

Town of Kent
Annual Town Report
2016-2017

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Reports are printed as received by the Board of Finance

Photography by Lesly Ferris at Leonard Pond and South Kent School's Center for Innovation, South Kent Road.

Town Government





October 1, 2015 Grand List Report FY 16-17

TYPE OF ACCOUNTS	FISCAL YR	NUMBER OF ACCOUNTS	GROSS ASSESSMENT	BOARD OF ASSESSMENT APPEALS ADJUST.	TOTAL EXEMPTIONS	TOTAL NET VALUE
REAL ESTATE REGULAR	FY16-17	1945	550,150,335	0	526,980	549,623,355
REAL ESTATE ELDERLY H.O	FY16-17	32	5,999,300	0	56,000	5,943,300
REAL ESTATE EXEMPT	FY16-17	206	125,943,100	0	125,943,100	0
REAL ESTATE TOTALS	FY16-17	2183	682,092,735	0	126,526,080	555,566,655
PERSONAL PROPERTY	FY16-17	360	15,376,396	0	525,172	14,851,224
MOTOR VEHICLE	FY16-17	3151	25,735,430	0	170,130	25,565,300
FINAL TOTALS		5694	723,204,561	0	127,221,382	595,983,179

Respectfully submitted,
Patricia S. Braislin,
 Assessor

Board of Selectmen

This is the seventh time I have written this yearly report. It is truly amazing how much has happened in those years and 2016-17 is no exception. Here it is in (mostly) chronological order.

In July we broke ground on a major bridge replacement project on Carter Road. It was funded by federal funds and overseen by the CT DOT. The project took much longer than expected, but the new bridge reopened almost a year later. Special thanks to Carter Road residents who endured the work.

In August /September the Kent Memorial Library presented a well-attended Constitution Day program. I had the pleasure of participating as they brought some important information to residents. Templeton Farms celebrated its 40th anniversary, and the Kent Land Trust held its popular fall gathering.

In October/November I, along with our Transfer Station crew, took and passed the test for certification. An interesting day! I gave my annual State of the Town address to the Kent Informal Club along with Land Use Administrator Donna Hayes. I've been asked to do it yearly. Kent was visited by a large DOT contingent who performed a Road Safety Audit of our downtown. The resulting report (<http://ctconnectivity.com/rsas/>) is well done and will be invaluable in addressing safety concerns. After Thanksgiving the Kent Chamber of Commerce presented its annual Champagne Stroll, bringing hundreds of visitors to town.

In January we got first word of a proposal to convert the building formerly called The Kent to a drug and alcohol rehab facility to be called Birch Hill. More on this in next year's report. Around the same time we met with the organizers of the Gilmore Girls Fan Fest. It will move to Kent and will bring approximately 1,500 visitors to town in October 2017. I organized a proactive meeting attended by many to deal with the crowds that have been gathering on River Road and North Kent Road. The proposed solution was to gate both roads from Memorial Day to Labor Day. A town meeting was held to discuss this, and the Board of Selectmen voted to put the proposal in place. Early reports have been positive. On the political scene I journeyed to Hartford a few times to meet with legislators and fellow town leaders to discuss mutual concerns. Then in April I met in Kent with State Rep. Brian Ohler and State Senator Craig Miner. We had a very productive meeting and all agreed that political affiliations mean little in small towns. The state budget was an issue in April and is a huge issue as I type this in October. Fortunately we don't get a lot from the State so we won't lose a lot.

Winter was kind to us last year in a number of ways, but it was still nice to welcome spring. I was able to develop a relationship with the new administration of High Watch, and they agreed to join our three private schools in contributing to the funding of our Resident Trooper program.

Each will contribute \$20,000 per year. I had a productive meeting with soon-to-be Region One Schools Superintendent Pam Vogel. At the time there was a controversial issue and a few Kent parents asked me to get involved. Things seem to have calmed down, and I wish Ms. Vogel great success in her new role. We held our annual shredding program and filled the truck, and we continue to lead all HRRRA towns in the recycling of textiles. In May we ended the sixth year of our successful Friday Senior Lunch program. Lunch is provided by our private schools and four local restaurants. A solid group of 20-25 attends weekly and usually gives rave reviews. We really appreciate our providers.

Perhaps the biggest news of the year happened at the end. After years of discussion we finally built and opened the Kent Welcome Center. The purchase of the property and the construction were funded by a \$500,000 STEAP grant from the State. It offers public restrooms and showers, a walking map and brochures, water bottle filler, plenty of parking and a beautiful lawn which may be the sight of future events. The project was built by Kent native Tim Sneller (T&S Builders) who used almost entirely Kent sub-contractors. It is interesting to note that I had the pleasure of teaching them at KCS. I take no credit for their success in the trades. Special thanks go out to Kent resident John Milnes Baker who donated his time and expertise as the project architect as well as to the Committee that worked with him. The completed building opened in June and was an instant hit.

Over the past year Kent has been recognized by a number of publications for its beauty. Crazy Tourist says we are one of the 19 Most Beautiful Places to Visit in CT as well as one of the Best Small Towns in CT. Perhaps the biggest was from Smithsonian Magazine which named Kent One of the 20 Best Small Towns to Visit in the U.S. This just confirms that we live in a wonderful town. It has been another good year to live in Kent and for me to be your First Selectman. I thank you for your support. Here is to an equally great 2017-18.

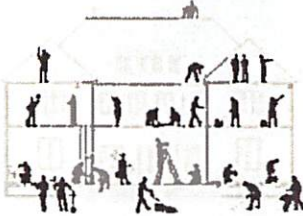
Board of Selectmen- Board members (3) are elected by the Town for two year terms.

<u>Member</u>	<u>Term Expires</u>
Bruce Adams	11/17/2017
Jeff Parkin	11/17/2017
Mike Van Valkenburg	11/17/2017



Photo by Doug Branson- Ext 4 Multimedia- South Kent

BUILDING DEPARTMENT



Fiscal Year 2016-2017

William T. P. Jenks, Building Official

Following is a five year Construction Activity Comparison Report

Fiscal Year	Permits Issued	Const. Value	# New Dwellings	Fee Value
2012/2013	541	\$22,162,058	2	\$141,915
2013/2014	486	\$16,537,498.10	2	\$107,960
2014/2015	452	\$8,705,660.51	1	\$60,924
2015/2016	518	\$19,596,833	2	\$124,391
2016/2017	495	\$18,906,717.72	2	\$122,723

Construction for fiscal year 2016/2017

Construction in Kent showed a slight decrease from the preceding year. Substantial projects included the Kent School squash court, Kent Affordable Housing, and 3 Maple Street improvements.

What's upcoming for 2017-2018

Construction seems to be holding steady for the start of the 2017/2018 fiscal year.

Office of Fire Marshal
Town of Kent, Connecticut

ANNUAL REPORT July 1, 2016 – June 30, 2017

CODE INSPECTIONS, PLAN REVIEWS & OFFICE HOURS	587 Hours
ISSUED: 348 Burning Permits and/or Site Inspections	15 Hours
*Continuing Education & Meetings	98 Hours
Fire Investigations	11 Hours

The Fire Marshal's scheduled office hours are Tuesday and Thursday afternoons from 3:00 PM – 4:00 PM to coincide with the building department hours. Additional time is spent for inspections, fire investigations, burning permit inspections, alarm system ordinance program, continuing education, meetings and oil tank removal inspections. Fire Marshal attendance is also required for all public and private firework displays as well as Hazardous Material incidents.

During the year, Code Inspections and Reviews were conducted, with the majority of the time being spent with projects at Kent School, South Kent School, Marvelwood School, HighWatch Farm, camps and nursing homes. A fire safety program, which is given each year during fire prevention week, was conducted for the Kent Center School Pre K through fourth grade and day care centers.

*Continuing education and meetings for the Fire Marshal are billed at 31% of the cost to the Town of Kent.

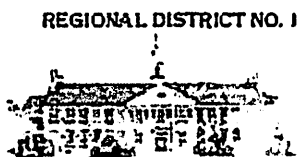
Respectfully submitted,

Stanley MacMillan
Fire Marshal

HOUSATONIC VALLEY REGIONAL HIGH SCHOOL

Dr. José Martinez
Principal

Ian Strever
Assistant Principal



246 Warren Turnpike Road
Falls Village, Connecticut 06031
Telephone (860) 824-5123
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Housatonic Valley Regional High School Report for 2016-2017

Housatonic Valley Regional High School (HVRHS) staff, teachers, and administrators are working diligently to provide a quality education for all students. The school serves students in grades 9-12 from Canaan, Cornwall, Falls Village, Kent, Salisbury, and Sharon. In addition, 13 tuition students from New York and Massachusetts attend HVRHS. The entire staff is committed to addressing the needs of this diverse population of students in a personal and positive way.

Superintendent of Schools Patricia Chamberlain retired after a distinguished 29 year career in Region One. Doctor Pamela Vogel assumed the position of Superintendent of Schools on July 1, 2017. Additionally, Lisa Carter assumed the role of Assistant Superintendent on July 1.

In June of 2016 the Region One community supported a building renovation project that was designed to enhance the teaching and athletic spaces. Of special note is the renovation of five science classrooms, refurbished locker rooms, and the expanded fitness area. The building upgrades have provided the needed infrastructure improvements that support high levels of student achievement.

Some changes of note include the development and implementation of an alternative school within a school. The Bridges Program is a small learning community for students that will benefit from a personalized learning setting and program. Housatonic Valley Regional High School hired a part time Career Experience Coordinator to further develop work experience opportunities such as job shadowing and internships.

The school's teachers and administrators have been actively preparing for a decennial accreditation review. Accreditation of public schools by the New England Association of Schools and Colleges (NEASC) indicates that the educational institution has conducted a self-evaluation of all of its programs and hosted a visiting team to evaluate the institution in terms of its own stated educational goals and the Standards for Accreditation. The Standards for Accreditation are a research-based set of practices and concepts that provide guidance to schools on all aspects of the education — academic, civic, and social — of the young people under their care. The awarding of Accreditation signifies that the school has met the Standards for Accreditation at an acceptable level and is committed to both maintain those Standards and to improve its educational program by implementing the recommendations of the visiting team and the Commission. The accreditation visit is scheduled for March of 2018.

Teachers and administrators continue to stay current with best practices in the field of education by participating in professional development workshops. Time is devoted to developing course

curricula, co-planning with peers, gathering and analyzing student data to inform how to best instruct students, and understanding Connecticut Education laws. The school has developed a comprehensive School Improvement Plan (SIP). The SIP is used as a guide for the professional work that occurs at HVRHS. The major goals of the SIP are: 1. Align curriculum, instruction, and assessment with the Connecticut Core Standards and other national content area standards; 2. Teachers consistently use research-based instructional strategies with fidelity; 3. Implement the regional teacher and school leader evaluation plans with precision and fidelity; 4. To develop a scholarly, respectful culture of learning that encourages all students to achieve at the highest academic level.

The use of technology in the school continues to grow and enhance student learning. Nearly every student participates in the school's one to one program (one computer to one student). Students that do not participate in the 1:1 program are allowed to bring their own device. The school network is excellent, as there is wireless connectivity in every part of the building.

The table below show progress towards graduation for the 2016-2017 year. We are proud to announce that all 112 seniors graduated on time. Also, 90 of 91 students in 9th grade advanced to the next grade level.

