

**RECEIVED**

*By Darlene Brady at 10:04 am, Jul 26, 2022*

Board of Finance Regular Meeting  
Wednesday July 20, 2022 6:00 pm

**Present-** Nancy O'Dea-Wyrick, Fran Goodsell, Tegan Gawel, Rufus deRham, Jason Wright

**Zoom-** Jim Blackketter

**Public and Invited Guests-** Jean Speck, Glenn Sanchez, Barbara Herbst, Debbie Deveau, Scott Trabucco

**Zoom-** Lisa Carter, Michelle Mott

Chairman Nancy O'Dea-Wyrick called the meeting to order at 6:02 pm. The Pledge of Allegiance was recited.

**Acceptance of Agenda-Motion by Mr Wright, seconded by Mr deRham to accept the agenda.** Motion approved unanimously.

**Approval of Minutes-Motion by Mr Wright, seconded by Mr deRham to accept the minutes of the June15, 2022 meeting.** Motion approved unanimously.

**Public Comment on agenda items-** none

**Correspondence-** none

**Reports:**

- a. **Board of Education-** chairman Scott Trabucco reported there will be a special meeting next Wednesday night 8/27/2022 at 5:45pm ahead of the contract negotiations. This meeting will have a zoom option
- b. **Tax Collector-**Ms Deveau reports bills have gone out
- c. **Board of Selectman-**First Selectman Ms Speck
  1. Social Services is looking to hire an intern (college student) at no cost for help with the food bank, Senior Center, etc
  2. BOS has approved the hiring of a Social Services assistant

3. StreetScape project is moving along. Construction slated to start at the beginning of August
- d. **Treasurer**-Ms Herbst reported the ARPA Needs Assessment Committee has finished their charge and has submitted their report/recommendations and the BOS has accepted it. Other report attached.
- Motion by Mr deRham, seconded by Mr Wright to approve all budget transfers totalling \$58,970.00** motion approved unanimously

#### **OLD BUSINESS:**

- a. **BOF observer/resource for BOE negotiations**-Ms Goodsell will be the BOF representative
- b. **Review of BOE Resource Officer proposal and possible actions**-lengthy discussion on this topic. Superintendent Lisa Carter and KCS Principal Michelle Mott answered a number of questions the board had. An email from Andrea Schoeny was read. **Motion by Mr deRham, seconded by Mr Blackketter to forward the BOE's School Resource Officer proposal to a town meeting.**  
**Yes-** Ms Goodsell, Ms Gawel, Mr deRham, Mr Blackketter  
**No-** Ms O'Dea-Wyrick  
**Abstain-** Mr Wright  
Motion approved.
- c. **Review of current Capital Spending Project Report and possible action**- tabled until September meeting
- d. **Review discussion and possible action of a department line overrun policy**-Ms Herbst will bring some policy drafts to the September meeting

#### **New Business:**

**Discussion of a policy regarding timely expenditure of capital funding**-Ms Herbst will provide the board with a package of policy

drafts prior to the September meeting for them to look over for discussion at the September meeting.

**.Public Comment-** Ms Deveaux feels if the SRO proposal goes to a town vote that it should be held by machine ballot, due to the sensitive and emotional nature of the topic

**Motion to adjourn by Mr deRham at 7:25**

Next meeting-August 17, 2022

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

Bonnie Donzella  
Board Clerk

**FISCAL YEAR  
2021-2022**

**TOWN OF KENT**

**BUDGET  
TRANSFERS**

**From                      Amount                      To                      Amount**

<b>One</b>	Contingency (079-000)	9,870.00	Lake Waramaug Auth (070-857)	9,870.00
<b>Two</b>	Tx Assr Assistants (016-102)	500.00	Swift House Maint ( 034-505)	500.00
<b>Two ii</b>	Tx Assr Assistants (016-102)	1,500.00	Community House Maint ( 032-505)	1,500.00
<b>Two iii</b>	Tx Assr Assistants (016-102)	9,000.00	Welcome Cntr (050-501)	9,000.00
<b>Three</b>	Tx Col Assistant (017-102)	3,000.00	Emergency Management (056-000)	3,000.00
<b>Four</b>	DPW Health Ins (040-996)	26,000.00	EMS Staffing (054-500)	26,000.00
<b>Five</b>	P/Z Clerk (024-102)	7,300.00	Treasurer - (clerk and Computer)	7,300.00
<b>Six</b>	Tn Clerk Asst (022-102)	1,800.00	BoF Auditors and Supplies	1,800.00

