

Board of Selectmen  
Special Meeting

May 4, 2017  
4:30 P.M. Town Hall

RECEIVED FOR RECORD  
KENT TOWN CLERK

2017 MAY - 8 P 3:06

By *Donna Hayes*  
TOWN CLERK

Present: Bruce Adams, Mike VanValkenburg and Jeff Parkin.

Also present: Mike Benjamin, Anne Bisenius, Patty Braislin, Ray Bracone, Walter Daniels, Debbie Devaux, John Grant, Donna Hayes, Elaine Labella, Andy O'Cif, Rick Osborne and Elyse Sadtler.

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

**River Road/N Kent Road:**

Mr. Adams stated that there was discussion at the last Board of Selectmen's meeting and at a Town Hearing on the options for River Road and N Kent Road. He added that while there are many opinions, in his opinion there are two options:

- o Move forward with the gates, as proposed.
- o Do nothing and see how it plays out.

Mr. Adams made a motion to move forward with the installation of the gates, as proposed. Mr. VanValkenburg seconded the motion. Mr. Parkin stated that he is not in favor of the gates and suggested that an ordinance be created so that there would be something to enforce. Mr. VanValkenburg stated that it is not "our" property to enforce. He added that he feels the Town should put the gates up and post signs on the road, ticket the cars and have them towed at the owner's expense. After some additional discussion, Mr. Adams called for a vote.

Mr. Adams and Mr. VanValkenburg vote yes and Mr. Parkin voted no. The motion passed two to one.

**Approval of Minutes:**

Mr. Adams made a motion to amend the minutes of April 7<sup>th</sup> and April 13<sup>th</sup> as follows:

- o April 7, 2017, Special Meeting page 2: Mr. Adams noted there are four Town positions should read as follows: Mr. Adams noted there are two Town positions
- o April 13, 2017, Special Meeting: Mr. Adams called the meeting to order at 9:30 a.m. should read as follows: Mr. Adams called the meeting to order at 9:00 a.m.

Mr. VanValkenburg seconded the motion and the motion carried.

Mr. Adams made a motion to approve the minutes of April 7<sup>th</sup> and April 13<sup>th</sup>, as amended. Mr. VanValkenburg seconded the motion and the motion carried.

**Public Communication**

Oral:

Written: Mr. Adams stated there were seven written correspondences (attached):

April 21, 2017 e-mail from Brian Hunt indicating he will not be seeking reappointment as the Emergency Management Director in November

May 1, 2017 Senior Center activities report from Lesly Ferris

April 18, 2017 Approval of the Town of Kent Five-Year Capital by the Planning and Zoning Commission memorandum

May 1, 2017 staff report from Donna Hayes

April 22, 2017 letter from Joe Colomatto regarding North Kent Road

May 3, 2017 letter from Barbara Austie Brown regarding N Kent Road and River Road

April 19, 2017 letter from Betty Krasne regarding crossroad sign at Chimney Rock Road

**Report of First Selectman:**

Mr. Adams reported on some things he did in the months of March and April:

**March:**

- o Mandatory site meeting for Kent Hollow bridge
- o Met with Winters Brothers to discuss our trash report
- o Met with our CIRMA rep
- o Met with High Watch
- o Bid opening for KH bridge project
- o Met with E-waste vendor
- o Met with Asst. Supt of Region 1 School
- o Walked town with Congresswoman Esty
- o Non Profits meeting at Town Hall
- o Paul Nelson to discuss possible
- o Public Restroom Committee
- o Friday senior lunch

**April:**

- o Kent Land Trust event
- o Meeting about Lake Waramaug
- o Met with Hiram Williams on signage
- o Met with HVA
- o Met with Rep. Ohler and Sen. Miner
- o Submitted STEAP Grant application
- o Two pistol permit interviews
- o HYSB breakfast
- o HRRA Poster Awards ceremony
- o KCS Arbor Day ceremony
- o Shredding at Transfer Station

**Meetings covered by the BOS – Group or individual**

- o Chamber of Commerce – Bruce
- o Carter Rd. construction meetings – 3/14, 3/28, 4/25 – Bruce
- o BOS – 3/10, 3/14, 3/21, 4/13 – full board
- o BOF – 3/21, 4/18 – Bruce
- o HRRA – 3/23 – Bruce
- o Safety Committee – Bruce
- o Town Hearing on N Kent Road and River Road – full board

Things to discuss: Mr. Adams presented a hand-out he would like the board to review and approve to be handed-out at the Town Budget Hearing.

