

Board of Finance
Minutes Monthly Meeting
Tuesday, Oct. 17, 2017

RECEIVED FOR RECORD
KENT TOWN CLERK

2017 OCT 19 A 9 37

BY
TOWN CLERK

Present: Jim Blackketter, Ed Epstein, Mark McWhinney, Nancy O'Dea-Wyrick, Mark Seher

Public and Invited Guests: Bruce Adams, Debbie Devaux, Barbara Herbst.

Chairman Nancy O'Dea-Wyrick called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Agenda: Mr. McWhinney asked to revisit the resident state trooper program in the coming budget season. Ms. O'Dea-Wyrick suggested putting the topic on the agenda. Mr. McWhinney made a motion to approve the agenda with the addition of the resident state trooper program under New Business. Mr. Blackketter seconded the motion, and the motion was approved unanimously.

Minutes: Mr. McWhinney noted the minutes should read "towns" in the last sentence of the minutes. Mr. Epstein made a motion to approve the minutes of the Sept. 19, 2017 meeting as corrected. Mr. Blackketter seconded the motion, and the motion was approved unanimously.

Correspondence: There was no correspondence.

Reports: Tax Collector: Ms. Devaux reported the tax collection rate is at 55.7% which is a bit behind last year at this time. She added back taxes and interest collection are at about the same rate as last year.

Board of Education: A representative from the board did not attend the meeting.

Board of Selectmen: First Selectman Bruce Adams reported the following:

- **State Budget - ?????????????????????????????**

See attached sheet showing potential impact on Kent (attached).
Compliments of Barbara. Thank you.

- **Carter Road Project – update**

Road is open. Awaiting final State inspection.
Leftover materials used at Kenico. Site remediated

- **Kenico Road Project**

Spreadsheet of expenses to date attached.
Worth noting that the pile at Town garage is estimated to save about \$60,000.
Mr. Adams noted the new road bed will be about six feet below the existing wires, and the hump at the bottom of the roadway will be leveled out.

- **FEMA Generator Grant**

We have a grant for a generator at the Community House. It expires in 2018. We have decided to put the \$\$ toward replacement of the Town Hall generator.
No update to report.

Treasurer: Barbara Herbst provided an Actual vs Budget, July through September 2017, report, dated October 17, 2017 (attached).

Business: Impact of State Budget: There was no other discussion.

FY2017 Audit: Mrs. Herbst said she expects the auditor would attend the same board meeting as she did last year. Mrs. Herbst shared that there are no management comments in this year's audit report.

FY2017 Annual Report: Mrs. Ferris said she has received many of the reports and has spoken to a few who still owe reports. She also said she was taking some photographs today for next year's report.

Other Old Business: There was no other old business discussed.

Other New Business: Resident State Trooper Program: Ms. O'Dea-Wyrick asked if board members wished to discuss the resident state trooper program. There was no discussion.

Comments from Public and Invited Guests: There were no public or invited guests' comments.

Mr. Epstein made a motion to adjourn the meeting at 7:30 p.m.

Lesly Ferris
Board Clerk

Minutes are not considered final until approved. Refer to the minutes from ensuing meeting for any changes and/or corrections.

Our current Mil rate	18.61		
If the state funding had not been adjusted our Mil rate would be	18.19		
	Variance	0.42	2.31%
if the state imposes the TRB assessment and factoring in the already implented state cuts our Mil rate would be	19.13		
	Variance	0.94	5.17%

State Trooper costs went to 100%	42,770
LoCIP was frozen	125,000
Education Cost Sharing (effecitvely eliminated)	85000
TRB Assessment	309000
	561,770

