

**RECEIVED**

*By Darlene Brady at 12:09 pm, Aug 03, 2023*

Board of Finance Regular Meeting  
Wednesday July 19, 2023 6:00 pm

**Present-** Nancy O'Dea-Wyrick, Tegan Gawel, Jason Wright,

**Zoom-** Casey Cogut, other members of the public

**Public and Invited Guests-** Jean Speck, Barbara Herbst, Scott Trabucco, Debbie Devaux, George Sinnamon, 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 Mr Cogut to accept the agenda** Motion approved unanimously

**Motion by Mr Wright, seconded by Ms Gawel to change the wording of agenda item 7a to read BOE Funding Request.** Motion approved unanimously

**Approval of Minutes- Motion by Mr Wright, seconded by Mr Cogut to accept the minutes of the June 21, 2023 meeting.** Motion approved unanimously.

**Correspondence-**

Emails from Patricia Oros and Andy Ocif read aloud

**Reports:**

- a. **Tax Collector**-discussed issues with the tax abatement ordinance
- b. **Board of Ed-** Mr Trabucco asked if Public Comment can be moved to before the BOE Funding Request
- c. **Board of Selectmen**-Ms Speck reported a Streetscape Informational meeting was held last night with about a dozen people in attendance. Has been talking with CCM Energy about different programs. The Compost Program has been started.

d. **Treasurer-** attached

**Motion by Mr Wright, seconded by Ms Gawel to accept the budget transfers as recommended by the treasurer** approved unanimously

## **NEW BUSINESS:**

a. **Board of Education Funding Request-**Auditor George Sinnamon spoke to the mechanics of the request. Mr Trabucco spoke more about the request.

**Motion by Mr Wright, seconded by Mr Cogut for the establishment of a non lapsing fund or account for the use of the Board of Education**

Yay Mr Wright, Mr Cogut

Nay Ms O'Dea-Wyrick, Ms Gawel

Motion fails

## **OLD BUSINESS:**

a. none

## **Comments of Public and Invited Guests-**

a. John Grant, Glenn Snachez, Jean Speck and Lynn Worthington all spoke in favor of the BOE non lapsing fund request

## **Motion to adjourn by Mr Wright at 7:09**

Next meeting- August 16, 2023 @ 6 pm

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

Bonnie Donzella

Board Clerk

7/26/2023

FY 2022 -2023				
	Actual	Budget	% of Budget	Variance to budget
<b>Income</b>	<b>\$ 13,514,872</b>	<b>\$ 13,776,199</b>	<b>98.1%</b>	\$ 261,327
				\$ -
<b>A · General Government</b>	\$ 1,558,493	\$ 1,604,966	97.1%	\$ 46,473
<b>B · Public Safety</b>	\$ 470,580	\$ 514,236	91.51%	\$ 43,656
<b>C · Public Works</b>	\$ 1,694,949	\$ 1,856,172	91.31%	\$ 161,223
<b>D · Health and Welfare</b>	\$ 170,762	\$ 178,842	95.48%	\$ 8,080
<b>E · Recreation</b>	\$ 241,805	\$ 271,528	89.05%	\$ 29,723
<b>F · Sanitation</b>	\$ 131,888	\$ 147,931	89.16%	\$ 16,043
<b>G · Board of Education</b>	\$ 7,066,290	\$ 7,241,710	97.58%	\$ 175,420
<b>H · Debt Service</b>	\$ 38,906	\$ 38,906	100.0%	\$ -
<b>I · Transfer to Capital</b>	\$ 1,078,408	\$ 1,078,408	100.0%	\$ -
<b>J · Transfer to Dog Fund</b>	\$ 7,500	\$ 7,500	100.0%	\$ -
<b>L · Transfer to Schaghticoke</b>	\$ 30,000	\$ 30,000	100.0%	\$ -
<b>K · Current Year Capital Projects</b>	\$ 806,000	\$ 806,000	100.0%	\$ -
<b>Total Expense</b>	<b>\$ 13,295,582</b>	<b>\$ 13,776,199</b>	<b>96.51%</b>	<b>\$ 219,290</b>

