

Kent Board of Selectmen  
Special Meeting

Aug. 14, 2015  
1:00 p.m. Town Hall

Present: Bruce Adams, Mike Van Valkenburg, Susi Williams.

Also present: Linda B. Hall, Barbara Herbst.

Bruce Adams called the Special Meeting to order at 1:00 p.m. Mrs. Williams asked Mr. Adams to read the meeting agenda, which he did.


**Treasurer's Clerks' Hourly Salaries:** Mr. Adams stated the Board of Selectmen March 3, 2015 approved the hiring of a new clerk to work in the Treasurer's Office at an hourly rate of \$17, effective Feb. 27, 2015. Treasurer Barbara Herbst said she increased the clerk's hourly rate to \$18.50 after a 90-day work period because the clerk then was more proficient in her duties. Mrs. Herbst said she did not realize the increase needs to be approved by the Board of Selectmen per the minutes of the March 3, 2015 meeting. Mrs. Herbst said she could add a column on the payroll manifest that shows employees' pay rates in response to a question by Mrs. Williams about how the clerk is paid (check or direct deposit). Linda B. Hall stated that the Selectmen took out of the Policy and Procedure Manual the \$1/hour increases for employees who take training, questioning how this increase is different. Mr. Adams said the Board of Selectmen would listen to department heads that come before the board with a salary request that is within the department's budget. Mr. Adams added that discussion of the Policy and Procedure Manual is not on this Special Meeting agenda. Mr. Adams made a motion to increase Joanne Matarese's hourly rate from \$17 to \$18.50, retroactive to May 1, 2015. Mr. Van Valkenburg seconded the motion, and the motion was approved unanimously.

Mr. Adams made a motion to set Marie Corsini's hourly rate of pay at \$19, which is the rate she was being paid previously, effective July 22, 2015. Mr. Van Valkenburg seconded the motion, and the motion was approved unanimously.

**Approval of FY '16 Vendor List:** Mrs. Herbst provided the board a list of vendors. Mr. Adams made a motion to approve the Town of Kent FY '16 Approved Vendor List submitted by the Treasurer and dated Aug. 5, 2015 (attached). Mrs. Williams seconded the motion, and the motion was approved unanimously. Mrs. Herbst requested three vendors be added to the Approved Vendor List. Mr. Adams made a motion to add Lenz Electric, Office Zilla and James Mauri to the Approved Vendor List. Mrs. Williams seconded the motion, and the motion was approved unanimously.

Mr. VanValkenburg made a motion to adjourn the meeting at 1:16 p.m.

  
Lesly Ferris  
Acting Clerk

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*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

TOWN CLERK  
KENT, CONNECTICUT

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

<u>FRIDAY, AUG. 14, 2015</u>	<u>1:00 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:

1. Discussion and possible action on Treasurer Clerks' hourly salaries
2. Approval of FY '16 Vendor List

BOARD OF SELECTMEN

BRUCE ADAMS  
FIRST SELECTMAN

DATE OF TOWN CLERK NOTIFICATION

"An equal opportunity employer and service provider"

