile: +16465588656,,82096940197# US (New York)

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Supporting documentation for this meeting:

[https://drive.google.com/drive/folders/1XmgXlwbAQqfmkFeMjEK\\_FPAUJwEglVnr](https://drive.google.com/drive/folders/1XmgXlwbAQqfmkFeMjEK_FPAUJwEglVnr)

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1. Call to order.
2. FY 2022/2023 Operating Budget.
3. Adjourn.



# FY '23 Proposal Submissions received

2/23/2022  
4:23 PM

Rec'd	Line #	Dept	Rec'd	Line #	GL	Organization
✓	87	016-000 Assessor	✓	153	024-000	P/Z
✓	216	051-000 Attorney Fees	✓	241	070-858	Paramedic
	122	018-000 Board of Assessment Appeals	✓	257	054-000	Police Protection
✓	72	014-000 Board of Finance	✓	57	070-000	Probate
	369	300-000 BoE	✓	58	013-000	Registrar of Voters
✓	197	027-000 Building Dept		234	070-851	Rural Transit
✓	229	060-814 Chore Service	✓	40	010-000	Selectmen's Office
✓	339	032-000 Community House	✓	313	033-000	Senior Center
✓	131	021-000 Conservation Commission		303	029-000	Social Services
	246	079-000 Contingency	✓	223	060-808	Susan B Anthony
✓	238	070-855 COST	✓	347	034-000	Swift House
	237	070-854 CT Conf Muni	✓	322	052-000	TAHD
✓	270	040-000 DPW - HWY Dept	✓	105	017-000	Tax Collector
✓	289	040-602 DPW - Roads	✓	299	041-000	Town Aid Road
✓	261	031-000 DPW - Town Garage	✓	137	022-000	Town Clerk
✓	260	056-000 Emergency Management	✓	203	027-000	Town Hall
✓	258	054-500 EMS Staffing	✓	355	043-000	Transfer Station
✓	247	028-000 Fire Marshal	✓	79	015-000	Treasurer
✓	227	060-812 Fire Protection	✓	302	045-680	Tree Work
	231	060-819 Greenwoods	✓	301	042-504	Water - Town Utility
	244	070-000 Historic District Comm	✓	321	050-501	Welcome Center
	236	070-853 Housatonic River Commission	✓	224	060-809	Women Support Svcs
	243	070-860 Housatonic Valley Assoc	✓	173	025-000	ZBA
✓	225	060-810 HYSB				
✓	182	026-000 I/W				
	245	075-000 Insurance				
✓	228	060-813 Kent Cemetery Assoc				
✓	222	060-807 Kent Community Nursery School				
✓	226	060-811 Kent Library				
✓	233	060-821 Kent Village Housing for the Elderly				
	240	070-857 Lake Waramaug Authority				
	239	070-856 Lake Waramaug Inter				
✓	368	044-000 Landfill Monitoring				
✓	300	042-502 Lighting-Town Utility				
✓	259	055-000 Litchfield Cnty Dispatch				
	232	060-820 Literacy Volunteers				
✓	221	060-804 NW Conservation District				
	230	060-807 NW CT Regional Housing				
✓	242	070-859 NW Elderly Nutrition				
	235	070-852 NW Hills CoG				
	323	023-000 P/R				
	354	046-000 P/R KCS Ballfields				

**TOWN OF KENT**  
**Summary of Proposed Budget**  
Fiscal Year 2022 - 2023

BoF to set Mill Rate  
In late May

	Actuals	Actuals	Anticipated		Proposed	% of Increase	Change from FY '22 Budget to Proposed FY '23	% of Total Budget
	Jul '19 Jun '20	Jul '20 Jun '21	Jul '21 Jun '22	Budget	Jul '22 Jun '23			
A • General Government	1,321,216	1,329,985	949,067	1,452,279	1,639,289	12.88%		11.6%
B • Public Safety	261,795	277,708	116,912	374,610	842,962	125.02%		6.0%
C • Public Works	1,620,348	1,432,403	605,768	1,823,611	1,904,113	4.41%		13.4%
D • Health and Welfare	113,982	119,051	65,595	112,708	178,200	58.11%		1.3%
E • Recreation	180,932	162,274	45,603	214,391	255,903	19.36%		1.8%
F • Sanitation	130,003	149,824	66,211	144,154	150,396	4.33%		1.1%
<b>Total Bos Budget</b>	<b>3,628,276</b>	<b>3,471,245</b>	<b>1,849,157</b>	<b>4,121,753</b>	<b>4,970,864</b>	<b>20.60%</b>	<b>\$849,112</b>	<b>35.1%</b>
G • Board of Education	6,941,989	7,076,743	3,940,955	7,196,556	7,196,556	0.00%	\$0	50.8%
H • Debt Service	450,469	432,569	0	38,906	38,906	0.00%	\$0	0.3%
I • Transfer to Capital	831,847	1,092,847	1,001,341	1,001,341	1,108,408	10.69%	\$107,067	7.8%
J • Transfer to Dog Fund	7,500	7,500	7,500	7,500	7,500	0.00%	\$0	0.1%
L • Trnsf to Schaghticoke				30,000	30,000			
<b>Total Tax Budget</b>	<b>11,860,081</b>	<b>12,080,903</b>	<b>6,798,953</b>	<b>12,396,056</b>	<b>13,352,234</b>	<b>7.71%</b>	<b>\$956,178</b>	<b>94.3%</b>
K • Current Year Capital Pro	535,000	945,000	936,000	936,000	806,000	-13.89%	-\$130,000	5.7%
<b>All Totals</b>	<b>12,395,081</b>	<b>13,025,903</b>	<b>7,734,953</b>	<b>13,332,056</b>	<b>14,158,234</b>	<b>6.20%</b>	<b>\$826,178</b>	

**"A" consists of:**

Board of Selectmen	Ln #
Probate	40
Elections	57
Board of Finance	58
Treasurer	72
Tax Assessor	79
Tax Collector	87
Bd of Assessment Appeals	105
Conservation	122
Town Clerk	131
Planning and Zoning	137
ZBA	153
Inland Wetlands	173
Building Inspector	182
Town Hall	197
Attorney Fees	203
Grants	216
Associations	221
Historic District Comm	234
Insurance	244
Contingency	245
	246

**"B" consists of:**

Fire Marshal	Ln #
Resident Trooper	247
EMS Staffing	257
Litchfield Cnty Dispatch	258
Civil Preparedness	259
	260

