

Board of Selectmen
Special Meeting

August 11, 2016
4:30 P.M. Town Hall

Present: Bruce Adams and Mike VanValkenburg.

Also present: Jennifer Dubray, Lesly Ferris, Donna Hayes, and Rick Osborne.

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

Approval of Minutes:

Mr. Adams made a motion to approve the minutes for the BOS Special Meeting on July 6, 2016, as submitted. Mr. VanValkenburg seconded the motion and the motion carried.

Mr. Adams made a motion to approve the minutes for the BOS Special Meeting on July 19, 2016, as submitted. Mr. Parkin seconded the motion and the motion carried.

Report of First Selectman:

Mr. Adams reported on the following things he did during the month of July 2016:

- Three pistol permit interviews
- Met with DOT on way finding sign placement
- E-waste pick-up
- Pre-construction meeting on Carter Road Bridge
- Met with new Spectrum reporter
- Route 7 paving pre-construction meeting
- Paint Care pick-up
- Carter Road on site meeting
- Delivered bid package to DECD
- Meeting at Eversource

Meetings covered by the BOS – Group or individual:

- BOS 7/6 – Full BOS
- Safety Committee – Bruce
- P&Z – Bruce
- COG – Monthly meeting 6/9 – Bruce
- Restroom Committee – Bruce & Mike

Police Report:

Phone at Town Hall is 860-927-3134.

E-mail is residenttrooper@townofkentct.org

Trooper Fisher continues to do an exemplary job. He is proactive and really getting to know the Town. Issues have cropped up again at Bulls Bridge, and Trooper Fisher has been a big help in not allowing them to escalate.

ADA Compliance e-mail:

Resident Matt Starr sent an e-mail (attached) to the Board of Selectmen regarding ADA compliance. Bruce Adams and Mike VanValkenburg responded.

RECEIVED FOR RECORD
KENT TOWN CLERK

2016 AUG 15 P 2:48

BY TOWN CLERK

Land Use Officer Staff Report:

July 29, 2016 Staff report from CZEO Donna Hayes attached.

Park and Rec Director Senior Center Reports:

July 6, 2016 Senior Activities report from Park and Rec Director Lesly Ferris attached.

August 10, 2016 Senior Activities report from Park and Rec Director Lesly Ferris attached.

Tax Refunds:

Mr. Adams made a motion to approve the following tax refund:

- Ally Financial Louisville PPC \$176.28

Mr. VanValkenburg seconded the motion and the motion carried.

Approval of 2016/2017 Approved Vendor List:

Mr. Adams made a motion to approve the Approved Vendor List FY 2017, as submitted.

Mr. VanValkenburg seconded the motion and the motion carried.

Public Restroom:

Mr. Adams stated that the Public Restroom Committee submitted the Restroom Bid Package to the state. DECD approved the bid package as submitted but stated that there are State requirements that need to be met. Mr. Parkin asked what the penalties are if the State requirements are not satisfied. Mr. Adams stated that he would inquire.

Mr. Parkin made a motion to approve the bid package, as submitted. Mr. VanValkenburg seconded the motion and the motion carried.

Audio/Video Taping of BOS meetings:

Mr. Parkin would like to propose to "live-stream" the BOS meetings on U-Tube to allow people to view the meeting if they cannot attend. He added that it would not be the "official" record of the meeting; the minutes would remain the "official" record. Mr. Parkin would like to have a survey go out from the BOS asking for the public's opinion on "live-streaming" the meetings. Mr. Adams stated that he will obtain legal opinion on the Town's liability and if the BOS would be self-obligating themselves to record "all" meetings. Mr. VanValkenburg stated that he is not in favor of video taping meetings. Ms. Hayes asked what could U-Tube do with the video once it is put on their domain? Mr. Adams stated he would look into that.

Traffic Flow:

Mr. Parkin noted that during the "Sidewalk Festival" the traffic light at the intersection of Route 7 and Route 341 had a long "wait time". He asked if there is a way to request the light timing be changed during special events. Mr. Osborne stated that the timing couldn't be changed on a temporary basis. He added that when the walkers hit the "walk" button, it slows down the street light rotation.

Mr. Parkin noted that there is one stop sign before Bulls Bridge and two coming from the New York side. He asked if it would be possible to have the stop signs changed to yield signs? Mr. Osborne stated that he would get the name of a traffic engineer to look at the signs.

Public Letters:

Mr. Parkin stated that the BOS should implement a policy to read all correspondences at meetings/hearings. He stated that he felt the letter from the Seaplane Pilots Association should have been read at the July 17, 2016 Town meeting. The BOS agreed that all letters related to a meeting should be read aloud at the meeting.