# TOWN OF KENT Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
A & J Construction	Supplier	Public Works	
A Royal Flush Inc.	Service Provider	Park & Rec	
A.W. Direct, Inc.	Supplier	Public Works	
Adams, Bruce~	Employee reimbursements	BOS	
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 Tech	Supplier	Public Works	
Amazon	Supplier	Town Clerk	
Amenia Sand & Gravel, Inc.	Supplier	Public Works	
American Heritage Life Insurance Co.	Service Provider	Municipal	
American Hose & Hydraulics Company	Supplier	Public Works	
American Petroleum	Supplier	Public Works	
AMSoil	Supplier	Public Works	
Anchor Engineering Serv.	Service Provider	Public Works	
Anthem Blue Cross/Blue Shield of CT	Service Provider	Municipal	
Aquarion Water Co.	Service Provider	Municipal	
Aramark Uniform Services	Service Provider	Public Works	
Arnolds Garage Bodyshop	Service Provider	Public Works	
Associated Security Corp.	Service Provider	Town Hall	
ATT ~	Service Provider	Municipal	
AW Direct	Supplier	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	
Bank Supplies	Supplies	Treasurer	
Beaudreau, Judith	Consultant	ROV	
Bertrum, John	Service Provider	Public Works	
BL Gleason & Son, Inc.	Service Provider	Public Works	
Black Book	Supplier	Assessor	
BlumShapiro	Service Provider	Finance	
BOE CU	Tax agency	BOE	
Brady, Darlene~	Employee reimbursements	Town Clerk	
Braistlin, Patricia~	Employee reimbursements	Assessor	
Bray, Norman	Service Provider	Public Works	
Brown, Mary Flemming	Election Worker	ROV	
BSN Sports	Supplier	Parc & 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	

# TOWN OF KENT Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Canning, James	Consultant	Public Safety	
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, LLC.	Supplier	Public Works	
Cesco Steel, 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	
CIRMA	Service Provider	Municipal	
CLASS	Associations	Social Services	
Cold Mix Manufacturing Corp.	Supplier	Public Works	
Constant Contact	Service Provider	BOS	
Corporate Warehouse Supply	Supplier	Town Hall	
COST - CT Council of Small Towns	Associations	BOS	
Cott Systems, Inc.	Service Provider	Town Clerk	
Cramer & Anderson	Consultant	BOS	
Cromwell Concrete Products, Inc.	Supplier	Public Works	
Crop Production Services	Supplier	Public Works	
Crown Trophy	Supplier	Park & Rec.	
Crowne Plaza	Service Provider	ROV	
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 Child Support Payments	Tax agency	Municipal	
CT Lighting Centers	Supplier	Public Works	
CT Tax Collectors' Association	Associations	Tax Collector	
CT Town Clerk's Association	Associations	Town Clerk	
D & S Auto Repair	Service Provider	Public Works	
D. Blass Excavation, LLC	Service Provider	Public Works	
Danbury Auto Spring & Welding	Service Provider	Public Works	
Danbury Plaza Family Dental	Service Provider	Social Services	
Dattco	Service Provider	Park & Rec	
Davis IGA, Inc.	Supplier	Municipal	
de Rham, Rufus*	Employee reimbursements	BOAA	
Decker, Andrew	P/R:Sports Official	Park & Rec.	
Decker, Jerry	P/R:Sports Official	Park & Rec.	
DEEP	Tax agency	Municipal	
Dept. of Construction - Bureau of Boilers	Service Provider	Municipal	

# TOWN OF KENT Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Dept. of Construction Bureau of Elevators	Consultant	Municipal	
Dept. of Labor	Tax agency	Town Hall	
Dept. of Public Safety	Tax agency	Public Safety	
Dept. of Revenue Services	Tax agency	Municipal	
Devaux, Deborah~	Employee reimbursements	Tax Collector	
Diversified Network Systems, LLC	Consultant	Town Hall	
DMV	Tax agency	Tax Collector	
DMW Seamless Gutters and Leader, LLC	Supplier	Community House	
DOT - State of Connecticut	Tax agency	Public Works	
Doyle's Medical Supply	Supplier	Social Services	
Dubray, Jennifer~	Employee reimbursements	Tax Collector	
Dumitrascu, Bella	P/R:Sports Official	Parc & Rec	
Duncan, Therese	Employee reimbursements	ROV	
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	
eQuality Valuation Services LLC	Consultant	Tax Assessor	
ESRI (Environmental Systems Research Inst	Supplier	Land Use	
Everbridge Inc.	Supplier	Public Safety	
Eversource	Service Provider	Municipal	
Eversource - (Social Service)	Supplier	Social Services	
Fenyes Plumbing & Heating	Service Provider	Swift Hse/Nut. Site	
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	
Giordano Signs & Graphics	Service Provider	Public Works	
GMPH & Sons, LLC	Service Provider	Municipal	
GoDaddy	Consultant	Parc & Rec	
Godfather Promotions	Supplier	Town Hall	
Goff's Equipment Service, LLC	Supplier	Public Works	
Grainger	Supplier	Public Works	
Greenwoods Counseling Referral	Grants	Municipal	
Habitat for Humanity, Northwest CT	Associations	Social Services	
Hadfield's Sports, LLC	Supplier	Park & Rec	
Hall, Carol	Election Worker	ROV	
Hall~, Linda	Service Provider	Finance	
Harlem Valley Sand & Gravel. Inc.	Supplier	Public Works	
Harvest New England	Supplier	Public Works	
Harvey, Scott ~	Employee reimbursements	ROV	

