

RECEIVED

By Darlene Brady at 9:41 am, Mar 30, 2023

Board of Finance Regular Meeting
Wednesday March 22, 2023 6:00 pm

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

Zoom- Casey Cogut, other members of the public

Public and Invited Guests- Jean Speck, Barbara Herbst, Scott Trabucco, Debbie Devaux, other members of the public

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 Ms Goodsell to accept the agenda Motion approved unanimously

Approval of Minutes- Motion by Mr Wright, seconded by Ms Goodsell to accept the minutes of the March 15, 2023 meeting. Motion approved unanimously.

Correspondence-
none

Reports:

- a. **Tax Collector**-none
- b. **Board of Ed**- none
- c. **Board of Selectmen**-will cover under new business
- d. **Treasurer**- attached

NEW BUSINESS:

- a. **Board of Selectman Budget**-First Selectman Ms Speck

Presented the selectman's budget to the board. Went over numerous key line items. Public invited to ask questions on BOS budget presentation.

1. Steve Pener questioned line 299 Town Aid Road. Asked why The Swift House was under Recreation. Rick Osborne replied to the Town Aid Road question-stating that because it was an audited item it needed to be on its own line.
2. Joe Agli asked when the Annual Report will be posted. Ms Donzella explained that she recently received the information from the audit for the report so it will be published very soon
3. Rufus de Rham commented on the history of the mill rate.

OLD BUSINESS:

- a. **2021-2022 Annual Report Update-** covered previously
- b. **Capital Appropriation Policy-** discussed the draft policy paragraph by paragraph and came up with edits. Ms Donzella will get a copy to the board before next meeting with the edits discussed

Comments of Public and Invited Guests-

- a. Lara Hanson-commented on Park and Rec Director Jared Kuczenski's accomplishments. Asked when we would be addressing concerns regarding affordable housing, education, assessment, etc
- b. Lynn Worthington-spoke about audio issues for folks on zoom, stating it was very "echo-ey" in the room

Motion to adjourn by Mr de Rham at 8:04

Next meeting- April 12, 2023 @ 6 pm

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

Bonnie Donzella
Board Clerk

Treasurer's Report

3/22/2023

	January		February	
A/P Checks Issued	112	236,058	73	108,562
Payroll	114	108,326	122	104,627
BoE Transactions	57	588,872	91	638,371
Deposits	13	1,364,342	7	1,730,003
Net Income to Expense	296	431,086	293	878,443

FY 2022 -2023

	Actual	Budget	% of Budget	Variance to budget
Income	\$ 13,029,914	\$ 13,776,199	94.58%	\$ 746,285
A · General Government	\$ 1,277,983	\$ 1,604,966	79.63%	\$ 326,983
B · Public Safety	\$ 201,331	\$ 514,236	39.15%	\$ 312,905
C · Public Works	\$ 858,266	\$ 1,856,172	46.24%	\$ 997,906
D · Health and Welfare	\$ 130,182	\$ 178,842	72.79%	\$ 48,660
E · Recreation	\$ 175,449	\$ 271,528	64.62%	\$ 96,079
F · Sanitation	\$ 93,077	\$ 147,931	62.92%	\$ 54,854
G · Board of Education	\$ 5,476,595	\$ 7,241,710	75.63%	\$ 1,765,115
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	\$ 10,173,698	\$ 13,776,199	73.85%	\$ 2,856,216

Notes

\$52,532 490 tax penalties received - non budgeted
 \$10,628 MV Supplement Collections have exceeded the budgeted amount
 \$65,958 Interest income has exceeded the budgeted amount
 \$10,420 Building Permit revenue has exceeded the budgeted amount

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

96.3% 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
 53% of DPW Salt / Sand Budget has been expended

Tn Hall Repairs **\$22,869 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 sills and trim & drip edge & clean and stain benches
 \$1,034 for service call for Mul T Lock Cylinder change

A lot of time has been spent on the budget process this cycle, seven iterations of the proposed budget have been issued from January 1st through today.

