

Board of Finance Regular Meeting

Wednesday December 21, 2022 6:00 pm

RECEIVED FOR RECORD
KENT TOWN CLERK
2022 JAN - 6 A 9:20
BY [Signature]
TOWN CLERK

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

Zoom- none

Public and Invited Guests- Jean Speck, Barbara Herbst, Scott Trabucco

Chairman Nancy O'Dea-Wyrick called the meeting to order at 6:07 pm.
The Pledge of Allegiance was recited.

Acceptance of Agenda-

Motion by Mr deRham seconded by Mr Wright to accept the agenda.

Motion approved unanimously.

Approval of Minutes-

Motion by Mr Wright, seconded by Ms Goodsell to accept the minutes of the November 16, 2022 meeting. Motion approved unanimously.

Public Comment on agenda items- none

Correspondence-

- a. A hard copy of the Litchfield Hills Probate Courts annual report was received

Reports:

- a. **Board of Education-** roof project slated for 2024- looks like there will not be enough in the capital fund due to the rise in inflation. Idea to have a joint meeting of the BOE and the BOF in the new year to look towards the future. Taking a look at the tuition policy to see whether it's costing the town money or helping the town.
- b. **Tax Collector-**attached
- c. **Board of Selectman-**First Selectman Ms Speck

1. RFP out for needs assessment for Swift House. Bids are due Jan 6, 2023. There have been 15 inquiries so far
2. DPH announced it will be closing the Covid testing site at the transfer station at the end of the year (12/31/22)
3. Social Services received 800 home COVID test kits (4 tests in each kit). Ms Speck will get word out to the town
4. At the next BOS meeting the selectmen will be considering a recommendation from Park and Rec on new playground equipment at Kent Commons
5. The BOS will also be considering a recommendation from Rick Osborne on a new hire for the CDL driver position
6. The cell tower is up and operational

d. Treasurer-attached

OLD BUSINESS:

- a. Capital Appropriation Policy-discussed possible edits**
- b. Motion by Ms Gawel, second by Ms Goodsell-to go into executive session to discuss the open board position at 7:05**
motion passes unanimously

Motion by Mr Wright, second by Mr deRham to exit executive session at 7:11 motion passes unanimously

Motion by Mr Wright, second by Mr deRham to put forward Charles Kogut of Kent for the open board position vacated by Mr Blacketter for consideration by the Board motion passes unanimously

Mr deRham thanks both candidates for their time and interest in the position

New Business:

- a. FY2022 Audit-** on extension. Audit moving along

- b. Annual Report Update-** just waiting on a few entries to be turned in.
Report is being put together and will be ready by the end of the year.
- c. Capital Plan Requests-** attached

Public Comment- Ms Speck reported BOS meetings will be going back to 1 per month starting in January 2023

Motion to adjourn by Mr deRham at 7:27

Next meeting- January 18, 2023 @ 6 pm

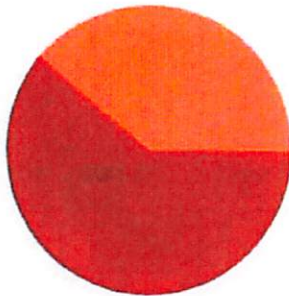
Minutes are not considered final until approved. Please check the ensuing meeting minutes for corrections/changes.