# TOWN OF KENT

## Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Harvey, Wendy~	Employee reimbursements	ROV	
Harwinton Swim - Pool Co. Inc.	Supplier	Parc & Rec	
Hayes, Donna M.~	Employee reimbursements	Land Use	
Haymore Services	Service Provider	Public Safety	
Herbst, Barbara~	Employee reimbursements	Treasurer	
HH Taylor & Son, Inc.	Supplier	Public Works	
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	
HYSB - Housatonic Youth Service Bureau	Grants	Municipal	
Indorf, Bob	Service Provider	Board of Assessment Appeals	
ING -> NOW VOYA	Tax agency	Municipal	
Ink Spot of Thomaston	Supplier	Conservation Commission	
Innovative Municipal Products US Inc	Supplier	Public Works	
International Code Council	Associations	Bldg. Dept.	
J&J Log and Lumber Corp.	Supplier	Public Works	
Jack Farrelly Company	Supplier	Public Works	
JAMAR Technologies, Inc.	Supplier	Public Works	
Jenks, William	Service Provider	Bldg. Dept	
Jennings Builders	Service Provider	Land Use/Bldg. Dept	
John J. Brennan Construction Co., Inc.	Supplier	Public Works	
JTP Chemical Sales	Supplier	Town Hall	
KCS Cafeteria	Supplier	BOE	
Kearns, Joyce~	Employee reimbursements	BOS	
Keifer Swim Products	Supplier	Park & Rec	
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 Children's Center	Grants	Municipal	
Kent Food and Fuel Fund	Associations	Municipal	
Kent Glass LLC	Service Provider	Town Hall	
Kent Greenhouse	Supplies	Public Works	
Kent Land Trust	Grants	Municipal	
Kent Library Association	Grants	Municipal	
Kent Nursing Association	Grants	Municipal	
Kent Sewer Commission	Service Provider	Municipal	
Kent True Value Hardware	Supplier	Municipal	
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	

# TOWN OF KENT

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August 5, 2015

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Lawson Products	Supplies	Public Works	
LeagueAthletics.Com LLC	Service Provider	Park & Rec	
Levine Automotive	Supplier	Public Works	
LHCEO-HHW	Associations	Transfer Station	
LHS Associates Inc	Supplies	ROV	
Litchfield Area Assessors	Associations	Land Use	
Litchfield County Dispatch Inc	Service Provider	Municipal	
Litchfield County Tax Collector's Assoc	Associations	Tax Collector	
Litchfield County Times	Service Provider	Municipal	
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	
Lorton	Service Provider	ROV	
Lubri-Care Distributors of CT, Inc.	Service Provider	Public Works	
Lunan's Landscaping LLC	Service Provider	KCS Playing Fields	
M & O Construction Co., Inc.	Service Provider	Public Works	
MacMillan, Stanley Jr.	Service Provider	Public Safety	
Manes, Connie	Consultant	Land Use	
Marola Motor Sales Inc	Supplies	Public Works	
MBIA	Bank	Municipal	
McMaster-Carr	Supplier	Public Works	
Medco Supply Company	Supplies	Park & Rec.	
Merli Automotive	Supplier	Public Works	
Metlife Small Business Center	Service Provider	Municipal	
MHQ	Supplier	Public Works	
Millard Welding Inc.	Supplier	Public Works	
Morrow Morgan Smith, Inc.	Consultant	Municipal	
Morton Salt, Inc.	Supplier	Public Works	
Mountaintop Trucking	Supplier	Public Works	
Mulch Seal, LLC	Supplies	Public Works	
Murphy, Gary	P/R:Sports Official	Park & Rec	
Murtha Cullina LLP	Consultant	Land Use	
My Supply Depot	Supplies	Park & Rec.	
NE Builders Supply and Home Center	Supplier	Community House	
NE Radar Lab, LLC	Service Provider	Police Safety	
NE Teamsters Federal Credit Union	Associations	Public Works	
NE(m) Communications	Service Provider	Public Safety	
NEDIAFC~NE Div Int Asso Fire Chiefs	Associations	Civil Prep	
New England Teamsters Trucking	Associations	Social Services	
New Milford Printing	Service Provider	Social Services	
New Pig	Supplier	Public Works	
NHCOG - Public Works Equipment	Associations	Public Works	

