

Board of Selectmen
Regular Meeting

July 7, 2015
4:30 P.M. Town Hall

Present: Bruce Adams, Susi Williams and Mike VanValkenburg.

Also present: Jennifer Dubray, Lesly Ferris, Donna Hayes, Rick Osborne, Leah Pullaro and Lynn Worthington.

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

The Pledge of Allegiance was recited.

Mr. Adams made a motion to add item 9.e. Tax Refunds to the agenda. Mrs. Williams seconded the motion and the motion carried.

Approval of Minutes:

Mr. Adams made a motion to approve the minutes of the June 2, 2015 regular meeting, as submitted. Mr. VanValkenburg seconded the motion and the motion carried.

Mr. Adams made a motion to amend the minutes of June 19, 2015, to read as follows:

Mr. Adams explained that the purpose of the meeting is to discuss the newly adopted Vacancy clause in the Policy and Procedure Manual and the filling of a vacant position in the Treasurer's office.

Mrs. Williams seconded the motion and the motion carried.

Ms. Williams made a motion to approve the minutes, as amended. Mr. Adams seconded and the motion carried.

Public Communication:

Oral: None.

Written: Mr. Adams stated there are three written correspondences:

- June 29, 2015 Memo from Rick Lynn regarding Collection Day
- July 7, 2015 monthly senior activities report from Lesly Ferris
- July 7, 2015, 2014/2015 third quarter report from Leah Pullaro, Social Services Director

Report of First Selectman:

Mr. Adams reported on the following things he did during the month of June

- Kent Presents meeting at Town Hall
- Volunteered at HHHW Day in Falls Village
- Two pistol permit interviews
- Met with contractor for Bulls Bridge roof
- DOT construction meeting for Main Street
- Met with Aquarian engineer
- Met with company on possible sidewalk repairs
- Went to USDA in Norwich for sewer funding
- Met with Town Attorney concerning drainage issue on Botsford Road

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KENT TOWN CLERK

2015 JUL 10 A 9:09

BY

JENNIFER DUBRAY
TOWN CLERK

- Met with Connie Manes concerning Conservation Commission grant application
- Gave graduation speech at the Kent Center School graduation

Meetings covered by the BOS – Group or individual

- Monthly Chamber meeting – Bruce
- BOF – Bruce
- COG – Bruce
- Streetscape – Bruce
- BOS Special – Full BOS

Police Report:

Phone at Town Hall is 860-927-3134.

E-mail is residenttrooper@townofkentct.org.

Trooper Fisher continues his good work for Kent. We are now into his second two-year contract and I have every reason to believe the next two years will be better than the first two.

I received the following e-mail from another police department:

I would like to compliment Trooper Andrew Fisher on a job well done today. A couple days ago the Simsbury Police Department received a missing person complaint. Within a short amount of time, Trooper Fisher located the missing person and brought him to a treatment facility. The parents of the missing person were extremely happy with the services that were provided to their child.

I believe it is important to recognize Trooper Fisher for doing a good job. Trooper Fisher was able to recognize the missing person that was walking in the Kent Town Center and take appropriate action. I hope this letter serves you well to know that your resident state trooper was doing a good job on patrol today! Thank you for the assistance in finding our missing person. Respectfully,

Detective Jason Trombly
Simsbury Police Department
933 Hopmeadow Street
Simsbury, CT 06790
Phone: (860) 658-3142
Fax: (860) 658-6682

Report of Selectmen:

Mrs. Williams had nothing to report.

Mr. VanValkenburg had nothing to report.

Report of Treasurer:

Mrs. Herbst did not attend the meeting and did not provide any reports.

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

Mr. Adams stated there were no employee reports this month.

A Town Meeting:

Mr. Adams stated that a Town Meeting needs to be scheduled and needs to include the following items:

- Budget transfers
- Transfer \$20,000 from Capital (sidewalks)
- Discussion and possible action regarding the \$500,000 STEAP grant

The Board of Selectmen agreed to have a Special Town Meeting on Friday, July 31, 2015 at 7:00 p.m. at Town Hall.

Appointment:

Mr. Adams stated that his term on HRRRA expired on June 30, 2015. Mr. VanValkenburg made a motion to appoint Bruce Adams as the HRRRA representative for another three-year term to expire on June 30, 2018. Mrs. Williams seconded the motion and the motion carried.

Job Description Reviews:

Mr. Adams stated that the job descriptions are due to be reviewed again this fall. The current job descriptions have been distributed to the department heads for review. Mr. Adams stated if the current Board of Selectmen wants to review the job descriptions or wait and have the new Board of Selectmen review and approve them. Mr. Adams stated that the process would probably not be as overwhelming as last time, as the job descriptions have been reviewed and approved by the employees, the department heads and the Board of Selectmen two years ago. The Board of Selectmen agreed to review and approve the job descriptions as the department heads submit them. If there are some not approved by November, the new Board of Selectmen would review and approve them.

F.O.I. Complaint:

Mr. Adams stated that the Town of Kent, Chairman of Inland/Wetland Commission, and Town of Kent Inland/Wetland Commission received a Freedom of Information complaint from former employee Pamela Dudgeon-Eisenlohr. Land Use Administrator Donna Hayes stated that she and Administrative Assistant Joyce Kearns called Thomas A. Hennick of F.O.I. Commission and Town Attorney has been forwarded a copy. Mr. Hennick stated that he would contact the Town after he speaks with Ms. Dudgeon-Eisenlohr.

Tax Refunds:

Mrs. Williams made a motion to approve the following five tax refunds, as submitted:

- | | |
|-----------------------|------------|
| • John Lindsay | \$ 8.86 |
| • Joseph & Carol Tito | \$1,196.36 |
| • Vault Trust | \$ 236.67 |

- Vault Trust \$ 253.94
- Susan Iovino \$ 131.90

Mr. VanValkenburg seconded the motion and the motion carried.