Town of Kent
Kenico Road
All Transactions

Date	Num	Name	Memo	Amount
Capital Funds				
07/01/2017	103191		ToK Capital Funding	515,000.00
09/15/2017	746	Alibozak Construction, LLC	Kenico: 9/11/17 - 9/27/17 (excavator and trucks to load and deliver fill from Rt7 location to K...	-51,195.00
09/21/2017	000211	Ace Hardware	Kenico Rd: Grass seed (100 lbs)	-199.98
09/21/2017	84322	Supreme Forest Products, Inc.	Kenico: stumps	-500.00
09/29/2017	9/18 - 9/29	Gawel, Joseph G.	Kenico Road: excavation (18.5 hrs) and bulldozer (68.5 hrs) services 9/18 - 9/29	-8,100.00
09/29/2017	990328	Allyndale Corporation	Kenico: 17 loads of quarry chips	-2,074.45
Total Capital Funds for Kenico Road available				<u><u>452,930.57</u></u>

Special Funds				
07/01/2009			Balance of funds from Mt Maumee Partnership funds per agreement to pay for improvements to Kenico Road	43,722.00
04/01/2016	1310	Yantic River Consultants, LLC	INV# 1500002-1: Road Design, 3 hrs plus mileage	-295.62
04/08/2016	1312	Robert L. Hock Land Surveyors LLC	INV# 1 (Kenico Road - Wetlands) - wetland flags, autocad work map, soils report	-1,785.00
06/30/2016	1328	Yantic River Consultants, LLC	INV# 1500002-2 (Kenico Road - Road Design 4/1 - 6/30 16 hrs)	-1,280.00
07/20/2016	113205	Staples	Hwy: color bond 24x36 (Kenico Road)	-58.90
10/07/2016	1341	Yantic River Consultants, LLC	# 1500002-3 Kenico Road: 6.5 hrs Road design 7/1 - 9/30 and printing, copies cost	-546.47
03/13/2017	1500002-4	Yantic River Consultants, LLC	Kenico: 10/1 - 2/28 - Road Design (16 hrs)	-1,280.00
04/11/2017	1359	Yantic River Consultants, LLC	INV# 1500002-5 (Kenico Road - 18 hrs road design, draft construcion plan, printing,copies)	-1,474.92
05/05/2017	1363	Emmons Tree & Landscaping Service, INC	INV# 5701 (Kenico Road - Tree Removal, cut back for new road 4/27 and 4/28)	-5,700.00
05/26/2017	1364	Emmons Tree & Landscaping Service, INC	INV# 5739 (Kenico Road - cut back for new road 5/12 [4 hrs])	-750.00
06/16/2017	1367	Emmons Tree & Landscaping Service, INC	INV# 5807 (Kenico Road -tree removal two fulls days)	-3,800.00
08/29/2017	83306	Supreme Forest Products, Inc.	Kenico: stumps	-500.00
08/29/2017	53343	Supreme Forest Products, Inc.	Kenico: stumps	-500.00
09/05/2017	83599	Supreme Forest Products, Inc.	Kenico: stumps	-500.00
09/07/2017	5998	Emmons Tree & Landscaping Service, INC	Kenico Rd: tree removal on both sides of road (8/28 and 8/29)	-3,800.00
09/11/2017	1182 (a)	Robert L. Hock Land Surveyors LLC	Kenico Road: 8/24 - 8/29 field work: stake property lines along curve and west side	-780.00
09/12/2017	1786236	Target Enterprises, Inc.	Kenico: ten 12.5 x 432' mirafi 500X stabilizaiton fabric (600sy)	-3,693.60
09/15/2017	8/24 - 9/15/17	Gawel, Joseph G.	Kenico Road: excavation (80 hrs) and bulldozer (26.5 hrs) services	-9,325.00
09/15/2017	9/11 - 9/12/17	Harlem Valley Sand & Gravel, Inc.	Kenico: 373.02 tn dry screened gravel 2"	-5,968.32
09/28/2017	0013635-IN	The Chas.C. Hart Seed Co.	Kenico: NE roadside upland seed mix	-1,193.25
Total Special Funds for Kenico Road available				<u><u>490.92</u></u>