## Notes

\$55,000	Six Budget Transfers approved by BoF 7.19.23
\$7,320	One additional budget transfer is necessary to cover EMS staffing costs

Treasurer's Office responsibilities	General Fund	7	Bank Accounts
		35	Components (Departments / catagories)
		46	Employees
	Captial Projects	3	Bank Accounts
		42	Capital projects
		6	Open grants
		5	Pending grants
	Special Funds	2	Bank Accounts
		11	Special Funds
		44	Programs being tracked
		1	Fiscal Sponsorship
	ARPA	13	Components / projects being tracked
53		Applications Processed	
Totals			
		12	Bank Accounts
		148	Funds, Components, Departments, Projects, Programs
		11	Grants
		46	Employees

**FISCAL YEAR**  
**2022-2023**

**TOWN OF KENT**

**BUDGET**  
**TRANSFERS**

**From**

Amount

**To**

Amount

<b>One</b>	Contingency (079-000)	3,500.00	Bldg Dept Education (027-205)	3,500.00
<b>Two</b>	Contingency (079-000)	1,000.00	Swift House Maint ( 034-505)	1,000.00
<b>Three</b>	Contingency (079-000)	1,000.00	Community House Maint ( 032-505)	1,000.00
<b>Four</b>	Tx Assr Assistants (016-102)	7,000.00	I/W Health Ins (026-996)	7,000.00
<b>Five</b>	P/R Hourly Emp (023-102)	18,000.00	P/Z PTO Payout (024-105)	18,000.00
<b>Six</b>	Police Protection (054-000)	25,000.00	Town Hall Repairs (030-507)	25,000.00
<b>Seven</b>				
<b>Eight</b>				

55,500.00

55,500.00

- 1 Budgeted \$6,000 (spent \$12,896) Education fees driven by volumn / value of permits issued
- 2 Budgeted \$4000 (spent \$4,900) Replace sils and trim& drip edge, new locks
- 3 Budgeted \$5,000 (spent \$6,770) design / make 8 closet doors on sliding track, trim and paint
- 4 Budgeted \$10,202 (spent \$17,169) staff turnover, insurance status, H.S.A. timing
- 5 Budgeted \$ -0- (spent \$15,570) unused PTO balance payout per EE manual
- 6 Budgeted \$10,000 (spent \$31,467) Elevator repairs were \$20K and unbudgeted
- 7
- 8

Approval

Board of Finance

7.19.23

		<b>Building Inspector</b>								
		<b>GL# 04-120-400</b>								
		<b>2022-2023</b>								
			<b>85%</b>	<b>15%</b>				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	14,559.00		12,375.15	2,183.85	4.4.23	ACH	\$ 12,375.25	\$2,377,633	36	
April	18,631.00		15,836.35	2,794.65	5.10.23	ACH	\$ 15,836.35	\$2,938,097	55	
May	28,017.00		23,814.45	4,202.55	6.2.23	ACH	\$ 23,814.45	\$4,504,139	52	
June	7,503.00	-	6,377.55	1,125.45	7.7.23	ACH	\$ 6,377.55	\$1,144,261	39	
<b>Total</b>	<b>\$ 284,831.60</b>	<b>\$ -</b>	<b>\$ 242,106.86</b>	<b>\$ 42,724.74</b>			<b>\$ 242,106.96</b>	<b>\$46,169,035</b>	<b>583</b>	
<b>Amt Budgeted</b>				<b>22,000.00</b>			LFY TD	29,192,078	0	558
<b>% of Budgeted Amount Received to date</b>				<b>194.20%</b>						
							Variance	16,976,958		25
							Change	58.16%		4.48%
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			
							-\$0.10			