Housatonic River Commission Alternate Appointment:

Mr. Adams made a motion to appoint Steve Robey as an alternate on the Housatonic River Commission to an existing term that will expire on October 30, 2018. Mr. VanValkenburg seconded the motion and the motion carried.

Office Hours:

Mr. Parkin stated that several constituents have suggested that he, as the minority party selectman, hold office hours at Town Hall. He stated that he could not commit to regular hours but would notify the Town Clerk's office of his available hours weekly so they could be sent out weekly with the meeting schedules.

American Tower:

Mr. Adams stated he is waiting for updated documents from American Tower.

Salary review:

Mr. Adams stated that he believes the three selectmen are of the opinion that based on the survey he did and Mr. Parkin did, the Kent Town Hall employees are paid well in comparison to the other Towns. The three selectmen agreed. Mr. Adams presented a spreadsheet prepared by the treasurer reflecting total compensation for the benefited employees.

Mr. Adams stated that Treasurer Barbara Herbst submitted a written request (attached) to promote the treasurer's clerk to a Level II at the hourly rate of \$20.54. Mr. Parkin liked the "level" concept implemented by the treasurer but questioned the concept of mid-year salary increases.

Mr. VanValkenburg made a motion to approve the Treasurer's request to promote the treasurer's clerk to a Level II with an hourly rate of \$20.54. Mr. Adams seconded the motion for purposes discussion.

Mr. Adams stated that the Town Clerk has requested that the Assistant Town Clerk's salary be increased to \$19.75 per hour due to increased responsibilities. Mr. Adams stated that in the salary survey he provided, the hourly rate for the Assistant Town Clerk is based on two clerks and the one who is no longer here was paid a higher rate.

Mr. Parkin stated that the BOS has no provisions for merit-based raises. Mr. VanValkenburg stated that he recalled making an agreement with the treasurer that if she hired a clerk at the lower hourly rate, the salary could be increased when the clerk became more proficient. During discussion it was stated the BOS approved the budget, which included the salary increases requested. Mr. VanValkenburg withdrew the motion. Mr. Adams withdrew the second. Mr. Adams agreed to obtain additional information from the two department heads making the requests.

Mr. VanValkenburg made a motion to adjourn the meeting at 6:00 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.

WARNING
SPECIAL MEETING OF BOARD OF SELECTMEN
Revised

TOWN CLERK
KENT, CONNECTICUT

A SPECIAL MEETING OF THE KENT BOARD OF SELECTMEN WILL BE HELD

<u>THURSDAY, AUGUST 11, 2016</u>	<u>4:30 P.M.</u>	<u>TOWN HALL</u>
DATE	TIME	PLACE

NOTICE OF SPECIAL MEETING:
(Must be filed not less than 24 hours prior to holding a meeting)

AGENDA:

DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING:

- Approval of Minutes
 - July 6, 2016 Special Meeting
 - July 19, 2016 Regular Meeting
- Report of First Selectman
- ADA Compliance e-mail
- Land Use Officer Staff Report
- Park and Rec Director Senior Center Reports
- Tax Refunds
- Approval of 2016/2017 Approved Vendor List
- Public Restrooms
- Audio/Video Taping of BOS Meetings
- Traffic flow
- Public letters
- Housatonic River Commission Alternate Appointment
- Office hours
- American Tower
- Salary Review

BOARD OF SELECTMEN

JOYCE KEARNS
ADMINISTRATIVE ASSISTANT

DATE OF TOWN CLERK NOTIFICATION

"An equal opportunity employer and service provider"

RECEIVED FOR RECORD
KENT TOWN CLERK
2016 AUG 10 P 3:08
BY *D. O'Neary*
TOWN CLERK



ADA Compliance (2)
email

Bruce Adams <firstselectman@townofkentct.org>

Re: ADA compliance

1 message

Bruce Adams <firstselectman@townofkentct.org>

Thu, Jul 21, 2016 at 12:00 PM

To: MATHEW STARR <mstarr03@snet.net>

Clarification

Bill and Stan work together on handicap accessibility issues. ADA is a federal program which they do not deal with.

On Wed, Jul 20, 2016 at 1:31 PM, MATHEW STARR <mstarr03@snet.net> wrote:

What department reviews plans approves and ensures ADA compliance with commercial building and grounds construction in Kent?