**Police report:**

Trooper Fisher continues to do an exemplary job. He is proactive and is really getting to know the town.

**Report of Selectmen:**

Mr. VanValkenburg had nothing to report.

Mr. Parkin had nothing to report.

**Report of Treasurer:**

Ms. Herbst did not attend the meeting or provide any reports.

**Tax Refunds and small balance write-offs:**

Mr. Adams made a motion to approve the tax collector's request to write-off the tax credit balances that are less than \$5.00, totaling \$21.86. Mr. Parkin seconded the motion and the motion carried.

Mr. VanValkenburg made a motion to approve the following tax refunds, as submitted:

Toyota Lease	\$204.45
Ally Financial	\$279.17
CoreLogic	\$933.92
Donald Matson	\$ 31.76
Robert Krish	\$ 59.11
Alain & Cheryl VanAchte	\$ 50.88
Helga Kahl	\$ 5.00
Irvlen Equity	\$100.00
Raymond Bolek	\$ 18.15
Robert Siegel	\$ 44.91
Eric & Cindy Brown	\$ 39.98
Peter & Krystyna Jensen	\$1,400.41

Mr. Adams seconded the motion and the motion carried.

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

Debbie Devaux stated that she attended the three-day annual Tax Collector workshop. She stated that tax collectors might start to register vehicles in their offices.

Mr. Adams stated there were two written reports as follows:

- o Leah Pullaro attended CAMAE Spring Conference
- o Joyce Kearns attended Labor and Employee Counseling, Training and Litigation

**Neighborhood Assistance Act Tax Credit Program:**

Mr. Adams stated that Ms. Virginia Bush-Suttman is at the meeting to discuss a Tax Credit Application for Solar Power at Stuart Farm Apartments. Mr. Adams stated that there needs to be a Public Hearing and a Town Meeting if the Board of Selectmen approve the request. Mr. Adams stated that the Board of Selectmen agreed to review and be prepared to make a motion at the next Board of Selectmen's meeting.

**ROV Deputy salary:**

Mr. Adams stated that there was a request made by Registrar of Voters to pay the Deputy Registrars' at the Registrars rate of pay when they are substituting. Mr. Adams stated that he feels this would set a precedence and that other assistants would request

a higher rate of pay in the absence of the department head. Mr. Adams asked if the deputy is able to perform the exact same duties as the registrar. Mr. O'Cif was unable to answer the question. Mr. Parkin made a motion to pay the deputy registrar of voters the registrar of voters' hourly rate of pay in periods of temporary absence, illness or vacation of the registrar of voters. Mr. VanValkenburg seconded. Mr. VanValkenburg and Mr. Parkin voted yes and Mr. Adams voted no. The motion passed two to one.

**Land Use Clerk:**

Mr. Adams stated that there is a recommendation from Donna Hayes and the Interviewing Subcommittee to hire Tai Kern as the Land Use Clerk. Mr. Adams made a motion to hire Tai Kern as the Land Use Clerk, effective May 22, 2017, at the rate of \$19.00 per hour. Mr. VanValkenburg seconded the motion and the motion carried.

**Live Stream six-month follow-up:**

Mr. Adams stated that the Board of Selectmen agreed to follow-up on the live streaming after six months. He stated that it is a service for the residents. Mr. Adams stated that Yuca Tech added a new wireless address. The Board of Selectmen agreed to continue to live stream the meetings.

**Policy and Procedure Manual:**

Mr. Parkin stated that he would have the Insurance Opt-Out input in the manual by next month's BOS meeting.

**Public Restrooms:**

Mr. Adams stated that the Public Restrooms are being painted today and the Garden Club gifted \$3,000 toward plantings.

**Electric Car Charging Station:**

Mr. Adams stated there was nothing new to report.

**Carter Road Bridge:**

Mr. Adams stated that the work is almost completed at Carter Road Bridge and has been advised that the road will be opened by Memorial Day.