**"C" consists of**

Town Garage Building	261
Highway Department	270
Roads	289

**"D" consists of**

Social Services	303
Senior Center	313
Public Restrooms	321
Dir of Health/Hlt Dist	322

**"E" consists of**

Park and Recreation	323
Community House	339
Swift House	347
KCS Ballfield Maintenance	354

**"F" consists of**

Transfer Station	355
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# Proposed Budget

2/23/2022  
4:17 PM

TOWN OF KONT

	FY		FY		FY		% over current year budget
	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	Proposed	Budget	
	Actual	Actual	YTD 1.27.22				
<b>010 - Board of Selectmen</b>							
Salaries (3 Selectmen)	80,359	81,967	48,886	83,606	88,623		6.00%
Administrative Assistant	51,000	52,020	30,952	53,060	56,244		6.00%
HI Opt-Out Stipend	15,000	15,000	7,500	15,000	15,000		0.00%
Health	32,864	38,367	23,645	38,206	41,018		7.36%
Pension	2,550	3,641	1,857	8,827	9,357		6.00%
Social Security	10,988	11,055	5,665	11,610	12,237		5.40%
Supplies	1,745	1,616	199	500	500		0.00%
Postage	29	141	290	250	300		20.00%
Notices	380	114	126	1,000	500		-50.00%
Mileage	1,161	-	-	1,000	500		-50.00%
Discretionary	63	317	69	250	250		0.00%
Newsletter	588	627	-	600	650		8.33%
Telephone	-	-	-	600	600		0.00%
Conferences	377	1,682	179	-	250		
<b>Total 010-000 - Board of Selectmen</b>	<b>197,104</b>	<b>206,547</b>	<b>119,368</b>	<b>214,509</b>	<b>226,029</b>		<b>5.37%</b>
<b>012-511 - Litchfield Probate Court</b>							
Registrars & Deputies	4,456	4,431	4,379	4,500	4,524		0.53%
Workers	11,087	22,420	10,419	16,304	24,610		50.94%
Social Security	2,186	2,847	1,927	4,110	12,687		208.68%
Supplies	848	1,565	752	1,562	2,853		82.66%
Postage	6,326	3,208	5,367	6,000	8,500		41.67%
Notices	724	333	62	500	500		0.00%
Mileage	-	-	-	65	65		0.00%
Election Refreshments	122	87	69	600	600		0.00%
Dues	186	548	380	500	600		20.00%
Conferences	140	300	-	200	200		0.00%
Training	920	530	720	2,500	2,500		0.00%
<b>Total 013-000 - Registrar of Voters</b>	<b>316</b>	<b>1,420</b>	<b>60</b>	<b>1,500</b>	<b>2,000</b>		<b>33.33%</b>
<b>Total 013-000 - Registrar of Voters</b>	<b>22,856</b>	<b>33,257</b>	<b>19,756</b>	<b>33,841</b>	<b>55,115</b>		<b>62.86%</b>
<b>014 Board of Finance</b>							
Compensation	1,274	827	750	2,400	2,400		0.00%
Clerk	92	61	47	184	184		-0.22%
Social Security	-	518	-	50	50		0.00%
Supplies	-	-	-	-	-		

includes 4 mo of adobe subscription @ 15.95 and annual Survey monkey renewal @ 408

two registrars and two deputies

clerk rate \$150 per meeting, not pd hourly

Insurance @ +9% and payroll @ +6%

# Proposed Budget

2/23/2022

4:17 PM

# TOWN OF KENT

2/23/2022 4:17 PM		FY		FY 2021 - 2022		FY		% over
		2019 - 2020		2020 - 2021		2022 - 2023		current
		Actual		Actual		YTD 1.27.22		year
		Actual		Actual		Budget		budget
76	Notices	-	-	-	-	115	115	0.00%
77	Town Report	525	525	525	525	525	525	0.00%
78	Audit	19,040	23,700	26,250	22,000	22,000	22,000	0.00%
Total 014-000 - Board of Finance		20,932	25,631	27,572	25,274	25,274	25,274	0.00%
015-000 - Treasurer								
79	Salary	34,860	35,557	21,156	36,268	48,058	48,058	32.51%
80	Treasurer Clerk	9,955	9,374	8,134	12,687	21,519	21,519	69.61%
81	Social Security	3,421	3,323	1,913	3,745	5,323	5,323	42.13%
82	Supplies	859	1,265	941	1,200	1,000	1,000	-16.67%
83	Postage	941	825	367	1,300	1,500	1,500	15.38%
84	Mileage	61	-	-	150	150	150	0.00%
85	Computer Services	2,390	4,123	2,251	1,200	2,500	2,500	108.33%
86	Professional Devel./CPA	225	225	160	500	225	225	-55.00%
Total 015-000 - Treasurer		52,711	54,691	34,923	57,050	80,275	80,275	40.71%
016-000 - Tax Assessor								
87	Salary - Assessor	38,472	36,851	23,411	40,026	47,900	47,900	19.67%
88	Assessor Assistants	22,880	16,680	4,068	29,842	26,020	26,020	-12.81%
93	Social Security	4,696	4,077	1,871	5,345	5,655	5,655	5.80%
94	Supplies	1,214	601	523	1,000	1,250	1,250	25.00%
95	Postage	718	-	348	900	650	650	-27.78%
96	Notices	89	101	-	100	110	110	10.00%
97	Mileage	232	162	65	600	300	300	-50.00%
98	Data Processing	12,142	11,993	16,599	16,990	18,310	18,310	7.77%
99	Tax Mapping	1,420	850	-	1,000	1,250	1,250	25.00%
101	Total Department Operations	15,815	13,706	17,535	20,590			-100.00%
103	Dues	-	-	15	60	60	60	0.00%
104	Conferences	-	125	-	550	550	550	0.00%
Total 016-000 - Tax Assessor		81,863	71,439	46,901	96,413	102,054	102,054	5.85%
017-000 - Tax Collector								
Compensation								
105	Salary	39,555	40,346	24,071	41,153	43,622	43,622	6.00%
106	Assistant	11,147	7,024	5,724	14,178	22,539	22,539	58.97%
109	Social Security	3,876	3,642	1,994	4,233	5,061	5,061	19.57%
110	Supplies	1,103	1,537	61	2,000	2,000	2,000	0.00%
111	Postage	-	3,457	2,316	3,500	3,500	3,500	0.00%
112	Notices	607	473	485	450	500	500	11.11%
113	Mileage	-	-	-	200	200	200	0.00%
114	Data Processing	9,327	9,622	8,789	11,562	11,948	11,948	3.33%