58,970.00

58,970.00

- 1 Budgeted \$2,400 (spent \$12,264) due to cost share of new Lake Waramaug Police Boat
- 2 Budgeted \$4000 (spent \$7,667) sheetrock, insulation tape and prime walls
- 2 ii Budgeted \$2,500 (spent \$4,094) replace back entry door threshold
- 2 iii Budgeted \$7,500 (spent \$16,430) COVID sanitizing of welcome center bathrooms
- 5 Budgeted \$4,950 (spent \$7,826) Veoci software renewal
- 6 Budgeted \$104,544 (spent \$130,156) EMT staffing 4/1 - 6/30 (1,000 hrs +/-)
- 7 Budgeted \$13,887 (spent \$20,870) necessity of staff hours and software upgrades
- 8 Budgeted \$22,050 (spent \$24,300) addt'l Audit work - 17.3 hrs for for EFS and COVID related issues  
printing of budget hearing booklets

Approval

Board of Finance

# TOWN OF KENT

## Actual vs Budget FY '22

PRELIMINARY  
ONLY

	Jul '21 - Jun 22	Budget	\$ Over Budget
<b>Income</b>	<b>13,213,597.57</b>	<b>13,336,529.00</b>	<b>-122,931.43</b>
<b>A · General Government</b>			
010-000 · BOARD OF SELECTMEN	213,165.80	214,509.00	-1,343.20
012-000 · PROBATE	4,378.82	4,500.00	-121.18
013-000 · REGISTRAR OF VOTERS	31,488.54	33,841.00	-2,352.46
014-000 · BOARD OF FINANCE	27,047.98	25,274.00	1,773.98
015-000 · TREASURER	64,338.70	57,050.00	7,288.70
016-000 · TAX ASSESSOR	74,383.81	96,413.00	-22,029.19
017-000 · TAX COLLECTOR	73,374.56	79,276.00	-5,901.44
018-000 · BOARD OF ASSESSMENT APPEALS	0.00	2,817.00	-2,817.00
021-000 · CONSERVATION	614.09	2,495.00	-1,880.91
022-000 · TOWN CLERK	137,414.82	140,640.00	-3,225.18
024-000 · PLANNING AND ZONING	70,122.28	87,396.00	-17,273.72
025-000 · ZONING BOARD OF APPEALS	1,315.22	2,206.00	-890.78
026-000 · INLAND / WETLANDS	39,731.07	41,802.00	-2,070.93
027-000 · BUILDING INSPECTOR	8,336.10	14,072.00	-5,735.90
030-000 · TOWN HALL	121,741.70	129,200.00	-7,458.30
051-000 · ATTORNEY FEES	23,044.39	41,500.00	-18,455.61
060-000 · GRANTS	308,500.00	310,100.00	-1,600.00
070-000 · ASSOCIATIONS	61,512.57	51,859.00	9,653.57
074-000 · HISTORIC DISTRICT COMMISSION	0.00	500.00	-500.00
075-000 · INSURANCE	92,488.76	106,829.00	-14,340.24
079-000 · CONTINGENCY	0.00	10,000.00	-10,000.00
<b>Total A · General Government</b>	<b>1,352,999.21</b>	<b>1,452,279.00</b>	<b>-99,279.79</b>
<b>B · Public Safety</b>			
028-000 · FIRE MARSHAL	35,397.21	37,319.00	-1,921.79
054-000 · POLICE PROTECTION	191,663.82	196,000.00	-4,336.18
054-500 · EMS Staffing	130,156.45	104,544.00	25,612.45
055-000 · LITCHFIELD CNTY DISPATCH	31,796.65	31,797.00	-0.35
056-000 · EMERGENCY MANAGEMENT	7,826.18	4,950.00	2,876.18
<b>Total B · Public Safety</b>	<b>396,840.31</b>	<b>374,610.00</b>	<b>22,230.31</b>
<b>C · Public Works</b>			
031-000 · TOWN GARAGE BUILDING	21,445.86	21,910.00	-464.14
040-000 · HIGHWAY DEPARTMENT	1,271,310.56	1,435,095.00	-163,784.44
041-000 · TOWN AID ROAD	291,531.00	291,531.00	0.00
042-502 · Lighting - Town Utility	8,124.37	9,000.00	-875.63
042-504 · Water - Town Utility	36,902.11	39,000.00	-2,097.89
045-680 · Tree Work	16,160.00	27,075.00	-10,915.00
<b>Total C · Public Works</b>	<b>1,645,473.90</b>	<b>1,823,611.00</b>	<b>-178,137.10</b>
<b>D · Health and Welfare</b>			
029-000 · SOCIAL SERVICES	66,034.45	77,288.00	-11,253.55
033-000 · SENIOR CENTER	15,196.93	17,175.00	-1,978.07
050-501 · Welcome Center Public Restrooms	16,429.64	7,500.00	8,929.64

