



Board of Selectmen
Special Meeting

March 9, 2023
2:00 P.M.

The minutes reflect motions and a summary of the discussion. Refer to the attached link for the recording of this meeting:

<https://www.youtube.com/watch?v=Mr4BvopOox8>

Supporting documentation for this meeting:

https://drive.google.com/drive/folders/13JYcRTNI07bq4HRyP5kg9WqOcsN_XgX0

Jean Speck, Rufus deRham and Glenn Sanchez.

Also present: Catherine Bachrach, Darlene Brady, Zanne Charity, Melissa Cherniske, Athenaide Dallett, Debbie Devaux, Eric Epstein, Ruth Epstein, John Grant, Lynn Harrington, Samantha Hasenflue, Leila Hawken, Donna Hayes, Gary Hock, Rose Mary Jones, Tai Kern, Jared Kuczenski, Rick Osborne and Lynn Worthington.

Call to order:

Jean Speck called the meeting to order at 2:01 p.m.

Public Comment:

None.

2023/2024 FY Operating Budget:

Emergency Management:

Eric Epstein:

- \$5,500 LEOP
- \$1,000 Training
- \$3,500 Communication upgrades
- \$2,000 CERT (equipment, new member training)
- \$2,000 Deployment

Jean Speck:

- Town is upgrading telephone system, including Emergency Management.
- Emergency Management works under the ICS (Incident Command System), as a deputy, if there is a vacant position above them that becomes vacant, they automatically step into that position.

Glenn Sanchez:

- Has there been any interest in someone else stepping into the director position?

Eric Epstein:

- Last year asked for \$15,000 for the LEOP for a consultant to complete the document.
- The State is providing a consultant, hopefully he will assist us with the process.
- The \$5,500 for the LEOP will be for ancillary printing, filing or anything that we may need, don't anticipate using it all.
- If I were to move up to the Director, we have had some conversations with some people but nothing has come to fruition yet.

Social Service:

Samantha Hasenflue:

- Mileage increased – 2 employees in the department.
- Senior Center Programming increased from \$1,000 to \$6,000.
- Increase to continue providing programs and supplies.
- Currently most of the lunches have been donated, not sure if that will continue.
- Plan to wrap other programs around lunches to increase attendance.
- Increase in professional development – 2 employees in the department.

Glenn Sanchez:

- Question, line 303, the 11.29% includes pension and the 4% salary increase?

Treasurer:

Barbara Herbst:

- Sent the Board of Selectmen an email, attached.

Park and Rec:

Jared Kuczenski:

- Park and Rec had a very strong fiscal year 2023.
- At the end of January have almost doubled the anticipated revenue.
- New programs, increased registration and fees.
- Requested two parttime position, (After School Director and Summer Camp Director) be combined into one fulltime position.
- The new fulltime position would oversee programs including ASP and Camp Kent.
- Increase in Fee Programs - \$10,000 for Community Day: fireworks, inflatables, concessions.
- I have extensive experience running these types of events and \$10,000 is a very accurate and fair number.

Glenn Sanchez:

- What is the cost of the adding a fulltime employee?
 - Jared: roughly \$16,000 in salary.

- If you had to rank the three big ticket items, fulltime position, Community Day and ballfields?
 - Jared:
 - Full time position
 - Community Day
 - Ballfields.

KCS Ballfield Maintenance:

Jared Kuczenski:

- Increased from \$20,000 to \$30,000.
- In addition to basis maintenance, 2 smaller backstops.

Town Hall:

Joyce Kearns:

- Increased Computer Services by \$10,000 for additional software and increases cost of replacement computers.

Senior Center:

Joyce Kearns:

- Increased maintenance – more programing.
- Increased building supplies – more programming.

Community House:

Joyce Kearns:

- Increase in repair – Social services has asked for the Food Bank to be reconfigured which requires the removal of a wall, electrical work, new flooring.