Insurance @ +9% and payroll @



# Proposed Budget

2/23/2022

4:17 PM

TOWN OF KENT

	FY 2019 - 2020		FY 2020 - 2021		FY 2021 - 2022		FY 2022 - 2023		% over current year budget
	Actual		Actual		YTD 1.27.22	Budget	Proposed		
115 Fees for Delinquents	503	-	-	-	250	250	250	0.00%	
118 Total Department Operations	11,539	15,089	15,089	11,901	11,901	17,962	250	-100.00%	
120 Dues	175	125	125	-	-	250	250	0.00%	
121 Conferences	-	145	145	282	282	1,500	2,000	33.33%	
<b>Total 017-000 - Tax Collector</b>	<b>66,292</b>	<b>66,370</b>	<b>66,370</b>	<b>43,971</b>	<b>43,971</b>	<b>79,276</b>	<b>91,870</b>	<b>15.89%</b>	
<b>018-000 - Bd of Assmt Appeals</b>									
122 Salary	-	-	-	-	-	1,754	1,859	6.01%	
123 Clerk	-	-	-	-	-	468	496	5.91%	
124 Social Security	-	-	-	-	-	170	180	5.97%	
125 Postage	-	-	-	-	-	50	50	0.00%	
126 Notices	-	-	-	-	-	75	75	0.00%	
127 Mileage	-	-	-	-	-	150	150	0.00%	
130 Conferences	-	-	-	-	-	150	150	0.00%	
<b>Total 018-000 - B A A</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,817</b>	<b>2,960</b>	<b>5.08%</b>	
<b>021-000 - Conservation</b>									
131 Supplies	4,500	53	53	-	-	330	330	0.00%	
132 Printing & Mapping	-	270	270	-	-	1,080	1,080	0.00%	
133 Conferences / Public Events	75	210	210	30	30	920	920	0.00%	
136 Dues	165	165	165	165	165	165	165	0.00%	
<b>Total 021-000 - Conservation</b>	<b>4,740</b>	<b>698</b>	<b>698</b>	<b>195</b>	<b>195</b>	<b>2,495</b>	<b>2,495</b>	<b>0.00%</b>	
<b>022-000 - Town Clerk</b>									
137 Salary	56,000	57,120	57,120	33,986	33,986	58,262	61,758	6.00%	
138 Assistant	18,359	12,959	12,959	6,961	6,961	21,178	22,446	5.99%	
139 Health	37,576	37,406	37,406	22,843	22,843	36,725	39,537	7.66%	
140 Pension	2,800	3,998	3,998	2,039	2,039	4,078	4,323	6.01%	
141 Social Security	5,405	5,118	5,118	2,544	2,544	6,077	6,442	6.00%	
142 Supplies	496	363	363	257	257	200	400	100.00%	
143 Postage	194	202	202	379	379	200	200	0.00%	
144 Notices	403	-	-	277	277	300	300	0.00%	
145 Mileage	54	-	-	-	-	100	100	0.00%	
146 Record Maintenance	10,249	10,230	10,230	6,590	6,590	12,000	12,000	0.00%	
148 Telephone	-	600	600	-	-	600	600	0.00%	
151 Dues	170	20	20	170	170	170	170	0.00%	
152 Conferences	224	-	-	-	-	750	375	-50.00%	
<b>Total 022-000 - Town Clerk</b>	<b>131,930</b>	<b>128,017</b>	<b>128,017</b>	<b>76,047</b>	<b>76,047</b>	<b>140,640</b>	<b>148,651</b>	<b>5.70%</b>	
<b>024-000 - Planning and Zoning</b>									
153 Zoning Enforc. Officer	40,950	43,518	43,518	26,462	26,462	44,388	47,051	6.00%	
154 Clerk	7,231	6,062	6,062	-	-	7,727	8,193	6.03%	
156 Health	16,821	16,697	16,697	10,240	10,240	17,662	18,947	7.28%	
									Insurance @ +9% and payroll @ +6%

# Proposed Budget

2/23/2022  
4:17 PM

## TOWN OF KENT

	FY 2019 - 2020		FY 2020 - 2021		FY 2021 - 2022		FY 2022 - 2023		% over current year budget
	Actual		Actual		YTD 1.27.22	Budget	Proposed		
157 Pension	2,054		3,055		1,613	3,107	3,294		6.01%
158 Social Security	3,546		3,660		1,697	3,987	4,226		6.00%
159 Supplies	686		481		156	750	1,500		100.00%
160 Postage	266		222		143	350	400		14.29%
161 Notices	2,374		4,733		780	2,000	2,000		0.00%
162 Mileage	69		-		-	200	200		0.00%
163 Printing & Mapping	-		-		-	2,500	3,000		20.00%
165 Engineering	-		482		-	1,000	1,000		0.00%
166 Planning	879		-		-	2,750	3,000		9.09%
170 Dues	160		160		150	250	250		0.00%
171 Conferences	-		40		35	125	125		0.00%
172 Training	-		600		-	600	1,000		66.67%
<b>Total 024-000 - Planning and Zoning</b>	<b>75,035</b>		<b>79,709</b>		<b>41,276</b>	<b>87,396</b>	<b>94,186</b>		<b>7.77%</b>
<b>025-000 - Zoning Bd of Appeals</b>									
173 Clerk	188		191		-	1,204	1,276		6.01%
174 Social Security	-		-		-	92	98		6.13%
175 Supplies	178		50		31	100	100		0.00%
176 Postage	266		236		143	200	250		25.00%
177 Notices	206		142		241	500	400		-20.00%
181 Dues	110		110		-	110	110		0.00%
<b>Total 025-000 - Zoning Board Of Appeals</b>	<b>949</b>		<b>729</b>		<b>415</b>	<b>2,206</b>	<b>2,234</b>		<b>1.27%</b>
<b>026-000 - Inland/Wetlands</b>									
182 Enforce. Officer	22,050		23,433		14,249	23,902	25,336		6.00%
183 Clerk	1,892		1,812		-	2,265	2,401		6.02%
184 Health	11,028		10,973		6,903	9,510	10,202		7.28%
185 Pension	1,106		1,645		869	1,673	1,774		6.01%
186 Social Security	1,751		1,844		914	2,002	2,122		5.99%
187 Supplies	520		263		47	600	600		0.00%
188 Postage	266		221		143	300	350		16.67%
189 Notices	619		1,011		399	750	750		0.00%
190 Mileage	-		-		-	200	200		0.00%
191 Printing & Mapping	-		-		-	150	150		0.00%
195 Conferences	105		50		-	150	150		0.00%
196 Training	65		65		-	300	300		0.00%
<b>Total 026-000 - Inland / Wetlands</b>	<b>39,401</b>		<b>41,316</b>		<b>23,523</b>	<b>41,802</b>	<b>44,335</b>		<b>6.06%</b>
<b>027-000 - Bldg Official</b>									
197 Secretary	8,269		6,971		-	8,660	9,186		6.07%
198 Social Security	668		566		-	662	703		6.15%
199 Supplies	248		555		217	250	300		20.00%