Continued Discussion for Use of \$500,000 STEAP Grant:

Mr. Adams stated that based on the use of the \$500,000 STEAP grant survey results, the top two selections are either the purchase of a portion of the Rail Road Station or purchase of the vacant lot behind the Rail Road Station. Mr. Adams stated that it is his opinion that the purchase of the vacant lot would be a better choice. He stated that a new, custom-built building would be put on the property, and there would still be money left over for property improvements. Mr. Adams shared a picture of a possible building that includes restrooms, a shower and space for flyers and brochures. Mr. Adams asked the Board of Selectmen to consider allowing him to re-submit the grant application to OPM to change the location and include development of the property. He also asked the Board of Selectmen to approve an \$800 expenditure from the LoCIP fund for the appraisal of the property.

Mr. VanValkenburg made a motion to authorize Mr. Adams to resubmit the grant application to OPM to change the location to the vacant lot behind the Rail Road Station, currently owned by Bill Manasse, and to develop the property to include public restrooms. Mrs. Williams seconded the motion and the motion carried.

Mr. Adams made a motion to approve an \$800 expenditure from the LoCIP fund for the appraisal of the vacant lot behind the Rail Road Station, currently owned by Bill Manasse. Mr. VanValkenburg seconded the motion and the motion carried.

Discussion of Standardizing Office Hours at Town Hall:

Mr. Adams provided a spreadsheet that shows work hours at other Town Halls. Mrs. Williams stated that she would meet with the department heads and report back to the Board of Selectmen.

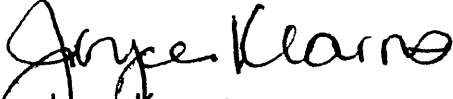
Review of Policy and Procedure Manual:

Mr. Adams made a motion that the Policy and Procedure Manual, Vacancies, be amended as follows:

The Department head shall notify the Board of Selectmen in writing of a job vacancy. The Board of Selectmen shall determine if the Town will fill the vacancy. The Department Head would post a job opening notice internally via e-mail to all department heads and on the Town of Kent website and in such other places as may be deemed appropriate.

Mrs. Williams seconded the motion and the motion carried.

Mr. Adams made a motion to adjourn the meeting at 5:23 p.m. Mr. VanValkenburg 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

July 7, 2015, 2015
4:30 P.M. TOWN HALL

Regular Monthly Meeting

1. Call to order
2. Pledge of Allegiance
3. Approval of Minutes
 - a June 2, 2015 Regular meeting
 - b June 19, 2015 Special meeting
4. Public Communication
 - a Oral
 - b Written
5. Report of First Selectman
6. Report of Selectmen
7. Report of Treasurer
8. Employee(s) report(s) on Seminar/workshops
9. New Business
 - a Schedule a town meeting sometime after July 21
 - 1 Budget transfers
 - 2 Transfer \$20,000 from Capital (sidewalks)
 - b Appointment – HRRA – Bruce Adams
 - c Job description reviews
 - d F.O.I. complaint
10. Old Business
 - a Continued discussion for use of \$500,000 STEAP Grant
 - b Discussion of Standardizing Office Hours at Town Hall
 - c Review of Policy and Procedure Manual
11. Adjourn

Board of Selectmen
Special Meeting

June 19, 2015
10:00 A.M. Town Hall

Present: Bruce Adams, Susi Williams and Mike VanValkenburg.

Also present: Barbara Herbst

Mr. Adams called the meeting to order at 10:00 a.m.

- Mr. Adams gave a brief explanation as to why the meeting is necessary and read the updated Vacancy section from the Policy & Procedure Manual.
- Treasurer Barbara Herbst explained as well. She presented a chronological breakdown of what has transpired to date concerning the Treasurer's Clerk position. (Attached) She also provided the job posting. (Attached)
- Mrs. Williams made a motion to fill the position. Mr VanValkenburg seconded. No further discussion and the motion passed unanimously.
- A brief discussion took place concerning the position
- Mr. Adams made a motion approving the job description and authorizing the Treasurer to post and fill the position. Mrs Williams seconded. Motion passed unanimously.
- Meeting adjourned at 10:09 a.m.

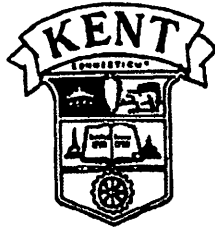
Submitted by Bruce Adams
June 26,2015

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.

RECEIVED FOR RECORD
KENT TOWN CLERK

2015 JUN 29 A 10:54

BY  TOWN CLERK



TOWN OF KENT

To: Board of Selectmen
From: Barbara E Herbst, Treasurer
RE: Open Treasurer's Clerk Position

5/29/15 Treasurer's Clerk gave her notice.
6/3/15 Notified each member of the Board of Selectmen of the vacancy and requested permission to post the vacancy
6/3/15 Rec'd email response from Selectman Williams – granted permission
6/5/15 Rec'd email response from Selectman Adams – granted permission
6/5/15 Rec'd verbal response from Selectman VanValkenburg – granted permission
6/5/15 Sent email to Maria LaFontan asking her if she might be interested in the position – she was referred by Selectman Adams
6/5/15 Posted position on "Indeed.com"
6/12/15 Rec'd email from First Selectman stating that the Board of Selectmen took action at their last meeting on 6/2/15 and updated the procedure for filling of position vacancies to the following language:
The Department head shall notify the Board of Selectmen in writing of a job vacancy. The Board of Selectmen shall determine if the Town will fill the vacancy. The Town would post a job opening notice internally and on the Town of Kent website and in such other places as may be deemed appropriate. ↑
6/12/15 Left a memo to Town Clerk asking her to post the open position on the Town Web Site
Left a memo to Selectmen's Administrative Assistant asking her to post the open position
6/16/16 Was notified by the Selectmen's Administrative Assistant that the Town Clerk refused to post the position and that the Board of Selectmen were calling a meeting to satisfy the Town Clerk's interpretation of the updated wording.