Actual vs Budget

July through September 2017

	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue			
130-310 · Property Taxes	6,171,864.53	11,021,099.00	56.0%
130-320 · Tax Refunds	-3,959.95		
130-330 · Property Taxes - Interest	9,433.66	40,000.00	23.58%
130-340 · Property Tax - Liens	96.00	500.00	19.2%
130-400 · Town Aid Roads CT Grant	0.00	284,619.00	0.0%
130-500 · Lein ST Property	0.00	73,239.00	0.0%
130-900 · Telecom Property	0.00	17,000.00	0.0%
131-000 · Educational Assistance	0.00	1,754.00	0.0%
131-450 · Pequot Funds	0.00	8,957.00	0.0%
131-500 · State of CT Misc	110.00	1,000.00	11.0%
131-900 · Community House	4,850.00	5,000.00	97.0%
131-920 · Swift House Rent	0.00	1,000.00	0.0%
132-000 · Interest on Investments	8,457.43	14,000.00	60.41%
132-100 · Miscellaneous Fees	8,356.40	98,500.00	8.48%
132-135 · Public terminal fees	23.00		
132-137 · Public Restrooms	422.05		
132-150 · Cell Tower Rent	15,328.81	45,199.00	33.91%
132-200 · Building Permits	6,859.32	35,000.00	19.6%
132-300 · Transfer Station Income	54,252.63	94,000.00	57.72%
132-310 · Bulky Waste	1,870.00	6,000.00	31.17%
132-330 · Raffle Permits	0.00	50.00	0.0%
132-340 · Pistol Permits	140.00	500.00	28.0%
132-400 · P & Z Fees / Road Inspection	3,450.69	12,000.00	28.76%
132-410 · Commission In/Wet	250.00	800.00	31.25%
132-420 · Commission of ZBA	112.00	500.00	22.4%
132-500 · Town Clerk Fees / Conveyance Ta	6,783.25	80,000.00	8.48%
132-800 · Park & Recreation	0.00	250.00	0.0%
132-810 · Park & Rec Pass	940.00	3,500.00	26.86%
132-820 · Park & Rec Sports	848.00	4,000.00	21.2%
132-830 · Park & Rec Classes	149.00	500.00	29.8%
132-840 · Park & Rec Enrichment	158.00	11,000.00	1.44%
132-850 · Park & Rec Enrichment Camp	11,016.50	13,000.00	84.74%
132-860 · Bus Trips & Programs	270.00	1,000.00	27.0%
132-900 · Surplus	0.00	225,000.00	0.0%
132-910 · Funds Capital & Nonrecurring	692,500.00	692,500.00	100.0%
132-950 · Maple Street Extension	0.00	15,000.00	0.0%
Total Income	<u>6,994,581.32</u>	<u>12,806,467.00</u>	<u>54.62%</u>
Expense			
A · General Government			
010-000 · BOARD OF SELECTMEN	37,989.77	169,094.00	22.47%
012-000 · PROBATE	2,250.17	4,545.00	49.51%
013-000 · REGISTRAR OF VOTERS	3,978.31	29,344.00	13.56%
014-000 · BOARD OF FINANCE	7,351.84	25,156.00	29.23%
015-000 · TREASURER	10,379.28	44,085.00	23.54%
016-000 · TAX ASSESSOR	23,059.27	90,128.00	25.59%
017-000 · TAX COLLECTOR	21,679.65	72,913.00	29.73%
018-000 · BOARD OF ASSESSMENT APPEALS	0.00	2,695.00	0.0%