Grade	Class Count	Successful credit completion	Comment
9	91	90 (99%)	
10	113	104 (92%)	
11	90	87 (97%)	
12	112	112 (100%)	YEAH!
totals	406	393	96.80%

New for the 2017-2018 year is a new bell schedule that incorporates a "FLEX" block in the middle part of the day. The FLEX period (40 or 45 minutes in length) allows time for students to meet with teachers for extra help, make up missed assignments, or to meet with teachers for enrichment activities. Also new is a school-wide policy to allow students opportunities to retake assessments if their grade on an initial assessment was below a 70%. The implementation of these changes have led to fewer students with failing grades.

**Inland Wetlands Commission
Annual Report
July 1, 2016 – June 30, 2017**

**Lynn Werner, Chairman
Donna Hayes, Land Use Administrator**

Total Fees Collected: \$2,120.00

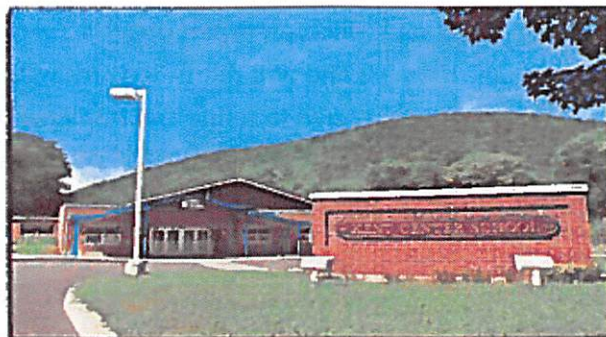
<u>Inland Wetlands Commission Activities:</u>	<u>Action:</u>
Applications	14
Permit Modifications	3
Permit Extensions	1
Agent Approved	3
Denied	0
Withdrawn	0
Waived	5
Forestry	2

The commission conducted a number of site visits with applicants over the year and worked with landowners to reduce storm water runoff and potential impacts to wetlands and watercourses from proposed land use activities. An open alternate position as a result of Fred Hosterman moving up to a Regular member was filled by Ken Deltz.

Inland Wetlands Commission

Appointed by the Board of Selectman for 5-year terms: Alternates serve 3-year terms

<u>Members:</u>	<u>Term Expires:</u>	<u>Alternates:</u>	<u>Term Expires:</u>
Lynn Werner	12/2020	Scott Finucane	12/2018
Paul Yagid	12/2021	Ken Deltz	12/2017
Margaret Smith	12/2017		
Fred Hosterman	12/2018		
Eric Cieplik	12/2019		



Kent Center School

Florence Budge, Principal

The mission of Kent Center School is to ensure active learning and independence through responsibility, respect, and cooperation.

The doors to KCS opened for the 2016-2017 school year at 8:25 a.m. on August 31. With the help of our enthusiastic staff, 232 students entered the sparkling clean building safely and without incident. The excitement that coming back to school generated radiated from the faces of staff and students alike! Although students were not aware of all the changes to the physical plant, such as the new fire alarm system or the upgrade to the computer network, they quickly noticed progress on the new outdoor classroom and the installation of SMART Boards in several rooms.

Several staff members were added or changed positions during the summer. The new assignments included: Marilyn Dwyer, Grade 5/6 Social Studies and Grade 5 Writing; Jandi Hanna, Speech Pathologist; Paraprofessionals Stacey Sypko, Diane Chinatti, and Suzanne Ingellis; Melissa Perotti, Physical Therapist; Deana Clark, Cafeteria/Salad Bar; Kevin Capobianco, Soccer and Baseball Coach and Charlotte Allen, Grade 3-8 Enrichment Paraprofessional. Megan Leach took over the Grade 3-8 Enrichment program in the spring.

This year, with an increase in professional development days, staff worked in teacher-led teams to investigate a variety of topics including: Personalized Learning, Student-Led Conferences, Grading Practices, and Data Analysis. As a result of this inquiry, there will be changes in all four of these areas in 2017-2018. This spring, some teachers and their students in

grades 3, 4, 5, 6 and 8 piloted student-led conferences. Despite some trepidation before the conferences, students ultimately enjoyed the opportunity to discuss progress and achievements with their parents in a formal setting. Parents also responded positively to the experience.

In further staff development, some teachers participated in a discussion at the high school on grading practices given by Cathy Vatterott, author of the books Rethinking Homework and Rethinking Grading. Bena Kallick, an expert on *Habits of Mind*, led another workshop at HVRHS for Region One teachers and will return to work with our school next year. The Leadership Committee at KCS continued to refine and implement our Strategic Plan in alignment with changes in the Region One Strategic Plan. They also assisted in professional development functions and supported many facets of growth in the school community.

Kent Center welcomed parents and other community members to attend special events at school throughout the year. In addition to soccer, basketball, baseball and tennis matches, open houses, conferences, Grandparents' Day, chorus and instrumental concerts, special recognition assemblies, the Geography Bee, Inventors' Fair, Art Show, and Arbor Day Celebration, family and friends enjoyed a Grade 3/4 production of *Cinderella - if the Shoe Fits*, the Grade 6-8 production of *High School Musical*, and the Grade 1/2 production of *Treble Clef Island*. Finally, we celebrated graduation of our eighth grade students on June 16 with 236 students enrolled at KCS. The graduation speaker was Nora Nadire, a KCS alumna from the class of 2006, who challenged the graduates to take advantage of future opportunities and to engage in continuous growth.

We appreciate the support of all who attended these events as well as that of the individuals, businesses and organizations in town who hosted or chaperoned our field trips, helped with theater productions, served on the PTO or volunteered as guest speakers. We value your support!

Astrid von Seufert was this year's recipient of the Litchfield County Superintendent's Award. Astrid has been an excellent leader as the president of the Student Council, participated in innumerable school activities, and demonstrated a clear aptitude for achievement. Astrid's attitude and achievements make us proud to have her represent our school at the awards ceremony.

The top music students at KCS auditioned in West Hartford for the Northern Region Music Festival in January. They competed against nearly two thousand 6th, 7th, and 8th graders from approximately 34 towns in the northwest quarter of the state. Judges selected two KCS students for the orchestra, one for the band and one for the chorus. In March, they performed at the Music Festival at Wethersfield High School after two days of intensive rehearsals.

The Wellness Committee continued to find ways to improve the health of KCS students. Many students participated in the autumnal Kids Marathon before school each morning. The

program culminated with participants running in the Kent Pumpkin Run in October. Mrs. Saunders, our Physical Education teacher, spearheaded the annual Jump Rope for Heart for students in grades 2-6 in conjunction with The American Heart Association. She also led the walk in support of Juvenile Diabetes Research Foundation, which was preceded by a brief talk from a young KCS student with Type 1 diabetes.

Dianna Wentzell, Commissioner of Education, again congratulated the students and staff at Kent Center School for their outstanding performance in the 2016 Governor's Summer Reading Challenge. Ms. Morrow, KCS Librarian, and four students traveled to Hartford to receive an award on behalf of KCS for being one of the top performing schools in the state of Connecticut. Ms. Morrow has challenged the KCS community to reach 100% participation in the summer of 2017.

Finally, Peggy Matthews, Susan Makarawich and Carolyn McLeod all tendered their retirement this spring. Peggy has led the Pre-K program at KCS for the last several years. Susan has been an enthusiastic Third Grade teacher and a strong proponent of science, an important contributor to the Leadership Committee, and played a significant role in the annual Arbor Day celebration. Carolyn began at KCS as the PELA teacher, and developed the technology program from the days of the Commodore PET computers to one of the first student laptop programs in the country. The vision, dedication, and kindness of these three teachers will be difficult to replace and they will be greatly missed!

Many thanks to the Kent Board of Education, Board of Selectmen, Board of Finance, and the rest of the Kent community. Visitors tell us time and again that Kent Center School is a special place. That is due in large part to your continued support. Thank you for believing in the work we do and in the importance of preparing students for their future.

Kent Park and Recreation: Lesly Ferris, Director

Kent Park and Rec's continued collaboration with community organizations and the regional recreation departments resulted in new programming as well as the continuation of others.

Members of the Kent Quilters Group shared their craft and donated many hours and materials to the After-School Program where youngsters created quilted potholders while also learning about quilting. Park and Recreation continued its associations with Kent and South Kent Schools for holiday and winter ice skating; Marvelwood School students walked with senior citizens to observe National Walking Day; the Chamber of Commerce funded the four summer concerts on the lawn outside Kent Town Hall; the Lions Club donated to the annual Halloween Safety Campaign where 800 glow-in-the-dark necklaces were distributed to trick-or-treaters of all ages. Kent Center School's student council members visited the Kent Senior Center for lunch and activities with the meal program participants.

Camp Kent youngsters spent six Mondays at Club Getaway. Campers had the option in summer 2016 to participate in the regional summer science camp which took place at Housatonic Valley Regional High School. Park and Recreation partnered with the Kent Community Fund to offer scholarship opportunities to families in need to help offset the cost of the After-School Program and summer camp programs. The Community Fund's contribution totaled \$2767.00 in Fiscal Year 2016-17. Director Lesly Ferris remarked on the importance of this scholarship assistance and thanked the fund at the Kent Community Fund's 10th Anniversary celebration.

Qigong Class – a classical method of self-healing rooted in the longevity tradition of old China – joined the fee programs offered by Park and Recreation. Tang Soo Do class and Dog Obedience classes continued. Figure skating lessons saw a renewed interest in winter 16-17 with nearly 20 boys and girls enrolled in each of the two sessions offered.

Kent Seniors observed 10 years of monthly senior outings utilizing the Northwest Connecticut Transit District bus on the September 2016 trip to Fascia's Chocolates in Waterbury. Other destinations included Thimble Islands cruise, Energize CT Center, Naugatuck Valley Train Ride, Goodwin Park holiday light display, Woodbury Pewter, New England Carousel Museum.

Kent joined the Northwest Recreation League's basketball program, entering a fifth and sixth grade boys' basketball team in the league. The Kent team enjoyed a successful first year, finishing second in the league's season-end tournament. Brush clearing and tree trimming/removal work began at Emery Park where an Open House was held in late June.

Park and Recreation Commission members, three-year terms:

Dave Dunleavy	expires 1/17/2019	Jessie Rundall	expires 1/16/2020
Mike Green	expires 1/17/2019	Jerry Decker	expires 1/18/2018
Lynn Harrington	expires 1/18/2018	Glen Nielsen	expires 1/16/2020

Alternates, one-year terms:

John Grant	expires 1/18/2018	James Mauri	expires 1/18/2018
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PLANNING & ZONING COMMISSION

John Johnson, Chairman

Donna Hayes, Land Use Administrator

During the 2016-2017 fiscal year, the Planning and Zoning Commission continued the work on the re-write of the current Zoning Regulations. The anticipated acceptance of the new regulations via a public hearing is scheduled for the second quarter of the fiscal year. Working with Glenn Chalder of Planimetrics and Jocelyn Ayer, Community & Economic Development Director, Northwest Hills Council of Governments, the Incentive Housing Zone Subcommittee, consisting of members Matt Winter, Chairman, Richard Chavka, John Johnson, Adam Manes and alternates William Bachrach and Michael Everett facilitated the \$20,000 grant received from the State. They completed the feasibility study for the extension of the roadway in front of Town Hall, created a proposed rendition of housing design and wrote the Incentive Housing Zone Overlay regulation. Jennifer Calhoun left the employ of the Town. While the position is currently open, the plan is to hire someone within the second quarter of the fiscal year.