To date I have received 13 responses from "Indeed.Com" of the thirteen there are four applicants that I will contact subsequent to authorizing action that you take at your meeting today.

Town of Kent
Treasurer's Clerk
Job Posting

Hours: 8 hrs. per week; split between Monday or Tuesday afternoon and Friday afternoon.

Duties: include but are not limited to:

- Filing
- Weekly Payroll Processing
- Accounts Payable Processing
- Monthly Bank reconciliations
- Document retention processing
- Tasks assigned by the Treasurer

Requirements: Knowledge of payroll processes / QuickBooks /
Microsoft Office Suite
Must be detail oriented

Answers to: Town Treasurer

Interested parties submit a resume to the Treasurer's office.


Treasurer email: treasurer@townofkentct.org

Selectmen's office email: adminassist@townofkentct.org

Mailing Address: Town of Kent
PO Box 678
Kent, CT 06757

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KENT TOWN CLERK

2015 JUN 29 A 10:54

BY  TC
TOWN CLERK



TOWN OF KENT

This document shall serve to summarize issues discussed at a meeting held on July 1, 2015. In attendance were First Selectman Bruce Adams, Town Clerk Darlene Brady and Administrative Assistant Joyce Kearns. The entire discussion concerned the minutes and attachments (2) for the BOS meeting held on June 19, 2015.

1. The minutes submitted state that a brief explanation as to why the meeting was necessary was given by Mr. Adams. At the July 7 BOS meeting I will ask that the following be added: Mr. Adams explained that the purpose of the meeting was to discuss the newly adopted Vacancy clause in the Policy & Procedure manual and the filling of a vacant position in the Treasurer's office.
2. The newly adopted Vacancy clause in the manual reads "The Department head shall notify the Board of Selectmen in writing of a job vacancy. The Board of Selectmen shall determine if the Town will fill the vacancy. The Town would post a job opening notice internally and on the Town of Kent website and in such other places as may be deemed appropriate." Discussion ensued on the phrases "post a job opening notice internally" and "such other places as may be deemed appropriate." It was decided that the first phrase will be changed to "emailed or placed in department head mailbox".
3. Discussion of Treasurer's chronological document entitled Open Treasurer's Clerk Position. After discussing the document's wording for 6/16/16(should be 6/16/15) it was noted that the Town Clerk "refused" on 6/16 to post the position on the Town web site because it had not yet been approved by the BOS. *Note: The BOS met on 6/19 and voted to fill the position. It was also noted that the Town Clerk was not the only one who questioned the procedure used to date to fill the vacant Treasurer's Clerk position.

This summary is prepared and submitted by Bruce Adams

Prepared- 7/2/15

Discussed by BOS- 7/7/15

Northwest Hills Recycling Advisory Committee

Barkhamsted-Canaan-Colebrook-Cornwall-Goshen-Hartland-Harwinton-Kent-Litchfield
Morris-New Hartford-Norfolk-North Canaan-Salisbury-Sharon-Torrington-Winchester

59 Torrington Road, Suite A-1, Goshen, CT 06756 * 860-491-9884 * FAX: 860-491-3729

MEMORANDUM

June 29, 2015

To: HHW Town Officials
From: Rick Lynn *RL*
Re: Collection Day Results and Invoice

We are pleased to inform you that the June 6th Collection Day went very smoothly, with 228 participants. In addition to the wide variety of HHW that was collected approximately 80 propane tanks were collected.

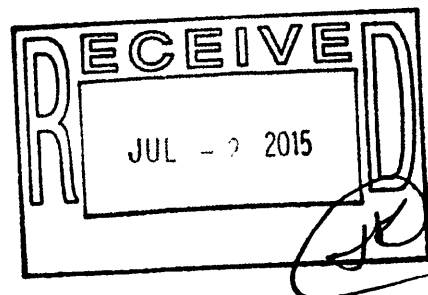
Thanks to all of you for helping to publicize the event in your community; and to Pat Mechare, Bruce Adams and Brian Bartram for helping out on the day of the event.

Enclosed is the municipal invoice for the recent Collection Day. If you should have any questions about the enclosed invoice, please let me know.

Thanks again for your continued cooperation and assistance in the HHW program.

RL
Enc.

cc: RAC Members



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 7, 2015

Re: Monthly senior activities

The following special events took place at the Kent Senior Center during June 2015:

- 3 – Tai Chi class, monthly New Milford VNA Blood Pressure screening;
- 10- Tai Chi class;
- 12 – Pilobolus class;
- 17 – Father's Day luncheon, Tai Chi, Salisbury VNA monthly wellness clinic;
- 19 – Pilobolus class;
- 26 – Pilobolus class.

Additionally, the annual regional senior luncheon was held June 5 at The Grove in Salisbury. Several Kent residents attended this year's event.

Thank you.

TO: Board of Selectmen
FROM: Leah Pullaro
DATE: July 7, 2015
RE: Social Services Report, 3rd quarter 2014-2015

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1. MEETINGS AND COMMUNITY OUTREACH – In January, I attended the Regional Mental Health Board meeting and hosted a health care enrollment event in conjunction with the Foundation for Community Health and PharmaCares. In February, I attended the Regional Mental Health Board meeting and hosted, with Operation Fuel, a training for the Cozy Home Loan Program. I also provided coverage at Kent Food Bank when volunteers were unavailable. In March, I attended the Regional Mental Health Board Meeting and attended the COG meeting to advocate for the DSS office in Torrington to remain open. I also started the Kent Diaper Bank which currently provides once a month diapers and wipes to 8 Kent children.

2. CLIENTS SERVED – In January, February, and March, completed 76 prescheduled and walk-in appointments.

3. ASSIST PROGRAMS:

- **Assist Fund** –The assist fund expended \$2356.80 in assistance for rent, utilities, and car related repairs/expenses.
- **Kent Community Fund** – Provided assistance to Kent households totaling \$6,641.00. Requests included assistance with rent, utilities, and medical bills
- **Foundation for Community Health** – Received \$904.12 in medication and prescription insurance premium payment assistance for 4 Kent residents.



FREEDOM OF INFORMATION

Connecticut Freedom of Information Commission • 18-20 Trinity Street, Suite 100 • Hartford, CT 06106
Toll free (CT only): (866) 374-3617 Tel: (860) 566-5682 Fax: (860) 566-6474 • www.ct.gov/foi • email: foi@ct.gov

June 3, 2015

Town of Kent
41 Kent Green Boulevard
P.O. Box 678
Kent, CT 06757

RE: Docket #FIC 2015-279; Pamela Dudgeon-Eisenlohr v. Chairman, Inland Wetlands Commission, Town of Kent; Inland Wetlands Commission, Town of Kent; and Town of Kent

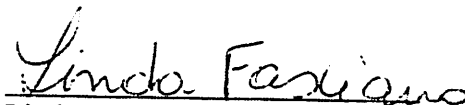
Dear Respondent:

Please be advised that the Freedom of Information Commission has received a complaint alleging a violation against your agency. A copy of the complaint is enclosed for your reference. The Commission will send you a Notice of Hearing and Order to Show Cause, which will notify you of the date, time and place of the hearing.

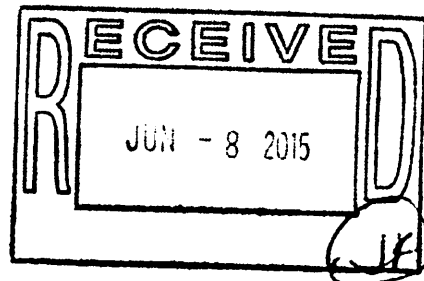
In the interim, the Commission has instituted an ombudsman program with respect to complaints brought to it. Pursuant to this program, a staff member is assigned to act as liaison between the parties to each contested case filed. It is the responsibility of the ombudsman to effect settlements of complaints where possible, thereby avoiding the delays and expenses caused by unnecessary hearings. Of course, the ombudsman will not communicate nor participate with any person within the Commission who serves in a decision-making role with respect to this particular case.

Thomas A. Hennick has been assigned to the above-captioned matter. Please contact him at 566-5682 to discuss your case. **Please Note: Any written correspondence directed to this commission, except to the ombudsman, by any party to a contested case, must be copied and sent to all other parties.**

Sincerely,


Linda Fasciano
Acting Clerk of the Commission

FIC#2015-279CORR/10/6/3/2015
Enclosures



Fasciano, Linda

From: Hennick, Thomas A
Sent: Sunday, April 19, 2015 7:29 PM
To: Fasciano, Linda
Subject: FW: Please forward the attached FOI complaint letter 04192015 to Mr. Thomas Hennick
Attachments: DudgeonEisenlohr FOI Tom Hennick Town of Kent Complaint 04192015.pdf

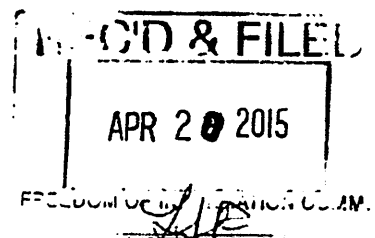
Please process.

From: sezco@aol.com <sezco@aol.com>
Sent: Sunday, April 19, 2015 7:18 PM
To: O'Neill, James J (CHRO)
Cc: FOI-DL; sezco@aol.com
Subject: Fwd: Please forward the attached FOI complaint letter 04192015 to Mr. Thomas Hennick

Also cc'd to: james.j.oneill@ct.gov

—Original Message—

From: sezco <sezco@aol.com>
To: foi <foi@ct.gov>
Cc: sezco <sezco@aol.com>
Sent: Sun, Apr 19, 2015 7:07 pm
Subject: Please forward the attached FOI complaint letter 04192015 to Mr. Thomas Hennick



Please forward the attached FOI complaint letter to Mr. Thomas Hennick:

State of Connecticut
Connecticut Freedom of Information Commission
C/o Mr. Thomas Hennick, Public Information Officer
18-20 Trinity Street
Hartford, CT 06106

April 19, 2015
sent via Email foi@ct.gov

DOCKET

MAY 18 2015

Freedom of Information Commission
By

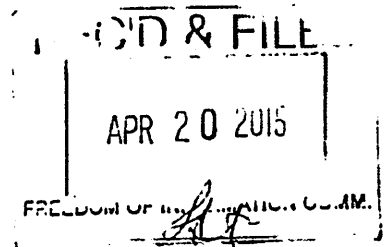
Dear Mr. Hennick,

Thank you for taking the time to speak with me last week regarding my concerns on the transparency, policy, and procedures practiced by the Town of Kent municipality including by its various boards and commissions and staff. I am particularly concerned about recent voting practices and repeated changes to agendas, minutes, and voting practices which may void certain motions, land use permits, and affect true transparency of the public meetings process in the Town of Kent municipality in particular connection to the practices of the Town of Kent Inland Wetlands Commission, Town of Kent Planning and Zoning Commission, and the Town of Kent Board of Selectmen. As I mentioned; these entities have a common practice of publishing specific advance agendas with the Town Clerk and thereafter at the table of scheduled meetings these same boards and commissions will commonly vote on unexpected "Add On" items to the immediate business. I believe this practice is against the Freedom of Information rules and certainly taints transparency for the public to have rightful and timely notification and inclusion to various processes and information.

Please see my attached letter in full and confirm receipt.

Thank you.

Pamela Dudgeon-Eisenlohr
2 Winchester Avenue
Winsted, Connecticut 06098
Cell: (860) 208-8523 e-mail: sezco@aol.com



April 19, 2015
sent via Email foi@ct.gov

State of Connecticut
Connecticut Freedom of Information Commission
C/o Mr. Thomas Hennick, Public Information Officer
18-20 Trinity Street
Hartford, CT 06106

Dear Mr. Hennick,

Thank you for taking the time to speak with me last week regarding my concerns on the transparency, policy, and procedures practiced by the Town of Kent municipality including by its various boards and commissions and staff. I am particularly concerned about recent voting practices and repeated changes to agendas, minutes, and voting practices which may void certain motions, land use permits, and affect true transparency of the public meetings process in the Town of Kent municipality in particular connection to the practices of the Town of Kent Inland Wetlands Commission, Town of Kent Planning and Zoning Commission, and the Town of Kent Board of Selectmen. As I mentioned; these entities have a common practice of publishing specific advance agendas with the Town Clerk and thereafter at the table of scheduled meetings these same boards and commissions will commonly vote on unexpected "Add On" items to the immediate business. I believe this practice is against the Freedom of Information rules and certainly taints transparency for the public to have rightful and timely notification and inclusion to various processes and information.

As mentioned in our conversation; I was employed with the Town of Kent as the Land Use Clerk from April 15, 2013 to January 8, 2015 until my employment was terminated at a Special Board of Selectmen meeting held one hour prior to my clerking for the regular 7:00 pm. meeting of the Planning and Zoning Commission on January 8, 2015. A pre-scripted executive session was rehearsed and a pre-typed script was read by the First Selectman as he held an executive session on me over my repeated demands to have a public hearing. It was only after the administrative assistant told him that I was entitled to have a public hearing did the First Selectmen change the status to "public". I tried to speak through constant interruptions, was instructed to turn in my key, handed pay plus severance checks, and escorted out of the building. This meeting was not audio recorded. As I try to connect the dots for you of what I believe may be consistent procedural breeches across various boards and commissions; I had also expressed my complaints and concerns to the Land Use Administrator, Administrative Assistant, to the Board of Selectmen both verbally and in writing as well as I copied my written concerns to the Chairmen of these IWC and P & Z commissions.

Since and still after my departure; these practices continue and in some cases these practices have worsened including that in February 2015 an illegal meeting was held by the Planning and Zoning Commission, including most currently, on March 23, 2015, the Inland Wetlands Commission held what I believe was an illegal executive session on the Land Use Clerk position which I previously held that was not on the agenda posted March 18, 2015 but was voted onto the business at the table at the behest of the Land Use Administrator on

March 23 followed by an immediate executive session. I believe this incident falls within the 30 day requirement to notify your office. I would also ask that your office(s) take jurisdictional notice of any pattern of and/or of any consistent violations lending to this point of concerns that may span across several boards and commissions, and that this may not just be a single incident of an illegal executive session in March 2015.

See IWC March 23, 2015 minutes in part below and additional agendas and minutes at townofkentct.org.

"7.A.3. Town of Kent, Financial Update, FY '14 - '15.

Ms. Hayes said that she has not received any financial update information and believes that is due to the fact that the Town is in the middle of the budget process.

Ms. Werner asked if there was any progress on the hiring of a clerk and Ms. Hayes suggested that the Commission enter into executive session to discuss the progress.

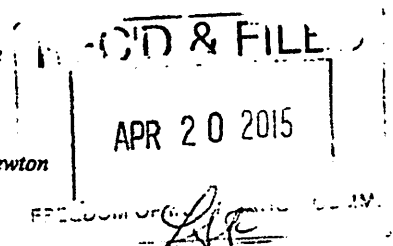
B. VERBAL

Ms. Smith moved to add item 7.BJ. Executive Session: Land Use Clerk Position to the agenda. Mr. Newton seconded and the motion carried unanimously.

7.B.I. Executive Session: Land Use Clerk Position

Ms. Smith moved to go into Executive Session: Land Use Clerk Position at 8:12 p.m. Mr. Yag^seconded and the motion carried unanimously.

The Commission came out of Executive Session: Land Use Clerk Position at 8:20 p.m. "



I am also concerned with item 7.A.2. on this same IWC March 23, 2015 meeting in that public business and transparency is being compromised including regarding this Land Use Clerk position possibly being conducted through commission member personal emails including IWC member Marge Smith was mentioned as somehow already being appointed to the interviewing committee as noted in the April 9, 2015 Planning and Zoning minutes but was never mentioned or voted on in the prior March 23, 2015 IWC minutes nor by the Board of Selectmen in their recent March 2015 and April 2015 meetings where this Land Use position has been discussed verbally, by reference to written correspondence including by the Town Social Worker, and many items may not have been clearly represented as business to be discussed/conducted on BOS, IWC, P&Z commission agendas to date and at least as far back as October 2015 or earlier. I believe that timely and reasonable access for the public to attend meetings is also an issue for example; apparently the BOS held a Special 10:00 a.m. meeting on March 24, 2015 then immediately adjourned until a later time the same day. I would also note that this Land Use Clerk position has clearly become a hot topic of negative public transparency and current dispute between other Town Assistants staff (dispute letter filed by Ms. Hall and Ms. Dubray as referenced on BOS April 13, meeting minutes), the Board of Selectmen, Town Social Worker, and the Land Use Administrator Hayes including that on April 9, 2015;

"6.B.4. Creation of Sub-Committee to Interview Land Use Clerk Applicants

Ms. Hayes let the Commission know that she had posted the Land Use Clerk job opening both internally for a week and then on the Town's website for a week. As a result of those postings, she has 3 candidates. In order to move the process along, she suggested that a subcommittee be created to do the interviewing. The subcommittee would include representatives from both the P&Z and Inland Wetlands Commissions and Mr. Bill Jenks, Building Official.

Mr. Winter moved to create the Land Use Clerk Interview Subcommittee consisting of 4 members Alice Hicks, Dennis De Paul, Marge Smith and Bill Jenks. This Sub-Committee will be charged with interviewing qualified candidates for the current open position of Land Use Clerk and creating a written hiring recommendation to the Board of Selectmen. Mr. Manes seconded and the motion carried unanimously.

Ms. Hayes said that now that the subcommittee was created, she will try to set up the interviews for the weeks of April 13 and 20"

I believe Ms. Hayes is wearing her choice of unannounced and unauthorized public hats including there is the goings on of covering up public transparency, conducting and pre-determining public business, unfairly influencing advance voting expectations and creating unwarranted executive sessions and causing unnecessary "add on"/"day of" business through commission members, changing hiring practices, lining up candidates for hire , denying mandated notifications and employment opportunities to even its internal staff – these are such subjects that should be announced and listed in advance according to municipal manuals, and listed on public agendas not to be conducted in sidebars or from behind closed doors as is apparently now becoming standard practice for bias which may be negatively affecting certain members of the public, past and current employees tenure and opportunities for advancement , and of course public policy. Some of these actions are documented in recent meeting minutes.

I believe that these various incidents now coming to light after the fact have also had a profound negative effect on the public's reasonable access to meetings, town business, my employment with the Town of Kent was also compromised as I was not terminated under any "At Will" clause. I was ultimately terminated on a focus for failure to follow various State Statute mandates although my termination was listed *under the color of "failure to assimilate into the position"* and for not compiling meeting minutes correctly. The meeting minutes I compiled were routinely altered by the Land Use Administrator prior to filing and changed again after filing. See Planning & Zoning minutes October 2015, November 2015, December 2015, and January 8, 2015 (Land Use Clerk position & my same day termination was openly discussed without my knowledge and was not listed on the agenda). My income and reputation has also been negatively affected for my simply speaking up on proper procedures and for trying to follow State Statutes and for trying to provide expected transparency protocols for the public good.

I would ask that your office conduct a review of the intertwined issues that I have noted if your office finds such a freedom of information policy investigation is warranted.

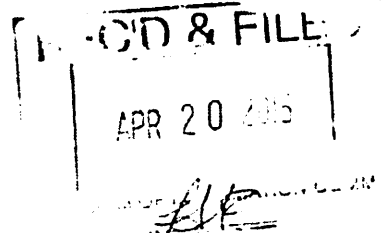
I am also sending a copy of this letter to the Commission On Human Rights and Opportunities in Waterbury to start the process for any timely investigation they may find applicable under discrimination or whistleblower designations. I believe that with some of these negative issues and bias now coming to light, after -the -fact, and *under the color of "failure to assimilate"* have severely compromised timely transparency regarding my employment as Land Use Clerk as well as any future advancement employment opportunities that I might have otherwise had in the Land Use field. The Connecticut Department of Labor determined I was eligible for benefits after review of my documentation.

Please keep me abreast of any investigation that takes place and should you need any additional information, feel free to contact me. I may have other applicable documents available to support my claims in addition to public access records. My contact information is listed above. Thank you for your time.

Respectfully,

Patricia Dudgeon-Fine

Cc: Commission On Human Rights and Opportunities, WEST CENTRAL REGION OFFICE, Rowland State Government Center
55 West Main ST, Suite 210, Waterbury, CT 06702-2004



APPEARANCE
STATE OF CONNECTICUT
FREEDOM OF INFORMATION COMMISSION
Rev. 8-14

INSTRUCTIONS

1. Type or print legibly.
2. File only the original with the Clerk of the Commission, Freedom of Information Commission, 18-20 Trinity Street, Suite 100, Hartford, CT 06106.
3. Mail or deliver a copy to the attorney or pro se party and complete the certification below.
4. For Appearance in place of (in-lieu-of) another attorney, law firm, or self-represented party: Complete the certification below.

TO: The Freedom of Information Commission

FIC DOCKET NUMBER 2015-279	RETURN DATE JUNE 17, 2015
NAME OF CASE (FIRST-NAMED COMPLAINANT V. FIRST-NAMED RESPONDENT)	

PLEASE ENTER THE APPEARANCE OF:

NAME OF OFFICIAL, FIRM, PROFESSIONAL CORPORATION, OR INDIVIDUAL ATTORNEY				
MAILING ADDRESS (NUMBER, STREET, POST OFFICE BOX)				TELEPHONE NUMBER (Area code first)
CITY/TOWN	STATE	ZIP CODE	FAX NUMBER (Area code first)	E-MAIL ADDRESS

in the above-entitled case for: ("X" one of the following)

- ☐ The Complainant
☐ All Complainants
☐ The following Complainant(s) only: _____
☐ The Respondent
☐ All Respondents
☐ The following Respondent(s) only: _____
☐ Intervener: _____

Note: If other counsel or a pro se party have already appeared for the party or parties indicated above, state whether this appearance is:

- ☐ In lieu of appearance of attorney or firm or pro se party (Name) _____ already on file OR
☐ In addition to appearance already on file. (Name) _____

CERTIFICATION

This certification must be completed for "in lieu of" appearances

SIGNED (Individual attorney or pro se party) X	NAME OF PERSON SIGNING AT LEFT (Print or Type)	DATE SIGNED
--	--	-------------

I hereby certify that a copy of the above was mailed or delivered to:

- ☐ All counsel and pro se parties of record as listed below and on any additional sheet(s).
☐ Counsel or the party whose appearance is to be replaced as listed below and on additional sheet(s).

SIGNED (Individual attorney or pro se party) X	DATE COPY(IES) MAILED OR DELIVERED
--	------------------------------------

NAME OF EACH PARTY SERVED *	ADDRESS AT WHICH SERVICE WAS MADE
-----------------------------	-----------------------------------

*If necessary, attach an additional sheet or sheets with the name(s) of each party served and the address at which service was made.

IF an attorney will represent you in this matter, please have such attorney forward an appearance to this office by the return date shown on the opposite side of this notice.

APPEARANCE
STATE OF CONNECTICUT
FREEDOM OF INFORMATION COMMISSION
Rev. 8-14

INSTRUCTIONS

1. Type or print legibly.
2. File only the original with this clerk of court. Retain a copy of the original for the party or parties.
3. Mail or deliver 2 copies to the attorney or pro se party and complete the certificate below.
4. For Appearance in place of (in-lieu-of) another attorney, law firm, or self-represented party. Complete the certification below.

TO: The Freedom of Information Commission

FIG DOCKET NUMBER		RETURN DATE	
NAME OF CASE (FIRST-NAMED COMPLAINANT V. FIRST-NAMED RESPONDENT)			
PLEASE ENTER THE APPEARANCE OF:			
NAME OF OFFICIAL, FIRM, PROFESSIONAL CORPORATION OR INDIVIDUAL ATTORNEY			
MAILING ADDRESS (NUMBER, STREET, POST OFFICE BOX)		TELEPHONE NUMBER (Area code first)	
CITY/TOWN	STATE	ZIP CODE	FAX NUMBER (Area code first)
E-MAIL ADDRESS			

in the above-entitled case for: ("X" one of the following)

- ☒ The Complainant
☐ All Complainants
☐ The following Complainant(s) only _____
☐ The Respondent
☐ All Respondents
☐ The following Respondent(s) only _____
☐ Intervener: _____

Note: If other counsel or a pro se party have already appeared for the party or parties indicated above, state whether this appearance is:

- ☐ In lieu of appearance of attorney or firm or pro se party (Name) _____ already on file OR (Name) _____
☐ In addition to appearance already on file

CERTIFICATION

This certification must be completed for "in-lieu-of" appearances.

SIGNED (individual attorney or pro se party)	NAME OF PROFESSIONAL ATTORNEY (if not self)	DATE SIGNED
X		

I hereby certify that a copy of the above was mailed or delivered to:

- ☒ All counsel and pro se parties of record as listed below and on any additional sheets;
☐ Counsel or the party whose appearance is to be replaced as listed below and on additional sheets(s)

SIGNED (individual attorney or pro se party)	DATE COPIES MAILED OR DELIVERED
X	

NAME OF EACH PARTY SERVED	ADDRESS OF EACH PARTY SERVED

*If necessary, attach an additional sheet for each additional party served. For information, attach a copy of the notice of appearance.

RECEIVED FOR RECORD
KENT TOWN CLERK

2015 JUN 15 P 1:12

BY *[Signature]*
TOWN CLERK

CERTIFICATION

I, Pamela Dudgeon-Eisenlohr, certify that on June 8, 2015, a copy of the attached appearance form was US mailed to the following parties of record in conjunction with Freedom of Information Commission Docket No: FIC2015-279;

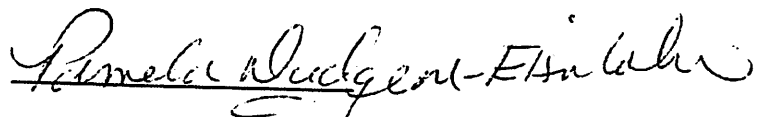
RE: Docket #FIC2015-279, Pamela Dudgeon-Eisenlohr v. Chairman, Inland Wetlands Commission, Town of Kent; Inland Wetlands Commission, Town of Kent; and Town of Kent

Town of Kent Municipality (paper copy sent US Mail)
Attention: Darlene F. Brady, Town Clerk
41 Kent Green Blvd.
P.O. Box 843
Kent CT 06757

Town of Kent Inland Wetlands Commission, Chairman (paper copy sent US Mail)
41 Kent Green Blvd.
P.O. Box 678
Kent, CT 06757

Town of Kent, Inland Wetlands Commission (paper copy sent US Mail)
41 Kent Green Blvd.
P.O. Box 678
Kent, CT 06757

Connecticut Freedom of Information Commission (original pink form sent US Mail)
Attention: Mr. Thomas A. Hennick
18-20 Trinity Street
Suite 100
Hartford, CT 06106



Pamela Dudgeon-Eisenlohr, Complainant
2 Winchester Avenue
Winsted, CT 06098
Email: sezco@aol.com
Telephone: (860) 208-8523



**PUBLIC
RESTROOM
COMPANY**

Building Better Places To Go™

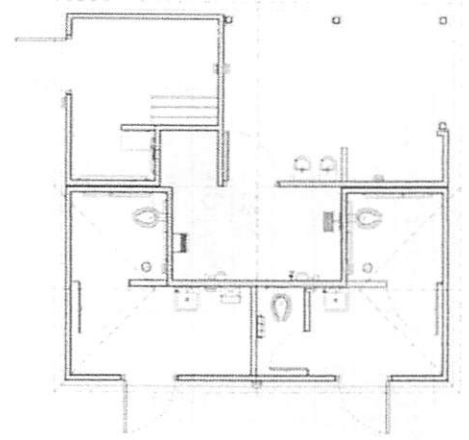
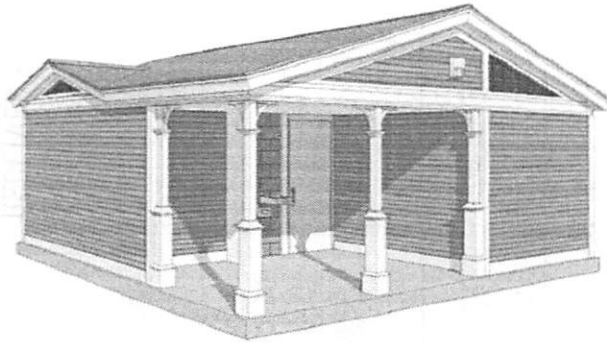
2587 BUSINESS PARKWAY
MIDDEN, NEVADA 89423

P. 888-898-3050
F. 888-898-1448

KENT VISITOR CENTER

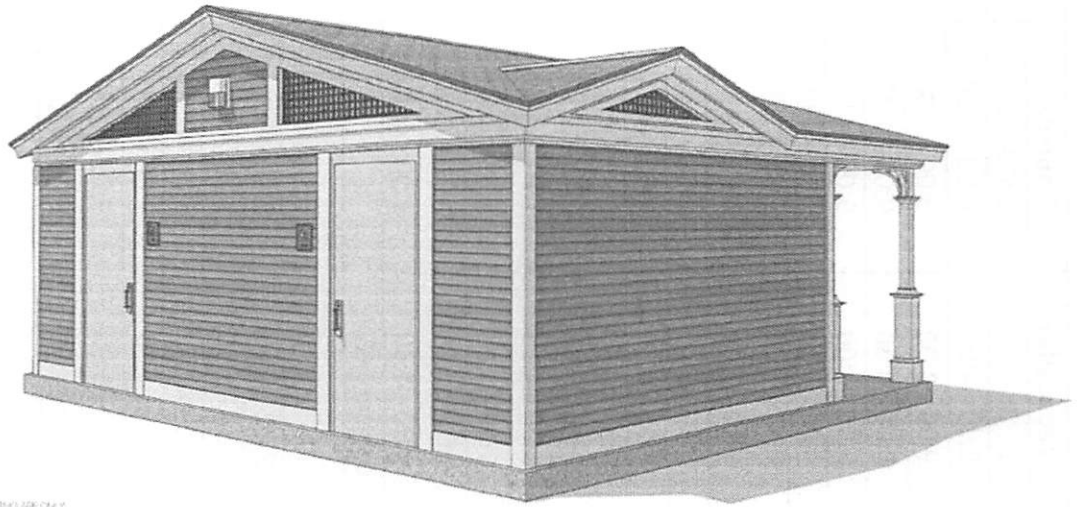
KENT, CT

RESTROOM, SHOWER W/ VISITOR CENTER BUILDING



FLOOR PLAN

SCALE: NOT TO SCALE



ARCHITECTURAL
RENDERING AND PHOTOGRAPHY
FOR REPRESENTATION. COLORS AND MATERIALS
ARE SUBJECT TO CHANGE.

6/24/2015

	Monday	Tuesday	Wednesday	Thursday	Friday	close for lunch
Barkhamsted	9:00-4:00	9:00-4:00	10:00-6:00	9:00-4:00	9:00-12:00	no
Burlington	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 12:30	no
Canaan ⁷	9:00 - 3:00	9:00 - 3:00	9:00 - 3:00	9:00 - 3:00	CLOSED	no
Colebrook	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30 ⁵	yes 12-1
Cornwall	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	CLOSED	Yes, One hour
Goshen	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	9:00 - 1:00	no
Hartland	9:00 -12:00 1:00 - 5:00	9:00 -12:00 1:00 - 5:00	9:00 -12:00 1:00 - 5:00	9:00 -12:00 1:00 - 5:00	9:00 -12:00	yes
Harwinton	8:30 - 4:00	8:30 - 4:00	8:30 - 6:00	8:30 - 4:00	8:30 - 12:30	no
Kent ⁴	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	9:00 - 4:00	
Litchfield	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30	9:00 - 4:30	
Morris	8:30 - 12:00 1:00 - 4:00	8:30 - 12:00 1:00 - 4:00	8:30 - 12:00 1:00 - 4:00	8:30 - 12:00 1:00 - 4:00	8:30 - noon	yes
New Hartford ³	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 1:00	
Norfolk ⁶	9:00 -12:00 1:00 - 4:30	9:00 -12:00 1:00 - 4:30	9:00 -12:00 1:00 - 4:30	9:00 -12:00 1:00 - 4:30	9:00 -12:00 1:00 - 3:30	yes
North Canaan	All departments are different.				Closed	yes
Roxbury	CLOSED	9:00 - 5:00 Tuesday through Friday				NO, SOME OFFICES CLOSE 1/2 HR
Salisbury	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	no
Sharon	8:30 - 4:00	8:30 - 4:00	8:30 - 4:00	8:30 - 4:00	8:30 - 4:00	yes
Torrington	8:00 -5:00	8:00 -5:00	8:00 -5:00	8:00 - 6:30	8:00 - 12:30	
Warren	9:00 - 1:00	9:00 - 4:00	9:00 - 4:00	9:00 - 1:00	CLOSED	
Washington ¹	9:00 - 5:00	9:00 - 5:00	9:00 - 5:00	9:00 - 5:00	9:00 - 5:00	yes
Winchester ²	8:00 - 4:00	8:00 - 4:00	8:00 - 4:00	8:00 - 7:00	8:00 - Noon	no

¹Selectmen 8:30-12:30 and 1:00-5:00

²Tax Collector's office closes 30 minutes prior to Town Hall

³Tax Collector's office (elected) opens at 9 am

⁴Some offices are PT - Tax Collector, Assessor, Town Clerk, Spcoa; Services, Treasurer, Registrars

⁵Close at Noon during July and August

⁶Town Clerk opens 8:30 M-F and closes 4:00 M-T 12:00 F. Other offices are PT

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KENT TOWN CLERK

2015 JUL 10 A 9:09

BY *John Brady Jr*
TOWN CLERK