Bonnie Donzella
Board Clerk

Percent Collection as of 12/19/2022

REAL ESTATE

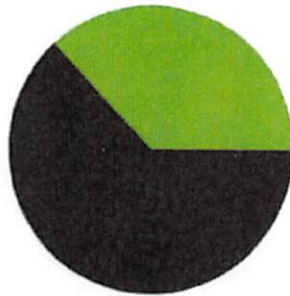
Uncollected - 38.83%
Collected - 61.17%



Total Due = \$4,015,876.37
Total Paid = \$6,325,224.70

PERSONAL PROPERTY

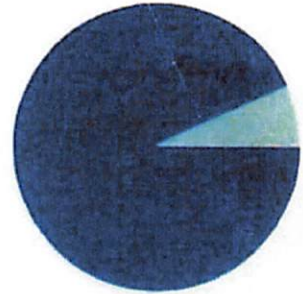
Uncollected - 36.86%
Collected - 63.14%



Total Due = \$134,389.55
Total Paid = \$230,240.34

MV REGULAR

Uncollected - 6.87%
Collected - 93.13%



Total Due = \$46,116.47
Total Paid = \$624,686.50

Type	Total Billed	Total Paid	Total Due	Percent Collected
REAL ESTATE	10,341,101.07	6,325,224.70	4,015,876.37	61.17
PERS PROPERT	364,629.89	230,240.34	134,389.55	63.14
MOTOR VEHICL	670,802.97	624,686.50	46,116.47	93.13
MV SUPPLEMEN	93,643.73	16,677.94	76,965.79	17.81

Deborah Deary
Tax Collector

Building Inspector									
GL# 04-120-400									
2022-2023									
			85%	15%					
	Receipts	Waived Fees	Payment	Town Share	Check Date	Check #	Check Amount	Construction Value	# of Permits
July	23,590.00		20,051.50	3,538.50	8/11/2022	ACH	\$ 20,051.50	\$3,871,474	46
August	14,686.00		12,483.10	2,202.90	9/12/2022	ACH	\$ 12,483.10	\$2,286,246	57
September	22,750.00	-	19,337.50	3,412.50	10/5/2022	ACH	\$ 19,337.50	\$3,679,333	45
October	39,841.99	-	33,865.69	5,976.30	11/2/2022	ACH	\$ 33,865.69	\$6,497,815	54
November	65,276.00	-	55,484.60	9,791.40	12/5/2022	ACH	\$ 55,484.60	\$10,744,939	58
December	-	-	-	-		ACH			
January	-		-	-		ACH			
February	-		-	-		ACH			
March	-		-	-		ACH			
April	-		-	-		ACH			
May	-		-	-		ACH			
June	-	-	-	-		ACH			
Total	\$ 166,143.99	\$ -	\$ 141,222.39	\$ 24,921.60			\$ 141,222.39	\$27,079,807	260
Amt Budgeted				22,000.00			LFY TD	16,139,233	249
% of Budgeted Amount Received to date				113.28%					
							Variance	10,940,575	11
							Change	67.79%	4.42%
Note:	Construction activity curtailed during the winter months								
	The first \$1,000 is a \$20 fee								
	Building Permit Fees are calculated at \$6 per 1,000 of the value of the project over 1,000								
							test		
							\$0.00		

Treasurer's Report

12/21/2022

	October		November	
A/P Checks Issued	107	193,743	114	221,275
Payroll	121	113,204	116	142,008
BoE Transactions	64	1,036,518	62	601,366
Deposits	11	84,423	12	127,051
Net Income to Expense	303	(1,259,042)	304	(837,598)

FY 2022 -2023

	Actual	Budget	% of Budget	Variance to budget
Income	\$ 8,543,080	\$ 13,776,199	62.01%	\$ 5,233,119
				\$ -
A • General Government	\$ 955,295	\$ 1,604,966	59.52%	\$ 649,671
B • Public Safety	\$ 147,139	\$ 514,236	28.61%	\$ 367,097
C • Public Works	\$ 500,843	\$ 1,856,172	26.98%	\$ 1,355,329
D • Health and Welfare	\$ 93,893	\$ 178,842	52.5%	\$ 84,949
E • Recreation	\$ 135,053	\$ 271,528	49.74%	\$ 136,475
F • Sanitation	\$ 64,291	\$ 147,931	43.46%	\$ 83,640
G • Board of Education	\$ 3,677,768	\$ 7,241,710	50.79%	\$ 3,563,942
H • Debt Service	\$ 38,906	\$ 38,906	100.0%	\$ -
I • Transfer to Capital	\$ 1,078,408	\$ 1,078,408	100.0%	\$ -
J • Transfer to Dog Fund	\$ 7,500	\$ 7,500	100.0%	\$ -
L • Transfer to Schaghticoke	\$ 30,000	\$ 30,000	100.0%	\$ -
K • Current Year Capital Projects	\$ 806,000	\$ 806,000	100.0%	\$ -
Total Expense	\$ 7,535,095	\$ 13,776,199	54.7%	\$ 1,007,985