Total Fees Collected: \$24,415.16

There were a total of 109 applications submitted. The breakdown is as follows:

Sign Permits	8	Subdivision Approvals	0
Zoning Permits	74	Floodplain	0
Special Permit Approvals	8	Reg. Change Approvals	0
Site Plan Approvals	20	Zone Change Approvals	0
Driveway Permits	2		
Forestry	2		
Temporary	1		

P&Z Commission

Members shall be elected at the biennial elections of the Town for terms of six years. Vacancies in office of members shall be filled by the Commission for the unexpired portion of the term. Alternates are appointed for 2-year terms by the Board of Selectmen.

<u>Members:</u>	<u>Term Expires:</u>	<u>Alternates:</u>	<u>Term Expires:</u>
John Johnson	11/2017	Richard Chavka	11/2017
Darrell Cherniske	11/2019	Marc Weingarten	11/2017
Adam Manes	11/2017	Anne McAndrew	11/2017
Alice Hicks	11/2021		
Karen Casey	11/2019		
Matt Winter	11/2021		
Wes Wyrick	11/2019		

The Architectural Review Board acted on 12 applications, 7 of which were for signage. The other applications included a shed, landscape & wall, a repair, a garage and the gazebo relocation on Kent Green Blvd.

<u>Members:</u>	<u>Term Expiration</u>
John Baker	8/2018
Ellen Corsel	8/2018
James Mauri	8/2018
Scot Samuelson	8/2017
Greg St. John	8/2017

Regional School District #1

Each year, we have the opportunity at Region One to reflect upon the events and achievements for the Annual Town Report. The schools of Canaan, Cornwall, Kent, North Canaan, Salisbury, Sharon and Housatonic Valley Regional High School are the seven districts that comprise Region One's 275 square miles.

I now have the privilege of serving as Superintendent of Schools, to follow Patricia Chamberlain, who served in Region One for 29 years. Patricia gave of her time and talent to improve opportunities for students in our schools and I will continue this effort. Our number one priority is to provide the highest quality education possible for our students. We have our challenges, with declining enrollment and state budget constraints, but this will not deter our educational staff from being steadfast in moving forward, as we are developing our next generation of citizens. We must do so, to prepare students for a world that is changing at a pace moving faster than ever before.

In July, Mrs. Lisa Carter began as Assistant Superintendent and we very much look forward to her leadership, as she stewards instructional programs and helps expand new and innovative programs that enhance each and every student's opportunity to find their path in life- from the time they begin at Region One until the time they receive their diploma. We know that we help hold the key to students' futures and we understand this significant responsibility that we have for their success.

The most significant changes that have come about in 2016-2017 are tied to the four goals in the Region One Strategic Plan for School Improvement. These broad goals are the same in each of our schools:

Goal/Initiative 1: To implement a guaranteed and viable curriculum tied to comprehensive formative and summative assessments utilizing the Connecticut Core Standards, National Content Standards, and the Instructional Core (student, teacher, content).

This includes:

- Alignment of Curriculum to Instruction and Assessment□o Formative and Summative Assessments Aligned to the Connecticut Core Standards□
- Curriculum and Instruction that engages and challenges students to construct new knowledge and skills
- Strategies for Intervention□
- Regional Continuum of Professional Practice

Goal/Initiative 2: To improve student achievement, as evidenced by multiple data sources such as local, regional, state, and national assessments.

Goal/Initiative 3: To continue to implement the regional teacher and school leader evaluation plans, with precision, fidelity, and purpose, and aligned to the district's school improvement goals.

Goal/Initiative 4: To promote positive social and emotional health and well-being for all students.

In the winter of 2016-2017, administrators in all schools came together to update the Regional Strategic Plan. It remains a three-year plan, but we recognized that we needed to re-evaluate our timelines and action steps to determine if we were adhering to the plan and to ensure that timelines and action steps were still in sync with our goal areas. As with most improvement plans in schools, when the variables are many, we found we were “on track” in some areas, ahead of schedule in others, and had some that we were not yet able to address. The revised plan extends our work with updated timelines and action steps and is now a plan for 2017-2020.

Having the seven districts align their plans with that of the Regional Plan has made it possible for all of the schools to maintain a focus on our four common goal areas and align resources (people, time, funding, etc.) with the other schools. Ultimately, we want to be certain that a student can move within the region or move from 8th grade into 9th and not have gaps in their learning. We should not discern differences between schools when it comes to readiness for high school.

Every school district has been able to enact their Strategic Plan with the support of the Leadership Team appointed in each school. Each team was newly formed in 2016; however, this past year each team has become more involved, understands their role to a greater extent, and works alongside the principal in their school to demonstrate the following responsibilities:

- Engage entire staff around improvement of instruction to impact student learning
- Shepherd instructional initiatives (facilitate the decision making process, make recommendations, garner support, etc.)
- Analyze district level data and make recommendations based upon the data and demonstrated needs
- Plan/support professional development
- Help lead implementation – change that impacts students/change in culture of school/change in instructional practice
- Assist with evaluation of district programs and their impact on student learning and achievement
- Assist with establishment and communication of connection between the Regional School Improvement Plan, the District’s Plan, and teachers’ IAGD’s
- Communicate, as needed, with Curriculum Council members to ensure alignment of curriculum and professional development to deliver high quality instruction and programs
- Read and discuss relevant professional literature to assist with continuous school improvement
- Help coordinate time for teachers and administrators to collaborate and discuss programs
- Model shared/distributed leadership in the district

Each school’s Strategic Plan is to be discussed regularly at Leadership Team meetings held in each school and communicated to staff. Teachers and administrators have input into the action steps they take to achieve the school and regional goals. The plans are enacted through professional development planning and discussions. It has been particularly gratifying to see teachers present at their local board meetings and share progress they are making with the implementation of curriculum, instruction, and assessment through a variety of programs. The purpose of each school’s plan is to improve student learning and to verify progress through communication of student achievement data. Data are being communicated and analyzed regularly with teachers and administrators and will be shared with students, parents, board of education members, and the community.

We feel that some of our successes this past year show in the curriculum mapping that all of the schools have worked on together, in order to have common curriculum, instruction, and assessment. Entering all curriculum online enables teachers and staff to be able to know what is being taught in any given unit of instruction, but the curriculum maps still allow for teachers to individualize learning activities according to their students. The ultimate goal in having curriculum maps is to document how we are expecting students to demonstrate mastery of grade level content standards.

Teachers and administrators continue to meet region-wide to revise and improve common assessments in writing and mathematics. Additionally, students in grades K-3 are experiencing Early Literacy Groups (ELG) focused on reading fluency and comprehension. All schools are seeing greater gains in student growth, as a result of the ELG program. Through these review processes and implementation of programs such as the ELG's, all schools are now seeing the value of how we collect and use data. While we are collecting data on all of our common regional and state assessments and entering these data into the PowerSchool program, we are seeing a need for a data platform that is more responsive to enable teachers and administrators to make better analysis in order to plan instruction, so we are in the process of looking at programs that will help us to do this work.

Other initiatives that we are seeing produce positive results are student led conferences, grading practices and policies, and the evaluation process for teachers. Teachers spent time this year identifying "look fors" in the teacher evaluation rubric, in order to assist teachers to understand how to match criteria to artifacts and observational data.

As we continue into the year ahead, we will be implementing an instructional coaching program in all schools. We expect this program to be great resource for principals and teachers, as we share the belief that coaching is about continually learning ways to improve our practice. This also fits well with the teacher evaluation training that we have been doing with Collegial Calibrations, as every administrator is honing their observation and feedback skills, in order to also be able to support excellence in teaching.

We are also providing Personalized Learning opportunities, with professional development in this area focused in the K-8 schools. We communicate often about the need for all professional educators to stay current with many different kinds of instructional practices K-12, as we need to demonstrate our own ability to be flexible and willing to make adjustments in the delivery of our instruction in order to meet students' needs.

All of the programs we have been involved with in the last several years are not "once and done" initiatives. These are ongoing and every year we will look for ways to improve what we are doing. In the years ahead, we both understand the challenges and necessity of two-way communication with our stakeholders, sharing the good work that has been done and more work that lies ahead.

Our continual challenge in Region 1, with distance between schools or potential differences in practices, is to be able to find time to communicate with each other, work together, and keep a continued focus on "non-negotiables"—those things that we all agree we must do. We can then allow "defined autonomy" to certain aspects of teaching and learning that enable each school to create its uniqueness, while still ensuring all students are receiving high quality instructional programs.

To keep our schools safe places for learning, budget and infrastructure needs have been attended to, through the oversight of each Board of Education, Building and Grounds Committees in each school, and Sam Herrick, Regional Shared Services Business Manager.

Sam Herrick oversees the districts' projects. These are the projects that have taken place over the past year:

Lee H. Kellogg School

Boiler Replacement and piping replacement for 8 classrooms including new heating units. This project also included carpentry and insulation work. Exterior painting on the south and west of the building was completed.

Cornwall Consolidated Elementary School

Routine maintenance including some window repair; interior and exterior painting; insulated music room with closed cell insulation; six new exterior doors on the gymnasium.

Kent Center School

Extensive amount of exterior painting and waterproofing completed; interior painting completed in the upper wing; gym floor sanded down to bare wood, painted and refinished; library ceiling and cafeteria and teachers' lounge walls patched and painted.

North Canaan Elementary School

Ongoing ADA modifications made, including playground and building; twelve truck loads of sand delivered to the playground, mulch added for student safety; exterior and interior painting in the front of the building; tree maintenance around the campus completed; gym floor refinished, nurse's office floor re-tiled; casework in the middle school; re-laminated science tables; bird houses built with cameras for student use, all completed by maintenance department.

Salisbury Central School

Access controls and locks upgrade completed this summer with a security grant; asphalt paving of parking lots for the upper building including walkways; covered walkway at the entrance of the upper building repaired and new ceiling installed over the boiler room below the covered walkway; ceiling and lighting in the main lobby replaced; new doors installed in the cafeteria; work done at the athletic field, including a new athletic shed and fencing; band room painted and re-carpeted.

Sharon Center School

Routine maintenance, including painting 4 classrooms and all doorframes throughout the entire building; one room carpeted; hot water tank replaced.

HVRHS

Renovation of the science wing, locker rooms and fitness center; replacement of faux slate over the library media center and Ag-Ed center with asphalt shingles; replacement of the boiler on the north wing; replacement of the exterior wall on the math wing with new energy efficient wall system and windows; paving in the senior courtyard, reconfiguration of the Information Technology office.

Our commitment to students is never done. We have the excitement of getting to know our new students, finding ways to identify what each needs, and then providing the instruction and support that enables each one to build confidence, to strive to do more, and to believe in themselves as someone who can accomplish more and greater things.

Through the work of our Region One Board, which engaged for 18 months in the Connecticut Association of Boards of Education (CABE) Lighthouse Project, this mission statement was developed and one that we will continue to use as our North Star:

In order for us to prepare each child for what comes next, we must align vision, expectation, and practice among all stakeholders.

The work of the Region One Board that has resulted from the Lighthouse Project has shaped the district's conversations now and for years to come.

We thank our parents, community members, staff, and everyone who supports our students and the programs that enhance their educational experience in Region One Schools. Our schools and our Shared Services Center will strive to strengthen the lines of communication and build more partnerships between students, parents, community, and staff. All of this is for the benefit of our students and their continual growth that prepares them for their next steps in life.

Dr. Pam Vogel

Town of Kent Safety Committee
Lesly Ferris, Chairman

The Town of Kent Safety Committee held quarterly meetings which include a review of incidents and accidents and Town of Kent Safety Policies. The committee had continuing discussion about the site for the town's emergency shelter. The committee initiated a best practice in Town Hall offices after discussion about nuisance customers and panic buttons.