Insurance @ +9% and payroll @



# Proposed Budget

2/23/2022

4:17 PM

# TOWN OF KENT

	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023	% over current year budget
	Actual	Actual	YTD 1.27.22	Budget	Proposed
Postage	266	221	143	350	400
State Education Fund	9,443	7,675	4,277	4,000	6,000
Dues	135	225	145	150	175
<b>Total 027-000 - Building Official</b>	<b>19,029</b>	<b>16,213</b>	<b>4,782</b>	<b>14,072</b>	<b>16,763</b>
<b>030-000 - Town Hall</b>					
Supplies	1,321	3,093	187	2,000	2,000
Computer Services	32,947	39,513	26,340	40,000	40,000
Electric	12,751	13,421	5,980	11,000	12,000
Heating Fuel	4,685	3,917	2,355	6,000	5,000
Internet	4,137	4,460	2,294	15,000	10,000
Water/Sewer	1,257	1,165	436	1,200	1,200
Maintenance	4,765	5,646	2,331	7,500	6,000
Building Supplies	2,147	2,505	1,797	1,500	4,000
Repairs	10,039	1,881	10,167	7,000	10,000
Telephone	9,718	11,348	6,431	12,000	15,000
Equipment	8,943	10,186	3,283	12,500	12,500
Custodian	13,025	12,420	6,000	12,000	12,000
Pension Administration	1,000	1,000	750	1,500	1,500
<b>Total 030-000 - Town Hall</b>	<b>106,734</b>	<b>110,555</b>	<b>68,352</b>	<b>129,200</b>	<b>131,200</b>
<b>051-000 - Attorney Fees</b>					
Legal Counsel	14,844	6,314	2,716	10,000	10,000
Litigation	28,267	67,303	7,718	25,000	50,000
Legal - P&Z	3,690	1,058	1,823	5,000	10,000
Legal - ZBA	-	-	-	750	750
Legal - IWC	-	-	-	750	10,000
<b>Total 051-000 - Attorney Fees</b>	<b>46,801</b>	<b>74,674</b>	<b>12,256</b>	<b>41,500</b>	<b>80,750</b>
<b>060-000 - Grants</b>					
NW Conservation District, Inc	900	1,000	1,000	1,000	1,000
Kent Community Nursery School	15,000	15,000	15,000	15,000	15,000
Susan B Anthony	1,500	1,500	1,500	1,500	1,500
Women's Support Services	1,500	1,500	1,500	1,500	1,500
Youth Service Bureau	7,086	-	-	7,000	7,000
Kent Library Association	140,500	110,000	125,000	125,000	125,000
KVFD - Fire Protection	86,500	86,500	106,000	106,000	106,000
Cemetery Association	36,000	37,000	37,000	37,000	40,000
NWC Chore Service	5,000	5,000	5,000	5,000	10,000
NWCT Regional Housing Council	100	200	-	100	100
Greenwoods	3,000	5,000	5,000	5,000	6,000

FY '22 includes fiberlink into TH

new phone system for Town Hall has been removed and employee phone stipends have been moved to respective departments

\$2,135 = Roberti civil suit and tax appeal  
\$62,436 = Cell tower intervention  
\$2,732 = High Watch zoning appeal

anticipation of Land Use Litigation

one time addtl appropriation for asbestos remediation

Insurance @ +9% and payroll @ +6%



# Proposed Budget

2/23/2022

4:17 PM

# TOWN OF KENT

		FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022	FY 2022 - 2023	% over current year budget
		Actual	Actual	YTD 12/22	Budget	Proposed
232	Literacy Volunteers	-	1,000	1,000	1,000	0.00%
233	KVHE/Templeton Farms	5,000	5,000	-	5,000	0.00%
	<b>Total 060-000 - Grants</b>	<b>302,086</b>	<b>268,700</b>	<b>286,500</b>	<b>310,100</b>	<b>2.90%</b>
	<b>070-000 - Associations</b>					
234	Rural Transit	1,096	1,096	1,096	1,096	0.00%
235	NW Council of Gov't's	2,965	2,578	2,222	2,222	0.00%
236	Hous River Comm	350	-	400	400	0.00%
237	CT Conf Mun	2,074	2,074	2,074	2,100	0.00%
238	COST (Council of Small Towns)	-	975	975	725	34.48%
239	Lake Waramaug Inter. Com	1,890	1,953	1,953	2,000	0.00%
240	Lake Waramaug Auth	1,899	2,066	10,915	2,400	0.00%
241	Paramedic	40,892	40,892	39,731	40,118	90.88%
242	LH-NW Elderly Nutrition Prgm	1,353	879	548	863	57.48%
243	Housatonic Valley Assoc	-	-	-	250	0.00%
	<b>Total 070-000 - Associations</b>	<b>52,520</b>	<b>52,514</b>	<b>59,913</b>	<b>51,859</b>	<b>71.24%</b>
244	HISTORIC DISTRICT COMMISSION	-	-	-	500	0.00%
245	INSURANCE	95,777	94,494	68,937	106,829	5.00%
246	CONTINGENCY	-	-	-	10,000	0.00%
	<b>028-000 - Fire Marshal</b>					
247	Fire Marshal	24,040	21,875	13,603	26,457	27,250
248	Clerical	480	37	-	600	600
249	Fire Inspections	245	306	-	3,000	3,000
250	Deputy Fire Marshal	75	-	990	100	100
251	Social Security	873	1,730	1,033	2,024	2,035
252	Supplies	285	71	260	400	400
253	Postage	-	-	-	55	55
254	Mileage	2,145	2,181	1,204	2,873	2,873
255	Telephone	390	354	213	460	460
256	Training	1,250	437	538	1,350	1,350
	<b>Total 028-000 Fire Marshal</b>	<b>29,781</b>	<b>26,992</b>	<b>17,842</b>	<b>37,319</b>	<b>38,173</b>
257	Police Protection	184,371	175,146	7,565	196,000	205,800
258	EMS Staffing	-	39,207	59,603	104,544	492,500
259	LITCHFIELD CNTY DISPATCH	32,284	31,554	31,797	31,797	33,705
260	CIVIL PREPAREDNESS	15,358	4,808	104	4,950	72,785
	<b>031-000 - Town Garage BLDG</b>					
261	Supplies	109	14	130	100	100
262	Postage	11	-	-	10	10
263	Telephone	300	600	-	600	600