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August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Nicholas Tobin & Associates Insurance	Service Provider	Municipal	
Nielsen, Glen	Service Provider	Park & Rec	
Norbert E Mitchell Co.,Inc.	Service Provider	Nutrition Site	
Northern Safety & Industrial	Supplies	Public Works	
Northwest Equipment Repair LLC	Service Provider	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	Supplies	Public Works	
Oppenheimer Funds Services	Bank	Municipal	
Osborne III, John R.-	Employee reimbursements	Public Works	
Owen G. Dunn Co.	Supplier	ROV	
Palmer, Doris'	Election Worker	ROV	
Palmer, Scott~	P/R:Sports Official	Park & Rec	
Pecora, Peter	Election Worker	ROV	
Pener, Steve	P/R:Sports Official	Park & Rec	
Pennucci, Ray	P/R:Sports Official	Park & Rec	
Pension Consultants	Service Provider	Municipal	
Perennial Landscapes LLC	Service Provider	Park & Rec	
Pershing LLC	Service Provider	Municipal	
Personnel Concepts	Supplier	Municipal	
Pittsfield Communications Systems, Inc.	Service Provider	Public Works	
Planners Web	Associations	Planning & Zoning	
Pollitt, Royal	Employee reimbursements	Park & Rec	
Positive Images Photography	Supplies	Park & Rec	
Postmaster	Supplies	Municipal	
Progressive	Service Provider	Social Services	
Protect Youth Sports	Service Provider	Park & Rec	
Pullaro, Leah'	Employee reimbursements	Social Services	
qPublic	Service Provider	Tax Assessor	
Quality Data Service Inc	Service Provider	Municipal	
Quality Products	Supplies	Public Works	
QuickBooks Payroll Service	Service Provider	Treasurer	
Quill Corporation	Supplies	Municipal	
Rebecca's	Supplies	Park & Rec	
Region One	Service Provider	Municipal	
Region One Grants Fund	Grants	Municipal	
Renewable Choice Energy	Service Provider	Town Hall	
Republican American	Service Provider	Municipal	
Rhode Island Novelty	Supplies	Park & Rec.	
ROVAC	Associations	ROV	
Ruwet Sibley Equip. Corp.	Supplies	Public Works	