Committee members:
Bruce Adams, Lesly Ferris, Joyce Kearns, Rick Osborne

Social Services Department
Leah Pullaro, Director

The Social Services Department supports local residents through advocacy; referral to local, state and federal assistance programs; short-term financial assistance; linking with employment opportunities and career support services; and short-term counseling. The mission of this department is to assist the residents of Kent in developing the skills and knowledge necessary to seek services and support through self-advocacy. The Social Services director, utilizing a variety of local, State and Federal resources, assisted 151 Kent households. The total financial assistance for the fiscal year was **\$90,651.40**:

\$28,254.24	State of CT/Federal Energy Assistance Program
\$20,186.00*	Kent Community Fund
\$15,313.57	State of CT Renter's Rebate Program for Elderly/Disabled
\$ 5,625.66	Berkshire Taconic Community Foundation
\$ 9,413.08	Kent Food/Fuel Fund
\$ 2,742.17	Foundation for Community Health Prescription Fund
\$ 8,088.68	Town Social Services Assist Fund
\$ 1,028.00	Operation Fuel

***(CT Food Bank purchases \$2,480; heating fuel, medical, rent, utilities, car repair assistance \$17,706).**

Twenty-four Kent children received backpacks filled with school supplies and a gift card for clothing purchases through the United Way Back to School Program.

The Kent Food Bank, thanks to the support of the Kent Community Fund, continues to supplement the nutritional needs of many Kent households. None of which could be possible without the hard work of volunteers Rob Hayes, Catherine & Bill Bachrach, Jim Blacketter, Jim Lovett, and Linda Palmer. Over the last year, the Kent Food Bank provided food to prepare an average of 1,727 meals each month to 38 adults, 21 children, and 13 seniors.

Kent Diaper Bank supplied a case of diapers once per month to seven Kent infants and toddlers. This program is made possible through the financial support of the Kent Chamber of Commerce and donations from Kimberly Clark Corporation, Kent area residents, and Kent School.

Food donations come in regularly from individuals, Davis IGA, Kent Chamber of Commerce, Sacred Heart Church, First Congregational Church, St Andrew's Church, Kent School, South Kent School, Kent Center School, Marble Valley Farm, New Milford Big Y, Mountain View Farm, Kent Boys Scouts, and Monte Besmer. The Food Bank also provides holiday food baskets to about 34 families through the support of the Kent Community Fund, Connecticut Food Bank, Kent Lions Club, Kent School, individual Kent residents, Resident State Trooper Andrew Fisher, and Sunday in the Country Food Drive (Lakeville/Millerton).

TOWN OF KENT, CONNECTICUT

**REPORT OF THE TAX COLLECTOR
FOR THE YEAR ENDED JUNE 30, 2017**

Grand List October 1,	Restated Uncollected Taxes July 1, 2016	Lawful Corrections		Suspense Transfers	Adjusted Taxes Collectible	Collections			Uncollected Taxes June 30, 2017
		Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2015	\$ 10,913,068	\$ 7,986	\$ 15,413	\$ -	\$ 10,905,641	\$ 10,808,914	\$ 34,488	\$ 10,843,402	\$ 96,727
2014	76,880	218	2,321	-	74,777	55,337	12,909	68,246	19,440
2013	27,282	-	65	-	27,217	16,580	6,155	22,735	10,637
2012	10,848	-	-	-	10,848	4,994	2,356	7,350	5,854
2011	9,997	-	-	-	9,997	2,226	1,874	4,100	7,771
2010	2,082	-	-	-	2,082	1,194	1,047	2,241	888
2009	811	-	-	-	811	-	-	-	811
2008	290	-	-	-	290	-	-	-	290
2007	768	-	-	-	768	-	-	-	768
2006	53	-	-	-	53	-	-	-	53
Total	\$ 11,042,079	\$ 8,204	\$ 17,799	\$ -	\$ 11,032,484	\$ 10,889,245	\$ 58,829	\$ 10,948,074	\$ 143,239

FISCAL YEAR 2016-2017

Darlene F. Brady, Town Clerk and Registrar of Vital Statistics

The duties of the Town Clerk are based primarily on State Statutes (in fact Chapter 92 is devoted solely to the position) however we do work with several other state agencies. The statutory responsibilities of the office include; keeping the town seal (§7-101) and records of all votes of the town (§7-23), the recording of instruments and the safekeeping and indexing of records (§7-24, 25), accepting properly prepared maps for filing (§7-31), and collecting the fees for these transactions (§7-34). Liquor permits issued by the Department of Consumer Protection must be filed with the Town Clerk (§30-53) as well as Trade Name Certificates (§35-1). We also record military discharge papers (§1-219). Agendas and meeting minutes of all town boards and commissions must be filed with the Town Clerk pursuant to The Freedom of Information Act (§1-225) which in addition to maintaining files in the office; we also continue to make them accessible on the town's website. For notary publics, justices of the peace, and the issuance of absentee ballots for elections; the Secretary of State provides guidance. We issue dog licenses and sportsman licenses and collect the revenue for State. The Department of Public Health mandates the Town Clerk's issuing and recording of birth, marriage, and death certificates.

As always, we welcome comments and suggestions on how to make our office better for our customers. Please feel free to give us a call at 860.927.3433 or email us at townclerk@townofkentct.org with your ideas.

Revenues (Fees Collected)		Vital Statistics	
Recordings	47,898.00	Births	15
Vital Records	5,126.00	Marriages	64
Fish & Game Licenses	6,649.00	Deaths	20
Dog Licenses	2,964.00		
Miscellaneous	3,864.25		
Conveyance Tax	59,196.01		
Total Revenues	<u>125,697.26</u>		

**Zoning Board of Appeals
Annual Report
July 1, 2016 – June 30, 2017**

**Anthony DiPentima, Chairman
Donna Hayes, Land Use Administrator**

Total Fees Collected: \$680.00

Activities:		Actions:
Variance Applications	4	
Appeal	0	

The applications were for the following sections:

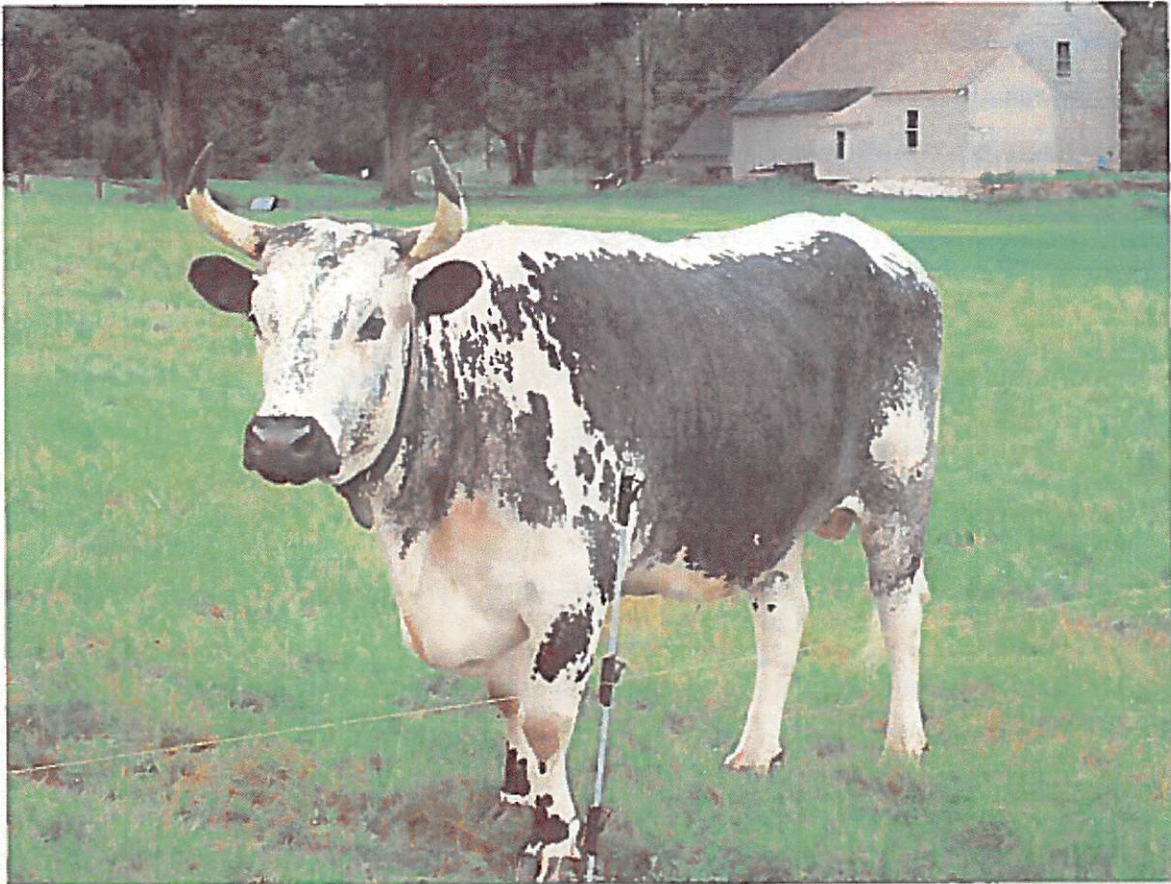
- One request for a waiver of area and dimensional requirements (approved)
- Two request for certificates of operation of motor vehicle sales/repairs (approved)
- One request for a less intensive mixed use (approved)

Zoning Board of Appeals

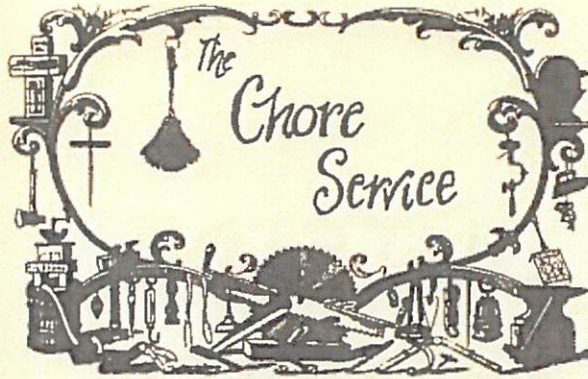
The Board consists of 5 regular members and 3 alternates. All shall be elected at the biennial elections for terms of four years. The Selectmen shall appoint members and alternates to fill vacancies presently existing or hereafter occurring to hold office until the next town election.

<u>Members:</u>	<u>Term Expires:</u>	<u>Alternates:</u>	<u>Term Expires:</u>
Anthony DiPentima	11/21/2017	Anne Bisenius	11/21/2017
Nick Downes	11/19/2019	John Noneman	11/19/2019
Edward Hoffman	11/21/2017	VACANCY	
Daniel Murray	11/21/2017		
Mike VanValkenburg	11/19/2019		

OUTSIDE AGENCIES



Lea Davies, President, Lakeville
Mary M. Ackerly, Norfolk
Ceely Ackerman, Salisbury
John Green, Cornwall
Dinny Greene, Cornwall
Carla Herman, Cornwall
Louisa LaFontan, Kent
Priscilla McCord, Lakeville
Dolores Perotti, Canaan
Electra Tortorella, Sharon
Patricia Wright, Executive Director



Serving The Towns Of:
Canaan
Cornwall
Falls Village
Kent
Norfolk
Salisbury/Lakeville
Sharon

Chore Service – Kent Town Report 2017

The Chore Service, founded in 1992, provides non-medical help at home such as cleaning, running errands, yard work, etc., for clients in Canaan, Cornwall, Falls Village, Kent, Norfolk, Salisbury/Lakeville and Sharon. Clients contribute only what they can (if they can) toward the service, and Chore Workers are paid \$12.00 per hour for their time. Fundraising, grants, and town contributions make up the difference between what clients can contribute and the cost of providing services.

Kent residents continue to benefit from help at home provided by the Chore Service. Twenty two Kent residents received over 700 hours of assistance with cleaning, errands and yard work from July through June. Four workers from Kent earned over \$6,000 helping their neighbors.

Here is what a few clients in Kent had to say about Chore Service:

"He is wonderful! Just hoping he can help us the rest of the year."

"He has a true gift."

"Very pleasant, good worker. We are very thankful for your services as we are both retired with medical issues. Thank you. God Bless!"

"Both of them have been terrific! I am very satisfied with Chore Service. We in Kent are extremely fortunate to have this service!"

"She has been a wonderful help to me."

"Responsible, punctual, helpful and very good company. Excellent shopper. She 'smells' a bargain. I am grateful that the Chore Service exists."

As we face more requests for assistance and we fear more cuts in our federal funding, we are most grateful for the support of our donors, including the Town of Kent, for your generosity.

Thank you!

Pat Wright, Executive Director

Edward S. Beni, *President*
Michael C. Jackson, *Vice President*
Peter Aziz, *Treasurer*
Jane L. Havenmeyer, *Secretary*

Executive Director
John Simoncelli, LCSW, LADC, MPA

Founder and Trustee Emeritus
The Rev. W. David Dobbins, Jr.



Trustees
Barbara Gold
Alastair J. Hight
Paul McLaughlin
Edwina Millington
Richard C. Sears
Ira D. Smith
George L. Taylor

Advisory Council
Joel Behar, Ph.D.
Edward C. Kayle, M.D.
Priscilla McCord
Eric Salk, M.D.
Katharine N. Vick

January 12, 2018

Bruce K. Adams
Town of Kent
PO Box 678
Kent, CT 06757

RE: Appropriations Request for Greenwoods Counseling Referrals, Inc.

Dear Mr. Adams,

On behalf of Greenwoods Counseling Referrals, Inc., I would like to thank the Town of Kent for its past generosity and support. I would also like to take this opportunity to share some exciting new initiatives that Greenwoods is undertaking:

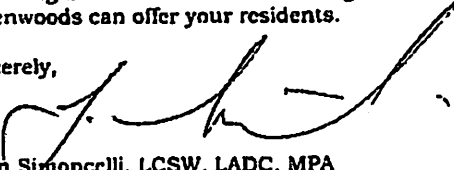
New Initiatives

- **Our School Project: Early Education and Assessment** - Greenwoods is collaborating with the Litchfield Public Schools and the Litchfield Prevention Council to bring the Greenwoods assessment model into the Litchfield school system to identify children and families struggling with mental health issues.
- **Mental Health First Aid** - Greenwoods is partnering with Mental Health First Aid, a national and statewide program, that offers its trainings around the county to first-responders, municipalities and citizens. Greenwoods will sponsor four of those trainings each year and Mental Health First Aid will promote Greenwoods as a community mental-health resource at all its trainings and events.
- **Identifying & Tracking Primary Mental Health Issues in the County** - Using our own unique assessment data, Greenwoods is building a database to identify which are the primary mental health issues in Litchfield County and so how best to deploy both public and private services, including our own provider trainings.
- **Collaborating with Litchfield County Opiate Task Force** - Greenwoods' Executive Director, John Simoncelli, is a member of the Executive Committee of the Litchfield County Opiate Task Force (OTF). The OTF is a collaboration of all the local agencies and stakeholders addressing the opiate epidemic. Greenwoods is working to grow its capacity to be an access point for individuals seeking care.
- **Medication Assisted Treatment (MAT) Program** - MAT is a critical tool in fighting our local opioid epidemic. There is a shortage of prescribers in Litchfield County, so Greenwoods is forming a collaboration with an Advanced Practice Registered Nurse (APRN) authorized to prescribe for this treatment.
- **Narcan Training** - Narcan reverses the effects of an opiate overdose. As part of our training series collaborating with the Torrington Area Health District, we will continue to offer Narcan trainings for clinicians and all members of the community.
- **Recovering Community's film Uncovering the Roots of Addiction** - Collaborating with RC Productions, Greenwoods is the fiduciary of this film that focuses on the connection between trauma and addiction. This 90-minute documentary details how the driving force behind most addiction is trauma rather than a simple chemical hook. Once completed, Greenwoods will work with RC productions to promote the film and schedule showings for communities throughout the county to help reduce the stigma and prejudice associated with addiction.
- **Clinical Workshops/Trainings** - Greenwoods will be hosting an upcoming workshop series on Addressing Addiction and Complex Trauma in our Community. Greenwoods secured funding for these trainings, which allowed us to offer this series free of charge. These trainings offer continuing education credits to clinicians and are open to the public. Additionally, Greenwoods offers opportunities for local clinicians to review cases and get support from their colleagues through our monthly "Lunchtime Talks" series.
- **Promoting Greenwoods** - In some respects, Greenwoods assessment/referral service has been the best kept secret in the county for the past 25 years. We are initiating a variety of public relations initiatives to increase awareness of our service of providing access to mental healthcare in our area.

Our rural areas face many obstacles for families who need help with mental health and substance abuse issues. Greenwood provides a road map and the support and guidance for people to find their way to help. We know money is tight for everyone this year and that is why these services are a cost-effective resource for your residents. We hope you will continue to support our mission with a donation of \$2,000 in your town's budget this year.

If you would like more information on Greenwood or any of the initiatives listed above, please contact me via email at jimmoncelli@greenwoodreferrals.org or via telephone (860) 567-7724. I would also be happy to attend an upcoming Board of Selectman Meeting to discuss these initiatives and the valuable mental health services Greenwood can offer your residents.

Sincerely,



John Simoncelli, LCSW, LADC, MPA
Executive Director
Email: jimmoncelli@greenwoodreferrals.org
Telephone: (860) 567-7724
Cellular: (860) 806-6003

Housatonic River Commission

"to coordinate on a regional basis the local management and protection of the Housatonic River Valley in northwestern Connecticut"

Annual Report 2016-2017

The Housatonic River Commission (HRC) held 10 regularly scheduled monthly meetings the past year. Meetings took place at 7:30 on the second Tuesday of each month at the Cornwall Consolidated School or Cornwall Fire Department. The annual dues requested from each town remain at \$350 per year.

The work of recognizing the Housatonic River through the National Park Service's Wild and Scenic designation continues with the Connecticut legislature and executive branch approval. The process is currently in what we understand is its final stages at the federal level. This designation will provide an extra level of protection from the impacts of potentially harmful projects such as waterway alterations, energy developments, and federally funded road expansions. With support from many other groups the Wild and Scenic Designation will allow HRC to best do our job, gain additional protection for the river, and keep local control of the Housatonic.

With active participation in Citizens Coordinating Council meetings in Massachusetts and Connecticut, HRC continues to monitor the PCB cleanup and remediation proposals for the Housatonic River. Years in the making, the EPA's potential Rest of River cleanup (including all of Connecticut) continues to await its formal proposal. We will be pushing to help ensure that the interests of towns and residents are duly represented. The current proposal calls for "monitored natural recovery" for all of Connecticut with key details to be worked out near Pittsfield, where contamination is far more severe.

As always, land use issues within the Housatonic River Corridor remain a significant concern. A major topic this year was herbicide use along the Housatonic Railroad corridor. While the use of herbicide to clear vegetation from railways is permitted, the recent broadening of their use near homes and waterways is problematic, and HRC has worked to try to ensure that the impacts of this process are minimized. The Commission provided comments and suggestions on several proposed projects along the River, and all towns are reminded to please be sure that the HRC is notified on any proposed project within the River Corridor.

We welcome all citizens to come to our meetings and get involved in discussions about the River. We are also grateful for the support we have received from the member towns, local zoning officials, and the Northwest Hills Council of Governments.

Established in 1991, the Housatonic Youth Service Bureau is a 501(c)3 nonprofit founded to respond to the needs of the children, youth and families living in the Region One School District. The towns we serve include North Canaan, Canaan, Salisbury/Lakeville, Sharon, Cornwall and Kent. Our focus is to provide a variety of service options that promote the overall health and wellbeing of children, youth and families living in our community.

Thanks to your continued support, we're able to provide a broad range of services that are free and without income restrictions; an approach that creates an open-door policy for Kent families to find support when they need it. We support youth up to age 21 and their family through individual and family clinical therapy, advocacy, prevention and referral services, enrichment programming, outreach and community events. HYSB also aims to reduce the burden that transportation issues may bring by having clinicians available in Kent Center School and Housatonic Valley Regional High School throughout the school day.

HYSB has now been in its new, spacious and convenient location for two years. This space has allowed us to expand our services that are available to you; services like our no-cost counseling, the Youth in Philanthropy program, the HYSB Internship Project, the "Empowering Young Women" project, a 5k road race and other events throughout Region One. In Kent, we also completed the Botvin Life Skills Program, a substance abuse prevention curriculum, in grades seven and eight.

Our staff is aiming to better the community at-large by serving each, individual community to the best of our ability. This year, we had a caseload of 5 from Kent, completing 52 hours of free counseling to Kent youth and families. A number of Kent students also participated in our other programming efforts and were instrumental in their success.

All of our work would not be possible without your generous support. We remain deeply grateful to you for your continued fiscal support and look forward to working as partners to promote the overall health and wellbeing of Kent's children, youth and families.

Sincerely,



Nicholas Pohl, MSW
Executive Director

Housatonic Youth Service Bureau
P.O. Box 356
Falls Village, CT. 06031
www.hysb.org

Kent Memorial Library

Annual Report to the Town of Kent

Fiscal Year July 1, 2016- June 30, 2017

Donna Miller, Library Director

The Kent Memorial Library is a private non-profit association and serves as the principle public library for the Town of Kent. Established in 1915, its operations are overseen by the Kent Library Association, Inc. The Association raises in excess of two thirds of its operating budget annually as less than one third is provided by the Town of Kent. The entire capital budget is privately funded. The mission statements of the Association and the Library are set forth below.

	2015-2016	2016-2017
Association Members	270	261
Cardholders	1,159	1,183
Visitors to the Library	44,693	42,982
Circulation:		
Books and audio books	21,627	21,983
Downloadable e-books & audiobooks (Overdrive)	1,205	2,136
DVD's and videos	5,967	4,553
Programs (attendees / no. of programs):		
Children and young adults	3,755 / 232	3,908 / 256
Adults	3,094 / 222	4,725 / 173
Computer usage	7,253	4,999
Website hits	16,865	18,901
Constant Contact Subscribers	1,151	1,226

- The mission of the Kent Library Association is to provide the resources and oversight needed to ensure that the Kent Memorial Library accomplishes and adheres to its mission.
- The mission of the Kent Memorial Library is to enrich individuals and the community by providing materials, programs and services to encourage reading, learning, and imagination.

The Library is open 43.5 hours each week. The following table presents statistics for the past two years. About 43,000 people visited the library last year, and downloadable e-books and audiobooks have gained in popularity. The Teen Space is popular with everyone, as are the LEGO Robotics classes offered to Kent children thanks to a grant. Wireless Internet access is heavily used by the public, as are the computers for public use and our public copier, fax and scanning services for citizens and small business users.

Staffing and Board Oversight

The Library staff has 4.34 FTE. Volunteers worked over 5,000 hours and greatly supplemented staff resources. The Board of the Kent Library Association oversees the overall operation of the Library.

Officers

Co-Presidents: Sandra Edelman and Jim Blackketter

Vice President: Sharon Hartwick

Treasurer: Mark Sebetic

Secretary: Michaela Lawrence

Members

Janette Bornn Ruth O'Meara

Kenneth Cooper Elizabeth Radday

Ellen Horvitz Janet Rivkin

Eve Iselin Betty Ruddy

Carol Linn Julie Saxton

Rudy Molho Rick Vizzari

P. H. Nargeolet John Youngblood

Sharon Norton Friends of the Library Chair: Roz Molho

Financial Report

	2015/16	2016/17	Pct Incr/Decr.
Revenue			
Public:			
Town of Kent	88,000	100,500	14%
State of CT (State Aid CUT)	1,564	323	-79%
Total public funds	89,564	100,823	13%

Membership	74,696	65,949	-12%
Car raffle and garden party	50,282	53,057	6%
Book sale	58,893	32,799	-44%
Other, net of fund raising expenses	21,074	27,905	32%
Total private funds	204,945	179,710	-12%
Grants	17,677	16,138	-9%
Total revenue	312,186	296,671	-5%
	2015/16	2016/17	
Expenses			
Staff	180,729	183,947	2%
Books and programs	18,974	20,711	9%
Utilities	17,052	16,058	-6%
Technology	27,557	20,928	-24%
Maintenance and repairs, *See Capital Exp.	*19,878	12,287	-38%
Other	36,460	38,085	4%
Total expenses	300,650	292,016	-3%
Capital expenditures & unexpected repairs	*5,296	**4,220	-20%
Excess (deficit) of revenues over expenses	11,536	4,655	-0.6%

****2016/17 Capital expenses for necessary tree work (\$1,236) + sewer line obstruction removal (\$1,324) + animal pests removal (\$1,060) + unexpected building repairs (\$600) = Total of \$4,220**

***2015/16 Capital expenses for old firehouse furnace replacement (\$4,868) + new refrigerator for library (\$428) = Total of \$5,296**

LAKE WARAMAUG AUTHORITY ANNUAL REPORT 2017

The Lake Waramaug Authority was established by ordinances of the towns of Washington, Warren, and Kent under State of Connecticut statute. Its primary purpose is to ensure year round safety for all who enjoy the lake's numerous recreational activities. The Lake Authority patrols the lake during the summer months, and monitors other safety issues including, but not limited to dock, buoy and float placement, as well as permits and safety patrols for the many rowing regattas. The Towns of Washington and Warren each pay 40 % and the Town of Kent pays 20% of the costs to financially support the work of the Lake Waramaug Authority.

Under the direction of Stephen Sordi, Resident State trooper for the Town of Washington, the marine staff patrols the Lake from early spring until the mid autumn months. This season, there were a total of 12 patrol shifts incorporating 62 Officer hours on the Lake. There were 5 safety checks, 1 verbal warning issued and 2 overturned canoes and 2 overturned kayaks needing water rescues. The volume of non-motor craft, particularly kayaks and canoes has increased again this year complicated by the rental of kayaks and canoes by Clark Outdoors to visitors who are occasionally non-swimmers.

This is the third summer that motorboats were regulated by a slow no wake zone in the northern section of the state park. This has provided a safer environment for the many paddlers using that area of the lake. There were no violations within the slow no wake zone.

The town ordinance that was passed in 2016 in Washington, Warren and Kent prohibiting the landing of an aircraft of any type on Lake Waramaug appears to be successful.

Access to Lake Waramaug via the boat launch at the New Preston site continues to operate smoothly. All boats entering the water are carefully checked in an effort to continue to keep the lake free of invasive species. The Lake Waramaug Authority is pleased to report that the boat inspection program had another successful year with the cooperation of resident and day boaters alike. Car top craft also require inspection and with the addition of the sign at the State Park, we are hopeful that all boats entering the lake are inspected. Dowler's Garage in New Preston continues to inspect car top craft that wish to launch when the boat ramp is not open.

During the winter months the Authority conducts emergency ice rescue drills to ensure that all rescue volunteers are up to date with their training and are familiar with the operation of the airboat. A new faster launch system for the airboat is fully operational. Most importantly, Trooper Sordi has formed a team of more than 12 individuals who are trained to perform under water and under ice rescue.

Members of the Lake Authority represent the three surrounding towns. They include Chairman Ed Berner of Warren; Secretary Sandy Papsin of Washington; Treasurer Gary Davis of Kent and representatives Kevin Brady and Chris Garrity of Kent, Bill Hopkins and Rebecca Holmes of Warren, Dean Sarjeant and Ed Matthews of Washington.

This is the seventh the patrol boat has been in operation. All marine officers have been fully trained and are qualified to operate the boat for patrols and emergencies.

Continued thanks are extended to all the town residents who have patiently cooperated with the boat inspections and understand the importance of protecting our lake for today, tomorrow and all future generations.

Respectfully Submitted,

Sandy Papsin

**Sandy Papsin
Secretary, Lake Waramaug Authority**

LITCHFIELD HILLS PROBATE DISTRICT, #24
*Serving Canaan (Falls Village), Cornwall, Harwinton, Kent, Litchfield, Morris,
Norfolk, North Canaan, Salisbury, Sharon, Thomaston and Warren*
www.litchfieldprobate.org

The Honorable Diane S. Blick, Judge

Litchfield Location

Linda F. Riiska, *Chief Clerk*
Dawn W. Pratt, *Clerk*
Tanya M. Matulis, *Asst. Clerk*
860-567-8065

Kent Location

Judge Blick – Tuesdays Mornings
860-927-3729

Canaan Location

Beth L. McGuire, *Clerk*
Heath B. Prentis, *Asst. Clerk*
860-824-7012

It is with great pleasure that I report to the residents of the Litchfield Hills Probate District the activity of the Probate Court for fiscal year July 1, 2016 through June 30, 2017 and request this report be included in the Town's next published Annual Report.

<u>Type of Matter</u>	<u>2015 – 2016 FY Number of Matters</u>	<u>2016 – 2017 FY Number of Matters</u>
Fee Waivers	67	74
Decedent's Estates	1,187	1,208
Trusts	200	174
Conservators	259	228
Name Changes	27	31
Guardian of the Person	40	83
Guardian of the Estate	56	56
Guardian of Person with Intellectual Disabilities	135	130
Children's Matters:		
Adoptions/Termination of Parental Rights and Emancipation of a Minor	16	5
Total probate matters handled	1,987	1,989
Passports processed	169	125

Overall, the number of probate matters handled by the Court were only slightly higher than the previous year.

The category Fee Waivers, which number continues to rise, represents the number of matters which were handled by the Court for which no probate filing fee is collected due to the fact that the Petitioner is indigent.

The Court's location in the Litchfield Town Hall is open Monday through Friday 8:30 am to 4:30 pm. The Court's location in the North Canaan Town Hall is open Monday through Thursday 9:00 am to 4:00 pm. I continue to be available in the Kent Town Hall on Tuesdays 9:00 am to 11:00 am.

The Court Staff joins me in extending our sincerest appreciation to the town leaders, residents and professionals who utilize the services of the Probate Court for your continued support.

Respectfully submitted,

Diane S. Blick

Diane S. Blick
Judge of Probate

October 11, 2017

NORTHWEST HILLS COUNCIL OF GOVERNMENTS

The Northwest Hills Council of Governments (COG) consists of the Mayors and First Selectmen from 21 member towns in the northwest corner. It is one of the nine Councils of Governments that have been established in Connecticut.

The COG meets on a monthly basis to discuss issues of municipal concern, oversee COG projects, and explore new opportunities for regional cooperation. The COG's work program includes activities in three focus areas: regional planning, grant writing and administration, and regional service delivery. Activities in each of these three focus areas are summarized below. More information on these and other COG activities is available at: www.northwesthillscog.org.

Focus Area One: Regional planning activities in 2017 focused on preparing a Regional Transportation Plan, Regional Natural Hazard Mitigation Plan, Regional Trail Map and Connectivity Assessment, a Regional Profile with town level demographic, housing and economic data and trends, and a new 21-town Regional Plan of Conservation and Development. In 2018, the COG will be initiating an update to the region's Comprehensive Economic Development Strategy.

Focus Area Two: Grant writing and administration activities in 2017 resulted in securing over \$750,000 in grant funds to benefit member towns. These included grant funds for 1) a rural broadband and mobile enhancement study, 2) a water/wastewater study in West Cornwall, 3) an alignment study of a section of the HouBike trail in Kent and Cornwall in cooperation with the Upper Housatonic Valley National Heritage Area, 4) development of a low-impact development guidebook, 5) regional food hub development, and 6) the design of a regional animal shelter to serve the Torrington area. In addition the COG is allocated about \$2M each year from ConnDOT for priority local road improvements, and serves as the oversight agent for about \$350,000 in Homeland Security Grant funding each year for our regional area.

Focus Area Three: Regional service delivery activities in 2017 included on-going coordination of a number of popular programs such as our household hazardous waste collection days, a prescription assistance program in cooperation with the Foundation for Community Health, a fuel bank program, the Northwest Hills Public Works Equipment Cooperative, and the region's cooperative purchasing program. This year we also initiated a new Regional Election Monitor program, Regional Engineer program, and a Neighbor-to-Neighbor program in cooperation with the Berkshire Taconic Community Foundation to provide assistance to people in need to help them through a short-term financial crisis.

A variety of issues of regional significance were discussed at the monthly meetings of the COG this year including revitalizing town centers, climate change, transportation improvement

priorities, recycling and disposal of municipal solid waste, water resource management, enhancing broadband and cellular services in the region, tourism promotion, housing trends, and a variety of legislative issues of local concern.

The COG also provides assistance to a number of organizations in the region including the Regional Housing Council, Northwest Hills Road Supervisors Association, Public Safety Task Force, Recycling Advisory Committee, and the Housatonic River Commission. In addition, the COG hosts a quarterly “5th Thursday” forum for area Planning, Zoning, and Conservation Commission members to meet and discuss items of mutual interest, hear guest speakers, and provide input on regional plans.

Serving as officers of the COG in FY 2016-2017 were Mark Lyon, Chairman; Bruce Adams, Vice Chairman; Leo Paul, Secretary; and Bob Valentine, Treasurer. COG member towns include Barkhamsted, Burlington, Canaan (Falls Village), Colebrook, Cornwall, Goshen, Hartland, Harwinton, Kent, Litchfield, Morris, New Hartford, Norfolk, North Canaan, Roxbury, Salisbury, Sharon, Torrington, Warren, Washington, and Winchester.

Respectfully submitted,

Rick Lynn, AICP

Executive Director

Northwest Connecticut Regional Housing Council

Annual Report

September 2017

Affordable housing and retaining our work force are on the agenda of many Northwest Corner towns. Affordable housing is the sole focus of the Northwest Connecticut Regional Housing Council with its town representatives who meet quarterly to report upon and gain valuable information for their town specific planning.

At meetings, we share the progress and current hurdles we are encountering in our varied town initiatives. Questions raised and hands-on ideas and resources cause attendees to leave the meetings with possible next steps.

Timely statewide information is offered by Jocelyn Ayer from the Northwest Hills Council of Government and frequent attendance by David Berto of Housing Enterprises Inc. and Lesley Higgins-Biddle from LISC. Nick Lundgren, Deputy Commissioner of the Connecticut Department of Housing made a presentation and took questions at our February meeting. We welcome town officials to attend when their schedules allow.

We thank our member towns for their financial support. Their \$100 annual dues are a cost effective investment in our area's future. We thank Jocelyn Ayer for the energy and housing experience she brings to our group, for setting up our meetings, keeping minutes and disseminating housing information to our towns on www.northwesthillscog.org.

Respectfully submitted,

William Bachrach, Chairman

TORRINGTON AREA HEALTH DISTRICT
ANNUAL REPORT: JULY 1, 2016 – JUNE 30, 2017

The TAHD served over 133,000 people in twenty boroughs, cities and towns covering 611 square miles.

The TAHD Community Health Program investigated the following communicable diseases: 11 Campylobacteriosis, and 7 Giardiasis. TAHD partnered with DPH and FoodCore to investigate 13 cases of Salmonellosis. TAHD conducted 1 contact investigation for suspected tuberculosis disease (resulted in 1 case of tuberculosis). TAHD provided guidance to school nurses, daycares and community members on a variety of health issues. TAHD nurses administered 542 doses of flu vaccine to local residents. TAHD consulted with 28 residents regarding potential rabies exposures which resulted in TAHD submitting 28 raccoons, bats, and other animals to the State of CT Laboratory for rabies testing. Guidance on post exposure prophylaxis was provided as well. Ticks brought in by 131 residents were sent to the Connecticut Agricultural Experiment Station for Lyme disease bacteria testing.

TAHD has partnered with the Farmington Valley Health District (FVHD) to offer the following best practice programs: 1) *A Matter of Balance: Managing Concerns about Falls*; 2) *Live Well-Chronic Disease Self-Management Program*; 3) *Live Well-Diabetes Self-Management Program*; and 4) *Walk with Ease Program*.

The TAHD is a member of Fit Together, a Northwest Connecticut Healthy Eating and Active Living Initiative. Fit Together continues to promote the “Let’s Go -5210”. A highlight of this past year, was “*Families Fit Together*,” a 7-week nutrition and movement program designed to help families meet their health goals. A registered dietician and personal trainer worked with families. This was a collaboration of multiple agencies. The program was open to children who are referred by their doctor and up to 2 parents or guardians.

The TAHD continues to be an active member of the Litchfield County Opiate Task Force. This task force continues to work on strategies and solutions to the heroin/opiate addiction and overdose epidemic. The task force focuses on intervention, prevention, and community education.

The TAHD-Medical Reserve Corps (MRC) Program continued with their “*Project Mitigate*” focus (funded by a NACCHO grant). Project Mitigate was designed to bring harm reduction strategies, overdose recognition and reversal skills to participants. The MRC has trained 220 lay responders in harm reduction and Naloxone administration.

The TAHD Childhood Lead Poisoning Prevention Program provided case management for more than 28 children with blood lead levels ($\geq 5\mu\text{dI}$) as well as provided educational information to more than 100 families. Abatement / Remediation Orders were issued for 7 properties. 6 properties completed abatement. Currently 14 properties have open environmental cases. This past year TAHD focused on prevention services: healthy home assessments, cleaning supplies and home teaching of the “3 bucket”

system of cleaning to decrease blood lead levels. TAHD Healthy Homes Program conducted 27 initial home inspections and 20 re-inspections.

The TAHD Immunization Action Program (IAP) continues to work with local providers and hospitals to ensure compliance with immunization laws for the infants and young children population. The focus for this year's site visits has been on vaccine storage and handling, proper documentation for eligibility criteria, a push for higher compliancy rates of all children being immunized by 24 months and continuous monitoring devices (data loggers).

The TAHD Emergency Preparedness Program worked with community partners to develop and implement emergency protocols and plans. A focus this year was on providing training for and developing a local behavioral health response team. TAHD also participated on a regional subcommittee which developed a Family Assistance Center plan.

The TAHD partners with Phoenix Labs for its Water Testing Program. Phoenix Labs, a full service lab located in Manchester, CT offers a wide range of testing of drinking water, wastewater, groundwater/landfills, storm water, soil and more. TAHD collects samples when requested, and offers free technical advice on water testing results.

TAHD Environmental Health Program resulted in the following inspections/licenses/permits: 1762 food inspections, 754 temporary food permits, 88 new septic systems, 179 repaired septic systems, 232 private well permits, 80 private pool permits, 132 beauty salons & barber shops inspections, 539 house addition permits, 245 soil tests, 14 subdivision lots, 40 public pools and beaches were inspected, and 27 daycare centers inspected. Records show that approximately 400 samples were submitted to the state lab for testing of drinking water, beach and pool water, lead in water and paint, asbestos, food, sewage and volatile organic compounds and pesticides in water. Sanitarians investigated 287 complaints of various public health concerns; 40 legal orders/voluntary compliances were issued for enforcement purposes.

Robert Rubbo, MPH, Director of Health

12 October 2017



Bruce Adams, First Selectman
Selectmen's Office
Kent Town Hall
P.O. Box 678
Kent, CT 06757

Dear Selectman Adams,

I hope this letter finds you well and enjoying this beautiful weather. The Town of Kent has been a steadfast supporter of Women's Support Services, and we thank you for your on-going commitment. Last year, the Town of Kent generously donated \$1,500.00 to Women's Support Services. Thanks to you we have:

- Provided support services and crisis response to 877 clients – 517 of whom were new clients and 71 of whom were children.
- Responded to 450 hotline calls.
- Provided emergency shelter to 11 people.
- Provided court-based advocacy and support to 214 victims of family violence.
- Conducted 142 prevention workshops to children and teens in local schools, daycare programs, and camps.
- Donated 3 cars to local residents in need.

As requested in our proposal, support from the Town of Kent is assisting WSS in the implementation of our new strategy to promote *coordinated community response (CCR)* throughout our townships. With your support we have:

- Continued to strengthen our partnership with the State Police in our area by presenting at each of the three roll calls last spring for Troop B.
- Held a workshop on the *Intersection of Domestic Violence and Traumatic Brain Injury* at Sharon Hospital in August.
- Increased our outreach efforts to area professionals and met with all town social workers to update them on the new services and programs we are providing.
- Reinvigorated our volunteer program to offer a wider variety of opportunities for community members.
- Held meetings with the area Superintendent, Vice Superintendent and school Principals to raise awareness about the free, evidence-based programs we offer. These activities

Judith Crouch, Chair
Sharon
Emily Vail, Vice Chair
Salisbury
Steve McKibben, Treasurer
Lakeville
Mimi Estes, Secretary
Salisbury
Diana Biasselle
Lakeville
Susan DeMelle
Lakeville
Katherine Freygang
Cornwall
Maria Horn
Salisbury
Alexandra Lange
Salisbury
Barbara Kahn Moller

directly support our goal of being active in all area public and private schools in the Northwest Corner.

- Developed new programs for young people and the LGBTQIA community.

As you know, Women's Support Services has a significant presence in Kent. We worked with 40 new clients from Kent this past year. The types of support residents receive include: counseling/support group sessions, hotline calls, direct support (transportation, shelter management, etc.), civil legal and criminal justice support, and safety planning. WSS also offers programs at the elementary school, Marvelwood, and Trinity Glen. Due to the generosity of our donors, WSS is able to provide all of our services and programs confidentially and free of charge.

Thank you again for your continued support.

With best regards,

Dr. D. Elizabeth Mauro
Executive Director
Women's Support Services

TOWN OF KENT, CONNECTICUT
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

JUNE 30, 2017

The management of the Town of Kent, Connecticut (the "Town"), is pleased to present this overview of the financial activities of the Town for the fiscal year ended June 30, 2017. The information presented below should be considered in conjunction with the Town's financial statements that follow:

FINANCIAL HIGHLIGHTS

On a government-wide basis, the Town's assets and deferred outflows of \$25,884,738 exceeded its liabilities and deferred inflows of \$4,232,010 at June 30, 2017, resulting in total net position of \$21,652,728. Of that, \$16,448,532 was invested in capital assets while \$5,146,817 represented unrestricted net position, available to meet ongoing government obligations. The Town's net position increased \$2,980,141 or 16% during the fiscal year.

The Town's governmental funds reported, on a current financial resources basis, a combined ending fund balance of \$5,031,015, an increase of \$321,750 or 6.8%, during the fiscal year. The General Fund operating surplus for this fiscal year was \$199,708. The General Fund balance at June 30, 2017, was \$2,553,625 of which \$225,000 is committed for expenditures in the 2017-2018 fiscal year, \$29,099 is committed for Schaghticoke Litigation expenses, and \$48,042 is committed for Maple Street Debt Service.

The unassigned fund balance of \$2,251,484 of the General Fund represents 18.6% of the General Fund budgeted appropriations for the fiscal year ending June 30, 2018.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to the Town's basic financial statements. The Town's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide a broad overview of the Town's finances, similar to those used by private-sector businesses. The Statement of Net Position and the Statement of Activities, which are the government-wide statements, report information about Town finances as a whole. All revenues and charges are reported as soon as the underlying event occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues, called "governmental activities" from other functions that are intended to recover all or a significant portion of their costs through user fees and charges, referred to as "business-type" activities". The governmental activities of the Town include general government, public safety, public works, health and welfare, recreation, sanitation, and education activities. The Kent Sewer Commission operates the Town's only business-type activity.

The government-wide financial statements can be found on pages 11 and 12 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain and control accountability over resources that have been segregated for specific activities or objectives. In order to comply with finance-related legal requirements, the Town, like other state and local governments, uses fund accounting. All of the Town's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements, that is, the Town's most basic services. Unlike the government-wide financial statements, however, the funds focus on the current year's cash receipts and expenditures and the balances of expendable resources at the end of the year. Consequently, the governmental fund statements provide a near or short-term view of the Town's finances that may be useful in evaluating the Town's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. This comparison is facilitated by a reconciliation schedule of both statements, found on pages 14 and 16 of this report.

The Town maintains various governmental funds. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund and the Capital Projects Fund, each of which is considered to be a major fund. The remaining 15 governmental funds are combined into a single aggregated presentation in the governmental fund financial statements as other funds.

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided on page 17 of this report to demonstrate compliance with the authorized budget.

The basic governmental fund financial statements can be found on pages 13 to 17 of this report.

Proprietary Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The information provided for proprietary funds is the same type as for government-wide financial statements but in more detail.

The proprietary fund statements provide separate information for the Kent Sewer Operating Fund, the Town's enterprise fund.

The proprietary fund financial statements can be found on pages 18 to 20 of this report.

Fiduciary Funds are used to account for resources held by the Town for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to provide services to the Town. The accounting used for fiduciary fund is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on pages 21 and 22 of this report.

Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2017 (continued)

Notes to the Financial Statements

Notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 23 to 45 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve as a useful indicator of a government's financial position. The Town's net position was \$21,652,728 at June 30, 2017.