Cost Share of new Lake Waramaug Police Boat

per J Keams email request 2/7/22

\$39,207 = actual EMS staffing costs

\$37,185 annual costs  
\$35,600 - one time costs for LEOP, office upgrades, COOP Plan and Cyber Plan

Insurance @ +9% and payroll @

# Proposed Budget

2/23/2022  
4:17 PM

TOWN OF KENT

	FY 2019 - 2020		FY 2020 - 2021		FY 2021 - 2022		FY 2022 - 2023		% over current year budget
	Actual		Actual		YTD 12/22	Budget	Proposed		
264 Electricity	9,203		7,304		3,776	7,500	7,500		0.00%
265 Heating Fuel	2,875		4,089		1,741	4,500	4,500		0.00%
266 Water	606		552		228	500	500		0.00%
267 Maintenance	2,284		4,606		1,329	3,700	3,700		0.00%
268 Building Supplies	172		89		-	500	500		0.00%
269 Repairs	9,552		-		-	4,500	4,500		0.00%
<b>Total 031-000 - Town Garage Building</b>	<b>25,110</b>		<b>17,255</b>		<b>7,204</b>	<b>21,910</b>	<b>21,910</b>		<b>0.00%</b>
<b>040-000 - Highway Department</b>									
270 Foreman Salary	94,363		96,250		57,269	98,175	104,066		6.00%
271 Staff Salaries	373,994		341,915		196,435	420,900	451,805		7.34%
272 Snow Removal Salaries	29,334		45,957		24,588	54,938	59,198		7.76%
273 Health	122,118		120,014		66,869	146,726	156,111		6.40%
274 Pension	40,590		42,473		25,448	50,303	53,835		7.82%
275 Social Security	38,893		41,147		18,410	45,953	48,837		6.27%
276 HI OPT-OUT Stipend	29,150		29,187		14,478	30,000	30,000		0.00%
278 Alcohol & Drug Test Program	601		500		200	500	500		0.00%
279 Equipment Repair & Maintenance	67,563		72,035		28,406	70,000	70,000		0.00%
280 Equipment Fuel	23,029		25,455		22,166	35,000	35,000		0.00%
281 Hired Equipment	16,225		5,713		-	15,000	15,000		0.00%
282 New Equipment	1,835		917		2,164	4,000	4,000		0.00%
283 Snow Related Equipment	7,293		5,733		-	6,000	6,000		0.00%
284 Public Works	-		-		22,500	3,500	3,500		0.00%
285 Uniforms	4,850		4,761		1,739	4,500	4,500		0.00%
286 Tools	184		-		-	1,000	1,000		0.00%
287 Dues	50		52		50	100	100		0.00%
288 Conferences	200		-		240	500	500		0.00%
289 Road Supplies	2,604		8,958		1,205	5,000	5,000		0.00%
290 Materials	15,781		365		-	20,000	20,000		0.00%
291 Salt/Sand	124,036		106,340		20,813	140,000	140,000		0.00%
292 Stone	15,072		-		-	15,000	15,000		0.00%
293 Oil	50,000		-		-	60,000	70,000		16.67%
294 Sweeping	16,518		10,760		11,900	25,000	25,000		0.00%
295 Drainage	945		-		-	8,000	8,000		0.00%
296 Bridges	-		21,452		-	10,000	10,000		0.00%
297 Unimproved Roads	16,649		-		-	15,000	15,000		0.00%
298 Town Roads - Asphalt	147,627		85,517		-	150,000	160,000		6.67%
<b>Total 040-000 - Highway Department</b>	<b>1,239,504</b>		<b>1,065,500</b>		<b>514,880</b>	<b>1,435,095</b>	<b>1,511,952</b>		<b>5.36%</b>
299 Town Aid Road	285,338		285,000		61,101	291,531	292,151		0.21%
300 Lighting - Town Utility	6,736		6,388		4,181	9,000	9,000		0.00%
301 Water - Town Utility	37,658		38,430		18,402	39,000	39,000		0.00%