THREAT TO PRIVACY

2105, 2106, 2107

Notes Continued

# TOWN OF KENT Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Rydin Decal	Supplies	Sanitation	
S & S Worldwide	Supplies	Park & Rec.	
Safeguard Business Systems	Supplies	Treasurer	
Safety-Kleen Systems, Inc.	Supplies	Public Works	
Salisbury Bank	Bank	Municipal	
Sanchez, Alex	P/R:Sports Official	Park & Rec	
Sears Commercial One	Supplier	Public Works	
Select Sportswear Company	Supplier	Public Works	
Service One	Supplier	Nutrition Site	
Seymour Sealing Service, Inc.	Service Provider	Public Works	
Sharon Youth/Recreation	P/R	Park & Rec.	
ShelterLogic	Supplier	Transfer Station	
Shred-It Connecticut	Service Provider	Transfer Station	
Sienkiewicz & McKenna PC	Consultant	Municipal	
SimplexGrinnell	Service Provider	Town Hall	
Smith, Garrison	P/R	Park & Rec.	
SNODEPOT	Service Provider	Public Works	
Sommers, Donna E.	Service Provider	Municipal	
South Commons 1	Social Services	Social Services	
Spelbos, Jos	Employee reimbursements	Conservation Comm	
St. of CT - Dept of Transportation		Public Works	
St. of CT - Police Protection	Service Provider	Public Safety	
St. of CT - Road sand	Supplies	Transfer Station	
Stamp Fulfillment Services	Supplies	Municipal	
Stanton Equipment, Inc.	Service Provider	Public Works	
Staples Credit Plan	Bank	BOS	
Steven Willand Inc.	Supplier	Public Works	
STIF - CT Short Term Investment Fund -	Bank	Municipal	
Superior Products Distributors, Inc.	Supplier	Public Works	
Supreme Forest Products, Inc.	Service Provider	Public Works	
Susan B. Anthony Project	Grants	Municipal	
Target Enterprises, Inc.	Supplies	Public Works	
Teamsters	Associations	Public Works	
Templeton Farm Apartments	Associations	Nutrition Site	
Terminix	Service Provider	Swift House	
Textile Graphics	Supplies	Park & Rec.	
ThyssenKrupp Elevator	Service Provider	Town Hall	
Tilcon	Supplier	Public Works	
Toce Brothers, Inc.	Supplies	Public Works	
Torrington Area Health District	Service Provider	Municipal	
Town of Canaan	Employee reimbursements	Town Clerk	
Town of Kent Dog Fund	Service Provider	Dog Fund	
Town of Kent Tax Collector	Service Provider	Tax Collector	
TransCanada Power Marketing	P/R:Sports Official	Municipal	
TRB - Teachers Retirement Board	Tax agency	BOE	

# TOWN OF KENT Approved Vendor List

August 5, 2015

Vendor	Vendor Type	Department	Notes & Comments
Treasurer, State of CT	Tax agency	Tax Collector	
Tri-County Contractors	Supplies	Public Works	
Tunxis Laboratories, LLC	P/R:Sports Official	Public Works	
ULINE	Supplier	Transfer Station	
Ultimate Office	Supplier	Treasurer	
US Bank	Debt Service Provider	Debt Service	
USDA	Debt Service Provider	Municipal	
Vaisala	Supplier	Public Works	
Valentine, Carol-	Employee reimbursements	ROV	
Vanguard	Service Provider	Municipal	
Verizon Wireless	Service Provider	Public Safety	
Vision Appraisal Tech	Service Provider	Assessor	
Vision Government Solutions, Inc.	Associations	Assessor	
Visionary Computer	Consultant	Town Hall	
W.I. Clark Company	Supplies	Public Works	
Warren Auto Repair	Supplier	Public Works	
Waters Construction	Supplies	Public Works	
WB Case, LLC	Service Provider	Town Hall	
Webster Bank	Bank	Municipal	
Wenzel Construction	Service Provider	Park & Rec	
William Perotti & Sons, Inc.	Service Provider	Municipal	
Wilson, Heidi	Service Provider	Conservation Comm	
Winters Bros. Waste Systems of CT	Service Provider	Public Works	
Wisell, Pam	Service Provider	Municipal	
Women's Support Services	Grants	Municipal	
Xerox Corporation	Service Provider	Municipal	
YucaTech, Inc.	Service Provider	Municipal	
Zee Ford Inc	Supplier	Public Works	
Zep Sales & Service	Supplies	Public Works	
345 Vendors total			

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