	Net Position					
	Governmental Activities		Business-Type Activities		Totals	
	2017	2016	2017	2016	2017	2016
<u>Assets</u>						
Current assets	\$ 5,696,424	\$ 5,020,483	\$ 968,581	\$ 926,842	\$ 6,665,005	\$ 5,947,325
Capital assets	15,535,119	13,441,568	3,410,896	3,519,532	18,946,015	16,961,100
Noncurrent assets	-	-	218,791	218,534	218,791	218,534
	<u>21,231,543</u>	<u>18,462,051</u>	<u>4,598,268</u>	<u>4,664,908</u>	<u>25,829,811</u>	<u>23,126,959</u>
<u>Deferred outflows of resources</u>	<u>54,927</u>	<u>69,255</u>	<u>-</u>	<u>-</u>	<u>54,927</u>	<u>69,255</u>
<u>Liabilities</u>						
Current liabilities	1,162,973	847,886	24,549	27,312	1,187,522	875,198
Noncurrent liabilities	1,449,398	2,874,401	1,595,090	774,028	3,044,488	3,648,429
	<u>2,612,371</u>	<u>3,722,287</u>	<u>1,619,639</u>	<u>801,340</u>	<u>4,232,010</u>	<u>4,523,627</u>
<u>Deferred inflows of resources</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Net position</u>						
Net investment in capital assets	13,602,520	10,069,900	2,846,012	2,954,648	16,448,532	13,024,548
Restricted	57,379	57,379	-	-	57,379	57,379
Unrestricted	<u>5,014,200</u>	<u>4,681,740</u>	<u>132,617</u>	<u>908,920</u>	<u>5,146,817</u>	<u>5,590,660</u>
	<u>\$ 18,674,099</u>	<u>\$ 14,809,019</u>	<u>\$ 2,978,629</u>	<u>\$ 3,863,568</u>	<u>\$21,652,728</u>	<u>\$ 18,672,587</u>

The largest portion of the Town's net position is 76% and reflects its investment in capital assets (e.g. land, buildings, machinery and equipment, and infrastructure assets), which is reported net of any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to its citizens; consequently those assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. Unrestricted net position decreased \$443,843 or 8%, during the fiscal year.

Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2017 (continued)

	Changes in Net Position					
	Governmental Activities		Business-Type Activities		Totals	
	2017	2016	2017	2016	2017	2016
Program revenues						
Charges for services	\$ 448,762	\$ 469,294	\$ 398,896	\$ 419,891	\$ 847,658	\$ 889,185
Operating grants and contributions	1,046,163	895,153	-	-	1,046,163	895,153
Capital grants and contributions	1,979,850	365,287	-	-	1,979,850	365,287
General revenues						
Property taxes	10,970,030	10,602,949	-	-	10,970,030	10,602,949
Grants and contributions not restricted to specific programs	360,987	158,905	-	-	360,987	158,905
Investment income	36,174	16,447	534	394	36,708	16,841
Miscellaneous	103,186	55,891	-	-	103,186	55,891
Total revenues	<u>14,945,152</u>	<u>12,563,926</u>	<u>399,430</u>	<u>420,285</u>	<u>15,344,582</u>	<u>12,984,211</u>
Expenses						
General government	1,122,490	1,142,658	-	-	1,122,490	1,142,658
Public safety	315,387	311,559	-	-	315,387	311,559
Public works	1,734,919	1,760,704	-	-	1,734,919	1,760,704
Health and welfare	134,238	132,076	-	-	134,238	132,076
Recreation	244,845	254,317	-	-	244,845	254,317
Sanitation	106,066	109,393	441,837	397,160	547,903	506,553
Education	8,185,854	7,669,136	-	-	8,185,854	7,669,136
Interest on long-term debt	78,805	109,346	-	-	78,805	109,346
Transfers	(842,532)	(30,187)	842,532	30,187	-	-
Total expenses	<u>11,080,072</u>	<u>11,459,002</u>	<u>1,284,369</u>	<u>427,347</u>	<u>12,364,441</u>	<u>11,886,349</u>
Change in net position	3,865,080	1,104,924	(884,939)	(7,062)	2,980,141	1,097,862
Net position, July 1	<u>14,809,019</u>	<u>13,704,095</u>	<u>3,863,568</u>	<u>3,870,630</u>	<u>18,672,587</u>	<u>17,574,725</u>
Net position, June 30	<u>\$ 18,674,099</u>	<u>\$ 14,809,019</u>	<u>\$ 2,978,629</u>	<u>\$ 3,863,568</u>	<u>\$ 21,652,728</u>	<u>\$ 18,672,587</u>

Governmental Activities

Governmental activities increased the Town's net position by \$3,865,080. The largest portion of the Town's governmental activities revenues, 73.4%, was derived from property taxes, 13.3% from capital grants and contributions, 7% from operating grants and contributions, and 6.3% from all other sources.

Revenues of governmental activities increased \$2,381,226 or 18.9% from the previous year. Significant factors affecting this increase include grant funds received for Carter Road bridge work, grant funds received for construction of the Kent Visitor Center and state reimbursements for work done on the KCS roof two years ago. Additionally, positive variances in property tax collection, interest and lien fees, interest on investments, P & Z fees, fees collected by the Town Clerk and a \$30,000 signing bonus for renewing the contract with American Tower regarding the cell tower.

Expenses decreased \$378,930 or 3.3% from the previous year. Significant factors affecting this decrease are principally related to decreases in education spending on capital projects as well as a reduction in interest on long term debt. A variance in the Public Works Department spending was a result of the mild winter.

**Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2017 (continued)**

Business-Type Activities

Business-type activities decreased the Town's net position by \$884,939 principally related to shifting the Maple Street Extension debt service from Government Activities to Business-Type Activities.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds: The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. The unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At June 30, 2017, the Town's governmental funds reported combined ending fund balances of \$5,031,015. Of this amount, \$57,726 was nonspendable and held in permanent funds; \$2,286,892 was restricted for capital projects; \$27,601 was restricted by permanent funds; \$105,171 was committed through special revenue funds; and \$302,141 was committed for specific purposes. The remaining \$2,251,484 was unassigned.

The general fund is the chief operating fund of the Town. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. The General Fund's unassigned fund balance of \$2,251,484 represented 20.5% of total general fund budgetary basis expenditures. The General Funds' total fund balance of \$2,553,625 represented 23.3% of total general fund budgetary basis expenditures. For the fiscal year, the General Fund's fund balance increased \$213,421. See "General Fund Budgetary Highlights" for further discussion.

The fund balance of the capital projects fund was \$2,286,892 at June 30, 2017, an increase of \$114,335 from the previous fiscal year. It is important to note that the focal point of capital projects in FY 2016/2017 was the Carter Road bridge and the Kent Visitor's Center, both of which were largely funded with grants.

Proprietary Funds: The Town's proprietary fund provides the same type of information found in the government-wide financial statements, but in more detail. Net position of the Sewer Commission's fund was \$2,978,629 at June 30, 2017. The factors affecting the funds are discussed in the Business-Type Activities section of this report.

GENERAL FUND BUDGETARY HIGHLIGHTS

The fund balance of the Town's General Fund increased by \$213,421 or 9.1% during the fiscal year. The original budget proposed and adopted in May 2016 included an appropriation of \$225,000 from the available fund balance. Actual revenues exceeded budgetary estimates by \$119,427 and actual expenditures were \$80,281 less than appropriations. As a result, \$0 of the General Fund balance was used to balance the budget.

Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2017 (continued)

The primary factors affecting the budget results were; tax collection resulting in a positive variance of \$127,337; intergovernmental revenues resulting in a positive variance of \$92,535; departmental revenues resulting in a negative variance of \$13,967, and other revenues resulting in a negative variance of \$129,747. Expenditures were principally aligned with budgeted amounts with the exception of an additional capital appropriation in the amount of \$125,272. This appropriation was necessary to complete the funding of Bridge #18 after the State of Connecticut "froze" the LoCIP funding that was being included as part of the original spending plan for that project. The Board of Education variance was the largest at \$73,236 related for the most part to amounts returned to the Town by Region One subsequent to their FY 2016 audit.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Town's investment in capital assets for its governmental and business-type activities as of June 30, 2017, amounted to \$18,946,015 (net of accumulated depreciation). The investment in capital assets included land, buildings and improvements, machinery and equipment, vehicles, and infrastructure. The increase in the Town's investment in capital assets for the fiscal year was \$1,984,915.

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Land	\$ 1,378,530	\$ 1,378,530	\$ -	\$ -	\$ 1,378,530	\$ 1,378,530
Construction in progress	2,487,166	185,876	-	-	2,487,166	185,876
Buildings and improvements	8,125,518	8,259,166	1,138,340	1,197,549	9,263,858	9,456,715
Land improvements	85,113	93,642	-	-	85,113	93,642
Machinery and equipment	242,572	321,398	143,175	153,009	385,747	474,407
Vehicles	468,780	366,016	-	-	468,780	366,016
Infrastructure	2,747,440	2,836,940	2,129,381	2,168,974	4,876,821	5,005,914
	<u>\$ 15,535,119</u>	<u>\$ 13,441,568</u>	<u>\$ 3,410,896</u>	<u>\$ 3,519,532</u>	<u>\$ 18,946,015</u>	<u>\$ 16,961,100</u>

Major capital asset additions during FY 2016/2017 include the Kent Visitor Center, Carter Road improvements, and the purchase of a new 2017 Freightliner 114SD for the Public Works department.

Debt Administration

At June 30, 2017, the Town's long-term debt included general obligation bond debt outstanding totaling \$1,910,000. The Town's general obligation debt is backed by the full faith and credit of the Town. General obligation bonds totaling \$580,000 were repaid during the fiscal year.

Including \$485,227 of Regional School District No. 1 debt, for which the Town is contingently liable, the Town's outstanding debt is significantly below the statutory debt limit of \$74,808,671 (seven times the base for debt limitation computation).

Additional information on the Town's long-term obligations can be found in Note 8 of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The following factors were considered in preparing the Town's budget for the 2018 fiscal year:

- The State fiscal crisis; the effect it is having on state aid to municipalities and the possible assessment by the state of one third of the teachers retirement cost.
- Requests from local Associations and Organizations for increased appropriations.
- Elimination by the state of their cost share portion of the resident state trooper program.
- Estimated future capital costs for the Kent Center School.

REQUESTS FOR INFORMATION

Questions concerning any of the information provided in this report, or requests for additional financial information, should be addressed to the Board of Selectmen at 41 Kent Green Boulevard, P.O. Box 678, Kent, CT 06757.

TOWN OF KENT, CONNECTICUT

**GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2017**

	General Fund	Capital Projects Fund	Nonmajor Governmental Funds	Total
<u>Revenues</u>				
Property taxes	\$ 10,894,735	\$ -	\$ -	\$ 10,894,735
Interest and lien fees	65,805	-	-	65,805
Intergovernmental	1,259,101	1,979,850	16,156	3,255,107
Charges for services	275,997	1,444	178,697	456,138
Investment income	26,413	9,319	440	36,172
Other	209,091	-	18,614	227,705
Total revenues	12,731,142	1,990,613	213,907	14,935,662
<u>Expenditures</u>				
Current:				
General government	961,712	286,541	95,006	1,343,259
Public safety	299,770	-	9,902	309,672
Public works	1,495,620	-	-	1,495,620
Health and welfare	124,825	-	9,413	134,238
Recreation	191,055	-	5,506	196,561
Sanitation	106,066	-	-	106,066
Board of Education	7,784,758	-	87,932	7,872,690
Debt service	659,345	-	-	659,345
Capital outlay	-	2,472,209	13,610	2,485,819
Total expenditures	11,623,151	2,758,750	221,369	14,603,270
Excess (deficiency) of revenues over (under) expenditures	1,107,991	(768,137)	(7,462)	332,392
<u>Other Financials Sources (Uses)</u>				
Transfers in	31,044	882,472	32,500	946,016
Transfers out	(925,614)	-	(31,044)	(956,658)
Total other financing sources (uses)	(894,570)	882,472	1,456	(10,642)
Net change in fund balances	213,421	114,335	(6,006)	321,750
Fund balances, beginning of year	2,340,204	2,172,557	196,504	4,709,265
Fund balances, end of year	\$ 2,553,625	\$ 2,286,892	\$ 190,498	\$ 5,031,015