Swift House:

Joyce Kearns:

- Increase in repairs – maintain the exterior, repair all the porches.
- No money was included in the Operating Budget request for the proposed architect.
- Budget requests were submitted prior to the Architect RFP.

Welcome Center:

Joyce Kearns:

- Increased the line by \$5,000 to cover repairs.

Grants:

Jean Speck:

NW Conservation District:

- Flat.

Kent Community Nursery School:

- Flat.
- They did get grant money.

Susan B. Anthony:

- Flat.

Women's Support Services:

- Flat.

Youth Service's Bureau:

- 43% increase from \$7,000 - \$10,000.
- They did receive ARPA funds.
- Board consensus.

Kent Library Association:

- Glenn abstained from the conversation.
- Requested an 8% increase.
- Received ARPA funds.

Kent Volunteer Fire Department:

- Jean recused herself.
- Requested an additional \$25,500.
- Received \$80,000 in ARPA funds.
- Rufus suggested increasing to \$120,000.
- Glenn and Rufus had a consensus on \$120,000.

Cemetery Association:

- Request increased from \$37,000 to \$44,000.
- Board consensus.

NW Chore Service:

- Request increased from \$5,000 to \$7,500.
- Received \$10,000 in ARPA funds.
- Board consensus at \$6,000.

Literacy Volunteers:

- Increased request from \$1,000 to \$1,500.
- Board consensus.

Associations:

Paramedic:

- Budget increased from \$76,499 to \$135,380.
- It is a contract.

LH-NW Elderly Nutrition Program:

- Request was reduced from \$863 to \$198.
- Reduction due to cancelation of Monday/Wednesday lunch.

Rural Transit:

- Request was increased from \$1,096 to \$9,760.
- Received \$15,000 in ARPA funds
- Request was reduced back to \$1,096, flat.

Regional Hospice:

- Requested \$1,500.
- Not enough information for the board to approve.

Housatonic River Commission:

- Flat.

CT Conf. Municipality:

- Flat.

Lake Waramaug Inter. Com.:

- Flat.

Lake Waramaug Authority:

- Flat.

•

Board consensus on Grants and Associations.

Insurance:

- Jean still needs to get a quote for cyber security.

Board had consensus on the following town buildings:

- Town Hall.
- Senior Center.
- Community House.
- Welcome Center.

Swift House:

Glenn Sanchez:

- Money put in operating budget for general repairs.
- \$13,900 for architect not in the proposed budget.

Jean Speck:

- Expectation, the \$13,900 would come out of this year's budget.
- Looking for grant money.
- Will talk to the treasurer about any available funds.

Rufus deRham:

- Should use ARPA funds to pay for architect.

Jean Speck made a motion to keep the Kent Library Association, line 226 at \$135,000. Rufus deRham seconded the motion. Jean Speck and Rufus deRham voted yes. Glenn Sanchez abstained. The vote carried.

Rufus deRham made a motion to reduce line 227, Kent Volunteer Fire Department to \$120,000. Glenn Sanchez seconded the motion. Rufus deRham and Glenn Sanchez voted yes. Jean Speck abstained. The motion carried.

Adjourn:

Glenn Sanchez made a motion to adjourn the meeting at 3:54 p.m. Jean Speck seconded the motion and the motion carried.

Joyce Kearns

Joyce Kearns

Administrative Assistant

These are draft minutes and the Board of Selectmen at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval.

RECEIVED

By Darlene Brady at 2:33 pm, Mar 02, 2023



BOARD OF SELECTMEN
Special Meeting Agenda
March 9, 2023 @ 2:00 P.M.