two employees taking opt-out stipend

linked to state revenue estimate

Insurance @ +9% and payroll @ +6%



# Proposed Budget

2/23/2022

4:17 PM

## TOWN OF KENT

	FY 2019 - 2020		FY 2020 - 2021		FY 2021 - 2022		FY 2022 - 2023		% over current year budget
	Actual		Actual		YTD 1.27.22	Budget	Proposed		
302 Tree Work	26,003		19,830		-	27,075	30,100		11.17%
<b>Total C - PUBLIC WORKS</b>	<b>1,620,348</b>		<b>1,432,403</b>		<b>605,768</b>	<b>1,823,611</b>	<b>1,904,113</b>		<b>4.41%</b>
<b>029-000 - Social Services</b>									
303 Administrator	43,185		43,951		26,285	44,824	49,917		11.36%
304 Assistant	9,641		12,974		833	13,641	14,461		
305 Health Insurance	-		-		-	-	39,537		
306 Social Security	3,927		4,356		1,845	4,473	4,443		-0.66%
307 Supplies	325		899		139	800	800		0.00%
308 Postage	1,457		1,650		-	1,700	1,700		0.00%
309 Mileage	-		27		-	500	500		0.00%
310 Assistance	9,320		10,076		8,621	10,000	10,000		0.00%
311 Telephone	-		-		-	600	600		0.00%
312 Senior Center Program	-		-		39	500	500		0.00%
313 Dues	270		-		-	250	250		0.00%
<b>Total 029-000 - Social Services</b>	<b>64,197</b>		<b>69,578</b>		<b>35,917</b>	<b>72,815</b>	<b>122,708</b>		<b>68.52%</b>
<b>033-000 - Senior Center</b>									
314 Electric	4,630		2,450		1,571	4,500	5,000		11.11%
315 Fuel/Propane	2,303		1,366		259	3,000	3,000		0.00%
316 Water/Sewer	233		181		71	225	225		0.00%
317 Maintenance	2,383		4,104		900	3,000	3,000		0.00%
318 Building Supplies	208		-		146	200	500		150.00%
319 Repairs	6,838		2,563		-	3,500	3,500		0.00%
320 Custodian	1,872		2,340		1,350	1,500	2,500		66.67%
321 Rent	1,240		1,240		1,240	1,250	1,250		8.00%
<b>Total 033-000 - Senior Center</b>	<b>19,706</b>		<b>14,236</b>		<b>5,538</b>	<b>17,175</b>	<b>18,975</b>		<b>10.48%</b>
322 Welcome Center/Public Restrooms	11,273		19,976		8,923	7,500	20,000		166.67%
323 Dir of Health/Hlt Dist.	18,806		15,262		15,218	15,218	16,517		8.54%
<b>E - RECREATION</b>	<b>113,982</b>		<b>119,051</b>		<b>65,595</b>	<b>112,708</b>	<b>178,200</b>		<b>58.11%</b>
324 Salary Director	51,926		59,233		8,723	54,024	60,000		11.05%
325 Hourly Employees	32,912		13,388		5,971	46,688	55,496		18.87%
326 Health	15,200		12,975		(11)	14,798	15,906		7.49%
327 Pension	2,660		4,072		-	3,782	2,100		-44.47%
328 Social Security	6,411		5,554		1,094	7,704	8,835		14.69%
329 Supplies	668		512		-	400	550		37.50%
330 Postage	336		385		-	385	400		3.90%
331 Mileage	269		-		-	700	700		0.00%
332 Park Maintenance	15,026		7,188		2,040	23,000	48,000		108.70%
333 Fee Programs	11,061		7,523		12,817	14,000	15,000		7.14%

increase to FT for FY '23

NEW for FY '23, position now FT  
Pension eligible on 1.1.24

\$2,216 = Bob's Discount furniture -  
Loveseat (2), Chair (2) & End table (2)

15,585 = L Ferris Separation Payout  
of 480 hrs banked time and 132 hrs of  
unused PTO

Eligible for pension benefits on 1/1/2023 -  
modified to reflect 6 mo

includes 7K for park maint contractor  
(new)

7K for park maint contractor  
\$25K for drainage / repairs

includes ASP supplies

Insurance @ +9% and payroll @

# Proposed Budget

2/23/2022  
4:17 PM

TOWN OF KENT

	FY 2019 - 2020		FY 2020 - 2021		FY 2021 - 2022		FY 2022 - 2023		% over current year budget
	Actual		Actual		YTD 12/22	Budget	Proposed		
334 Telephone	657		450		-	600	600		0.00%
335 Electric	1,237		487		310	900	900		0.00%
336 Water/Sewer	1,418		-		-	1,500	1,500		0.00%
337 Dues	105		105		105	105	105		0.00%
338 Conferences	420		-		-	550	550		0.00%
339 Training	-		-		-	100	100		0.00%
<b>Total 023-000 - Park &amp; Rec Department</b>	<b>140,307</b>		<b>111,872</b>		<b>31,050</b>	<b>169,236</b>	<b>210,743</b>		<b>24.53%</b>
<b>032-000 - Community House</b>									
340 Postage	-		-		58	55	60		9.09%
341 Electricity	8,180		6,347		4,690	7,500	7,500		0.00%
342 Fuel/Propane	4,843		3,641		1,363	4,000	4,000		0.00%
343 Water/Sewer	1,281		1,147		659	1,500	1,500		0.00%
344 Maintenance	2,869		3,059		1,437	2,500	2,500		0.00%
345 Building Supplies	717		278		245	800	800		0.00%
346 Repairs	10,425		7,785		170	5,000	5,000		0.00%
347 Custodian	981		788		888	2,000	2,000		0.00%
<b>Total 032-000 - Community House</b>	<b>29,297</b>		<b>23,044</b>		<b>9,510</b>	<b>23,355</b>	<b>23,360</b>		<b>0.02%</b>
<b>034-000 - Swift House</b>									
348 Electric	784		679		345	1,000	1,000		0.00%
349 Heating Fuel	1,554		1,863		506	2,500	2,500		0.00%
350 Water/Sewer	177		231		135	300	300		0.00%
351 Maintenance	412		10,401		1,167	4,000	4,000		0.00%
352 Building Supplies	18		-		-	500	500		0.00%
353 Repairs	551		295		195	4,000	4,000		0.00%
354 Custodian	338		-		60	750	750		0.00%
<b>Total 034-000 - Swift House</b>	<b>3,833</b>		<b>13,469</b>		<b>2,408</b>	<b>13,050</b>	<b>13,050</b>		<b>0.00%</b>
355 KCS Ballfield Maintenance	7,495		13,890		2,635	8,750	8,750		0.00%
<b>Total E - RECREATION</b>	<b>180,932</b>		<b>162,274</b>		<b>45,603</b>	<b>214,391</b>	<b>255,903</b>		<b>19.36%</b>
<b>043-000 - Transfer Station</b>									
356 Salary	41,591		56,421		24,633	52,675	57,079		8.36%
357 Social Security	3,158		1,903		1,524	4,029	4,367		8.38%
358 Supplies	2,902		2,426		1,355	2,000	3,000		50.00%
359 Postage	498		-		-	1,000	1,000		0.00%
360 Electric	2,236		2,303		886	2,000	2,000		0.00%
361 Repairs	-		-		-	500	500		0.00%
362 Solid Waste Removal	40,318		43,959		20,296	40,000	40,000		0.00%
363 Bulky Waste Removal	6,814		7,499		4,038	10,000	10,000		0.00%
364 Container Rent & Tran	25,230		27,401		10,741	24,000	24,000		0.00%
365 Testing	1,818		-		-	500	500		0.00%