Notes

\$92,309 MV Supplement billings - \$70K was budgeted, will track as revenues come in
62.8% of budgeted taxes have been collected
102.4% of budgeted Transfer station Income has been received - \$2,246 over budget
100.0% of the budgeted KCS titon has been received (\$78,750)
14 full paying students / 7 sibling students

For the most part, expenditures are aligned with budgeted amounts YTD.

77.6% of RoV and Deputy wages budgeted have been expended, it is most likely that line will exceed the budgeted amount, possibly to be offset by other dept lines

Tn Hall Repairs **\$22,753 over budget** (10K budgeted) , spent \$32,753 to date / \$29,648 was on Elevator

Swift House **\$1,377 over budget on Repairs and Maint**
\$7,500 to replace sils and trim & drip edge & clean and stain benches
\$1,034 for service call for Mul T Lock Cylinder change

Capital Project Status

Fiscal Year 2022 -2023

as of 12/21/2022

Capital Project	FYE 2022 Balance Fwd	Appropriation	State Grants / Donations	Interest Income	Expenditures	Transfers between projects	Projects to Close in FY 2022-2023	FINAL 2023 Balance	5 year reserve should have
1 Reserve Fund (5 Year Plan)	1,800,174.73	917,208.00		-		(644,800.00)		2,072,582.73	1 \$2,038,741
2 HWY Bridge Kent Hollow #18	-1,053.62							-1,053.62	2 HWY Bridge Kent Hollow #18
3 HWY Bridge Kent Hollow #16	156,671.98				44,000.00			112,671.98	3 HWY Bridge Kent Hollow #16
4 HWY Bridge Tanguay	5,803.82							5,803.82	4 HWY Bridge Tanguay
5 HWY Garage (roof, siding)	200,000.00							200,000.00	5 HWY Garage (roof, siding)
6 HWY Truck # 1	60,000.00	-				-		60,000.00	6 HWY Truck # 1
7 HWY Truck # 2	100,000.00							100,000.00	7 HWY Truck # 2
8 HWY Truck # 5	0.00	48,000.00				192,000.00	-	240,000.00	8 HWY Truck # 5
9 HWY Truck # 6	5,538.55							5,538.55	9 HWY Truck # 6
10 HWY Carter Road #06153	-7,398.60							-7,398.60	10 HWY Carter Road #06153
11 HWY Carter Road #067015	-153,788.47	-			-	-		-153,788.47	11 HWY Carter Road #067015
12 Bulls Bridge Rehab	-597.48				-			-597.48	12 Bulls Bridge Rehab
13 Fuller Mountain	257,886.08				2,775.30			255,110.78	13 Fuller Mountain
14 Studio Hill	200,000.00							200,000.00	14 Studio Hill
15 HWY Garage (doors)	24,000.00							24,000.00	15 HWY Garage (doors)
16 HWY Mower	4,778.53							4,778.53	16 HWY Mower
17 HWY Payloader	6,737.75							6,737.75	17 HWY Payloader
18 HWY Salt Brine Maker	35,000.00							35,000.00	18 HWY Salt Brine Maker
19 HWY Zero Turn	15,000.00							15,000.00	19 HWY Zero Turn
20 HWY Kubota	0.00	7,000.00				28,000.00	-	35,000.00	20 HWY Kubota
21 HWY Compactor	40,000.00	-						40,000.00	21 HWY Compactor
22 HWY Parking Lot	30,000.00	8,000.00				32,000.00	-	70,000.00	22 HWY Parking Lot
23 KCS End Use Computing	31,670.57	-			-			31,670.57	23 KCS End Use Computing
24 KCS Entryway Security	30,747.89				5,838.14			24,909.75	24 KCS Entryway Security
25 KCS Roof	266,000.00	43,200.00				172,800.00	-	482,000.00	25 KCS Roof
26 KCS Windows	12,453.46							12,453.46	26 KCS Windows
27 KVFD Aerial Truck	2,606.78							2,606.78	27 KVFD Aerial Truck
28 KVFD Engine 1	825,000.00	-				-		825,000.00	28 KVFD Engine 1
29 KVFD Rescue 8	0.00	40,000.00				160,000.00	-	200,000.00	29 KVFD Rescue 8
30 LoCIP - Bos	4,741.72		468.00					5,209.72	30 LoCIP - Bos
31 P/R - Tennis Courts	975.05							975.05	31 P/R - Tennis Courts
32 P/R Emery (repair pool floor)	150,000.00							150,000.00	32 Emery Park
33 P/R Kent Commons Playground	50,000.00	10,000.00				40,000.00	-	100,000.00	33 P/R Kent Commons Playground
34 Community Hse (Bathrooms)	25,000.00							25,000.00	34 Community Hse (Bathrooms)
35 Senior Center Appliances	25,000.00							25,000.00	35 Senior Center Appliances
36 Revaluation	24,804.98	5,000.00				20,000.00	-	49,804.98	36 Revaluation
37 Streetscape Phase I	-1,094,616.53		-		119,131.05			-1,213,747.58	37 Streetscape Phase I
38 Streetscape Phase II	-193,175.53		549.89		4,290.00			-196,915.64	38 Streetscape Phase II
39 Town Hall (AC, pkg lot, gen)	69,982.95							69,982.95	39 Town Hall (AC, pkg lot, gen)
40 Town Hall (Carpet/Paint)	40,000.00	-				-		40,000.00	40 Town Hall (Carpet/Paint)
41 Town Plan	4,000.00				-	-		4,000.00	41 Town Plan
42 Zoning Regs	54,102.50	-				-		54,102.50	42 Zoning Regs
43 Tn Hall (Oil Tank)	25,000.00							25,000.00	43 Tn Hall (Oil Tank)
44 KAH CDBG Grant	1,619.52							1,619.52	44 KAH CDBG Grant
	3,134,666.63	1,078,408.00	1,017.89	0.00	176,034.49	0.00	0.00	4,038,058.03	0 0.00 0 12/21/2022