Matt Starr

-

Bruce K. Adams
First Selectman
Town of Kent,CT
860-927-4627



Bruce Adams <firstselectman@townofkentct.org>

Re: ADA compliance

1 message

Bruce Adams <firstselectman@townofkentct.org>
To: MATHEW STARR <mstarr03@snet.net>

Wed, Jul 20, 2016 at 2:29 PM

Building- Bill Jenks

On Wed, Jul 20, 2016 at 1:31 PM, MATHEW STARR <mstarr03@snet.net> wrote:

What department reviews plans approves and ensures ADA compliance with commercial building and grounds construction in Kent?

Matt Starr

—

Bruce K. Adams
First Selectman
Town of Kent,CT
860-927-4627



Joyce Kearns <adminassist@townofkentct.org>

Re: ADA compliance

1 message

Michael A VanValkenburg <michaelvanv@juno.com>

Thu, Jul 21, 2016 at 5:21 AM

To: mstarr03@snet.net

Cc: selectmen@townofkentct.org

Would have to be Building. Dept. Matt - Or T.A.H. ?

On Wed, 20 Jul 2016 17:31:22 +0000 (UTC) MATHEW STARR <mstarr03@snet.net> writes:

What department reviews plans approves and ensures ADA compliance with commercial building and grounds construction in Kent?
Matt Starr

Affordable Wireless Plans

Set up is easy. Get online in minutes.

Starting at only \$9.95 per month!

www.netzero.net



Joyce Kearns <adminassist@townofkentct.org>

ADA compliance

1 message

MATHEW STARR <mstarr03@snet.net>

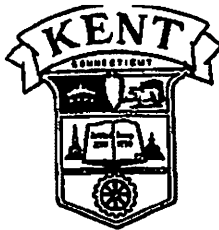
Wed, Jul 20, 2016 at 1:31 PM

Reply-To: **MATHEW STARR** <mstarr03@snet.net>

To: Board of Selectmen Town of Kent <selectmen@townofkentct.org>

What department reviews plans approves and ensures ADA compliance with commercial building and grounds construction in Kent?

Matt Starr



TOWN OF KENT LAND USE OFFICE

STAFF REPORT

DATE: July 29, 2016

FROM: Donna Hayes, CZEO

Building Department:

- Permits Issued: 44

Planning & Zoning:

- Permits Issued: 8
- Certificates of Compliance Issued: 2
- Applications before the Commission:
 - Construction of accessory dwelling unit, pool and pool deck on Longview Rd. (Public hearing to be heard on August 11th.)
 - Installation of 4 light poles at the South Kent School. (APPROVED)
 - General State Statutes 8-24, P&Z approval for improvement to the old Manasse lot (APPROVED)
 - Lot line adjustment – Ore Hill Road (APPROVED)
 - Temporary Relocation of Farmer's Market (APPROVED)
 - Forestry application in Horizonline Conservation District (APPROVED)
 - General discussions on: Wayfinding Signage and Affordable Housing Lot Configuration

Inland Wetlands:

- Issued:
 - Forestry Operation – Wilsea – Kent Hollow Road
 - Modification to artificial turf at So. Kent School – installation of 3 light poles within regulated area.
- Pending:
 - Swimming pool on Halls Lane
 - Redirection of Kenico Road
 - Modifications to driveway placement, 160 Kent Hollow Road.
- Exemptions:
 - None

Zoning Board of Appeals:

- Pending:
 - Variance to parking lot size, access aisle size and number of parking spaces for property located on South Main Street (to be heard on August 9th).
- Approved:
 - Certificate of Approval for operation of motor vehicle repair shop – Bulls Bridge Gas Station

Architectural Review Board:

- Pending:
 - None
- Approved:
 - Changes to 3 Maple Street: new portico, new roof line; new chimneys; new fencing

UPDATE ON CONTINUING PROJECTS:

- Rewrite of the Regulations:
 - Attorney Zizka submitted his recommended changes to Mr. Chalder. We are now waiting for them to be incorporated into his draft.
- Incentive Housing Zone Subcommittee Study:
 - A final Incentive Housing Zone Regulation has been presented to the subcommittee. We are waiting for them to make their final presentation to the P&Z Commission. Ms. Jocelyn Ayer is working on the closing statement.

VIOLATIONS:

- Legal Issues:
 - Mauri v Town of Kent ZBA – The hearing proceeded on April 14th. The attorneys filed briefs on June 9th; their respective responses were filed as well. The Judge will provide his decision within 120 days after that.
 - Town of Kent v Burt – Attorney Zizka filed our request for judgement with a recommended removal date of September 18th. We are now waiting for the Judge's determination.
- Notice of Violations:
 - Signage at Bulls Bridge Country Store

SPECIAL MEETINGS:

- None

SPECIAL NOTE:

- I will be on vacation August 29 through September 5, 2016.

