

TOWN OF KENT



ANNUAL TOWN REPORT

2018-2019

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Reports are reprinted as received by the Board of Finance

TOWN AGENCIES



*Hatch Pond, South Kent Road
Photography by Lesly Ferris*

Kent Animal Control Report, 2019

A total of 13 dogs were impounded from July 2018 through June 2019. 11 dogs were redeemed by owners and two were adopted. One Indian ringneck parrot, one domestic pigeon, four chickens and five rabbits were adopted.

76 complaints were investigated, including missing pets, roaming dogs, two animal bites, and miscellaneous domestic and wild animal questions.

Three infraction tickets were dispatched.

Income source and income collected:

Pound fees - \$365.00

Donation - \$70.00

Respectfully submitted by

Lee Sohl

Kent Animal Control



October 1, 2017 Grand List Report FY 18-19

TYPE OF ACCOUNTS	FISCAL YR	NUMBER OF ACCOUNTS	GROSS ASSESSMENT	BOARD OF ASSESSMENT APPEALS ADJUST.	TOTAL EXEMPTIONS	TOTAL NET VALUE
REAL ESTATE REGULAR	FY 18-19	1948	557,407,235	0	444,700	556,962,535
REAL ESTATE ELDERLY H.O	FY 18-19	30	5,023,500	0	54,000	4,969,500
REAL ESTATE EXEMPT	FY 18-19	206	128,062,400	0	128,062,400	0
REAL ESTATE TOTALS	FY 18-19	2184	690,493,135	0	128,561,100	561,932,035
PERSONAL PROPERTY	FY 18-19	359	17,641,361	0	1,345,680	16,295,681
MOTOR VEHICLE	FY 18-19	3178	26,770,750	-2,910	836,550	25,934,200
FINAL TOTALS		5721	734,905,246	-2,910	130,743,330	604,161,916

Respectfully submitted,
Patricia S. Braislin,
Assessor

Board of Finance

Board of Finance members Mark McWhinney and Mark Sebetic served on a committee to work with the Kent Volunteer Fire Department to look at funding of the department's fire, rescue and EMS services. Mr. Sebetic subsequently reported the meetings have been productive and positive, and the department is developing a capital plan. Also, the department has started to write down, prioritize and plan for expenditures.

The board in October voted to authorize an expenditure of up to \$40,000 from Five-Year Capital Plan Streetscape Line in FY2020 for engineering and surveying work for the proposed Streetscape project. The board in March voted to accept a Resolution Appropriating \$2,925,000 For Town Of Kent Streetscape Improvements And Authorizing The Issue Of \$2,925,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purposes as also accepted by the Board of Selectmen. Town treasurer Barbara Herbst explained this resolution would allow the Town to borrow funds for the Streetscape Project.

The board appointed member Fran Goodsell to serve on the Park and Recreation Parks' Master Plan Subcommittee.

The Board in February accepted with regret the resignation of member Maureen Brady and agreed to ask the Republican Town Committee for names for consideration to fill the vacancy. The board the following month voted to appoint Nancy O'Dea-Wyrick to fill this vacancy until the November 2019 municipal election.

The board approved a request by the Board of Education to deposit into a non-lapsing account, for the specific purpose of funding the KCS Entryway Security Project, funds totaling up to \$72,943 from FY 2018-2019 KCS budgeted appropriation for education for the town. This request was made pursuant to State of CT Statute 10-108, provided such amount does not exceed one percent of the total budgeted appropriation for education for such year.

The board proposed using \$515,000 from the Town's undesignated funds to hold the mill rate and brought a proposed combined education and selectmen's budgets, totaling \$12,875,032, to budget hearing May 3, 2019. Following the hearing, the budget was reduced and taxpayers approved a \$12,870,032 budget.

The board set the mill rate for the Fiscal Year July 1, 2019 to June 30, 2020 at 18.61 mills.

Board members:

Mark Sebetic, Chairman

Jim Blackketter

Ed Epstein

Fran Goodsell

Mark McWhinney

Nancy O'Dea-Wyrick

BUILDING DEPARTMENT



Fiscal Year 2018-2019

Joseph Manley, Building Official

Following is a five year Construction Activity Comparison Report

Fiscal Year	Permits Issued	Const. Value	# New Dwellings	Fee Value
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
2017/2018	490	\$20,383,462.10	6	\$131,829
2018/2019	490	\$13,281,156	2	\$87,951

Construction for fiscal year 2018/2019

Construction in Kent showed a decrease from the preceding year. Substantial projects included work at Kent Center, LLC, Marvelwood School, and Kent School.

What's upcoming for 2019-2020

Construction seems to be remaining steady for the start of the 2019/2020 fiscal year with a potential for some large commercial projects in the residential zone in the upcoming year.

Kent Center School
9 Judd Avenue, Kent, CT

Fiscal Year Report 2018-2019

Michelle Mott, Principal

At the close of this school year, Kent Center School was the elementary school for 213 students in grades Pre-K through 8. Many changes occurred this year at KCS, but we continue to uphold our mission, “The mission of Kent Center School is to ensure active learning and independence through responsibility, respect, and cooperation.” Before leaving Kent Center School, we believe every student should be able to:

- Define and solve problems with (critical/creative) analytical thinking
- Communicate effectively
- Acquire new knowledge and skills independently

Keeping our school mission and the goal of preparing students who are college and career ready, we continue to work on our four building improvement initiatives to find success.

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).

Teachers have spent multiple professional learning days this year aligning curriculum/instruction/assessment with the CCSS. A curriculum audit completed for grades 4-8 through EdAdvance has helped teachers in these grades to identify priority standards and a scope and sequence for their content areas. A team of teachers at KCS has spent the better part of this year investigating options for a new math program. At the end of June, PK-5 teachers spent two days training for the implementation of *Bridges*. Additionally, our teachers in grades 6-8 will implement *Illustrative Math* at the start of the 2019 school year. All teachers who teach Science in grades K-8 participated in rigorous 7-day training for the Next Generation Science Standards (NGSS). NGSS based units will be gradually implemented beginning in the fall of 2019. In order to provide authentic experiences for students, some of the following field trips and community organizations were held: Sharon Audubon, South Kent Students, Kent Historical Society, Connecticut Science Center, Old State House, Kent Memorial Library, Warner Theater, Fife n’ Drum, The Big E, and many more!

Professional learning was also completed on multiple instructional strategies including Habits of Mind, learning targets, Personalized learning, and Formative/Summative Assessment.

The implementation of the new regional grading practices was on its second year. This year the staff focused on student and parent communication of achievement levels, learning practices

throughout each trimester. We also focused on the evaluation of student work and incorporating student reflection into our daily practice.

Initiative 2: To demonstrate improved student achievement as evidenced by multiple data sources, including local, regional, state, and national assessments.

KCS staff continues to use multiple data sources to assess student achievement. Teachers develop individual growth goals and student learning objectives at the start of each year that is based on student data and demonstrates an increase in the number of students who will be proficient in specific areas. The implementation of a data system next year, *Alpine*, will assist teachers in organizing and analyzing student data from multiple sources. Teachers will also participate in bi-weekly data meetings facilitated by the principal that will include interventionists, special education members, and paraprofessionals. Student achievement data for benchmark assessments and annual assessments continue to be shared and discussed at leadership team meetings, staff meetings, and Board of Education meetings. This was our third year implementing student-led conferences in the spring. Student conferences in the younger elementary grades follow a “show and tell” or “centers” protocol while students in the upper elementary grades set target goals and collect data to show their growth towards those goals at the end of the year. Parent feedback is very positive for this type of conference and they are always impressed with their child's' ability to self-reflect.

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

This year, school administrators and complementary observers participated in three days of collegial calibrations. During this professional learning, the group observes multiple lessons and discusses formal observation feedback for the teacher. This method helps evaluators align their feedback procedure and work with the continuum of professional practice.

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

All students in grades K-8 participate in a program that promotes positive social and emotional health. Students in grades K-5 take part in *Second Step*, a program rooted in social-emotional learning that creates environments where students can be successful. Students in grades 6-8 participate in a prevention program called *Botvin Life Skills*. In partnership with HYSB and Women's Support Services, we are able to provide these programs for our students. The Safety Committee meets monthly to discuss our *Safe School Climate Plan* and *All Hazards/School Safety and Security Plan*.

We would like to thank the Kent Board of Education, Board of Selectmen, Board of Finance, and the Kent community for their continued support. We would also like to thank the KCS PTO for their hard work and effort this year to facilitate fundraisers, events, and activities for our

students. We are so thankful for our latest project, "Ben's Bells," which truly represents the mission of our school with the message of "Be Kind" in mosaic tiles on the outside of our building. As the principal of Kent Center School for the first year, I would like to thank everyone for their support. It has been a wonderful year, and I look forward to working with everyone again next year.

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*
Megan M. Williams, *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, 2018 through June 30, 2019 and request this report be included in the Town's next published Annual Report.

<u>Type of Matter</u>	<u>2017 – 2018 FY Number of Matters</u>	<u>2018 – 2019 FY Number of Matters</u>
Fee Waivers	105	55
Decedent's Estates	1,168	1,219
Trusts	248	223
Conservators	221	201
Name Changes	18	30
Guardian of the Person & Estate	123	96
Guardian of Persons with Intellectual Disabilities	150	94
Children's Matters:		
Adoptions/Termination of Parental Rights and Emancipation of a Minor/Determine Paternity	14	12
Power of Attorney Accounting Matters		5
Total probate matters handled	2,047	1,935
Passports processed	135	131

Overall, the number of probate matters handled by the Court decreased by approximately 5 1/2% compared with the number of matters handled the previous year.

The category Fee Waivers 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.

There are decreases in the case work handled for Trusts, Guardian of Persons with Intellectual Disabilities and Children's Matters. In each of the Trust, Guardian of Persons with Intellectual Disabilities and Conservatorship categories, unless specific hearings are requested to address a current issue, those categories only require formal reviews every three years.

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

July 29, 2019

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
530 SOUTH EAST ASIAN AVENUE
CHICAGO, ILLINOIS 60607

TO: [Name] [Address] [City] [State] [Zip]

FROM: [Name] [Address] [City] [State] [Zip]

RE: [Subject]

DATE: [Date]

DESCRIPTION: [Text]

REFERENCE: [Text]

REMARKS: [Text]

**Kent Park and Recreation
Lesly Ferris, Director**

Kent Park and Recreation notes these new programs, collaborations and accomplishments during Fiscal Year 2018-19:

- o Abigail LaFontan created a garden at Emery Park and worked weekly with the Camp Kent youngsters on growing food, including sampling and learning where food comes from.**
- o The Camp Kent program incorporated field trips to Club Getaway, Norwalk Maritime Museum and bowling as part of the eight-week summer day camp.**
- o The commission worked in the early spring to expand the summer concert series to five concerts and secured sponsorships from Club Getaway, High Watch Recovery Center, Kent Lions Club, Kent Mobil, as well as a donation from Anne Bass to cover the costs. The commission also created a performance agreement to provide the bands.**
- o Laurie Doss and her Marvelwood School students studied Emery Park's ecosystems and shared a proposal with the commission to plant native species, create a pollinator garden and a nature education path around the feeder pond and install habitat boxes for birds.**
- o The Easter Bunny visited with youngsters at the annual Easter Egg Hunt in April.**
- o The first day of registration for Camp Kent shifted to an all-day offering via email, phone or in-person.**
- o The After-School Program participation policy was amended to be open to Kent residents (and not just KCS students), ages 5-12.**
- o Park and Recreation partnered with Slamma-Jamma Basketball to offer a one-week summer basketball camp.**
- o Park and Recreation co-sponsored with the Kent Land Trust a Presidents' Day Winter Tracking Hike at Emery Park – there even was snow.**
- o The commission named a Parks' Master Plan Subcommittee which began work on creating an RFP/Q for a Parks' Master Plan.**
- o A curb-your-dog waste bag dispenser was installed at Kent Common Park.**
- o Tree work continued at Emery Park where a grill was replaced and picnic benches rebuilt.**
- o The commission voted in March to ban the use of Round-Up or its generic form in Town parks.**
- o The Kent Center School PTO joined Park and Recreation to co-sponsor the Halloween Bash, held in October at the Kent Community House.**
- o Park and Recreation director Lesly Ferris attended two CRPA quarterlies and the association's annual conference in November. Ms. Ferris' article "A Beautiful Moment" was published in the March edition of Parks and Rec Business Magazine.**
- o Monthly senior bus outing destinations included the Tort Museum, Osborne Homestead Museum, Ballard Institute & Puppetry Museum, Prudence Crandall Museum, Fascia Chocolates.**

Park and Recreation Commission members, three-year terms:

Sarah Adams expires 1/20/2022

Lynn Harrington expires 1/21/2021

Blythe Everett expires 1/16/2020

Michael Perkins expires 1/20/2022

John Grant expires 1/16/2020

Abigail Smith Hanby expires 1/21/2021

Alternates, one-year terms:

Elizabeth Houck expires 1/16/2020

Trisha McMahan expires 1/16/2020

PLANNING & ZONING COMMISSION

John Johnson, Chairman

Donna Hayes, Land Use Administrator

Zoning Regulations are intended to guide land use activities in Kent in ways that will maintain and enhance community character and protect the public health, safety, and welfare. It is the general purpose and intent of these Regulations to foster the use and development of land in an orderly manner by both private and public interests. During the 2018-2019 fiscal year, the Planning and Zoning Commission gave a considerable amount of consideration to such matters involving substantially large proposals.

Total Fees Collected: \$19,665.05

There were a total of 106 applications submitted. The breakdown is as follows:

Sign Permits 19 Subdivision Approvals 0

Zoning Permits 61 Floodplain 0

Special Permit Approvals 8 Reg. Change Approvals 1

Site Plan Approvals 13 Zone Change Approvals 0

Driveway Permits 3

Forestry 0

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.

Members:	Term Expires:	Alternates:	Term Expires:
John Johnson	11/2023	Richard Chavka	11/2019
Darrell Cherniske	11/2019	Adam Manes	11/2019
Marc Weingarten	11/2023	Anne McAndrew	11/2019
Alice Hicks	11/2021		
Karen Casey	11/2019		
Matt Winter	11/2021		
Wes Wyrick	11/2019		

The Architectural Review Board acted on 5 applications, 3 of which were for miscellaneous renovations. The other applications included a window replacement, and a modification.

Members:	Term Expiration
Peter Hanby, AIA	8/2020
Ellen Corsel	8/2020
Steve Pener	8/2021
Greg St. John	8/2021
Frank Way	8/2020
Robert McDowel- Alt	7/2020

Region One School District Town Report for 2018-2019

The Region One School District has been following a Strategic Plan for School Improvement for the years 2017-2020. The plan was developed by the administration from the seven schools and adapted by each school, according to their most pressing needs. Components of the plan that were implemented in the 2018-2019 school year for the goals are the following:

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. Much work has been conducted in the area of curriculum development. With the assistance of EdAdvance and teacher collaboration, we have developed agreed upon curriculum and resources for the upper elementary grades for English/Language Arts and Mathematics. Training for all science teachers for the new state curriculum has also taken place. All other subject areas and grade levels are also beginning to meet and determine the curriculum, which helps to ensure that all students in Region One have a “guaranteed and viable curriculum” consistent across all K-8 schools and that which best prepares them for High School. Much work is being done at the High School grades to determine that we assess student learning by incorporating high quality assessments that match learning targets in all classrooms.

Meetings with staff and community members to discuss what we want for all graduates of HVRHS were dedicated this past year to develop a region-wide “Portrait of a Graduate”. After surveying students, staff, parents, and community, it was agreed that the characteristics most essential for our students are to be 1) a communicator, 2) a problem solver, 3) a self-advocate, 4) globally and environmentally aware, and 5) confident. As curriculum is planned, teachers will need to plan for how what is taught incorporates opportunities for students to demonstrate these attributes.

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

Proficiency in all classes is the goal for all students, with the expectation that students will identify their areas of strength and areas of improvement and then set their goals. Teachers are to provide the support that students need to help achieve their goals. Student involved conferences for students at the primary grades and students led conferences for students at grade 3 and above, require that students lead and communicate their learning to their parents. These are held at all grade levels. While we continue to analyze the results of our standardized test data, such as the Smarter Balanced Assessment (grades 3-8) and the SAT’s (High School), these are once a year assessments that cannot fully measure the knowledge that a student acquires. Our focus is on the classroom learning, based on projects and classroom assessments, as well as benchmark data that we assess 3-4 times throughout the school year to determine each students’ growth. Ultimately, we want to prepare every child to be a reader and problem solver, ready to apply these skills and be successful in other subject areas.

Personalized learning has been a major emphasis for our students in all grades, with the most professional development for teachers in this area being done in grades K-8. A personalized

learning system provides voice and choice on what, where, and how students learn in relation to world-class knowledge and skills. Students are learning to work with teachers to establish their goals and pace of learning to pursue investigations or projects to demonstrate these goals, evaluate their progress, and communicate their results as an indication of mastery.

Teachers are to create a classroom that enables students to have these opportunities. And learning opportunities, inside and outside of school are to offer students chances to learn from experience through application of authentic situations. Personalized learning is designed for students to identify their interests and talents while expanding their learning and their interest in continuous learning.

Personalized learning continues to be our focus, as we blend this with social and emotional support for students. As teachers learn more about how we incorporate both, we implement this in our classrooms.

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.

In order for all schools to continue to demonstrate improvement and achievement, the superintendent's goals need to align with the Strategic Plan. Subsequently, the principals' goals should align with those of the superintendent and with the goals of the teachers in their school. All of our school leaders agree that we must improve instruction and engage students in order for students to increase learning. Every school administrator has annual goals that are connected to the goals of teachers, which address the needs of their students. We review progress several times throughout the year. All schools encourage ongoing professional learning for all instructional staff, which includes time during the school year with colleagues with outside expertise, book studies and discussions, attendance at state and national conferences, and region wide professional learning community groups that study and make recommendations based on our region's and schools' needs.

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

An Inter-Agency Task Force was enacted this past year to discuss how we could take steps to shift the direction to ensure safety and well-being for students. Teachers, administrators, school counselors, clergy, HYSB, mental health and addiction prevention agencies have been meeting to discuss the various programs for social-emotional health being taught and the services being utilized in our schools to support these areas: 1) Prevention, 2) Intervention, 3) Parent and Community Involvement, and 4) School Culture. All schools are beginning to focus on social-emotional issues that are affecting students of all ages and how our schools and supporting agencies can identify ways we can address mental health issues.

While we are learning more ways we can support the emotional health of our students, we are also seeking ways to expand social opportunities for Middle School students through regional sports and potential extra-curricular activities, such as drama, robotics, and visual arts. More decisions will be made in this area this fall.

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An inter-agency task force was created this past year to discuss how we could take steps to shift the direction to create safe and well-being for students. Teacher administrators, school counselors, clergy, BY2B mental health and addiction prevention agencies have been meeting to discuss the various programs for social-emotional health being taught and the services being utilized in our schools to support these areas: 1) Intervention 2) Prevention 3) Parent and Community Involvement, and 4) School Culture. All schools are beginning to focus on social-emotional issues that are affecting students of all ages and how our schools and supporting agencies can identify ways we can address mental health issues.

While we are learning more ways we can support the emotional health of our students, we are also seeking ways to expand social opportunities for Middle School students through regional efforts and potential extra-curricular activities, such as drama, robotics and visual arts. More decisions will be made in this area this fall.

For students with special needs, Special Olympics was started in Region One. Eleven students participated in one or more sports, which included swimming, basketball skills, and track and field. It was a highly successful year in terms of students and family involvement, including high school students who donated their time to help our athletes at their events.

To seek additional ways we can try to ensure the safety of our students, all schools are implementing a crisis intervention online program that connects schools and families to community resources. "Crisis Go" was approved by all seven boards and is currently being implemented by all schools.

As we now enter the 2020 year, the Administrative team will be meeting to update the Regional Plan, so that we can be assured that we continue programs that are successful for students. The vision for our regional schools is to be strong learning communities. We must focus on continuous improvement and creativity throughout our organization and resist the temptation to accept the status quo.

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

We thank our parents, community members, staff, and all who support our students and the programs that build our students' experiences in Region One. Our schools and Shared Services Center will continue to build partnerships among students, staff, and community.

- Dr. Pam Vogel, Superintendent

Resident State Trooper

The Resident Trooper program, offered by the State of Connecticut, has continued to offer a liaison between the State Police and the Kent town officials, public and private schools, and the public. This program supplements the 24-hour police coverage of Kent by the Connecticut State Police Barracks in Litchfield.

The Resident Trooper's duties include investigation of both reported criminal activities and reported motor vehicle accidents. Motor vehicle laws are enforced to ensure compliance and encourage safer driving. Periodically both the Resident Trooper and patrol Troopers will engage in safety belt (seat belt) and speed enforcement. Trooper Fisher also responds to calls for assistance, as well as help fire and ambulance personnel with medical emergencies.

Trooper Fisher assisted with several community projects such as Halloween Safety (in cooperation with Kent Park and Recreation) Toy and Turkey drives. Kent Pumpkin Run, as well as High Watch's 5k run. Trooper Fisher, as incorporation with ECONN and Bulls Bridge Task Force, assisted with safety at both Kent Falls and Bulls Bridge. Trooper Fisher also assisted with the Ice jam and funeral details.

During the fiscal year, Connecticut State Police respond to numerous requests for assistance in the Town of Kent. State Troopers assisted Kent Fire Department and Ambulance as well as other State and municipal agencies numerous times. State Troopers also investigated abandoned motor vehicles, assisted citizens with non-criminal issues, served subpoenas, fingerprinted various types of applicants, removed traffic hazards, responded to roaming animal complaints, lost hikers, patrol checks of residential and business, as well as conducting other caretaking functions.

Trooper First Class Andrew Fisher, Kent Resident Trooper

Town of Kent Safety Committee

The Town of Kent Safety Committee held quarterly meetings during the fiscal year 2018-19 which included a review of incidents and accidents, when applicable, and Town of Kent Safety Policies. The committee in April noted the installation of hand sanitizers in two hallways at Kent Town Hall and one at the Town Garage. Kent Center School Safety Committee shared its All-Hazards School Security and Safety Plan with the committee.

Committee members:

Bruce Adams, Lesly Ferris, Joyce Kearns, Rich Osborne

TOWN OF KENT

This will be my last annual report, so I am taking a little different approach. I have been the First Selectman of Kent for ten years (2009-2019). I took over a Town in pretty good shape and feel like I am leaving it in better shape. Listed here are some things I am particularly proud of:

- *Kent Welcome Center*- built with a \$500K STEAP Grant. Used regularly by residents, hikers and visitors. Over 300 showers per year since opening!
- *Renovated Kent Community House*- Done with two \$100K STEAP Grants. The 80 year old building looks better and is more rentable. Kudos to Administrative Assistant Joyce Kearns who manages the facility.
- *Road safety measures*
 - ❖ four way stop at Bulls Bridge Road & South Kent Road
 - ❖ Reflective signs on the big curve on Rt. 341 and on Weeks Corner(Rt 7 south)
 - ❖ “Your speed is” signs. We have 4 that will be placed as needed.
- *Friday Senior Lunch*- Food provided by Kent School, Marvelwood, South Kent School, Fife n’ Drum, Shanghai, Cozzy’s, Pizza Garden and The Villager. 25-30 Seniors enjoy a meal weekly for \$2. Thanks to Lesly Ferris for her help with the program.
- *Kent Transfer Station*- Since opening in 2009 we have added paint, mattresses, electronic waste, appliances, textiles and fluorescent bulbs to the things we take and recycle. We have almost 650 paid users who love the swap area, music and John, Rob & Ben.
- *Selectman’s newsletter*- I started this shortly after taking office and have done it monthly since. I have enjoyed doing it and it has become all the more important with the loss of our weekly newspaper. It goes out to about 1,100 readers.
- *Return of the Resident Trooper Program*- I voted to cut it in 2007 as a Selectman and was glad to bring it back. The financial support of our three private schools and High Watch is greatly appreciated, and Andrew Fisher has been a great fit.
- But there are a few things I am disappointed to leave unresolved
 - ❖ Federal Tribal Recognition- I worked hard on this issue a few years ago with some success. I am disappointed to hear it may be coming up again. Work is being done to be prepared when it does.
 - ❖ Streetscape project- This rehab of Kent’s sidewalks has been discussed for 10 years. I can at least say that a contract was signed and our engineering firm has begun work on a plan /bid package.
 - ❖ Cell tower- A proposal is being discussed to add a third cell tower in Kent to close a dead spot on Rt 341 toward Warren. This is a long process, but public hearings will be held soon.
 - ❖ Birch Hill- This is the conversion of the former site of The Kent to a large drug and alcohol rehab facility. It has been approved by Kent P&Z and the State of CT with many conditions.

The past 12 years, 2 as a Selectman, 10 as First Selectman, have been challenging, but also rewarding. I leave feeling comfortable with my decision to do so. I thank everyone for their kind words, suggestions and even criticism. When I came to Kent as a young teacher in 1972 I would never have predicted this, but I’m glad I did it.

Bruce Adams- First Selectman 2009-2019

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 Kent households. The total financial assistance for the fiscal year was **\$135,007.80**:

\$32,425.86 State of CT/Federal Energy Assistance Program
\$29,052.00* Kent Community Fund
\$19,570.90 State of CT Renter's Rebate Program for Elderly/Disabled
\$ 25,171.97 Berkshire Taconic Community Foundation
\$ 14,729.54 Kent Food/Fuel Fund
\$ 4,811.23 Foundation for Community Health Prescription Fund
\$ 9,247.20 Town Social Services Assist Fund

*(CT Food Bank purchases \$2,875; heating fuel, medical, rent, utilities, car repair assistance \$26,177).

Twenty-eight Kent children received backpacks filled with school supplies and personal hygiene items, a gift card for clothing purchases, a winter coat, and a gift card to purchase shoes. This program was made possible through the support of Kent Quilters, Kent School, the Salvation Army, and individual donations.

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, Mary Egenes, Karen Egenes, Stan Jennings, and our friends at Kent Land Trust. Over the last year, the Kent Food Bank provided food to prepare an average of 1,753 meals each month to an average of 32 adults, 14 children, and 18 seniors.

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

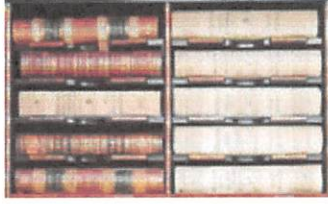
Food donations come in regularly from individuals, Davis IGA, Kent Lions Club, Kent Chamber of Commerce, St. Kateri Church, First Congregational Church, St Andrew's Church, Kent School, South Kent School, Kent Center School, Marble Valley Farm, New Milford Big Y, Mountain View Farm, Kent Boys Scouts, and Monte Besmer. The Food Bank also provided 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, and Resident State Trooper Andrew Fisher.

TOWN OF KENT, CONNECTICUT
REPORT OF THE TAX COLLECTOR
FOR THE YEAR ENDED JUNE 30, 2019

Grand List October 1,	Restated Uncollected Taxes July 1, 2018	Lawful Corrections		Suspense Transfers	Adjusted Taxes Collectible	Collections			Uncollected Taxes June 30, 2019
		Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2017	\$ 11,249,590	\$ 1,223	\$ 13,220	\$ 1,871	\$ 11,235,722	\$ 11,096,813	\$ 32,149	\$ 11,128,962	\$ 138,909
2016	71,109	255	1,330	1,954	68,080	41,247	9,661	50,908	26,833
2015	20,848	-	-	2,408	18,440	6,042	14,227	20,269	12,398
2014	9,372	-	-	265	9,107	137	137	274	8,970
2013	7,784	-	-	57	7,727	255	215	470	7,472
2012	5,041	-	-	3,571	1,470	270	289	559	1,200
2011	7,603	-	-	6,831	772	14	16	30	758
2010	842	-	-	-	842	-	-	-	842
2009	811	-	-	-	811	-	-	-	811
2008	281	-	-	-	281	-	-	-	281
2007	768	-	-	-	768	-	-	-	768
2006	53	-	-	-	53	-	-	-	53
2005	43	-	-	-	43	-	-	-	43
Total	\$ 11,374,145	\$ 1,478	\$ 14,550	\$ 16,957	\$ 11,344,116	\$ 11,144,778	\$ 56,694	\$ 11,201,472	\$ 199,338

See accompanying Independent Auditors' Report.

TOWN CLERK & REGISTRAR OF VITAL STATISTICS



Fiscal Year 2018-2019

Town Clerk & Registrar: Darlene F. Brady

Assistants: Marie France Corsini

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. Under the guidance of the Secretary of State, we are involved with the processes of notary publics, justices of the peace, and the issuance of absentee ballots for elections. 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.

In addition to being open 31 hours a week for walk in business, our land records from 1928 to the present are available on-line 24/7 at searchiqs.com or by following a link from our website townofkentct.org. This allows attorneys and title searchers to access the information they need to handle Kent residents' real estate transactions right from their home or office, and gives residents not able to come in during office hours the ability to directly access their information.

We always 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	505	12405.00	Births	18
Copies		7989.00	Marriages	22
Vital Records		4514.00	Deaths	32
Fish & Game Licenses	119	119.00		
Dog Licenses	299	299.00		
Miscellaneous		410.00		
Conveyance Tax		<u>67900.78</u>		
Total Revenues		<u>93636.78</u>		

**Zoning Board of Appeals
Annual Report
July 1, 2018 – June 30, 2019**

Anthony DiPentima, Chairman
Donna Hayes, Land Use Administrator
Total Fees Collected: \$340.00

Activities:	Actions:
Variance Applications	2
Appeal	0

The applications were for the following sections:

□

[a waiver of area and dimensional requirements (withdrawn)

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	11/21/2021	Anne Bisenius	11/21/2021
Nick Downes	11/19/2019	Patricia Oris	11/21/2021
Daniel Murray	11/21/2021		
John Noneman	11/16/2021		
Mike VanValkenburg	11/19/2019		

OUTSIDE ORGANIZATIONS



Lea Davies, President, Lakeville
Ceely Ackerman, Salisbury
Michelle Considine, Canaan
John Green, Cornwall
Dinny Greene, Cornwall
Carla Herman, Cornwall
Priscilla McCord, Lakeville
Dolores Perotti, Canaan
Judy Sheridan, Kent
Electra Tortorella, Sharon
Michael Volstad, Salisbury
Patricia Wright, Executive Director



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

Chore Service – Kent Town Report 2019

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 \$14.00 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.

From July, 2018 through June, 2019, The Chore Service provided over 830 hours of services to twenty-seven Kent residents. These 27 residents received help with cleaning, errands, and yard work so that they could continue to remain safely in their homes. Four Chore employees who live in Kent earned over \$1,900 last year. Our federal grant monies that subsidizes services for those age 60 and over is always depleted before the year ends, so we are delighted that the Town of Kent continues to contribute to these services.

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

"She is kind, caring, respectful, honest and always on time. How wonderful to have such a special person available to help me."

"I had breast cancer surgery in the summer and a hip replacement in the fall. Thank God for her."

"Prompt – good driver – good companion – Intelligent, good shopper. I have no complaints or criticisms – For Heaven's sake keep her!"

"I am not sure I could do without this steady, competent person every week."

"She has been a wonderful help to me."

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

Lea Davies, President, Lakeville
Ceely Ackerman, Salisbury
Michelle Considine, Canaan
John Green, Cornwall
Dinny Greene, Cornwall
Carla Herman, Cornwall
Priscilla McCord, Lakeville
Dolores Perotti, Canaan
Judy Sheridan, Kent
Electra Tortorella, Sharon
Michael Volstad, Salisbury
Patricia Wright, Executive Director



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

Mr. Bruce Adams, First Selectman
Town of Kent
P.O. Box 678
Kent, CT 06757

August 26, 2019

Dear Bruce,

On behalf of everyone at The Chore Service, we very much appreciate the Town of Kent's contribution to our work to provide non-medical help at home for seniors throughout Northwest Connecticut. From July, 2018 through June, 2019, twenty-seven Kent residents received over 830 hours of assistance with cleaning, errands, snow removal and yard work. Four Chore Workers earned over \$1,900 for their work.

Contributions from the towns we serve are more critical than ever, as we continue to provide assistance to new clients monthly while facing possible cuts to our Federal funding. We gratefully request that you release the contribution for 2019 - 20.

Please feel free to contact me with any questions.

Thank you.

Sincerely,

Pat Wright, Executive Director



Edward S. Bent, *President*
Michael C. Jackson, *Vice President*
Peter Aziz, *Secretary & Treasurer*

Executive Director
John Simoncelli, LCSW, LADC, MPA

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



Trustees
Pamela Bowman
Liz Funk
Barbara Gold
Karen Halpert
Emily Littman Eisen, Ph.D.
H. Tom O'Connor
Richard C. Sears

Advisory Council
Jane L. Havemeyer
Alistair J. Hight
Paul McLaughlin
Edwina Millington
Eric Salk, M.D.
Ira D. Smith
Katherine N. Vick

10/29/19

To the Town of Kent,

The past year has felt like a rejuvenation of the best aspects of Greenwoods. Greenwoods is proud to continue to provide support, connection, and care to Litchfield County's most vulnerable populations. Furthermore, this year we are excited to have improved our service provision through enhanced community outreach efforts, an expanded programs menu, and increased donor engagement. Thanks to your support, in the 2018-19 program year Greenwoods made measurable progress toward the creation of a Northwest Connecticut that bears fewer mental and substance use disorders, suffers fewer suicides, and enjoys improved physical, emotional, and interpersonal health through the following initiatives:

Connecting more clients to the mental health services they need. In 2017-18, Greenwoods connected 615 patients with highly skilled mental health professionals; this represents a 62% increase in service from the previous year. In the 2018-19 program year, Greenwoods scheduled 670 mental health assessments and connected 733 patients with highly skilled mental health professionals; this represents a 19% increase in service from the previous year. Furthermore, 63 Greenwoods clients received \$25,360 in financial aid to pursue 634 counseling sessions.

Responding to the mental health needs of Northwest Connecticut's most vulnerable populations. In 2018-19, Greenwoods replicated its model of assessment and referral in Litchfield Public Schools and WAMOGO High School. In the 2019-2020 school year, staff has also expanded the Youth Mental Health Program to Oliver Wolcott Technical High School. Greenwoods will dedicate four professionals – three mental health clinicians and one mental health clinician/program administrator – to support Northwest Connecticut's youngest and most vulnerable residents through this school-based mental health program.


Fortifying the fight against the opioid epidemic. In partnership with local service organizations and community-invested funders, Greenwoods has begun a Medication Assisted Treatment (MAT) program to support 20 patients in recovery from opioid addiction. Right now, there is limited access to such treatment in Northwest Connecticut. Striving to provide the treatment and support necessary for effecting recovery, Greenwoods and local APRN Catherine Lavoie provide Suboxone prescription and individual counseling to patients in recovery through the Suboxone Maintenance and Relapse Prevention Program. Through this program, Greenwoods supports the individuals, families, and communities of Northwest Connecticut that are disproportionately harmed by the opioid epidemic and historically underserved in mental health and addiction.

Empowering providers and community members to better cultivate and support community health. Greenwoods is dedicated to community outreach and education as a means to community wellness and puts this vision into action in multiple ways. First, Greenwoods is a member of the Litchfield County Opiate Task Force; Executive Director John Simoncelli is an integral part of the Executive Committee. Second, Greenwoods has supported the production and public presentation of the film *Uprooting Addiction: Healing from the Ground Up*, a documentary that narrates how the current drug and alcohol epidemic uniquely affects

Northwest Connecticut. Finally, and most notably, Greenwoods has partnered with the Connecticut Department of Mental Health and Addiction Services to hire a Community Outreach & Recovery Services Specialist. This new staff member, Sarah Toomey, has extensive work experience and deep professional and personal connections within the Northwest Corner; she will increase Litchfield County residents' understanding of mental health and wellness, knowledge of available mental health and addiction services, and utilization of available services. She also will be the first and only Recovery Navigator dedicated to connecting *all* Litchfield County residents with the mental health and substance abuse treatment services they need.

None of this critical work would be possible without your generous support. We are deeply grateful for your investment in our vision and we look forward to continuing to forge and foster the community-wide connections that heal and nurture the health of Litchfield County.

Faithfully,

A handwritten signature in black ink, appearing to read 'John Simoncelli', written in a cursive style.

John Simoncelli
Executive Director

Kent Memorial Library
Annual Report to the Town of Kent
Fiscal Year July 1, 2018- June 30, 2019

Sarah Marshall, Library Director

The Kent Memorial Library is a private non-profit association and serves as the principle public library for the Town of Kent. The historic building opened in 1922, and operations in the expanded space 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.

- 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.

Over 45,000 people visited the Library this past year, and we strive to offer a wide variety of engaging programs and materials. New this year was the Kent Carnival, free streaming services, a periodic volunteer newsletter and Summer Sunday hours. Some of our most popular programs were LGBTQ history, a three part series on To Kill a Mockingbird, the Peeps Diorama contest, and Li Liu, a Chinese acrobat. Our regular adult programs like knitting, financial literacy, and gardening along with children’s programs like Rhythm and Rhyme for 0-3s and afterschool buddies keep the building busy with excitement and learning. We also offer a very popular seed library and drop off programs for Region One early dismissals. Our wifi, computers, copiers, and fax machine are utilized by a steady stream of patrons. The following table presents statistics for the past two years.

	2017-2018	2018-2019	% change
Association Members	278	298	+7.2%
Cardholders	1,273	1,173	-7.86%
Visitors to the Library	45,864	45,164	-1.53%
Circulation:			
Books and audio books	21,140	21,353	+1%
Downloadable e-books & audiobooks (Overdrive and hoopla)	1348	2642	+96.74%
DVD’s and videos and hoopla	4232	3145	+25.69%
Programs (attendees / # of programs):			
Children and young adults	4,197/241	4,161/250	-.86%/+3.73%
Adults	4,583/271	5,487/300	+19.72%/+10.7%
Computer usage	5,192	4952	-4.62%
Website hits	45,991	51,896	+12.84%
Constant Contact Subscribers	1,239	1,292	+4.28%

Staffing and Board Oversight

The Library staff has 4.54 FTE. Volunteers worked over 4900 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: Rudy Molho
 Secretary: Michaela Lawrence

Members

Janette Bornn Eric Roper
 Kenneth Cooper Betty Ruddy
 Ellen Horvitz Julie Saxton
 Carol Linn Dana Slaughter
 P.H. Nargeolet Rick Vizzari
 Sharon Norton John Walker
 Ruth O'Meara John Youngblood
 Janet Rivkin Friends of the Library Chair: Roz Molho

Financial Report

	2017/18	2018/19	Pct Incr/Decr.
Revenue			
Public:			
Town of Kent	100,500	100,500	0%
State of CT	326	340	1%
Total public funds	100,826	100,840	0%
Membership	71,400	57,793	-19%
Car raffle and garden party	75,449	86,571	15%
Book sale	53,863	52,393	3%
Other, net of fund raising expenses	18,779	24,826	32%
Total private funds	226,451	221,583	2%
Grants	17,220	9,000	-47%
Total revenue	337,537	331,423	-2%
	2017/18	2018/19	Pct Incr/Decr.
Expenses			
Staff	187,873	181,004	-4%
Books and programs	19,595	22,435	15%
Utilities	18,099	21,561	19%
Technology	24,030	26,656	11%
Maintenance and repairs	^18,555	10,049	-46%
Other	34,591	36,384	5%
Total expenses	302,743	298,089	1.5%
Capital expenditures & unexpected repairs	*5,515	10,966	99%
Excess (deficit) of revenues over expenses	34,794	22,368	-35.7%

Capital Expenditures '18-'19

Art system	\$1,227
Painting	\$8,364
Wifi upgrade	\$575
Tree removal	\$800

Going forward, we will no longer be able to rely on the Kent Presents grant to augment our income.

Northwest Connecticut Regional Housing Council ***Annual Report***

Submitted: September 2019

Providing housing options that are affordable for young adults, young families, seniors, and those who work in our towns is critically important to many Northwest Corner towns. Creating these housing options is the sole focus of the Northwest Connecticut Regional Housing Council.

We have a new website with resources for our local housing organizations and people looking for information about affordable housing in Northwest Connecticut! The site contains links to all the housing organizations in our region, frequently asked questions, photos of the affordable housing in our region and stories from employers and residents about the importance of affordable housing options in our towns. Check it out at: www.nwcthousing.org

The Council is made up of representatives from each town's local housing organization who meet quarterly to report upon and gain valuable information for their town-specific planning and housing development. At meetings, we learn from each other as we share the progress and current hurdles we are encountering in our varied town housing initiatives. Questions raised and hands-on ideas and resources cause attendees to leave the meetings with possible next steps, support, and resources.

This year Housing Council representatives went to Hartford to meet with legislators and the new Connecticut Department of Housing Commissioner to advocate for the funding resources critically needed by our local housing organizations to build affordable housing in our towns. The Council also hosted a meeting and tour of affordable housing in our region with the Commissioner. We appreciate the information offered by Jocelyn Ayer from the Northwest Hills Council of Governments (NHCOG), David Berto of Housing Enterprises Inc., and Lesley Higgins-Biddle from LISC at our meetings.

We thank our member towns for their financial support and NHCOG for hosting our meetings and organizing speakers. Our towns' \$100 annual dues are a cost effective investment in our area's future. For more information on the Regional Housing Council or the local housing organizations which are members, visit www.nwcthousing.org.

Respectfully submitted,

Jill Groody Musselman, Chair

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 2019 focused on implementing the COG's Comprehensive Economic Development Strategy (CEDS) for the Region. Major strategies in the CEDS include expanding access to high speed fiber optic broadband, promoting tourism/arts/culture, supporting local farms, strengthening manufacturing, and encouraging entrepreneurs/innovation. The COG also pursued implementation of our updated Regional Plan of Conservation and Development this year, and developed a Resiliency Vision and Toolkit for the Northwest Hills. With technical assistance from the Housatonic Valley Association, the NHCOG also continued to promote the on-line Interactive Regional Trail Map that was developed to enhance access to information on the public access trails in the region. The NHCOG also coordinated the preparation of a Regional Transportation Safety Plan this year with the assistance of a consultant.

Focus Area Two: Grant writing and administration activities in 2019 focused on administering grant funds awarded for 1) a rural broadband and mobile enhancement study, 2) coordination of a regional food hub, 3) implementation of the CEDS, 4) the design of a regional animal shelter to serve the Torrington area, and 5) implementation of the Rural Independent Transportation Service. 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 2019 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 Neighbor-to-Neighbor program in cooperation with the Berkshire Taconic Community Foundation, a fuel bank program, the Northwest Hills Public Works Equipment Cooperative, and the region's cooperative purchasing program.

A variety of issues of regional significance were discussed at the monthly meetings of the COG this year including transportation safety planning, economic development priorities, broadband service, GIS service, the opioid epidemic, legislative priorities, cyber security, recycling and disposal of municipal solid waste, housing issues, and demographic changes in the region.

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 2018-2019 were Bruce Adams, Chairman; Leo Paul, Vice Chairman; Bob Valentine, Secretary; and Don Stein, 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

Women's Support Services Annual Report

01 July 2018 – 30 June 2019

Town of Kent

Women's Support Services has been a steady presence in the Northwest Corner, helping victims of domestic violence and abuse since 1981, when we were established in a single room at the Sharon Hospital and known as Women's Emergency Services. WSS continued to provide support and intervention services, and gradually began working in some of the area schools, adding a prevention focus to our work. Three years ago, we were challenged to 'dream big' by one of our donors. The impact of that dreaming, and strategizing, and planning, is described in this report. Thank you for being a partner in this process – and helping Women's Support Services continue to grow and evolve to meet the ever-changing health and safety needs of our community.

Our current *Prevention Educator and Volunteer Coordinator, Deanna Barry*, joined WSS in the spring of 2018. The previous Coordinator had spent several years laying the foundational work for programming in our area schools, enabling Deanna to hit the ground running, and by the close of Fall 2018, we could confidently state that she was 'in' at most of the schools in the region. *Deanna is now a regular presence throughout Region One, managing the delivery of over 230 educational sessions to children and teens.* A key development that aided this process was the complete overhaul of the volunteer program, led by *Program Manager, Virginia Gold* when she joined the agency in the spring of 2017. Not only has our programming expanded far beyond what we thought was possible, we have faculty and administration requesting our presence and support. They clearly see WSS as a resource provider, supporter, and knowledge partner.

This past spring WSS sent Deanna to New Haven to participate in a three-day training workshop on human trafficking entitled "Not a Number", run by Love146. Deanna is now certified to provide training in this area. This is a topic that the public schools are required by state mandate to cover and the Assistant Superintendent of Region One, Lisa Carter, approached WSS to co-facilitate this training to 7th and 8th graders with the Guidance Counselors, who will be trained in the curriculum as well. This speaks to a coordinated, strategic partnership with the schools and offers WSS the opportunity to expand our work in the schools given that Deanna will be working alongside the Guidance Counselors. This could not have happened without the groundwork and extensive relationship building that has occurred, nor could it have happened if we had not implemented quality programming that provided added value to the schools and engaged both the students and faculty and administration.

Women's Support Services has also made a major shift in our ability to undertake outreach and training with community partners and area businesses by recruiting *Robert Kuhn*, our new *Community Educator and Outreach Coordinator*. Robert joined WSS in April 2019, and has already established himself as a presence, managing training with local EMS, Sharon Hospital, the Chamber of Commerce and other new partners. Robert also attended a training workshop in San Francisco this June on the *Coaching Boys into Men* curriculum of *Futures Without Violence*. Robert is part of the team who is delivering this curriculum to our sister domestic violence agencies in Connecticut. Equally exciting, Robert worked with WSS program staff this summer to build upon this training and is currently delivering our inaugural *Boys + Men* curriculum to the entire incoming 9th grade class at Salisbury Boys School this fall, as well as faculty, dorm proctors, and potentially coaches as well. Recently, both Marvelwood and Indian Mountain School approached WSS about the possibility of adding this programming to their curriculum.

Thanks to the support of the Town of Kent, Women's Support Services has experienced a year of tremendous growth and change. We:

- Provided support services to **749 clients, 486 of whom were new clients**. The composition of our new clients includes:
 - 450 adults and 36 children
 - 363 female, 121 male, and 2 transgender adult and youth clients.
- Responded to **941 hotline crisis requests**.
- Provided **emergency shelter to 35 people, for a total of 406 nights of shelter**. Due to new partnerships, WSS was able to significantly expand our ability to shelter families in crisis.
- **Stood by 472 victims of family violence in court**.
- **Conducted 230 prevention workshops to children and teens** in local schools, daycare programs, and camps.

Women's Support Services activities in Kent:

- ❖ **28 Clients assisted (25 female and 3 male), including 1 child**
- ❖ **39 Prevention Education programs delivered at: Kent Center School and Marvelwood**
- ❖ **K – 8 faculty training in gender awareness and DV101**
- ❖ **Training/Programming: Trinity Glen**
- ❖ **20 Main Street Partners**

Management's Discussion and Analysis

TOWN OF KENT, CONNECTICUT

MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)

JUNE 30, 2019

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, 2019. 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 \$26,684,789 exceeded its liabilities and deferred inflows of \$3,006,925 at June 30, 2019, resulting in total net position of \$23,677,864. Of that, \$16,733,760 was invested in capital assets while \$6,885,832 represented unrestricted net position, available to meet ongoing government obligations. The Town's net position increased \$927,903 or 4.1% during the fiscal year.

The Town's governmental funds reported, on a current financial resources basis, a combined ending fund balance of \$6,157,935, an increase of \$449,533 or 7.9%, during the fiscal year. The General Fund operating surplus for this fiscal year was \$172,616. The General Fund balance at June 30, 2019, was \$3,212,630 of which \$515,000 is committed for expenditures in the 2019-2020 fiscal year, \$29,656 is committed for Schaghticoke Litigation expenses, and \$48,218 is committed for Maple Street Debt Service.

The unassigned fund balance of \$2,563,377 of the General Fund represents 21% of the General Fund budgeted appropriations for the fiscal year ending June 30, 2019.

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.

**Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2019 (continued)**

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
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June 30, 2019 (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 47 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 \$23,677,864 at June 30, 2019.

	<u>Net Position</u>					
	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>						
Current assets	\$ 6,867,678	\$ 6,446,815	\$ 691,429	\$ 857,974	\$ 7,559,107	\$ 7,304,789
Capital assets	15,487,298	15,564,543	3,391,555	3,357,563	18,878,853	18,922,106
Noncurrent assets	-	-	220,558	219,789	220,558	219,789
	<u>22,354,976</u>	<u>22,011,358</u>	<u>4,303,542</u>	<u>4,435,326</u>	<u>26,658,518</u>	<u>26,446,684</u>
<u>Deferred outflows of resources</u>	<u>26,271</u>	<u>40,599</u>	<u>-</u>	<u>-</u>	<u>26,271</u>	<u>40,599</u>
<u>Liabilities</u>						
Current liabilities	946,956	1,240,580	28,581	35,576	975,537	1,276,156
Noncurrent liabilities	479,033	888,188	1,552,355	1,572,978	2,031,388	2,461,166
	<u>1,425,989</u>	<u>2,128,768</u>	<u>1,580,936</u>	<u>1,608,554</u>	<u>3,006,925</u>	<u>3,737,322</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	14,696,492	14,207,841	2,037,268	1,981,868	16,733,760	16,189,709
Restricted	58,272	58,042	-	-	58,272	58,042
Unrestricted	<u>6,200,494</u>	<u>5,657,306</u>	<u>685,338</u>	<u>844,904</u>	<u>6,885,832</u>	<u>6,502,210</u>
	<u>\$ 20,955,258</u>	<u>\$ 19,923,189</u>	<u>\$ 2,722,606</u>	<u>\$ 2,826,772</u>	<u>\$ 23,677,864</u>	<u>\$ 22,749,961</u>

The largest portion of the Town's net position (71%) 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 increased \$383,622 or 5.9%, during the fiscal year.

Town of Kent, Connecticut
Management's Discussion and Analysis (Unaudited)
June 30, 2019 (continued)

	Changes in Net Position					
	Governmental Activities		Business-Type Activities		Totals	
	2019	2018	2019	2018	2019	2018
Program revenues						
Charges for services	\$ 385,848	\$ 450,087	\$ 354,668	\$ 366,451	\$ 740,516	\$ 816,538
Operating grants and contributions	717,384	1,146,236	-	-	717,384	1,146,236
Capital grants and contributions	31,472	373,429	-	-	31,472	373,429
General revenues						
Property taxes	11,257,338	11,202,466	-	-	11,257,338	11,202,466
Grants and contributions not restricted to specific programs	217,988	173,032	-	-	217,988	173,032
Investment income	134,812	78,957	427	525	135,239	79,482
Miscellaneous	48,036	153,130	-	-	48,036	153,130
Total revenues	12,792,878	13,577,337	355,095	366,976	13,147,973	13,944,313
Expenses						
General government	1,163,578	1,284,391	-	-	1,163,578	1,284,391
Public safety	377,278	353,624	-	-	377,278	353,624
Public works	1,916,622	1,819,013	-	-	1,916,622	1,819,013
Health and welfare	159,537	152,796	-	-	159,537	152,796
Recreation	239,504	261,696	-	-	239,504	261,696
Sanitation	115,597	107,132	480,493	546,376	596,090	653,508
Education	7,760,765	8,272,460	-	-	7,760,765	8,272,460
Interest on long-term debt	6,696	49,592	-	-	6,696	49,592
Transfers	21,232	27,543	(21,232)	(27,543)	-	-
Total expenses	11,760,809	12,328,247	459,261	518,833	12,220,070	12,847,080
Change in net position	1,032,069	1,249,090	(104,166)	(151,857)	927,903	1,097,233
Net position, July 1	19,923,189	18,674,099	2,826,772	2,978,629	22,749,961	21,652,728
Net position, June 30	\$ 20,955,258	\$ 19,923,189	\$ 2,722,606	\$ 2,826,772	\$ 23,677,864	\$ 22,749,961

Governmental Activities

Governmental activities increased the Town's net position by \$1,032,069. The largest portion of the Town's governmental activities revenues, 88%, was derived from property taxes, 5.6% from operating grants and contributions, 3.1% from charges for services, 1.7% from grants and contributions, and 1.6% from all other sources.

Revenues of governmental activities decreased \$784,459, or 5.8% from the previous year. The most significant factor affecting this decrease was diminished grant funds received for Carter Road bridge work and LoCIP funding. However, collection of a 490 tax penalty, an increase in the interest on investments and positive variances in property tax collection, interest and lien fees and fees collected by the Town Clerk helped to offset the decrease.

Expenses decreased \$567,438 or 4.6% from the previous year. Significant factors affecting this decrease are principally related to retiring debt service and decreases in education spending. Modest decreases in Recreation and General Government also contributed.

Town of Kent, Connecticut
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Business-Type Activities

Business-type activities decreased the Town's net position by \$104,166 principally related to the reduced collection of septage fees as well as costs associated with replacing equipment.

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, 2019, the Town's governmental funds reported combined ending fund balances of \$6,157,935. Of this amount, \$58,272 was nonspendable and held in permanent funds; \$2,837,030 was restricted for capital projects; \$25,389 was restricted by permanent funds; \$80,993 was committed through special revenue funds; and \$592,874 was committed for specific purposes. The remaining \$2,563,377 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 \$2,563,377 represented 22.6% of total general fund budgetary basis expenditures. The General Fund's total fund balance of \$3,212,630 represented 28.1% of total General Fund budgetary basis expenditures. For the fiscal year, the General Fund's fund balance increased \$172,616. See "General Fund Budgetary Highlights" for further discussion.

The fund balance of the capital projects fund was \$2,837,030 at June 30, 2019, an increase of \$267,562 from the previous fiscal year.

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 \$2,722,606 at June 30, 2019. 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 \$176,186 or 5.8% during the fiscal year. The original budget proposed and adopted in May 2018 included an appropriation of \$388,500 from the available fund balance. Actual revenues did not meet budgetary estimates by \$132,856 and actual expenditures were \$305,472 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)
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The primary factors affecting the budget results were; tax collection, interest and lien fees resulting in a positive variance of \$56,849; intergovernmental revenues resulting in a positive variance of \$62,126; departmental revenues resulting in a positive variance of \$7,217, Investment income resulting in a positive variance of \$70,298 and other revenues resulting in a negative variance of \$329,346. Expenditures were principally aligned with budgeted amounts. Public works had a variance of 73,754 due to the timing of spring road projects that were impeded by weather. The Board of Education variance was the largest at \$169,540 and that was AFTER an appropriation of \$72,943 to the KCS Entryway Security project- pursuant to CT Statute 10-248a.

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, 2019, amounted to \$18,878,853 (net of accumulated depreciation). The investment in capital assets included land, buildings and improvements, machinery and equipment, vehicles, and infrastructure. The decrease in the Town's investment in capital assets for the fiscal year was \$43,253.

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Land	\$ 1,378,530	\$ 1,378,530	\$ -	\$ -	\$ 1,378,530	\$ 1,378,530
Construction in progress	554,187	200,327	-	-	554,187	200,327
Buildings and improvements	7,311,950	7,717,751	1,082,522	1,141,731	8,394,472	8,859,482
Land improvements	68,055	76,584	-	-	68,055	76,584
Machinery and equipment	142,660	176,867	258,833	126,042	401,493	302,909
Vehicles	569,038	386,926	-	-	569,038	386,926
Infrastructure	<u>5,462,878</u>	<u>5,627,558</u>	<u>2,050,200</u>	<u>2,089,790</u>	<u>7,513,078</u>	<u>7,717,348</u>
	<u>\$ 15,487,298</u>	<u>\$ 15,564,543</u>	<u>\$ 3,391,555</u>	<u>\$ 3,357,563</u>	<u>\$ 18,878,853</u>	<u>\$ 18,922,106</u>

Major capital asset additions during FY 2018-2019 include a map copier for use in the Land Use department, a new plow truck and a new pick-up truck, both to be used by the Highway department. The Board of Education purchased a bus that carries 14 passengers.

Debt Administration

At June 30, 2019, the Town's long-term debt included general obligation bond debt outstanding totaling \$780,000. The Town's general obligation debt is backed by the full faith and credit of the Town. General obligation bonds totaling \$560,000 were repaid during the fiscal year.

Including \$965,063 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 \$78,425,473 (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 2020 fiscal year:

- Substantial increases to the funding requests from the Kent Library and Kent Volunteer Fire Department.
- Change in provider for Health Insurance Coverage.
- Staffing costs that included an additional position at the DPW, a new PT position in the Social Services Department, increased hours for workers at the Transfer Station and wage modifications for existing employees.
- Estimated future capital costs for projects at 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.