FIVE YEAR TOTALS	PROPOSED FIVE YEAR CAPITAL PLAN						INFORMATIONAL USE				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	
BD OF EDUCATION											
KCS Roof	266,000	50,000			393,202	393,202	393,202	393,202	393,202	393,202	
Sidewalk / Paving	136,235	136,235	136,235								
Boilers				156,334	156,334	156,334	-				
1,430,575	BOE SUBTOTAL	402,235	186,235	136,235	156,334	549,536	549,536	393,202	393,202	393,202	
DPW											
Bridges	-	196,883	183,117	300,000	800,000	700,000	600,000	-	100,000	100,000	
Buildings & Improvements	-	-	-	-	-	-	-	50,000	-	-	
Equipment	-	-	-	-	140,000	-	-	130,000	-	-	
Fleet	290,000	150,000	250,000	-	260,000	260,000	260,000	65,000	-	70,000	
Roads	-	511,883	433,117	250,000	-	-	-	600,000	-	-	
3,765,000	DPW SUBTOTAL	290,000	858,766	866,234	550,000	1,200,000	960,000	860,000	845,000	100,000	
KVFD											
Communications Upgrade	-		-	125,000	125,000						
* Engine # 2					225,000	225,000	225,000	225,000			
Rescue # 8	225,000		200,000	200,000	300,000						
1,400,000	KVFD SUBTOTAL	225,000	-	200,000	325,000	650,000	225,000	225,000	225,000	-	
Land Use											
Zoning Regulations	-	-	-			15,000	30,000				
POCD								45,000	5,000	-	
0	LU SUBTOTAL	-	-			15,000	30,000	45,000	5,000	-	
PARK AND REC											
Emery Park	100,000		-	25,000	25,000	35,000					
Kent Commons (basketball)					100,000	-	-	-			
Kent Commons (splash pad)	-	-	-	-	250,000						
Kent Common (other)	-	20,000		25,000	25,000						
Playing Fields and Ball Park	-	-	-	50,000	-	-	-	-	-	-	
Master Plan	-	-	-	25,000	-						
Vehicle	-	-	-	-	35,000						
680,000	P & R SUBTOTAL	100,000	20,000	-	125,000	435,000	35,000	-	-	-	
REVALUATION											
Reval	50,000	-	-		50,000	30,000	40,000	-			
100,000	REVAL SUBTOTAL	50,000	-	-	50,000	30,000	40,000	-	-	-	
Tn Buildings											
* 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			30,000		200,000	200,000	200,000				
Tn Hall Roof	-		-	65,000	-	-	-	-	-	-	
* Tn Hall Sidewalks	-	-	-	-	-	100,000	-	-	-	-	
Tn Hall Windows	-	-	-	-	150,000	-	-	-	-	-	
645,000	TN BLDGS SUBTOTAL	-	50,000	30,000	65,000	500,000	450,000	280,000	50,000	-	
5 YR TOTAL	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	
8,020,575	TTL CAPITAL	1,067,235	1,115,001	1,232,469	1,221,334	3,384,536	2,264,536	1,828,202	#####	498,202	
	1/5TH OF ANNUAL CAPITA	213,447	223,000	246,494	244,267	676,907	452,907	365,640	311,640	99,640	
APPROPRIATION FY 2022-2023	1,604,115										
APPROPRIATION FY 2023-2024		1,843,575									
APPROPRIATION FY 2024-2025			1,986,215								
APPROPRIATION FY 2025-2026				2,051,362							
APPROPRIATION FY 2026-2027					1,906,736						
APPROPRIATION FY 2027-2028						1,342,469					
Accepted by the BoS											
Received by the BoF											
Approved by P/Z				Approved by BoF							