Join Zoom Meeting: <https://us02web.zoom.us/j/84384171156>

Meeting ID: 843 8417 1156

One tap mobile: +13052241968,,84384171156# US

Supporting documentation for this meeting:

<https://drive.google.com/drive/folders/1UShIGzKz6hJPK0hiiVQg6Gy80S4ckFRN>

1. Call to order.
2. Public Comment.
3. 23/24 FY Operating Budget.
4. Adjourn.



Joyce Kearns <adminassist@townofkentct.org>

Re: BoS budget meeting schedule

1 message

Barbara Herbst <treasurer@townofkentct.org>

Thu, Mar 2, 2023 at 6:01 PM

To: Joyce Kearns <adminassist@townofkentct.org>, Jean Conlon Speck <firstselectman@townofkentct.org>, Glenn Sanchez <Glennsanchez@townofkentct.org>, Rufus DeRham <Rufuspderham@townofkentct.org>

Hello everyone,

Thank you for the invitation to the March 9th BoS meeting to discuss the proposed FY '24 budget for the Treasurer's department.

The submission for the Treasurer's department is flat with the exception of the 4% wage increase that has been applied to every department in the FY '24 Proposal.

I do not have any additional information to submit.

If any Selectman has a question or a request for documentation that I can address via email, I would be most happy to do so.

As a department head, I endeavour to adhere to my budget and always do the utmost to keep future year proposals as flat as I can.

I am away and return to CT on the 8th of March. The 9th of March is a day I work only in Cornwall.

I may be able to remote in from Cornwall however I cannot make any promises, I do not know what activity in Cornwall will need immediate attention upon my return.

Again, I would be most happy to answer any question or provide any requested documentation that I can via email.

my best,
B

**Barbara E Herbst**

Treasurer, Town of Kent

860 927 0109 | treasurer@townofkentct.org

PO Box 678

Kent CT 06757

<https://www.townofkentct.org/>[Click to schedule a meeting](#)

On Thu, Mar 2, 2023 at 1:10 PM Joyce Kearns <adminassist@townofkentct.org> wrote:
Barbara,

The BoS has scheduled two budget meetings next week. The meetings will be via Zoom.

Tuesday, March 7th from 2:00 - 4:00 p.m.

Thursday, March 9th from 2:00 - 4:00 p.m.

Treasurer is on the schedule for Thursday, March 9th between 2:00 - 4:00 p.m. That would be your opportunity to discuss the budget you submitted.

3/13/23, 10:28 AM

Town of Kent CT Mail - Re: BoS budget meeting schedule

Please confirm attendance at the meeting on the 9th.

Thank you.

--

Joyce Kearns
Administrative Assistant
Town of Kent
PO Box 678
Kent, CT 06757
860-927-4627



REGIONAL HOSPICE

January 11, 2023

The Honorable Jean C. Speck
First Selectman
Town of Kent
Kent Town Hall
41 Kent Green Blvd
Kent, CT 06757

Dear Jean,

We are hoping for your community's support of those in Litchfield County living with terminal illness and are writing to respectfully request \$1,500 in grant support from the Town of Kent's FY2023-2024 budget. With your partnership, we can provide exceptional end-of-life care and bereavement support to the residents of Kent.

During the fiscal year 2022, we served 733 patients with 45,701 visits throughout Connecticut. In addition, we opened *The Center for Hope & Healing* at 2 Green Hill Road in Washington to further our expansion in Litchfield County and to provide bereavement support and spiritual healing to those in the community who are unable to travel to Danbury.

We continue to face challenges because of the impact of the COVID-19 economic crisis on our patients and the rising demand for qualified healthcare professionals, especially nurses. The aging U.S. population and the rise of average life expectancy is impacting elderly healthcare as well. There will be far more demand for healthcare than supply in the future which means healthcare costs will increase.

We appreciate your consideration for the year ahead as we continue to provide the highest quality care for Kent residents in their homes, assisted living and nursing facilities, patient suites at New Milford and Norwalk Hospitals, and at the *Center for Comfort Care & Healing*. Please reach out to Jen Matlack, Managing Director of Philanthropy, at (203) 702-7409 or jmatlack@regionalhospicect.org with any questions.

Wishing you, your family, and staff a happy and healthy New Year!

Kind regards,

Cynthia Emiry Roy, MS, LCSW, CHA
President & CEO

Jen Matlack
Managing Director of Philanthropy

Making the Best of Every Day®

RECEIVED
JAN 17 2023

BY: