

Board of Selectmen  
Regular Meeting

March 5, 2019  
4:30 P.M. Town Hall

Present: Bruce Adams, Chris Garrity and Jeff Parkin.

Also present: John Casey, Debbie Devaux, Jennifer Dubray, Lesly Ferris, Mike Gawel, Tegan Gawel, Barbara Herbst, Donna Hayes, Gary Hock, Peter Jensen, John Johnson, Rick Osborne, Linda Palmer, Leah Pullaro, Elyse Sadtler and Lynn Worthington.

Mr. Adams called the meeting to order at 4:30 p.m.

The pledge was recited.

Mr. Adams reported that the Board of Selectmen has a budget meeting at 3:00 p.m. and another one at 6:00 p.m.

Mr. Garrity made a motion to add the following item to the agenda:

4D Property Line Adjustment

Mr. Adams seconded the motion.

**Approval of Minutes:**

Mr. Adams made a motion to approve the February 5, 2109 Regular BOS Meeting minutes, as submitted. Mr. Garrity seconded the motion and the motion carried.

Mr. Adams made a motion to approve the February 7, 2019 and the February 13, 2019 Special BOS Meeting minutes, as submitted. Mr. Parkin seconded the motion and the motion carried.

Mr. Adams made a motion to approve the February 20, 2019 Special BOS Meeting minutes, as submitted. Mr. Parkin seconded the motion. Mr. Adams and Mr. Parkin voted yes. Mr. Garrity abstained.

**Oral Communication:**

Mr. Peter Jensen asked the Board of Selectmen if resident participation in Town decision-making is acknowledged as good, what is the Select board doing to encourage and increase resident participation and attendance at Town Meetings? Mr. Jensen provided a written report (attached) outlining his suggestions.

**Written Communication:**

Mr. Adams stated that there are five written reports:

- February 27, 2019 Appointment of IWC Member memo from LAU Donna Hayes – requires action

RECEIVED FOR RECORD  
KENT TOWN CLERK

2019 MAR 14 A 9:43

BY

TOWN CLERK

Mr. Adams made a motion to appoint Ken Deitz as a member of the Inland Wetlands Commission to fill Eric Cieplik's unexpired term, which will expire on 12/31/2019. Mr. Garrity seconded the motion and the motion carried.

- March 1, 2019 Staff Report from LUA Donna Hayes
- February 28, 2019 Senior Activities Report from P&R Director Lesly Ferris
- 2018 4<sup>th</sup> Quarter report from Social Services Director Leah Pullaro
- February 27, 2019 letter from Sandra E. Welwood, LLC regarding Barbara Herbst

Mr. Adams read the last paragraph of Ms. Welwood's letter. Mrs. Herbst requested that the letter be appended to the minutes and a copy put in her personnel file.

**2018 KVFD Tax Abatement List:**

Mr. Adams made a motion to approve the 2018 Kent Volunteer Tax Abatement list, as submitted. Mr. Parkin seconded the motion and the motion carried.

**To consider and act upon resolutions entitled:**

Mrs. Herbst explained that the Town needs to approve the appropriating or the Streetscape project cannot move forward. Mr. Jensen provided a written report (attached) expressing his thoughts on the Streetscape project. After a lengthy discussion, Mr. Adams made the following motion:

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 PURPOSE

RESOLUTION PROVIDING FOR SPECIAL TOWN  
MEETING AND REFERENDUM VOTE AT  
ADJOURNED TOWN MEETING

Mr. Garrity seconded the motion and the motion carried (resolution attached).

**Set A Town Meeting Date:**

Mr. Adams made a motion to set a Town Meeting on Friday, May 3, 2019 immediately following the Town Budget Hearing, which would adjourn to a referendum on May 31, 2019 from noon until 8:00 p.m. Mr. Garrity seconded the motion and the motion carried.

Mr. Garrity seconded the motion and the motion carried (resolution attached).

**Property Line Adjustment:**

Mr. Adams stated that Mr. John Baker has requested that the property line at 84 Spooner Hill Road be adjusted by 7 or 8 feet to move the property line from going through the house. Mr. Adams made a motion to approve the transfer of .036 acres to the parcel known as 4 on map 2 and the transfer of .124 acres on map 4 to parcel 1 (maps attached), contingent upon Torrington Area Health approval. Mr. Garrity seconded the motion and the motion carried.

**Streetscape Sub-Committee:**

Mr. Casey presented the Streetscape Committee's recommendation for the rehabilitation for Kent's Village Center, as charged (attached). Mr. Adams made a motion accept the Streetscape Committee's recommendation and thanked the committee. Mr. Garrity seconded the motion and the motion carried.

Mr. Parkin made a motion to disband the Streetscape sub-committee as it has fulfilled the charge of compiling a plan for the rehab of Kent's Village Center and recreate a new sub-committee to manage the project. He added that he would like to extend thanks to the sub-committee. Mr. Adams seconded the motion and the motion carried.

**Recycling Ordinance:**

Mr. Adams stated that he is waiting for Jenn Heaton-Jones of HRRA to blend the current Recycling Ordinance with the proposed Ordinance.

**BOS 2019-2020 Goals:**

No action taken.

**Management Review:**

No action taken.

**2019-2020 Operating Budget:**

Mr. Adams confirmed that two meetings have been scheduled next week to discuss the budget and five-year capital.

**Five-Year Capital Plan:**

Mr. Adams confirmed that two meetings have been scheduled next week to discuss the budget and five-year capital plan.

**Western CT Clean Air Action:**

Mr. Adams stated that the Western CT Clean Air action grant request of \$4,500 has been put in the proposed budget under the Conservation Commission.

**Public Document Disclaimer:**

Mr. Parkin made a motion to add the following disclaimer to the website:

*"All correspondence, communications, texts, e-mails and the like sent to the town, its officials and/or employees or its agencies are considered public records."*

Mr. Garrity seconded the motion and the motion carried.

**Park and Rec Director Job Description:**

Mr. Parkin reported that he attended the Park and Rec meeting last month and got the strong sense that they feel the Monday/Wednesday lunch program does not belong under Park and Rec. He stated that he believes that the responsibilities could be transferred to either the Selectman's Office or Social Services. He added that he would be in favor of adding the responsibilities to the proposed Social Services Clerk. No action taken.

**Policy and Procedure Manual update:**

Mr. Parkin made a motion to cap the insurance opt-out, to conform with the union contract, to \$15,000. Mr. Garrity seconded the motion and the motion carried.

**Report of First Selectman:**

Mr. Adams reported on some things he did during the month of February:  
Volunteered at KCS for eye testing with Kent Lions. Town Clerk Darlene Brady did too.

Informal Club.

Worked on Town Newsletter.

Picked up food collected by KCS students for Food Bank.

Economic Development Summit in Norfolk.

HRRA in Brookfield

Annual Chamber cocktail party

Meetings covered by the BOS – Group or Individual

COG – Bruce

BOX x 3 – Full BOS

Streetscape – Bruce

Streetscape Town Hearing – Bruce and Chris

Chamber – Bruce

Police Report - Phone at Town Hall is 860-927-3134.

E-mail is [residenttrooper@townofkentct.org](mailto:residenttrooper@townofkentct.org)

Trooper Fisher has truly become an important part of Kent. He is readily available, even on days off. He fulfills most tasks I put before him. He is well respected in the Town and at all the schools. We are lucky to have him.

**Report of Selectmen:**

Mr. Garrity has nothing to report.

Mr. Parkin had nothing to report.



**Report of Treasurer**

Mr. Adams made a motion to approve the additions to the Approved Vendor List FY 2018-2019, as submitted (attached). Mr. Garrity seconded the motion and the motion carried.

Mrs. Herbst stated that she would e-mail the Selectmen an updated budget, reflecting all the changes, and a separate document that lists all the lines that have an increase with a brief explanation for the increase.

**Tax Refunds:**

Ms. Devaux stated that there were no tax refunds.

**Employee(s) report(s) on Seminar/workshops**

Mr. Adams reported that he attended the NWCT Economic Development Summit 2019. He stated that Matt Dunne, Executive Director of the Center on Rural Innovation, was the Keynote speaker. Mr. Dunne is aggressively working on getting fiber optics in the northwest corner.

Mr. Parkin made a motion to adjourn the meeting at 6:15 p.m. Mr. Adams seconded the motion and the motion carried.



Joyce Kearns  
Administrative Assistant

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

## AGENDA

BOARD OF SELECTMEN  
REGULAR MEETING

March 5, 2019  
4:30 P.M. TOWN HALL

### **Regular Meeting**

1. **Call to order**
2. **Approval of Minutes**
  - a. February 5, 2019 Regular Meeting
  - b. February 7, 2019 Special Meeting – Budget
  - c. February 13, 2109 Special Meeting – Budget
  - d. February 20, 2019 Special Meeting – Budget
3. **Public Communication**
  - a. Oral
  - b. Written:
    - February 27, 2019 Appointment of IWC Member memo from LAU Donna Hayes – requires action
    - March 1, 2019 Staff Report from LUA Donna Hayes
    - February 28, 2019 Senior Activities Report form P&R Director Lesly Ferris
    - 2018 4<sup>th</sup> Quarter report from Social Services Director Leah Pullaro
    - February 27, 2019 letter from Sandra E. Welwood, LLC regarding Barbara Herbst
4. **New Business**
  - a. 2018 KVFD Tax Abatement List
  - b. To consider and act upon resolutions entitled:

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 PURPOSE

RESOLUTION PROVIDING FOR SPECIAL TOWN MEETING AND REFERENDUM VOTE AT ADJOURNED TOWN MEETING
  - c. Set A Town Meeting Date
5. **Old Business**
  - a. Streetscape Sub-Committee

- Accept the sub-committee's plan to rehab Kent's Village Center, as charged
    - Disband the sub-committee
  - b. Recycling Ordinance
  - c. BOS 2019-2020 Goals
  - d. Management Review
  - e. 2019-2020 Operating Budget
  - f. Five-Year Capital Plan
  - g. Western CT Clean Air Action – funding request
  - h. Public Document Disclaimer
  - i. Park and Rec Director Job Description
  - j. Policy and Procedure Manual update
6. **Report of First Selectman**
7. **Report of Selectmen**
8. **Report of Treasurer**
- a. Approved vendor report
9. **Tax Refunds**
10. **Employee(s) report(s) on Seminar/workshops**

**"An equal opportunity employer and service provider."**

## **Kent Board of Selectmen Questions – March 05, 2019 – presented by Peter Jensen**

### **If Resident Participation in Town Decision Making is Acknowledged as Good, What is the Selectboard Doing to Encourage and Increase Resident Participation and Attendance at Town Meetings?**

Issue: Kent has 1000+ registered Voters and the 2018-19 Town Budget of \$12.9M was voted on by 23 people (17 yes/6 no). That is an alarming example of a serious democratic problem.

#### **1-More and Proper Town Meeting and Town Business Notifications:**

- Question: why are formal Town Meetings currently being scarcely and improperly noticed per State Statutes? Example: besides any electronic, newspaper, clerk's office posting the notices for formal Town Meetings should be posted outside "In the public square" as required by CT General Statute Chapter 90 Section 7-3 which reads:

*"Notice of a town meeting shall be given by posting, upon a signpost or other exterior place near the office of the town clerk of such town and at such other place or places as may be designated as hereinafter provided, a printed or written warning signed by the selectmen, or a majority of them....."*

- Proposals:

1-minimally place an informal sandwich sign on Main St. for meeting notifications (if a sandwich sign can be placed on Main St for a week advertising \$8 dog tag requirements, why can we not have the same when considering a \$3.8M sidewalk project?)

2-consider installation of a permanent Town Bulletin Board adequate for Town Business posting and for notification of formal Town Meetings, somewhere along Main St or perhaps the Kent Visitor Center?

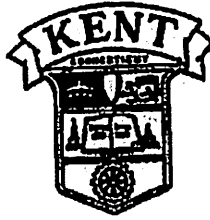
3-Create and Publish a Town Meeting Report, including Selectboard Review of past year and Next Year Budget Proposals and mail to every resident in Town before vote on Annual Town Budget?

- Results: allows for wider notifications to the Residents who are not subscribers to any local newspapers or cannot receive electronic notices and may drive more Resident interest in Town Business and attendance at meetings.
- Next Steps: Add to Selectboard meeting agenda as ongoing goal and aspiration.

#### **2-Save time for both Town and Resident:**

- Question: why is there a Town Annual Meeting in January and then a Town Annual Budget Meeting in May?
- Proposal: combine the two into one Town Annual Meeting (anytime between January and May) and conduct the business of the two meetings in a single meeting since the Town Annual Meeting in January has little substance
- Result: saves time and money for all parties, both Town and Resident
- Next Steps: Consider amending Kent Town Ordinances Sec 2-1 Annual Town Meeting and 2-2 Annual Budget Meeting





**TOWN OF KENT  
LAND USE OFFICE  
INLAND WETLANDS**

**MEMORANDUM**

February 27, 2019

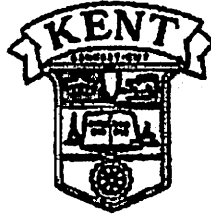
To: Board of Selectmen

Fr: Donna M. Hayes, Land Use Administrator

Re: Appointment of Ken Deitz to Member Position

With the recent resignation of Eric Cieplik, member of the Inland Wetlands Commission, Mr. Deitz has agreed to the elevation of his status from alternate to member. He will fulfill Mr. Cieplik's term which expires 12/31/2019.

Thank you.



## TOWN OF KENT LAND USE OFFICE

### STAFF REPORT

DATE: March 1, 2019

FROM: Donna Hayes, CZEO

A handwritten signature in cursive script, appearing to read "Donna Hayes".

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#### Building Department:

- Permits Issued: 32 (February)
- Total Construction value: \$1,007,396 (February)
- Fees: \$6,520

#### Planning & Zoning:

- Permits Issued: 4 (February)
- Certificates of Compliance Issued: 8 (February)
- Applications before the Commission: (February)
  - Applications #106-18SP and #107-18C, by High Watch Recovery Center, Inc., for 54 Carter Road (Map 14 Block 22 Lot 6); 62 Carter Road (Map 14 Block 22 Lot 7); and the 15.48-acre unimproved parcel of land (Map 14/Block 21/Lot 23, Parcel I.D. #1486) abutting the northerly line of Carter Road and the southeasterly line of 47 Carter Road, for a special permit and site plan approval for the following: Construction of two-story addition (including offices, 218-seat lecture hall and 12-bed detoxification wing) to existing administrative and clinical office building at 62 Carter Road; single story addition and kitchen expansion to dining hall at 62 Carter Road; addition of detoxification service at 62 Carter Road; increase in total residential in-patient bed count from 78 to 90 at 62 Carter Road; conducting therapeutic activities (including temporary housing of staff) associated with the treatment of drug and alcohol addiction at 54 Carter Road; constructing expanded landscaping/vegetative screening, driveway entrance, parking area, retaining wall and stormwater detention basin at 54 Carter Road and 62 Carter Road; constructing new septic system on Parcel I.D. #1486; and associated site work on all three parcels.
    - The application was not heard during February as the applicant asked for an extension to the March 14<sup>th</sup> meeting.
  - Kent Center, LLC, 10 North Main Street, change of use from gallery to office (second floor above the House of Books), Map 19 Block 42 Lot 29.
    - Tabled to the March 14<sup>th</sup> meeting.

- Modification to site plan application #62-15C, Arthur H. Howland & Associates, P.C., for Kent Center, LLC, 9 Maple Street, Map 19 Block 42 Lot 35, modification to include new signage for "William Pitt Sotheby's International Realty" located at 9 Maple Street. (approved)

#### **Inland Wetlands:**

- **Approved: February**
  - Application #1187-19, Virginia Bush-Suttman, 8A Bluff Road, construction of exterior stairway, Map 19 Block 15 Lot 38.
  - Application #1188-19, Nick Yanick for Preston Mountain Club, 14 Preston Mountain Road, construction of attached garage, Map 3 Block 4 Lot 10.
- **Pending: March**
  - Application #1189-19, Carrie Trowbridge/Fernando Cela Diaz, 445 Segar Mountain Road, construction of boardwalk with a ramp, removable floating dock and platform area, Map 15 Block 22 Lot 70 (tabled to March per homeowner request).
  - Application #1190-19, Brian Neff for Howard & Donna Smith, 81 Kent Hollow Road, construction of single-family dwelling, driveway, septic, underground utilities and associated site work, Map 16 Block 24 Lot 1 (tabled to March per the Commission due to missing information).

#### **Zoning Board of Appeals:**

- **Approved: February**
  - No applications.

#### **Architectural Review Board:**

- **Approved: February**
  - No applications

#### **LEGAL ISSUES:**

- **Birch Hill Certificate of Need**
  - I am still waiting for the decision by The Deputy Commissioner of the DPH which should be announced by March 6th.

#### **VIOLATIONS:**

- Application #008-18, Rick Dolson for Cynthia & Wayne Gustafson, Trustees, 21 Bridge Street, installation of sign on existing sign post and window, Map 19 Block 13 Lot 10.

#### **OTHER:**

- I attended the following meeting:
  - CAZEO meeting on Liquor Permits and Zoning Sign Off (2/6)
- I will be attending:
  - Connecticut Land Use Law for Municipal Land Use Agencies, Boards and Commissions presented by the Connecticut Bar Association (3/23)
- I have vacation planned for May 8<sup>th</sup> to the 22<sup>nd</sup> returning to the office on the 23<sup>rd</sup>.

## Kent Park and Recreation

Lesly Ferris, Director  
P.O. Box 678  
41 Kent Green Boulevard  
Kent, CT 06757-0678

Telephone 860-927-1003  
Fax 860-927-1313  
parkandrec@townofkentct.org  
www.kentctparkandrecreation.com

To: Board of Selectmen

From: Lesly Ferris

Date: Feb. 28, 2019

Re: Senior activities

The following special activities took place at the Kent Senior Center during February 2019:

7, 14, 21, 28 – Senior Art Group  
11 – Adult coloring class  
13 – Valentine's Day luncheon

Thank you.

**TO:** Board of Selectmen  
**FROM:** Leah Pullaro  
**DATE:** 2/22/19  
**RE:** Social Services Report, 2nd quarter 2018-2019

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### **1. MEETINGS AND COMMUNITY OUTREACH:**

- **October – Coordinated a new coat drive for Kent Region One students. Attended Regional Mental Health Board Meeting. Attended the Foundation for Community Health meeting.**
- **November – Coordinated the distribution of 35 Thanksgiving baskets. Co-hosted a Medicare and Access Health open enrollment event in conjunction with Kent Memorial Library. Attended the Regional Mental Health Board meeting. Received donations from multiple holiday food drives.**
- **December - Coordinated the distribution of 34 December Holiday baskets. Accepted baby quilts created by the Kent Quilters for distribution to Social Services families. Received donations from multiple holiday food drives.**

**2. CLIENTS SERVED – In October, November, and December, completed 79 prescheduled and walk-in appointments. Completed 42 Energy Assistance applications.**

### **3. ASSIST PROGRAMS:**

- **Assist Fund –The assist fund expended \$2,599.04 in assistance for rent, utilities, and car related repairs/expenses.**
- **Kent Community Fund – Provided grant assistance to Kent households totaling \$3,642.00. Requests included assistance with rent, utilities, car repairs, and medical bills.**
- **Foundation for Community Health – Received \$727.90 in medication and prescription insurance premium payment assistance for 5 Kent residents.**
- **Berkshire Taconic Community Foundation - \$10,688.21 in assistance from the Jane Lloyd Fund, the Neighbor to Neighbor Fund, and Blue Horizons Health Fund.**

# *Sandra E. Welwood, LLC*

sewonlake@sol.com  
Website: [www.sewelwoodcpa.com](http://www.sewelwoodcpa.com)  
(203) 730-0509 / Fax: (203) 730-0509

Certified Public Accountants  
46 Main Street  
Danbury, CT 06810

February 27, 2019

Board of Selectmen  
Town of Kent, Connecticut  
P.O. Box 678  
Kent, CT 06757

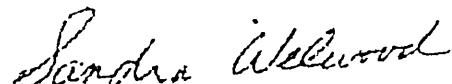
We wanted to communicate formally the exceptional job that Barbara Herbst consistently performs for the Town of Kent. Although the detailed tasks performed by Barbara as compared to others in a similar position are too numerous to list, below is a summary of the significant experience that Barbara has compared to most in a position similar to Barbara's. Note that the below does not include holding the office of Treasurer, which in itself, is a substantial difference to the "norm" for this position because it requires special knowledge, understanding, and duties.

- Advanced knowledge and experience with accrual and governmental accounting including the tasks and reconciliations needed to close the books at each year-end. This also includes the full understanding of what is needed to prepare the Town for the annual audit to be performed in accordance with Governmental Auditing Standards. (Major task performed in this area, not normally fully and appropriately prepared by others in Barbara's position, is the maintenance of the details of the Town's capital assets.)
- Full responsibility for the preparation of the Town's financial statements, including:
  - Management's Discussion, and Analysis;
  - Supplementary Information; and
  - other supplementary information, which is not required but included in the Town's financial statements.
- Skills required for the complete understanding of internal controls to make sure that the Town has minimized its risk that fraud, misappropriation of assets, and major errors could occur. This includes ensuring that all transactions are approved and executed appropriately.
- Exceptional knowledge regarding federal and state grant accounting, compliance, and reporting. This includes the preparation of the required annual Schedule of Expenditures of State Financial Assistance required by the *State Single Audit Act* and preparation of the required annual Schedule of Expenditures of Federal Financial Assistance required by the Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

As mentioned in the first paragraph all of the above responsibilities and tasks are well above the normal level of skill, knowledge, and experience for Barbara's position, which ultimately reduces the need for additional personnel, minimizes audit costs, ensures compliance with State and Federal statutes (within the accounting area) and reduces the Town's risk.

Please let us know if you have any questions.

Very truly yours,



Sandra Welwood  
Certified Public Accountant  
Sandra E. Welwood, L.L.C.

cc: Board of Finance



**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 PURPOSE**

**Section 1.** The sum of \$2,925,000 is appropriated for the planning, acquisition and construction of streetscape improvements along routes 7 and 341 in the Kent Village Center area, as approximately described in "Kent Streetscape Improvements Route 7 and Route 421 Rough Order of Magnitude Opinion of Probable Construction Costs", dated July 19, 2018, prepared by Milone & MacBroom, and the "Kent Village Center Street Scape Master Plan Improvements", as determined and implemented by the Board of Selectmen from time to time, and including sidewalk, curbing, and road repair, restoration and replacement, landscaping, ornamental lighting, utility relocation, debt administration, and for appurtenances, equipment and services related thereto, or so much thereof as may be accomplished within such appropriation, including administrative, advertising, printing, legal and financing costs to the extent paid therefrom (the "Project"). Said appropriation shall be in addition to \$900,000 grants received and inclusive of future grants.

**Section 2.** It is hereby found and determined that the United States Department of Agriculture Rural Development (hereafter "USDA") is expected to provide approximately \$2,925,000 loan funding for the Project and such USDA funding to the extent received shall constitute a component of the appropriation and bond authorization herein. The Town, acting through its First Selectman, or such additional Town officials or agents as he shall determine, is authorized to provide such documentation, form of note, certifications, representations, legal or other consultant opinions, on behalf of the Town, and to apply for and receive grant and loan funding from the USDA, and to comply with the terms thereof. "Bonds" as used herein means any bond, note or other obligation, including USDA or other government or non government loan. As a result the total estimated cost of the Project is \$3,925,000: \$900,000 is expected to be paid from grants, \$100,000 previously appropriated in the capital plan, and \$2,925,000 to be financed by bonds authorized herein.

**Section 3.** To meet said appropriation \$2,925,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date, or such later date as may be allowed by law. Said bonds may be issued in one or more series as determined by the First Selectman and Treasurer, and the amount of bonds of each series to be issued shall be fixed by the First Selectman and Treasurer, in the amount necessary to meet the Town's share of the cost of the project determined after considering the estimated amount of the State and Federal grants-in-aid of the project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds

thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the First Selectman and Treasurer bear, the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the First Selectman and Treasurer, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the First Selectman and Treasurer, and be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the First Selectman and Treasurer. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the First Selectman and Treasurer, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 4. Said bonds shall be sold by the First Selectman and Treasurer in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, except for loans from the USDA, the provisions of the purchase agreement shall be subject to approval of the Board of Selectmen.

Section 5. The First Selectman and Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the First Selectman and Treasurer, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the First Selectman and Treasurer, be approved as to their legality by Bond Counsel, and be certified by a bank or trust company designated by the First Selectman and Treasurer, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of

the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

**Section 6. Resolution of Official Intent to Reimburse Expenditures with Borrowings.** The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Finance Director or her designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

**Section 7.** The First Selectman and Treasurer are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to nationally recognized municipal securities information repositories or state based information repositories (the "Repositories") and to provide notices to the Repositories of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to Repositories made prior hereto are hereby confirmed, ratified and approved.

**Section 8.** It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The First Selectman and Treasurer, are hereby authorized to issue and utilize without further approval any financing alternative available to municipal governments pursuant to law, including but not limited to any "tax credit bond," or "Build America Bonds" including Direct Payment and Tax Credit Versions.

First Name	Last Name	Address	City	State/Zip	Pts. or Yrs
Dean	Ackerman	67 Cornwall Rd	Warren	CT 06754	20+ years
Robert	Bauer	278 Kent-Cornwall Rd	Kent	CT 06757	20+ years
Joseph	Bisenlus	19 Highland Heights	Kent	CT 06757	20+ years
Anne	Bisenlus	19 Highland Heights	Kent	CT 06757	20+ years
William	Blank	56 South Rd	Kent	CT 06757	20+ years
Rodney	Chase	43-C Bridge St	Kent	CT 06757	20+ years
John	Christen	PO Box 971	Kent	CT 06757	20+ years
Leslie	Connery	384 Skiff Mtn Rd	Kent	CT 06757	20+ years
Thomas	Coons	335 Segar Mtn Rd	Kent	CT 06757	20+ years
Rufus	deRham	16 Cobble Rd	Kent	CT 06757	20+ years
Donald	DeVita	261 Kent Rd	Kent	CT 06757	60 Pts
Louis	Dingee	18 Heather Ct	New Milford	CT 06776	131 Pts
Sean	Dingee	18 Heather Ct	New Milford	CT 06776	199 Pts
Bonnie	Donzella	133 Geer Mtn Rd	South Kent	CT 06785	20+ years
Jordan	Donzella	133 Geer Mtn Rd	South Kent	CT 06785	222 Pts
Eric	Epstein	PO Box 214	Kent	CT 06757	20+ years
Alan	Gawel	35 Studio Hill Rd	Kent	CT 06757	20+ years
Joseph	Gawel	42-A Studio Hill Rd	Kent	CT 06757	20+ years
Sherman	Green	PO Box 763	Kent	CT 06757	248 Pts
John	Haskell	Carter Rd	Kent	CT 06757	20+ years
Gary	Hock	126 Spooner Hill Rd	South Kent	CT 06785	211 Pts
John	Howland	21 Elizabeth St	Kent	CT 06757	20+ years
Daniel	Kabasakalian	7 Meadow St	Kent	CT 06757	60 Pts
Robert	Kennedy	16 Swifts Lane	Kent	CT 06757	20+ years
Robert	Lamb	97 Kent Hollow Rd	Kent	CT 06757	20+ years
Alex	Limbos	39 Kent Rd	Kent	CT 06757	60 Pts
Timothy	Limbos	65 Kent-Cornwall Rd	Kent	CT 06757	185 Pts
John	Lindsay	PO Box 365	Kent	CT 06757	20+ years
Edward	Matson III	63 Segar Mtn Rd	Kent	CT 06757	20+ years
Cathe	Mazza	PO Box 2006	Kent	CT 06757	20+ years
Frank	McCann	32 Bolsford Rd	Kent	CT 06757	20+ years
Kathy	McCann	PO Box 772	Kent	CT 06757	20+ years
William	McCann	11 Bolsford Rd	Kent	CT 06757	20+ years
Roger	Peel	9 Kent-Cornwall Rd	Kent	CT 06757	20+ years
Audra	Petrone	48 Dugan Rd	Kent	CT 06757	85 Pts
Michael	Petrone	48 Dugan Rd	Kent	CT 06757	185 Pts
Gwen	Price	12 Upper Kent Hollow Rd	Kent	CT 06757	63 Pts
Caralee	Rochovansky	PO Box 766	Kent	CT 06757	20+ years
Arhtur	Romano	433 Kent-Cornwall Rd	Kent	CT 06757	20+ years
James	Rundall	PO Box 592	Kent	CT 06757	20+ years
John	Russell	PO Box 3001	Kent	CT 06757	20+ years
Jill	Scholsohn	279 B Kent Rd	Kent	CT 06757	60 Pts
James	Shaw	32 Birch Drive	Warren	CT 06754	192 Pts
Timothy	Sneller	40 Halls Lane	Kent	CT 06757	20+ years
Daniel	Soule	23 Fuller Mtn Rd	Kent	CT 06757	20+ years
Dwight	Soule	PO Box 63	Kent	CT 06757	20+ years
Wendell	Soule	PO Box 252	Kent	CT 06757	20+ years
Jean	Speck	196 Kent-Cornwall Rd	Kent	CT 06757	103 Pts
Ana	Starr	12 Good Hill Estates	Kent	CT 06757	20+ years
Matthew	Starr	12 Good Hill Estates	Kent	CT 06757	20+ years
Shelley	Stedman	83 Fuller Mtn Rd	Kent	CT 06757	20+ years
Alexis	Swagemaker	19 West Woods	Sharon	CT 06069	85 Pts
William	Tobin	594 Skiff Mt Rd	Kent	CT 06757	20+ years
Edward	Tuz	246 Segar Mtn Rd	Kent	CT 06757	206 Pts
MaryAnn	VanValkenburg	141 Kent-Cornwall Rd	Kent	CT 06757	20+ years
John	Worthington	PO Box 176	Kent	CT 06757	20+ years
Lynn	Worthington	PO Box 176	Kent	CT 06757	20+ years

## **Kent Board of Selectmen Questions – March 05, 2019 – presented by Peter Jensen**

Without doubt, Kent sidewalks need to be repaired and improved for safety and walking traffic flow issues. There appears to be wide support for doing something.

But it was made abundantly clear in the public meetings of January 17 and February 22 that there are concerns about both the cost and the scope of the \$3.8M+ project proposed by the Streetscape Committee.

### **Reduce Cost and Scope of Streetscape plan as presented on 01/17/19 and 02/22/2019**

- Question: Why is there, seemingly, only one proposal, one grade of materials, and one funding plan being considered for these needed sidewalk repairs and improvements?
- Proposal: break up the project into stages or phases, in both time and materials, all impacting total cost to the Kent Town Taxpayers –

1-Complete the Main St, Monument to Railroad Tracks section, first with top grade materials of concrete sidewalks and granite curbs, eliminating the lighting, which is really an aesthetic or even vanity issue when the current overhead lighting is adequate. This section's costs (using the Committee's budget figures) are estimated to be \$1,094,580, which can be fully covered by money on hand (\$500K CT State grant, \$400K Fed grant, \$100K budgeted, any additional from Unassigned General Fund).

Phases 2-6 cost estimates are based on Committee's budget figures, less lighting. These phases should consider lesser materials than the phase 1 Main St section, smaller scope, reducing costs significantly. Phases are:

2-Main St north of the Railroad Tracks (if that area is even needed as it is not greatly damaged) - cost estimate max \$566k

3-Hwy 341 existing sidewalks (no extensions), Monument to Bridge – cost estimate max \$640k

4-Hwy 341 existing sidewalks (no extensions), Monument to Fire Station - cost estimate max \$523k

5-Hwy 7 South existing sidewalks (no extensions), Monument south - cost estimate max \$675k

6-Elizabeth St and possible new Lane St sidewalk – no cost estimates provided since not considered in plan

- Results: this proposal addresses first and with best materials the most egregiously unsafe sections of sidewalk and the section with the greatest amount of traffic, especially for Tourists. It is the most economic, no debt involved, at least initially, and allows for better sidewalk cost estimating for the future phases.
- Next Steps: none really, other than the project to kick off right away with money in hand starting Phase 1, later phases requiring additional planning and funding, considering a wider variety of scope, material and funding sources.

**John Milnes Baker, AIA 76 Spooner Hill Road, South Kent CT 06785**  
Tel.: 860-927-4262 email: [jmbaker@bestweb.net](mailto:jmbaker@bestweb.net)

## **MEMO**

March 4, 2019

**From:** John Milnes Baker

**To:** Board of Selectmen, Town of Kent CT

**Re.:** 84 Spooner Hill Road and 76 Spooner Hill Road.

**Subj.:** Lot Line Changes

### **Background**

My wife Liddy and I recently bought the cottage at 84 Spooner Hill Road. The lot is identified on the new survey as **Parcel 4** – 1.014 +/- AC.

It turned out that the front property line actually goes through the front three feet of the house! I spoke to Rick Osborne who said that as long as the width of the ROW of the road was 50 ft there “probably wouldn’t be a problem.”

I had Gary Hock locate the property line across the road and indicate on the survey just where the 50 ft would land. Fortunately there was sufficient room to shift the front property line approximately 7 or 8 ft from the house. I am attaching five prints of the relevant portion to indicate the steps we must take to accomplish our goal.

**Map 1** shows the Parcel 4 as it presently exists.

**Map 2** shows Parcel 4 combined with Parcel 5 – 0.036 +/- AC. We would like to acquire the small triangle from the town. The Town would still retain the required 50 ft ROW for Spooner Hill Road.

**Map 3** shows Parcel 3 – 1.030 +/- AC, currently part of Parcel 1, thus increasing the size of 84 Spooner Hill Road to a total of 2.080 +/- AC. Parcel 1 would therefore be reduced from 15.077 +/- AC to 14.047 Acres.

**Map 4** - As a final step, we would like the Town to convey Parcel 6 – 0.124 +/- AC to us thus making 76 Spooner Hill Road 14.171 Acres. The width of the ROW at this section is wider than the required 50 feet.

### **Going Forward**

We expect to have Kathy Weber of the Litchfield County Health Department approve the change next time she is in Kent as we are increasing the size of number 84 and the as-built of the septic system is for 76 is well within the requirements of the Health Department code.

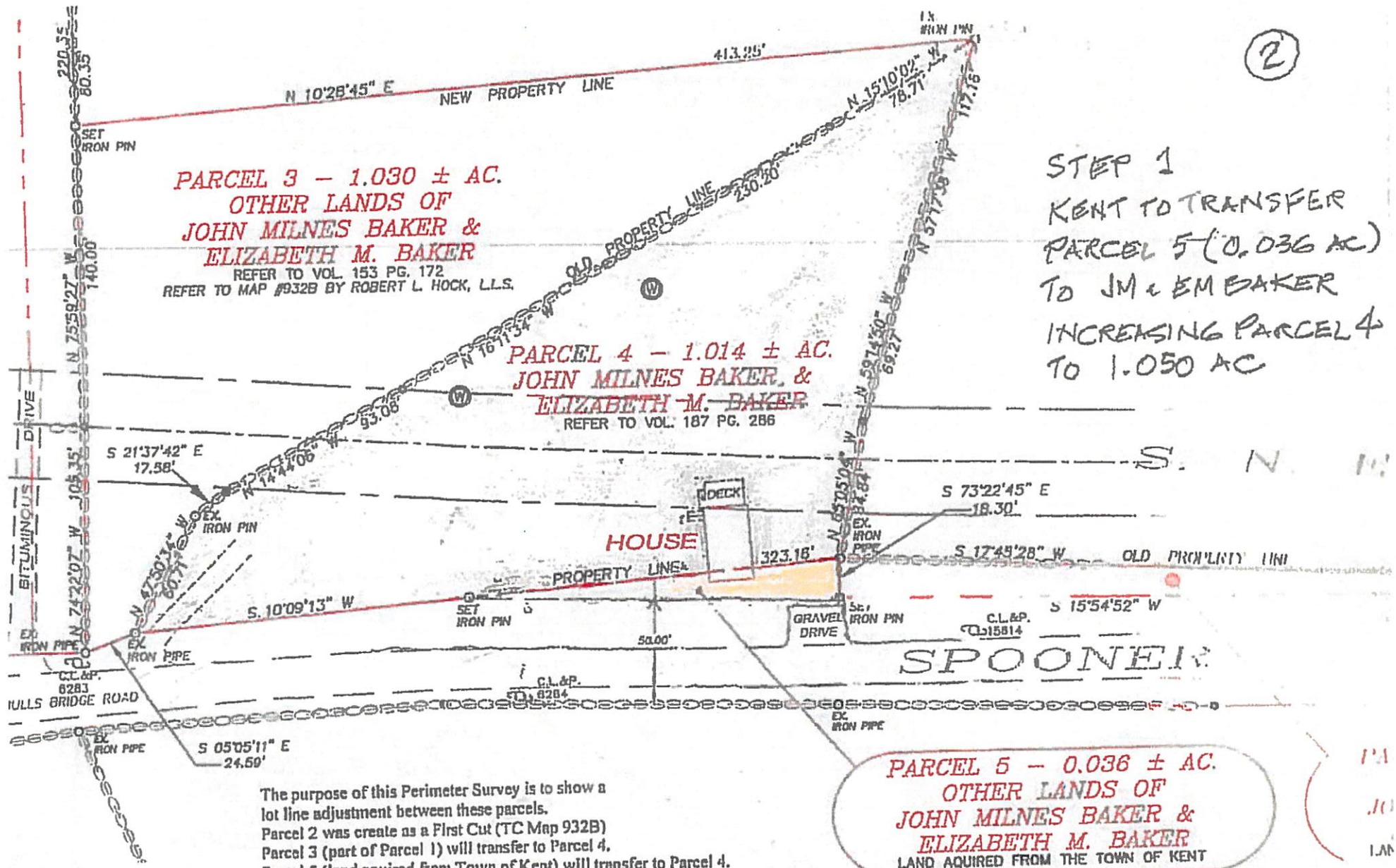
Lastly we want to present the application to Planning & Zoning at the March meeting.





Septic information taken from map entitled "Sanitary Disposal System As-Built Prepared for John Baker, Spooner Hill Road, Town of Kent, County of Litchfield, State of Connecticut December 20, 2005," by Arthur H. Howland, L.L.S.

②



STEP 1  
 KENT TO TRANSFER  
 PARCEL 5 (0.036 AC)  
 TO JM & EM BAKER  
 INCREASING PARCEL 4  
 TO 1.050 AC

The purpose of this Perimeter Survey is to show a lot line adjustment between these parcels.  
 Parcel 2 was create as a First Cut (TC Map 932B)  
 Parcel 3 (part of Parcel 1) will transfer to Parcel 4.  
 Parcel 5 (land aquired from Town of Kent) will transfer to Parcel 4.  
 Parcel 6 (land aquired from Town of Kent) will transfer to Parcel 1.

Septic information taken from map entitled "Sanitary Disposal System As-Built Prepared for John Baker, Spooner Hill Road, Town of Kent, County of Litchfield, State of Connecticut December 20, 2005," by Arthur H. Howland, L.L.S.

STATE OF CONNECTICUT  
 LITCHFIELD COUNTY  
 TOWN OF KENT  
 DECEMBER 20, 2005



## Summary.

PARCEL 3 = 1.036 ± AC  
PARCEL 4 = 1.014 ± AC  
PARCEL 5 = .036  

---

2.080

FINAL  
NEW LOT = 2,080 ± AC

PARCEL 3 - 1.030 ± AC.  
OTHER LANDS OF  
JOHN MILNES BAKER &  
ELIZABETH M. BAKER

REFER TO VOL. 153 PG. 172  
REFER TO MAP #9328 BY ROBERT L. HOCK, L.L.S.

PARCEL 4 - 1.014 ± AC.  
JOHN MILNES BAKER &  
~~ELIZABETH M. BAKER~~  
REFER TO VOL 187 PG. 258

20

# HOUSE

SPORTS

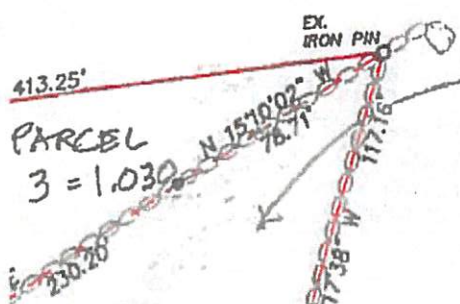
PARCEL 5 - 0.036 ± AC.  
OTHER LANDS OF  
JOHN MILNES BAKER &  
ELIZABETH M. BAKER  
LAND ACQUIRED FROM THE TOWN OF KENT

The purpose of this Perimeter Survey is to show a lot line adjustment between these parcels.

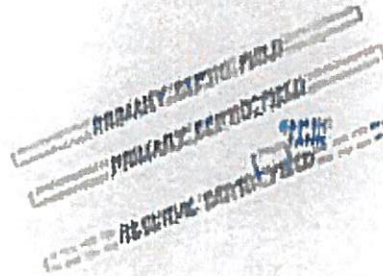
Septic information taken from map entitled "Sanitary Disposal System As-Built Prepared for John Baker, Spooner Hill Road, Town of Kent, County of Litchfield, State of Connecticut December 20, 2005," by Arthur H. Howland, L.L.S.



④



NEW COMBINED  
PARCELS 3, 4, 5  
TOTAL 2.080 AC



SHILLAN  
FAMILY

SHILLAN

PARCEL 4

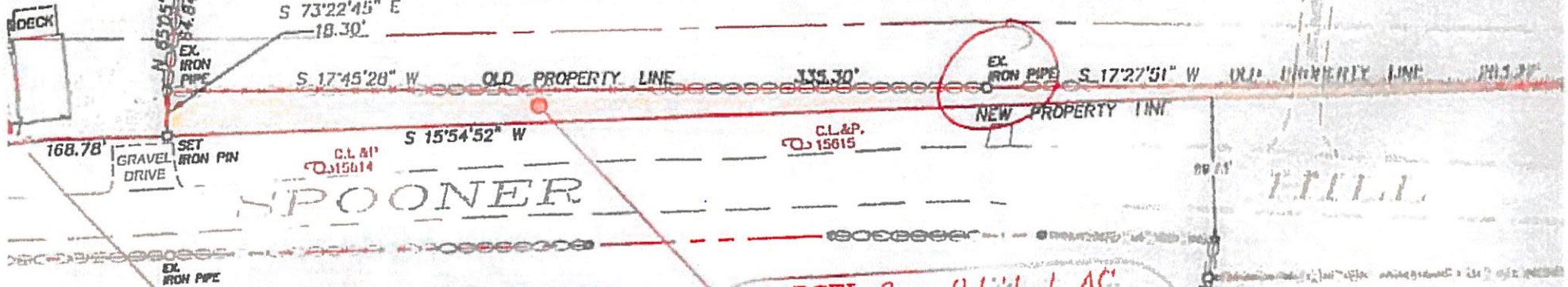
014 ± AC.  
BAKER &  
BAKER  
7 PG. 286

CURRENT  
PARCEL 1  
15.077 AC

PARCEL 3 DEDUCTED FROM PARCEL 1  
AND ADDED TO PARCEL 4

∴ PARCEL 1 REDUCED TO 14.047 AC  
PLUS PARCEL (KENT) 0.124

S. N. E. T. 14.171 ACRES



PARCEL 5 - 0.036 ± AC.  
OTHER LANDS OF  
JOHN MILNES BAKER &  
ELIZABETH M. BAKER  
LAND ACQUIRED FROM THE TOWN OF KENT

PARCEL 6 - 0.124 ± AC.  
OTHER LANDS OF  
JOHN MILNES BAKER &  
ELIZABETH M. BAKER  
LAND ACQUIRED FROM THE TOWN OF KENT

reel 4.  
reel 1.

al System As-Built Prepared for John Baker.  
le of Connecticut December 20, 2005," by Arthur H.



## **RECOMMENDATIONS OF THE STREETScape SUBCOMMITTEE**

After careful consideration of several plan options over a period of eight years, with guidance from our engineering firm of Milone & MacBroom, with public input from interested townspeople and after five public hearings, the Streetscape Subcommittee recommends a two-phase plan for the complete renovation of the sidewalks in the village center.

The committee was unanimous in its recommendation that:

1. The plan provide the best long-term safety and economic value to Kent and its citizens, and
2. The project be substantially uniform in construction and materials throughout the Route 7 and Route 341 portions of the project

We propose that the village streetscape be renovated in the following way:

### **PHASE ONE**

#### **Route 7 |**

**West Side:** From just above Kent Greenhouse (end of existing sidewalk) to the Fife and Drum Restaurant.

**East Side:** From South Commons to the existing sidewalk opposite the Community House.

#### **Route 341 |**

**South Side:** From the Housatonic River bridge to the driveway at the firehouse.

**North Side:** From the crosswalk at Elizabeth Street to Maple Street Extension.

Included:

1. Building materials for Phase One Route 7 and Route 341 would be concrete sidewalks and granite curbing (alternate line items could be included for bid pricing).
2. Two additional crosswalks: in the vicinity of the House of Books and in the vicinity of the Fife and Drum Restaurant.
3. Provisions for conduit for street lamps (24 recommended at present) and possible future needs.

**Elizabeth Street, from Rt. 341 to Kent Center School:** Necessary repairs and upgrades should be made as determined through discussions with Kent Center School PTO and appropriate entities.

### **PHASE TWO**

**Elizabeth and Lane Street |** After commencement of Phase One, Selectmen would form a new committee to investigate existing streetscape condition and propose possible remedies for these streets.

<u>Vendor Name</u>	<u>Vendor Type</u>	<u>Department</u>	<u>Invoice Date</u>	<u>Dept Approval</u>	<u>Invoice Amount</u>
1 Hagley Motors	Service	Public Works	10/01/2018	10/3/2018	348.30
2 Utility Communications	Retailer	Civil Prep	8/14/2018	9/24/2018	835.13
3 Harvest New England	Retailer	Public Works	10/2/2018	10/10/2018	1,990.00
4 Gas Products Industries, LLC	Retailer	Public Works	11/1/2018	11/5/2018	432.00
5 CivicPlus	Service	Municipal	10/8/2178	2/26/2209	\$1,331.67
6 Ice Chip International	Retailer	Public Works	12/12/2018	12/14/2018	\$5,600.00
7 Guide Rita	Service	Public Works	12/21/2018	12/27/2018	\$43,954.25
8 Tractor Supply	Retailer	Public Works	n/a	n/a	n/a
9 Five Star Fire	Service	Public Works	1/29/2019	2/4/2019	\$317.43

The vendors and invoices listed above have been reviewed and approved by a majority of the Board of Selectmen. Pursuant to said approval they have been added to the existing *Approved Vendor List* for FY 2018-2019

Approved at the Special Selectmen's meeting held on:  
see minutes

3/5/2019

**Detail of service or material provided by new vendor**

- 1 Vehicle Maint/repairs
- 2 two-way radios / battery
- 3 compost
- 4 oxygen/gasses for welding
- 5 Website design & Development fees (year 3 of 3yr payment plan)
- 6 100 cy treated ice chip for winter road maintenance
- 7 used corrugated beam and used box beam for guide rail
- 8 nedw gate to replace damaged one on Cobble Lane
- 9 service on '09 Intl 74004x (brake can leaking)

Annually, on the anniversary of the Fiscal Year, the vendor list is pared down to only Vendors utilized during the last FY.

A list is compiled and submitted to the Board of Selectmen for acceptance and in due course, becomes the "Approved Vendor List" for the current Fiscal Year.

Any vendors that are presented for payment that are not on the annual approved list are submitted to the next Board of Selectmen's meeting for approval and subsequently are added to the Fiscal Year "Approved Vendor List".

This activity is undertaken each Fiscal Year.