Actual vs Budget

July through September 2017

	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
021-000 · CONSERVATION	247.34	2,775.00	8.91%
022-000 · TOWN CLERK	33,088.49	117,727.00	28.11%
024-000 · PLANNING AND ZONING	18,940.99	73,290.00	25.84%
025-000 · ZONING BOARD OF APPEALS	68.30	2,637.00	2.59%
026-000 · INLAND / WETLANDS	9,206.44	33,379.00	27.58%
027-000 · BUILDING INSPECTOR	2,011.80	13,912.00	14.46%
030-000 · TOWN HALL	22,819.12	82,000.00	27.83%
051-000 · ATTORNEY FEES	1,250.50	16,000.00	7.82%
060-000 · GRANTS	219,465.00	268,069.00	81.87%
070-000 · ASSOCIATIONS	27,337.80	46,646.00	58.61%
074-000 · HISTORIC DISTRICT COMMISSION	0.00	500.00	0.0%
075-000 · INSURANCE	46,694.00	103,810.00	44.98%
079-000 · CONTINGENCY	0.00	10,000.00	0.0%
Total A · General Government	487,818.07	1,208,705.00	40.36%
B · Public Safety			
028-000 · FIRE MARSHAL	4,652.14	31,218.00	14.9%
054-000 · POLICE PROTECTION	664.71	174,662.00	0.38%
055-000 · LITCHFIELD CNTY DISPATCH	15,535.64	31,072.00	50.0%
056-000 · CIVIL PREPAREDNESS	176.15	2,000.00	8.81%
Total B · Public Safety	21,028.64	238,952.00	8.8%
C · Public Works			
031-000 · TOWN GARAGE BUILDING	2,767.13	20,410.00	13.56%
040-000 · HIGHWAY DEPARTMENT	173,832.54	1,210,100.00	14.37%
041-000 · TOWN AID ROAD	0.00	284,619.00	0.0%
042-502 · Lighting - Town Utility	1,537.53	12,000.00	12.81%
042-504 · Water - Town Utility	0.00	34,210.00	0.0%
045-680 · Tree Work	3,000.00	21,100.00	14.22%
Total C · Public Works	181,137.20	1,582,439.00	11.45%
D · Health and Welfare			
029-000 · SOCIAL SERVICES	15,006.22	56,557.00	26.53%
033-000 · SENIOR CENTER	3,668.54	17,650.00	20.79%
050-501 · Public Restrooms	1,972.91	15,000.00	13.15%
052-000 · Dir of Health/Hlt Dist.	19,184.12	19,200.00	99.92%
Total D · Health and Welfare	39,831.79	108,407.00	36.74%
E · Recreation			
023-000 · PARK & REC	61,943.95	164,838.00	37.58%
032-000 · Community House	4,454.90	22,249.00	20.02%
034-000 · Swift House	704.14	6,300.00	11.18%
046-000 · KCS Ballfield Maintenance	1,495.00	6,000.00	24.92%
Total E · Recreation	68,597.99	199,387.00	34.4%
F · Sanitation	24,565.06	111,804.00	21.97%
G · Board of Education	1,649,427.46	7,263,948.00	22.71%
H · Debt Service	183,881.00	646,825.00	28.43%
I · Transfer to Capital	746,000.00	746,000.00	100.0%
J · Transfer to Dog Fund	7,500.00	7,500.00	100.0%
K · Current Year Capital Projects	692,500.00	692,500.00	100.0%
Total Expense	4,102,287.21	12,806,467.00	32.03%
Net Revenue and Expense	2,892,294.11	0.00	100.0%



TOWN OF KENT
Kent Historic District Commission
SCHEDULE OF REGULAR MONTHLY MEETINGS FOR 2018

Pursuant to CGS§ 1-225:

Regular meetings of the Kent Historic District Commission will be held at 7:00 on the second Monday of each month (except in February, September and October) at Kent Town Hall, 41 Kent Green Boulevard, Kent, CT.

At our October 16, 2017 special meeting we approved the following as our regular meeting dates for 2018:

January 8
February 13 (NOTE: this is not second Monday)
March 12
April 9
May 14
June 11
July 9
August 13
September 11 (NOTE: this is not second Monday)
October 9 (NOTE: this is not second Monday)
November 12
December 10

Chairman/Recording Secretary

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BY *D. Bradley*
TOWN CLERK