Insurance @ +9% and payroll @ +6%



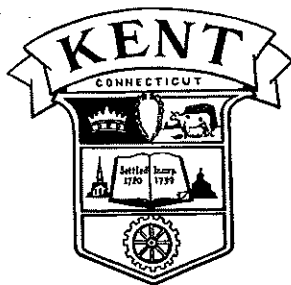




FIVE YEAR TOTALS	PROPOSED FIVE YEAR CAPITAL PLAN						INFORMATIONAL USE				
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
	<b>BD OF EDUCATION</b>										
	KCS Roof	216,000	266,000	50,000							
	Sidewalk / Paving		136,235	136,235	136,235						
	Bollers					156,334	156,334	156,334			
1,097,039	<b>BOE SUBTOTAL</b>	216,000	402,235	186,235	136,235	156,334	156,334	156,334	-	-	-
	<b>DPW</b>										
	Bridges	-	-	196,883	183,117	300,000	800,000	700,000	600,000	-	-
	Buildings & Improvements	40,000	-	-	-	-	-	-	-	50,000	-
	Equipment	35,000	-	-	-	-	120,000	-	-	125,000	-
	Fleet	240,000	265,000	135,000	240,000	-	205,000	205,000	205,000	-	-
	Roads	-	-	511,883	433,117	250,000	-	-	-	-	-
2,829,999	<b>DPW SUBTOTAL</b>	315,000	265,000	843,765	856,234	550,000	1,125,000	905,000	805,000	175,000	-
	<b>KVFD</b>										
	Communications Upgrade	-	-		-	125,000	125,000				
	* Engine # 2						225,000	225,000	225,000	225,000	
	Rescue # 8	200,000	225,000		200,000	200,000					
950,000	<b>KVFD SUBTOTAL</b>	200,000	225,000	-	200,000	325,000	350,000	225,000	225,000	225,000	-
	<b>Land Use</b>										
	Zoning Regulations	-	-	-	-			15,000	30,000		
	POCD		-	-	-					45,000	5,000
0	<b>LU SUBTOTAL</b>	-	-	-	-	-	-	15,000	30,000	45,000	5,000
	<b>PARK AND REC</b>										
	Emery Park Playground	-	100,000		-	-					
	Kent Commons Playground	50,000									
	Kent Common Tennis Court	-	-	20,000	-	-					
	* Paving and Drainage					50,000	50,000				
	* Playing Fields and Ball Park	-	-	-	-	50,000	-	-	-	-	-
	* Master Plan	-	-	-	-	25,000					
295,000	<b>P &amp; R SUBTOTAL</b>	50,000	100,000	20,000	-	125,000	50,000	-	-	-	-
	<b>REVALUATION</b>										
	Reval	25,000	50,000	-	-		50,000	30,000	40,000		
75,000	<b>REVAL SUBTOTAL</b>	25,000	50,000	-	-	-	50,000	30,000	40,000	-	-
	<b>Tn Buildings</b>										
	* CH Exterior Paint/Repair								80,000		
	CH Flooring					150,000					
	* CH LL Flooring									50,000	
	CH Roof			50,000		-					
	CH Windows							150,000			
	Swift House HVAC				30,000						
	Tn Hall Roof	-	-	-	-	65,000					
	* Tn Hall Sidewalks	-	-	-	-	-		50,000			
	Tn Hall Windows	-	-	-	-	-	150,000				
295,000	<b>TN BLDGS SUBTOTAL</b>	-	-	50,000	30,000	215,000	150,000	200,000	80,000	50,000	-
5 YR TOTAL		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
5,642,038	<b>TTL CAPITAL</b>	806,000	1,042,235	1,100,000	1,222,469	1,371,334	1,881,334	1,631,334	1,180,000	495,000	5,000
	1/5TH OF ANNUAL CAPITA	161,200	208,447	220,000	244,494	274,267	376,267	306,267	236,000	99,000	1,000
	APPROPRIATION FY 2022-2023	1,108,408									
	APPROPRIATION FY 2023-2024		1,323,474								
	APPROPRIATION FY 2024-2025			1,421,294							
	APPROPRIATION FY 2025-2026				1,437,294						
	APPROPRIATION FY 2026-2027					1,291,800					
	APPROPRIATION FY 2027-2028						1,018,534				
	Accepted by the BoS	2.3.22									
	Received by the BoF	2.16.22									
	Approved by PIZ			Approved by BoF							
	Approved by BoS		Approved at Town Meeting								



Project Balance 12.14.21	DPW CAPITAL DETAIL (purple cells mark changes on additions)										
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
60,000	Truck #1										
100,000	Truck # 2										
	Truck # 3										
	Truck # 4										
	Truck # 5	240,000									
5,539	Truck # 6										
	Truck #8										
	Truck #9										
	Truck #12										
	Dump Truck Sander and Plow										
165,539	<b>TOTAL DPW FLEET</b>	240,000	265,000	135,000	240,000	-	205,000	205,000	205,000	-	-
40,000	Compactor										
15,000	Zero Turn Mower										
	Kubota	35,000									
35,000	Salt Brine Maker										
4,779	Mower										
6,738	Payloader										
	Tractor w/ boom mower										
	Roadside mower / tractor										
101,517	<b>TOTAL DPW EQUIPMENT</b>	35,000	-	-	-	-	120,000	-	-	125,000	-
	Anderson Road (rebuild)										
	Botsford Road										
46,592	Kenico Road										
	Spooner Hill Road										
200,000	Studio Hill										
240,592	<b>TOTAL ROADS</b>	-	-	511,883	433,117	250,000	-	-	-	-	-
266,595	Bulls Bridge / Fuller Mtn										
	Bridge #5										
	Bridge #9 (Fuller Mtn)										
171,172	Bridge #16 (Anderson Acres)										
	Bridge #17										
-1,054	Bridge # 18 (Kent Hollow)										
	Bridge #05519 (Macedonia)										
	Bridge #22 (Geer Mtn)										
	Covered Bridge (palm/repairs)										
	Covered Bridge Barrier										
5,804	Tanguay										
442,517	<b>TOTAL BRIDGES</b>	-	-	196,883	166,883	200,000	200,000	300,000	400,000	-	-
	Salt Shed Cover										
24,000	Tn Garage Doors										
30,000	Tn Garage Parking Lot	40,000									
200,000	Tn Garage Siding										
25,000	Town Hall Oil Tank Removal										
279,000	<b>TTL BUILDINGS and SITE IMPROVEMENTS</b>	40,000	-	-	-	-	-	-	-	50,000	-
1,235,165	<b>Total DPW</b>	315,000	265,000	843,765	856,234	550,000	1,125,000	905,000	805,000	175,000	-
	1/5TH OF ANNUAL CAPITAL	63,000	63,000	168,763	171,247	110,000	225,000	181,000	161,000	35,000	-
	APPROPRIATION FY 2022-2023	566,000									
	APPROPRIATION FY 2023-2024		728,000								
	APPROPRIATION FY 2024-2025			856,000							
	APPROPRIATION FY 2026-2026				848,247						
	APPROPRIATION FY 2026-2027					712,000					
	APPROPRIATION FY 2027-2028						602,000				