**TOWN OF KENT**  
**Actual vs Budget FY '22**

PRELIMINARY  
ONLY

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
052-000 · Dir of Health/Hlt Dist.	15,217.96	15,218.00	-0.04
<b>Total D · Health and Welfare</b>	<b>112,878.98</b>	<b>117,181.00</b>	<b>-4,302.02</b>
<b>E · Recreation</b>			
023-000 · PARK & REC	100,535.95	169,236.00	-68,700.05
032-000 · Community House	23,517.83	23,355.00	162.83
034-000 · Swift House	13,520.13	13,050.00	470.13
046-000 · KCS Ballfield Maintenance	5,327.49	8,750.00	-3,422.51
<b>Total E · Recreation</b>	<b>142,901.40</b>	<b>214,391.00</b>	<b>-71,489.60</b>
<b>F · Sanitation</b>			
043-000 · TRANSFER STATION	125,176.57	142,154.00	-16,977.43
044-000 · Landfill Monitoring	1,934.00	2,000.00	-66.00
<b>Total F · Sanitation</b>	<b>127,110.57</b>	<b>144,154.00</b>	<b>-17,043.43</b>
<b>G · Board of Education</b>	<b>7,040,641.29</b>	<b>7,196,556.00</b>	<b>-155,914.71</b>
<b>H · Debt Service</b>	<b>38,906.00</b>	<b>38,906.00</b>	<b>0.00</b>
<b>I · Transfer to Capital</b>	<b>1,001,341.00</b>	<b>1,001,341.00</b>	<b>0.00</b>
<b>J · Transfer to Dog Fund</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>0.00</b>
<b>K · Current Year Capital Projects</b>	<b>936,000.00</b>	<b>936,000.00</b>	<b>0.00</b>
<b>Total Expense</b>	<b>12,802,592.66</b>	<b>13,306,529.00</b>	<b>-503,936.34</b>
<b>L · Transfer to Schaghticoke Litiga</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>
<b>Current Surplus</b>	<b>381,004.91</b>	<b>0.00</b>	<b>381,004.91</b>

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Falls Village, CT 06031

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May 12, 2022

Town of Kent  
Nancy O'Dea-Wyrick, Chairman  
Board of Finance  
PO Box 678  
41 Kent Green Boulevard  
Kent, CT 06757

Re: 2022 Negotiations with Kent Center School Teachers

Dear Town of Kent Board of Finance,

Please be advised that the Board of Education for the Kent Public Schools (the "Board") will commence negotiations in August 2022 for a successor collective bargaining agreement with the Association that represents the teachers in Kent.

I am able to meet and confer, on behalf of the Board, with the fiscal authority of the Town of Kent prior to the initial negotiation session in this matter. Please contact me to discuss a possible meeting time for any such discussion.

In addition, a member of the fiscal authority of the Town is entitled to attend these negotiations, to serve as an observer and a resource to the Board. The Board and the teachers will convene an initial negotiation session in late August or early September. At that initial session, the parties will select additional dates in September and October for further negotiation sessions.

For your information, the statutory timeline for negotiations between the Board and the Association is as follows:

- |     |                 |                              |
|-----|-----------------|------------------------------|
| (a) | August 18, 2022 | Commencement of negotiations |
| (b) | October 7, 2022 | Mediation period begins      |

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EQUAL OPPORTUNITY EMPLOYER



(c) November 1, 2022


Arbitration period begins

If no settlement is reached through the negotiation process, the Board and the Association will participate in a mediation session on a date selected by the parties and the mediator between October 7th and October 31st.

If the parties do not reach a settlement in mediation, on or before the fourth day following mediation, or on the one hundred and thirty-fifth day prior to the Board's budget submission date, whichever is earlier, the parties must name their advocate arbitrators or the single impartial arbitrator they have selected for arbitration. Unless the parties have selected a single arbitrator, the advocate arbitrators must select the third, neutral arbitrator within five days of the selection of advocate arbitrators. The first hearing is then scheduled between the fifth and the twelfth day after the selection of the single or neutral arbitrator, and the arbitration hearing must be concluded within twenty-five days after the initial hearing. Thus, as a practical matter, if it becomes necessary to proceed to arbitration in this matter, the substantive hearings will occur in early November.

Please contact me if I can provide any further information about the negotiation process.

Sincerely,



Lisa Carter  
Superintendent

cc: Scott Trabucco, Board Chairperson

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EQUAL OPPORTUNITY EMPLOYER

Superintendent: Lisa Carter  
[lcarter@region1schools.org](mailto:lcarter@region1schools.org)

Asst. Superintendents: Dr. Scott Fellows/Jill Pace  
[sfellows@region1schools.org](mailto:sfellows@region1schools.org) / [jpace@region1schools.org](mailto:jpace@region1schools.org)

Business Manager: Samuel Herrick  
[sherrick@region1schools.org](mailto:sherrick@region1schools.org)