**Emergency Shelter:**

Mr. Adams stated that there is nothing new to report.

**Health Insurance:**

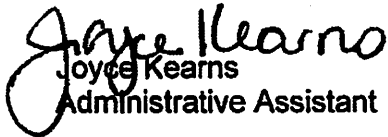
Mr. Adams stated there is nothing new to report.

**Executive Session – Pending Litigation:**

Mr. Adams made a motion to move to Executive Session at 5:55 p.m. to discuss pending litigation and invited Patty Braislin to attend. Mr. VanValkenburg seconded the motion and the motion carried.

Mr. Adams made a motion to come out of Executive session at 6:15 p.m. No action taken. Mr. VanValkenburg seconded the motion and the motion carried.

Mr. VanValkenburg made a motion to adjourn the meeting at 6.17 p.m. Mr. Adams seconded the motion and the motion carried.

  
Joyce Kearns  
Administrative Assistant

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

## **AGENDA**

**BOARD OF SELECTMEN  
SPECIAL MEETING**

**MAY 4, 2017  
4:30 P.M. TOWN HALL**

### **Special Meeting**

1. Call to order
2. River Road/N Kent Road
3. Approval of Minutes
  - a April 7, 2017 Special Meeting
  - b April 13, 2017 Special Meeting
4. Public Communication
  - a Oral
  - b Written
5. Report of First Selectman
6. Report of Selectmen
7. Report of Treasurer
8. Tax Refunds and small balance write-offs
9. Employee(s) report(s) on Seminar/workshops
10. New Business
  - a Neighborhood Assistance Act Tax Credit Program
  - b ROV Deputy salary
  - c Land Use Clerk
  - d Live Stream six month follow-up
11. Old Business
  - a Policy and Procedure Manual
  - b Public Restrooms
  - c Electric Car Charging Station
  - d Carter Road Bridge
  - e Emergency Shelter
  - f Health Insurance
12. Executive Session – Pending Litigation
13. Adjourn



Bruce Adams <firstselectman@townofkentct.org>

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**Term**

1 message

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Brian Hunt <ensadmin@townofkentct.org>

Fri, Apr 21, 2017 at 9:16 AM

To: Bruce Adams <firstselectman@townofkentct.org>

Cc: Susie Rundall <eocdeputy@townofkentct.org>, Thomas Vannini <thomas.vannini@ct.gov>

Good morning,

I am writing to inform you that when my term expires in November I will not be seeking reappointment for the position of EMD for the town of Kent. I am more than happy to assist with identifying a replacement and beginning the transition to avoid the incumbent having to start over as we did in 2012. Please let me know if you would like to meet and discuss. I will submit a formal letter stating the above but wanted to give at least 6 months notice to avoid leaving the town without an EMD.

Respectfully,

Brian Hunt  
Director of Emergency Management  
Town of Kent, CT  
Office (860)927-5218  
Cell (860)671-9542

## 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: May 1, 2017

Re: Senior Center activities

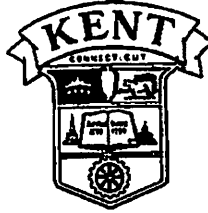
The following special activities took place at the Kent Senior Center during April 2016:

6, 13, 20, 27 – Senior Art Class  
12 – Easter luncheon

Also, National Walking Day was observed April 5 with a walk at the walking track at Kent Common Park. Marvelwood School students have joined residents for a walk Wednesday mornings at 10. I hope to increase participation in this activity and expect Kent Center School students to join us in the coming month.

Thank you.





## TOWN OF KENT LAND USE OFFICE

### MEMORANDUM

To: Board of Selectmen  
Board of Finance

Fr: Donna M. Hayes, Land Use Administrator

Re: April 13, 2017 Approval of the Town of Kent 5-Year Capital Plan

Date: April 18, 2017

Pursuant to Section 8-24 of the Connecticut General Statutes, the Planning and Zoning Commission at a regular meeting on April 13, 2017, voted to approve the proposed Town of Kent 5-Year Capital Plan via the following motion:

*Mr. Wyrick moved to approve the Town of Kent 5 - Year Capital Plan - FY '17 - '18 with the understanding that any changes would have to be resubmitted to the Planning & Zoning Commission for further review and approval. Mr. Manes seconded and the motion carried unanimously.*

The Commission determined by a vote of 5 aye, 0 nay, that the proposal meets the goals of the Kent Plan of Conservation and Development.

#### Ayes

Darrell Cherniske  
Alice Hicks  
Adam Manes  
Matt Winter  
Wes Wyrick

#### Nays



## TOWN OF KENT LAND USE OFFICE

### STAFF REPORT

DATE: May 1, 2017

FROM: Donna Hayes, CZEO

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#### Land Use Clerk Position:

An offer was made to the successful candidate. She accepted but then later rescinded her acceptance because she was offered a full-time position with comprehensive benefits. We interviewed two viable candidates and have decided to recommend one of them for hire.

#### Building Department:

- Permits Issued: 32 (February); 31 (March); 27 (April)
- Total Construction value: \$2,559,030 (February); \$1,461,718 (March); \$1,011,777 (April)

#### Planning & Zoning:

- Permits Issued: 4 (February); 3 (March); 8 (April)
- Certificates of Compliance Issued: 1 (February); 0 (March); 0 (April)
- Applications before the Commission: (May)
  - None at this time.
- Applications approved by the Commission (February):
  - Kent Affordable Housing – modification to special permit for the construction of 3 attached townhouses on Maple Street Extension
  - Accessory dwelling unit/poolhouse on Howland Rd.
- Applications approved by the Commission (March):
  - Addition of detached garage on South Main Street.
- Applications approved by the Commission (April):
  - Addition of fine arts building to existing gymnasium at The Marvelwood School.
  - Conversion of existing farmhouse to accessory dwelling unit, 1 Anderson Acres.
  - Lot line revision, Fuller Mountain Road.
  - Approval of 5 Year Capital Plan with conditions.

#### Inland Wetlands:

- Approved: February
  - Repaving of Kent Housing for the Elderly parking lot and installation of 4 catch basins and associated piping.

- **Notice of Violations:**

- Signage at Bulls Bridge Country Store: some signs were removed, but more still need to come down. Another letter will be sent.
- A shed and two LP tanks were installed in the Village Center – Commercial district without a permit. A request for voluntary compliance was sent. I am still waiting for a request for variance through the Zoning Board of Appeals.
- A letter was sent to a property owner on Bulls Bridge Road due to a neighbor's complaint about trash and debris.

**SPECIAL NOTES:**

- I will be on vacation from May 5 to the 19<sup>th</sup>. The office will be open on an abbreviated schedule. A notice was placed on the website last week and signs are posted on the doors. My email will be changed to "out of office" and a new message will be placed on my voicemail. I will be available via email if absolutely necessary.

**April 22<sup>nd</sup>, 2017**

**Dear Town Counsel:**

**After attending the Friday night April 21<sup>st</sup> hearing on restricting roads and monitoring of public sites in Kent (due to pollution and sanitary issues), I would like to make this proposal to the Town as an adjunctive noise ordinance to this issue.**

**I live at 321 Kent Cornwall Road, adjacent to North Kent Road, and the Housatonic River Beach on the eastern side of the river. The noise emanating from the beach at night due to gatherings and parties on the beach are a constant nightly disturbance to residents in the area.**

**The loud music, at night, which at times goes into the midnight hour must be addressed with enforceable legislation.**

**I suggest and propose a Noise Ordinance that can be enforced by both the Town of Kent Officials as well as CT State Resident Officials, for in fact, the beach area, and properties west of the train tracks adjacent to Kent Land Trust areas, is owned by the State of Connecticut .**

**The noise ordinance, would be modeled after the Newtown, Connecticut Noise Control Ordinance (Chapter 262) which is enclosed.**

**The Town's ability to enforce such an Ordinance would not only regulate Peace Disturbances for Kent residents, but also provide oversight by Kent Officials and Representatives of the growing pollution and sanitary problems as expressed and addressed at the Town Meeting (hearing) of Friday April 21<sup>st</sup>.**