Project Balance 12.14.21		DPW CAPITAL DETAIL (purple cells mark changes on additions)									
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
60,000	Truck #1			Increased \$5k 11.14.19							70,000
100,000	Truck #2	increased \$5k 11.14.19		Increased \$15K 11.30.22				increased 55k 11.30.22			
	Truck #3	increased \$30K on 1.7.22					260,000				
	Truck #4	increased \$5K 12.1.22	150,000	increased \$5k 11.14.19							
	Truck #5	increased \$20K 12.6.22		increased 35K 1.7.22				increased 55k 11.30.22			
5,539	Truck #6			increased 10K 11.30.22					65,000		
	Truck #8					260,000					
	Truck #9	290,000						increased 55k 11.30.22			
	Truck #12			250,000							
	Truck #7 w/ Sander & Plow							260,000			
		-							-	-	-
165,539	TOTAL DPW FLEET	290,000	150,000	250,000	-	260,000	260,000	260,000	65,000	-	70,000
40,000	Compactor										
15,000	Zero Turn Mower			was in FY '27, moved out by BoS 2.3.22							
35,000	Kubota	-		increased \$20K 11.30.22							
35,000	Salt Brine Maker								increased 5K 11.30.22		
4,779	Mower										
6,738	Payloader										
	Tractor w/ boom mower	split in 1/2 per BoF in April 2020				140,000					
	Roadside mower / tractor								130,000		
	Buffalo Blower					20,000					
136,517	TOTAL DPW EQUIPMENT	-	-	-	-	140,000	-	-	130,000	-	-
	Anderson Road (rebuild)		166,883	183,117	split in 1/2 per BoF in April 2020	-					
	Botsford Road		345,000								
46,592	Kenico Road										
	Geer Mtn Road	moved out one year per BoS meeting 3.11.19		original request was \$500,000 in FY '26 BoS split in 1/2 on 9/2					600,000		
										-	-
	Spooner Hill Road			250,000	250,000	original request was \$500,000 in FY '26 BoS split in 1/2 on 9/2					
200,000	Studio Hill										
246,592	TOTAL ROADS	-	511,883	433,117	250,000	-	-	-	600,000	-	-
266,595	Bulls Bridge / Fuller Mtn										
	Bridge # 2 & # 3 (rehab)	Was 400,000 in FY '27 moved into FY '25 11.14.19				-	-			100,000	-
	Bridge # 7 & # 11 (rehab)	split in 1/2 per BoF in April 2020				-	-				100,000
	Bridge #5				200,000	200,000					
	Bridge #9 (Fuller Mtn)				-	300,000					
171,172	Bridge #16 (Anderson Acres)		166,883	183,117							
	Bridge #17	Was 400,000 in FY '27 moved into FY '25 11.14.19						200,000	200,000		
-1,054	Bridge # 18 (Kent Hollow)	split in 1/2 per BoF in April 2020									
	Bridge #05519 (Macedonia)				100,000	300,000					
	Bridge #22 (Geer Mtn)								400,000		
	Covered Bridge (paint/repairs)						500,000		-	-	
	Covered Bridge Barrier		30,000		was \$250K in FY '25, moved out 11.14.19 was \$400,000 in FY '27, was decreased to \$100K hv						
5,804	Tanguay										
442,517	TOTAL BRIDGES	-	196,883	183,117	300,000	800,000	700,000	600,000	-	100,000	100,000
	Salt Shed Cover								50,000		
24,000	Tn Garage Doors										
70,000	Tn Garage Parking Lot	-									
200,000	Tn Garage Siding										
25,000	Town Hall Oil Tank Removal										
319,000	TTL BUILDINGS and SITE IMPROVEMENTS	-	-	-	-	-	-	-	50,000	-	-
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
1,310,165	Total DPW	290,000	858,766	866,234	550,000	1,200,000	960,000	860,000	845,000	100,000	170,000
	1/5TH OF ANNUAL CAPITA	58,000	171,753	173,247	110,000	240,000	192,000	172,000	169,000	20,000	34,000
	APPROPRIATION FY 2022-2023	753,000									
	APPROPRIATION FY 2023-2024		887,000								
	APPROPRIATION FY 2024-2025			887,247							
	APPROPRIATION FY 2025-2026				883,000						
	APPROPRIATION FY 2026-2027					793,000					
	APPROPRIATION FY 2027-2028						587,000				