## Kent Park & Recreation

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March 7, 2022

Honorable Jean Speck  
First Selectman  
Town of Kent, Connecticut  
41 Kent Green Blvd.  
Kent, CT 06757

RE: Budget Proposal for Line Item 046-000, Kent Center School Playing Field Maintenance and Improvement

Dear Ms. Speck,

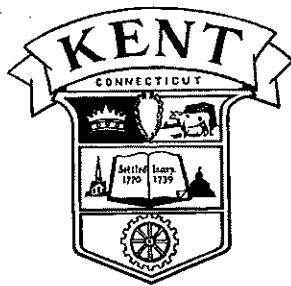
First and foremost, I would like to thank you and the entire Town Board for allowing me and the Park & Recreation Commission additional time to submit a formal proposal for budget line 046-000 which pertains to the maintenance of the playing fields at the Kent Center School. I'd like to begin by noting that in my previous position with the Town of Kent, New York, part of my main focus was on park and ballfield improvement. It is because of that experience that I am able to write this letter with strong convictions.

The playing fields at the Kent Center School are in serious need of rehabilitation which will include major work above and beyond the yearly spreading of lime and fertilizer. The reason for these improvements is simple: the fields are in such poor shape that they are borderline unusable for safe athletic and leisure time play by both children and adults. And although there seems to be a storied and at times contested history regarding to whom the care of these fields falls, the municipality is currently tasked with their maintenance and improvement. Thus - as I know we strive to do with all town managed facilities - we owe it to our residents to take the steps necessary to ensure that these fields are in the appropriate condition.

With that being said, below is a breakdown of work that both myself and the Park & Recreation Commission believe need to be done during fiscal year 2022-2023 to the 7-acres of land that comprise these fields:

- Bi-monthly maintenance of all 3 infields, as performed historically
- Spring and fall fertilizer applications, as performed historically
- Spring and fall lime applications, as performed historically
- Fall organic grub-control application (new)
- Fall core-aeration (new)
- Fall overseeding (new)
- Springtime rolling of entire field with 3-ton roller (new)

Without going into too much detail, it is my experience that all of the work outlined above is what could be called *industry-standard practices* for the upkeep of playing fields, with all of the different pieces working together to both protect and



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promote the health of the surface and sub-surfaces of a given area. It's my strong belief that the KCS fields have fallen into disrepair because this work was not being done on a regular basis and please note that before sharing these concerns and making any recommendations to the Commission, I consulted with other landscape and park professionals all of whom affirmed the aforementioned concepts.

Now, thanks to the hard work of our commissioners as well as that of Interim Director of Park & Recreation, Miranda Lovato, we have up-to-date quotes for all of the work outlined above with the exception of field rolling. Having those numbers in hand, the Commission and I hereby request that the budget for line 046-000 be set at \$30,000 for fiscal year 2022-2023.

It is not lost on me nor the Commission that this is a significant request, but we make it with the residents of our community at heart. I'd also like to note that this only a portion of the work that needs to be done at the KCS fields, as future improvements will need to be made to our storage facilities, fencing, backstops, scoreboards and dugouts. However, with the best interests of the town on-a-whole in mind, we believed it right to, at this time, only request funding for the most imperative facets of this rehabilitation project - that being the playing field surfaces themselves.

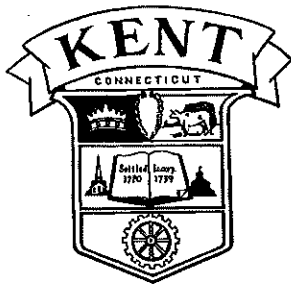
On behalf of the entire Park & Recreation Commission, I thank you in advance for your time and consideration of this matter. I will make myself available for any questions you or the Town Board may have and look forward to discussing this further should the need arise.

Sincerely and respectfully,



03/07/2022

Jared Kuczenski  
Director of Park & Recreation



## **Kent Park & Recreation**

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March 8, 2022

Honorable Jean Speck  
First Selectman  
Town of Kent, Connecticut  
41 Kent Green Blvd.  
Kent, CT 06757

RE: Budget Proposal for TBD Line Item, Online Registration & Recreation Program Management Software Subscription

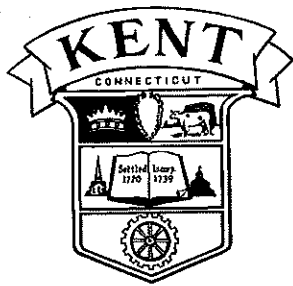
Dear Ms. Speck,

First and foremost, I would like to thank you and the entire Town Board for allowing me and the Park & Recreation Commission additional time to obtain pricing for online registration and recreation program management software. We appreciate the Board's willingness to embrace new technologies, especially those which will undoubtedly play an integral role in the success of the Park & Recreation Department moving forward.

As discussed previously, it is my belief as well as that of the Commission that the implementation of this software would be of great service to our residents. Not only will it give them an easy and convenient, 21<sup>st</sup> century way to sign-up for programs by credit or debit card, but it will also provide them with a portal through which they can view and manage all of their Park & Recreation registrations, payments and schedules. Just as most doctor's offices now have a patient-portal, this technology will give our residents their own "participant portal," accessible anywhere, at any time, and with all the info they need to stay in-the-know.

On the back-end (which is to say the administrative side) this software will increase the efficiency of our department tremendously, giving us the ability to instantaneously process payments and send receipts, automatically generate curated databases and financial reports, easily compile e-mail lists and uniform orders, and so much more. Also of great importance is that fact that administrators and program directors will also have mobile and on-the-go access to crucial information like emergency contacts, participant disabilities, allergies and the like, information to which easy access is paramount.

With that said, to be in accordance with procurement policies and fair practice, the Commission and I are still currently in the process of obtaining multiple quotes for this service and software. However, while at this time we are unable to recommend a specific provider, we do feel that we have done enough research and have adequate pricing to request that the fiscal year 2022-2023 budget for this line item be set at \$3,000.



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On behalf of the entire Park & Recreation Commission, I thank you in advance for your time and consideration of this matter. I will make myself available for any questions you or the Town Board may have and look forward to discussing this further should the need arise.

Sincerely and respectfully,

03/08/2022

Jared Kuczenski

Director of Park & Recreation

*CC – Barbara Herbst, Town of Kent Treasurer; All Commissioners & Alternate Commissioners of the Town of Kent Park & Recreation Commission.*