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: July 6, 2016

Re: Senior Activities

The following special activities took place at the Kent Senior Center during June 2016:

- 1: New Milford VNA blood pressure clinic
- 6, 13: Diabetes Education Classes
- 15: Salisbury VNA Wellness clinic
- 28: Parkinson's Support Group


Additionally, the annual regional senior luncheon was held June 3 at The Grove, Lakeville. Seven Kent seniors attended this luncheon.

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: Aug. 10, 2016

Re: Senior activities

The following special activities took place at the Kent Senior Center during July 2016:

- 6 – New Milford VNA Blood Pressure Clinic;
- 11 – Adult Coloring Class;
- 20- Salisbury VNA Wellness Clinic;
- 26 – Parkinson's Support Group

Thank you.

Approved Vendor List FY '17

Vendor	August 9, 2016 Vendor Type	Department
A & J Construction	Supplier	Public Works
A Royal Flush Inc.	Service Provider	Park & Rec
Aatrix	Supplier	Board of Education
Adams, Bruce~	Employee reimbursements	Board of Education
Adkins Printers and Stationers	Service Provider	Municipal
Administrator of Unemployment	Tax agency	Municipal
Aetna	Service Provider	Municipal
Aire Serv Heating & Cooling (MFChiarella)	Service Provider	Municipal
Airgas USA, LLC	Supplier	Public Works
All Seasons LLC	Grants	Municipal
All Tech	Supplier	Public Works
Amazon	Supplier	Town Clerk
Amenia Sand & Gravel, Inc.	Supplier	Public Works
American Heritage Life Insurance Co.	Service Provider	Municipal
Analex Computing LLC	Consultant	Town Hall
Anchor Engineering Serv.	Service Provider	Public Works
Anthem Blue Cross/Blue Shield of CT	Service Provider	Municipal
Apex Communications, LLC	Service Provider	Municipal
Aquarion Water Co.	Service Provider	Municipal
Aramark Uniform Services	Service Provider	Public Works
Arnolds Garage Bodyshop	Service Provider	Public Works
Arrow Concrete Products	Supplier	Public Works
Associated Security Corp.	Service Provider	Town Hall
B & B Mason Supply LLC	Supplier	Public Works
B. Allyn Trucking, LLC	Service Provider	Public Works
B. Metcalf Asphalt Paving Inc.	Service Provider	Public Works
Bacher Corp. of Conn.	Supplier	Public Works
Bachrach, William B.	Election Worker	ROV
Baker, Elizabeth	Employee reimbursements	Conservation Commission
Betty Mills Company	Supplier	Community House
BL Gleason & Son, Inc.	Service Provider	Public Works
Black Book	Supplier	Assessor
BlumShapiro	Service Provider	Finance
BOE CU	Tax agency	Board of Education
Brady, Darlene~	Employee reimbursements	Town Clerk
Braislin, Patricia~	Employee reimbursements	Assessor
Brown, Mary Flemming	Election Worker	ROV
BSN Sports	Supplier	Park & Rec
CAAO, Inc.	Service Provider	Assessor
CACIWC	Service Provider	Land Use
CAMAE	Associations	Social Services
Campion Ambulance Service, Inc.	Service Provider	Municipal
Candlewood Valley HVAC	Supplier	Town Hall
Canning, James	Consultant	Civil Prep

Approved Vendor List FY '17

Vendor	August 9, 2016 Vendor Type	Department
CASHO, Inc.	Associations	Public Works
CAZEO	Service Provider	Land Use
CCM (CT Conference of Municipalities)	Associations	Municipal
CCM Services, LLC	Service Provider	Municipal
CDW-G	Service Provider	Municipal
Central Equipment of CNY, Inc.	Supplier	Public Works
CFPA/CLCC	Consultant	Conservation Commission
Challenger Sports	P/R:Special Programs	Park & Rec
Charter Communications	Service Provider	Municipal
Chase, Karen~	Employee reimbursements	ROV
Cherniske, Melissa	Employee reimbursements	Conservation Commission
Chore Service	Service Provider	Municipal
Cintas	Service Provider	Town Hall
CIRMA	Service Provider	Municipal
CITI - CT Information Tech Institute	Consultant	ROV
Clear Stream Recycling	Service Provider	Conservation Commission
Colarusso Quarry Co.	Supplier	Public Works
Computer Marketing Services LLC	Service Provider	Conservation Commission
Concord Construction Incorporated	Service Provider	Community House
Connecticut Assoc. of Wetland Scientists	Associations	Land Use
Connecticut Oil Recycling Serv	Service Provider	Transfer Station
Connecticut Town Clerks Association	Associations	Town Clerk
Constant Contact	Service Provider	Board of Education
Corporate Warehouse Supply	Supplier	Town Hall
COST - CT Council of Small Towns	Associations	Board of Selectmen
Cramer & Anderson	Consultant	Board of Selectmen
Crop Production Services	Supplier	Public Works
Crown Trophy	Supplier	Park & Rec.
CRPA	Service Provider	Park & Rec
Crystal Rock, LLC	Supplier	Municipal
CT Federation of P&Z Agencies	Associations	Land Use
CT Assoc. of Conservation	Associations	Land Use
CT Tax Collectors' Association	Associations	Tax Collector
D & S Auto Repair	Service Provider	Public Works
Danbury Auto Spring & Welding	Service Provider	Public Works
Davis IGA, Inc.	Supplier	Municipal
Decker, Jerry	P/R:Sports Official	Park & Rec.
Dept. of Labor	Tax agency	Town Hall
Dept. of Revenue Services	Tax agency	Municipal
Devaux, Deborah~	Employee reimbursements	Tax Collector
DMV	Tax agency	Tax Collector
DMW Seamless Gutters and Leader, LLC	Supplier	Community House
Doyle's Medical Supply	Supplier	Social Services
Dubray, Jennifer~	Employee reimbursements	Tax Collector
Duncan, Therese	Employee reimbursements	ROV