3/22/2023

TOWN OF KENT
Budget Change by Department
 Fiscal Year 2023 - 2024

*BoF to set Mil Rate
In late May*

DEPT	Ln #	TTL DEPT Increase
Board of Selectmen	40	\$ (1,298)
Probate	57	\$ (36)
Registrar of Voters	58	\$ 12,313
Board of Finance	72	\$ (162)
Treasurer	79	\$ 2,940
Tax Assessor	87	\$ 9,382
Tax Collector	105	\$ 1,398
Bd of Assessment Appeals	122	\$ (1)
Conservation	131	\$ -
Town Clerk	137	\$ 3,301
Planning and Zoning	153	\$ 18,905
ZBA	173	\$ 1,124
Inland Wetlands	182	\$ 5,614
Building Inspector	197	\$ 25,949
Town Hall	203	\$ 22,000
Attorney Fees	216	\$ -
Grants	221	\$ 35,500
Associations	234	\$ 58,579
Historic District Comm	244	\$ -
Insurance	245	\$ 21,832
Contingency	246	\$ 15,000
Fire Marshal	247	\$ 3,712
Resident Trooper	257	\$ 15,976
EMS Staffing	258	\$ -
Litchfield Cnty Dispatch	259	\$ 545
Emergency Management	260	\$ 2,000
Town Garage Building	261	\$ 4,800
Highway Department	270	\$ 12,748
Roads	299	\$ -
Town Utility - Lighting	300	\$ 3,000
Trees	302	\$ 1,900
Social Services	303	\$ 11,358
Senior Center	314	\$ 3,475
Public Restrooms	322	\$ 5,000
Dir of Health/Hlt Dist	323	\$ (165)
Park and Recreation	324	\$ 29,386
Community House	340	\$ 19,200
Swift House	348	\$ 7,300
KCS Ballfield Maintenance	355	\$ 10,000
Transfer Station	356	\$ 11,419

TTL

\$ 373,994

2:17 PM
3/22/2023

Capital Project Status

Fiscal Year 2022 -2023

as of 2/21/2023

	Capital Project	FYE 2022 Balance Fwd	Appropriation	State Grants / Donations	Interest Income	Expenditures	Transfers between projects	Projects to Close in FY 2022-2023	YTD 2023 Balance	5 year reserve should have
1	Reserve Fund (5 Year Plan)	1,800,174.73	917,208.00		52,944.79		(644,800.00)		2,125,527.52	1 \$2,471,537
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				45,934.50			110,737.48	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				12,333.01			18,414.88	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		669.00					5,410.72	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		-		119,767.02			-1,214,383.55	37 Streetscape Phase I
38	Streetscape Phase II	-193,175.53		25,576.53		19,790.00			-187,388.90	38 Streetscape Phase II
39	Town Hall (AC, pkgng lot, gen)	69,982.95							69,982.95	39 Town Hall (AC, pkgng 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	-			11,500.00	-		42,602.50	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	26,245.63	52,944.79	212,099.83	0.00	0.00	4,080,165.22	0 0.00 0 2/21/2023 0

NOTES

Building Inspector									
GL# 04-120-400									
2022-2023									
		85%	15%					Construction Value	# of Permits
	Receipts	Waived Fees	Payment	Town Share	Check Date	Check #	Check Amount		
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	4,354.00	-	3,700.90	653.10	1/3/2023	ACH	\$ 3,700.90	\$646,198	32
January	21,590.00		18,351.50	3,238.50	1.31.23	ACH	\$ 18,351.50	\$3,526,434	73
February	24,033.61		20,428.57	3,605.04	3.16.23	ACH	\$ 20,428.57	\$3,952,466	36
March	-		-	-		ACH			
April	-		-	-		ACH			
May	-		-	-		ACH			
June	-		-	-		ACH			
Total	\$ 216,121.60	\$ -	\$ 183,703.36	\$ 32,418.24			\$ 183,703.36	\$35,204,905	401
Amt Budgeted				22,000.00			LFY TD	19,880,984	356
% of Budgeted Amount Received to date				147.36%			Variance	15,323,921	45
							Change	77.08%	12.64%
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		