KCS Tuition amount vs. Expenditure per Tuition student

<u>KCS Budget Lines potentially impacted by additional student:</u>	<u>Budget Amount:</u>
• (25) Physicians Services/Students	\$850
• (29) Water/Sewer/Trash	\$12,500
• (48) School Trips, Athletics, and Regional Activities	\$41,210
• (49) Teaching Supplies	\$35,000
• (50) Information Technology Supplies	\$9,000
• (52) Health Office Supplies	\$3,420
<u>Total:</u>	\$101,980

The total budgeted amount for those 6 lines is \$101,980. That amount currently covers 196 students. If you divide the total amount by 196 you come up with an expenditure of \$520.30 per student. This amount is certainly an over estimation of what it would cost to add a student to the school. For example, line (48) School Trips, etc. covers expenses like busses for school trips. An extra student would not require an extra bus. Line (29) would more accurately be divided by the total number of students and staff to get a per person amount, and so on.

Kent Center School currently charges \$4500 tuition for the first child and \$2250 for each additional sibling. The Town of Kent makes at least \$3979.70 above expenses from each family with one tuition student. A family that sends two children pays the Town of Kent at least \$5709.40 above expenses. Every tuition student is a financial benefit to the taxpayers of Kent while also contributing to a larger social cohort for our students and robust extra curricular activities.