Approved Vendor List FY '17

Vendor	Vendor Type	Department
E.F. & G Fence Works Inc.	Service Provider	Municipal
East Coast Sign & Supply Co.	Service Provider	Public Works
East River Energy	Service Provider	Municipal
EFTPS - Electronic Federal Tax Payer Syst	Tax agency	Municipal
Emmons Tree & Landscape Services, LLC	Service Provider	Public Works
Everbridge Inc.	Supplier	Public Safety
Eversource	Service Provider	Municipal
Fasi, Joseph P. Esq.	Consultant	Municipal
Ferris, Lesly~	Employee reimbursements	Park & Rec.
Fisher, Andrew~	Employee reimbursements	Resident Trooper
Forestland Consultants, LLC	Service Provider	Public Works
Freightliner of Hartford Inc.	Supplier	Public Works
Frontier Communications	Service Provider	Town Hall
G.H.Berlin Windward	Supplier	Public Works
GFOA	Associations	Treasurer
GFOA CT	Associations	Treasurer
GMPH & Sons, LLC	Service Provider	Municipal
Goff's Equipment Service, LLC	Supplier	Public Works
Grainger	Supplier	Public Works
Greenwoods Counseling Referral	Grants	Municipal
Hall, Carol	Election Worker	ROV
Hanna Transport LLC	Service Provider	Public Works
Harlem Valley Sand & Gravel. Inc.	Supplier	Public Works
Harvest New England	Supplier	Public Works
Harvey, Scott ~	Employee reimbursements	ROV
Harvey, Wendy~	Employee reimbursements	ROV
Harwinton Swim - Pool Co. Inc.	Supplier	Park & Rec
Hayes, Donna M.~	Employee reimbursements	Land Use
Heebner, Toni	Election Worker	ROV
Herbst, Barbara~	Employee reimbursements	Treasurer
Hilli	Supplier	Public Works
Hoefler, Taylor	Election Worker	ROV
Home Depot Credit Services	Supplier	Town Hall
Howard P. Fairfield, LLC	Consultant	Public Works
Howland, Judith H.	Election Worker	ROV
HVA - Housatonic Valley Association	Service Provider	Municipal
Hydro Technologies Inc.	Consultant	Public Works
HYSB - Housatonic Youth Service Bureau	Grants	Municipal
Info Quick Solutions Inc.	Service Provider	Town Clerk
Ink Spot of Thomaston	Supplier	Conservation Commission
Innovative Municipal Products US Inc	Supplier	Public Works
International Code Council	Associations	Bldg. Dept.
Intuit	Service Provider	Treasurer
IVS LLC	Associations	ROV
Jack Farrelly Company	Supplier	Public Works

Approved Vendor List FY '17

Vendor	August 9, 2016 Vendor Type	Department
Jenks, William	Service Provider	Bldg. Dept
Jennings Builders	Service Provider	Land Use
Jennings Oil Company	Supplier	Social Services
JTP Chemical Sales	Supplier	Town Hall
KCS Cafeteria	Service Provider	Board of Education
Kearns, Joyce~	Employee reimbursements	Board of Selectmen
Kent Apothecary, LLC.	Supplier	Social Services
Kent Auto Parts	Supplier	Public Works
Kent Cemetery Association	Grants	Municipal
Kent Chamber of Commerce	Associations	Town of Kent
Kent Education Center and Nursery School	Grants	Municipal
Kent Food and Fuel Fund	Associations	Municipal
Kent Glass LLC	Service Provider	Town Hall
Kent Greenhouse	Supplier	Public Works
Kent Library Association	Grants	Municipal
Kent Nursing Association	Grants	Municipal
Kent Sewer Commission	Service Provider	Municipal
Kent True Value Hardware	Supplier	Municipal
Kiefer Swim Products	Supplier	Park & Rec
Kinsley Power Systems	Service Provider	Municipal
KVFD - Kent Volunteer Fire Department Inc	Grants	Municipal
KVHE	Grants	Municipal
Lake Waramaug Authority	Associations	Municipal
Lake Waramaug Interlocal Commission	Associations	Municipal
Lakeville Journal Co LLC	Service Provider	Municipal
Lawson Products	Supplier	Public Works
LeagueAthletics.Com LLC	Service Provider	Park & Rec
Lenz Electric	Service Provider	Municipal
Levine Automotive	Supplier	Public Works
LHCEO-HHW	Associations	Transfer Station
LHS Associates Inc	Supplier	ROV
Limbos, Rita	Employee reimbursements	Board of Education
Lindenmeyr Munroe	Supplier	Town Hall
Litchfield Area Assessors	Associations	Land Use
Litchfield County Dispatch Inc	Service Provider	Municipal
Litchfield County Tax Collector's Assoc	Associations	Tax Collector
Litchfield County Town Clerk's Associatio	Associations	Town Clerk
Litchfield Ford	Service Provider	Public Works
Litchfield Hills Probate District #24	Service Provider	Municipal
Litchfield Hills/NW Nutrition Project	Service Provider	Municipal
Literacy Volunteers on the Green	Grants	Municipal
Local Union 677	Associations	Public Works
LoRusso Corp	Supplier	Public Works
Lubri-Care Distributors of CT, Inc.	Service Provider	Public Works
Lunan's Landscaping LLC	Service Provider	KCS Playing Fields

Approved Vendor List FY '17

Vendor	August 9, 2016 Vendor Type	Department
Lyons, Karen D.	Consultant	ROV
MacMillan, Stanley Jr.	Service Provider	Public Safety
Marine Rescue Products	Supplier	Park & Rec
Mauri, James	Service Provider	Park & Rec
McMaster-Carr	Supplier	Public Works
Medco Supply Company	Supplier	Park & Rec.
Memphis Net & Twine Co., Inc.	Supplier	Park & Rec.
Merli Automotive	Supplier	Public Works
Metlife Small Business Center	Service Provider	Municipal
Millard Welding Inc.	Supplier	Public Works
Modern Supply	Supplier	Public Works
Morton Salt, Inc.	Supplier	Public Works
Mountaintop Trucking	Supplier	Public Works
Mulch Seal, LLC	Supplier	Public Works
Murphy, Gary	P/R:Sports Official	Park & Rec
Murphy, Wendy	Employee reimbursements	Conservation Comm.
Murtha Cullina LLP	Consultant	Land Use
National Business Furniture LLC	Supplier	Town Hall
NE Teamsters Federal Credit Union	Associations	Public Works
NEDIAFC~NE Div Int Asso Fire Chiefs	Associations	Civil Prep
New England Teamsters Trucking	Associations	Social Services
New Milford VNA	Service Provider	Park & Rec
New Pig	Supplier	Public Works
Newtown Power Equipment Inc.	Supplier	Public Works
NHCOG - Public Works Equipment	Associations	Public Works
Nicholas Tobin & Associates Insurance	Service Provider	Municipal
Norbert E Mitchell Co.,Inc.	Service Provider	Nutrition Site
Nordland, Katie	P/R:Sports Official	Park & Rec
Nutmeg International Trucks Inc	Supplier	Public Works
NW Reg Mental Health Board Inc	Associations	Municipal
NW Connecticut Transit District	Associations	Municipal
NW Conservation District	Associations	Municipal
NW CT Regional Housing Council	Grants	Municipal
NW Equipment Repair LLC	Service Provider	Public Works
NWHCOG	Service Provider	Public Works
O & G Industries Inc	Supplier	Public Works
Ober, Robert	P/R:Sports Official	Park & Rec
OfficeZilla	Supplier	Park & Rec
Oppenheimer - HWY & SOMMERS ONLY	Bank	Municipal
Osborne III, John R.~	Employee reimbursements	Public Works
Osborne Land Management Services	Service Provider	Public Works
Palmer, Doris'	Election Worker	ROV
Palmer, Scott~	P/R:Sports Official	Park & Rec
Panoramic Pressure Cleaning Inc	Service Provider	Park & Rec
Pener, Steve	P/R:Sports Official	Park & Rec

Approved Vendor List FY '17

Vendor	August 9, 2016 Vendor Type	Department
Pennucci, Ray	P/R:Sports Official	Park & Rec
Pension Consultants	Service Provider	Municipal
Perennial Landscapes LLC	Service Provider	Park & Rec
Petro Home Services	Supplier	Social Services
Pioneer Manufacturing Company	Supplier	Park & Rec
Pittsfield Communications Systems, Inc.	Service Provider	Public Works
Postmaster	Supplier	Municipal
Pullaro, Leah'	Employee reimbursements	Social Services
Quality Data Service Inc	Service Provider	Municipal
QuickBooks Payroll Service	Service Provider	Treasurer
Quill Corporation	Supplier	Municipal
Rebecca's	Supplier	Park & Rec
Recreonics	Supplier	Park & Rec
Region One	Service Provider	Municipal
Region One Grants Fund	Grants	Municipal
Republican American	Service Provider	Municipal
Rhode Island Novelty	Supplier	Park & Rec.
Rich's Keys & Locks	Service Provider	Public Works
Robert L. Hock Land Surveyors LLC	Consultant	Park & Rec
Roll-Rite	Supplier	Public Works
ROVAC	Associations	ROV
Ruwet Sibley Equip. Corp.	Supplier	Public Works
Rydin Decal	Supplier	Transfer Station
S & S Worldwide	Supplier	Park & Rec.
Safeguard Business Systems	Supplies	Treasurer
Safety-Kleen Systems, Inc.	Supplies	Public Works
Salisbury Bank	Bank	Municipal
Sandra E. Welwood, LLC	Consultant	Treasurer
Schneider Corporation	Service Provider	Tax Assessor
Scholar Painting, LLC	Service Provider	Public Works
Scott Aerator	Supplier	Park & Rec
Sears Commercial One	Supplier	Public Works
Select Sportswear Company	Supplier	Public Works
Seymour Sealing Service, Inc.	Service Provider	Public Works
Sharon Youth/Recreation	P/R	Park & Rec.
Shred-It Connecticut	Service Provider	Transfer Station
Sienkiewicz & McKenna PC	Consultant	Municipal
SimplexGrinnell	Service Provider	Town Hall
Smith, Lindsay	P/R:Sports Official	Park & Rec
Sommers, Donna E.	Service Provider	Municipal
Spelbos, Jos	Employee reimbursements	Conservation Comm
St of CT - DEEP	Tax agency	Municipal
St of CT - Dept. of Construction (Boilers	Tax agency	Municipal
St of CT. Dept. of Public Safety (Bldg Ed	Tax agency	Public Safety
St of CT. Dept. of Constructio (Elevators)	Tax agency	Municipal

Approved Vendor List FY '17

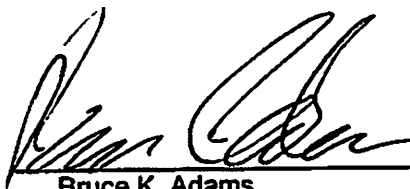
August 9, 2016

Vendor	Vendor Type	Department
St. of CT - Police Protection	Service Provider	Public Safety
Stamp Fulfillment Services	Supplies	Municipal
Stanton Equipment, Inc.	Service Provider	Public Works
Staples Credit Plan	Bank	Board of Selectmen
State Marshal Jessica Brown	Supplies	Treasurer
Steven Willand Inc.	Supplier	Public Works
Susan B. Anthony Project	Grants	Municipal
Target Enterprises, Inc.	Supplier	Public Works
Teamsters	Associations	Public Works
Templeton Farm Apartments	Associations	Nutrition Site
Terminix	Service Provider	Swift House
Textile Graphics	Supplier	Park & Rec.
Thompson, Caleb	P/R:Sports Official	Park & Rec
ThyssenKrupp Elevator	Service Provider	Town Hall
TMR Company LLC	Service Provider	Town Hall
Toce Brothers, Inc.	Supplier	Public Works
Torrington Area Health District	Service Provider	Municipal
Town of Kent Dog Fund	Service Provider	Dog Fund
Town of Kent Tax Collector	Service Provider	Tax Collector
Town of Kent, Special Funds	Service Provider	Special Funds
Town of Sharon	Service Provider	Town Clerk
TransCanada Power Marketing	P/R:Sports Official	Municipal
TRB - Teachers Retirement Board	Tax agency	Board of Education
Treasurer, State of CT	Tax agency	Tax Collector
Tri-County Contractors	Supplier	Public Works
Tunxis Laboratories, LLC	P/R:Sports Official	Public Works
United States Treasury	Tax agency	Treasurer
US Bank	Debt Service Provider	Debt Service
USDA	Debt Service Provider	Municipal
Vanguard	Service Provider	Municipal
Verizon Wireless	Service Provider	Municipal
Vision Government Solutions, Inc.	Associations	Assessor
VOYA (previously ING)	Tax agency	Municipal
W.I. Clark Company	Supplier	Public Works
Warren Auto Repair	Supplier	Public Works
Washington, Town of	Associations	Municipal
Watertown Auto & Truck Parts Inc.	Supplier	Public Works
WB Case, LLC	Service Provider	Town Hall
Webster Bank	Bank	Municipal
Wells Fargo	Bank	Municipal
Wenzel Construction	Service Provider	Park & Rec
William Perotti & Sons, Inc.	Service Provider	Municipal
Winters Bros. Waste Systems of CT	Service Provider	Public Works
Wisell, Pam	Service Provider	Municipal
Women's Support Services	Grants	Municipal

Approved Vendor List FY '17

August 9, 2016

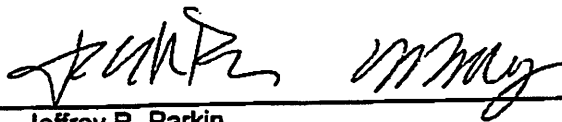
Vendor	Vendor Type	Department
Xerox Corporation	Service Provider	Municipal
YucaTech, Inc.	Service Provider	Municipal
Zee Ford Inc	Supplier	Public Works
Zep Sales & Service	Supplier	Public Works
Zwack, Inc.	Supplier	Public Works



Bruce K. Adams
First Selectman

8/11/16

Date



Jeffrey R. Parkin
Selectman

8/11/16

Date

8-11-16

Barbara E. Herbst
Treasurer

TOWN OF KENT
Total Compensation as requested
July 1, 2015 through July 29, 2016

	<u>Adams, Bruce</u>	<u>Brady, Darlene F.</u>	<u>Ferris, Lesly</u>	<u>Hayes, Donna</u>	<u>Kearns, Joyce</u>	<u>Osborne III, John R</u>	<u>TOTAL</u>
Total Gross Pay	66,173.12	46,634.04	47,566.48	51,909.23	37,181.04	84,002.88	333,466.79
Pension		2,331.72	2,378.33	2,595.45	1,859.07	4,200.15	13,364.72
Life Insurance	0.00	65.40	65.40	65.40	65.40	65.40	327.00
Dental Insurance	0.00	1,528.44	1,245.48	1,245.48	0.00	1,528.44	5,547.84
Health Insurance and H.S.A Funding	13,966.94	25,180.20	29,214.16	18,584.16	13,354.56	25,180.20	125,480.22
Total Benefits	13,966.94	29,105.76	32,903.37	22,490.49	15,279.03	30,974.19	144,719.78
Employer Taxes and Contributions							
Medicare Company	955.86	637.98	640.19	725.65	732.77	1,179.84	4,872.29
Social Security Company	4,087.13	2,727.95	2,737.34	3,102.79	3,133.20	5,044.85	20,833.26
Total Compensation and Benefits	<u>85,183.05</u>	<u>79,105.73</u>	<u>83,847.38</u>	<u>78,228.16</u>	<u>56,326.04</u>	<u>121,201.76</u>	<u>503,892.12</u>

Note
includes
\$1,340 in wages
for BoF
meetings



TOWN OF KENT

Date: August 10, 2016
To: The Board of Selectmen
From: Treasurer, Barbara E. Herbst
Re: Treasurer Clerk advancement from Level III to Level II

RECEIVED FOR RECORD
KENT TOWN CLERK

2016 AUG 15 P 2:49

BY  TOWN CLERK

I have just completed the one year performance based review of my office clerk and would like to request and recommend approval of an incremental promotion based on proficiency of assigned tasks and responsibility of duties.

For FY '17 the position is budgeted at \$21.50 per hour for eight hours a week, that rate reflects the top level of proficiency, Level I.

Currently the Clerk is making \$19.57 per hour as a Clerk Level III. This employee has mastered all assigned tasks, can work independently, can complete inter-departmental inquiries and has progressed to a Clerk Level II which would be \$20.54 per hr.

Novice Clerk, Clerk Level III, Clerk Level II and Clerk Level I are designations created by me for my department to benchmark proficiency of assigned tasks and responsibility of duties.

I formally request that the Board of Selectmen take action on this request today and approve this promotion.

Thank you.