**I am very hopeful this matter is addressed swiftly, before the start of the summer "party" season.**

**Sincerely Yours,  
Joe Colombatto**

**321 Kent Cornwall Road  
Kent, Connecticut 06757**

## **CHAPTER 262**

### **NEWTOWN NOISE CONTROL ORDINANCE**

#### **§ 262.1 PURPOSE**

Pursuant to the general authority of Conn. Gen. Stat. 7-148, and the specific authority of Conn. Gen. Stat. 22a-73(c), it is hereby resolved that, to preserve and promote the health, safety and general welfare of the citizens of the Town of Newtown (the "Town"), it is in the common interest to enact reasonable regulations pertaining to the reduction, control and/or prevention of noise so as to promote a general environment free from excessive noise and vibration.

#### **§ 262.2 DEFINITIONS**

When used in this ordinance, and future revisions thereto, the terms below shall have the meanings set forth thereafter. Terms not defined below shall have the meanings set forth in the regulations of the State of Connecticut, Department of Environmental Protection. Regulations of Connecticut State Agencies ("RCSA").

**Construction** – Any and all physical activity at a site necessary or incidental to the erection, placement, demolition, assembly, altering, blasting, cleaning, repairing, installing or equipping of buildings or other structures, public or private highways, roads, accessways, premises, parks, utility lines or other property, and shall include, but shall not be limited to, land clearing, grading, excavating, filling and paving, and site preparation.

**Daytime** – The hours between 7:00 a.m. and 8:59 p.m.

**Decibel** – A logarithmic unit of measurement used in determining magnitude of sound. The symbol is dB.

**Emergency** – Any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

**Emitter** – Any person who creates, causes to be created or allows the Noise.

**Impulse Noise** - Noise of short duration (generally less than one second) of high intensity, abrupt onset and rapid decay, and often rapidly changing composition.

**Motor Vehicle** – As defined in Conn. Gen. Stat. 14-1 (30).

**Nighttime** – The hours between 9:00 p.m. and 6:59 a.m.

**Noise** – Any excessive sound or disturbance, the intensity of which exceeds the standards set forth in this ordinance.

**Noise Level** – The sound pressure level, in Decibels, as measured with a Sound Level Meter, using the A Weighting network. The level so read is designated dB(A) or dBA.

**Non-residential zone** – Those areas of the Town designated by the Zoning Regulations of the Town, as they may be from time to time amended, currently: BPO, B-1, B-2, M-1, M-2A, M-3, M-4, M-5, SDD, HCDD, SHDD, PS. Notwithstanding the forgoing, Non-residential Zone shall mean only those uses defined as Commercial or Industrial in Section V of the Newtown Zoning Regulations.

**Person** – Any individual, firm, partnership, association, syndicate, company, trust, corporation, agency or administrative subdivision of the state or other legal entity of any kind.

**Premises** – Any building, structure, land or portion thereof, including all appurtenances, and yards, lots, courts, inner yards and real properties, without buildings or improvements, owned or controlled by a Person.

**Property Maintenance Equipment** - All engine or motor powered tools and equipment used occasionally in the repair and upkeep of exterior property and including, but not limited to, lawn mowers, riding tractors, wood chippers, power saws, leaf blowers, and the like.

**Receptor** – The Person who receives the Noise impact.

**Residential Zone** – Those areas of the Town designated by the Zoning Regulations of the Town, as they may be from time to time amended, currently: R-1/2, R-1, R-2, R-3, EH-10, CA.

**Sound** – A transmission of energy through solid, liquid or gaseous media in the form of vibrations which constitute alterations in pressure or position of the particles in the medium and which, in air, evoke physiological sensations, including, but not limited to, auditory response when impinging on the ear.

**Sound Level Meter** – An instrument to take sound level measurements and which should conform, as a minimum, to the operational specifications of the American National Standards Institute for Sound Level Meters.

### **§ 262-3 NOISE LEVELS**

(a) **Noise Levels and Guidelines.** It shall be unlawful for any Person to emit or cause to be emitted any Noise beyond the boundaries of his/her/its Premises in excess of the following Noise Levels.

RECEPTOR	
Residential	Non-residential

	day / night	day / night
Residential Zone emitter to:	55dBA/45dBA	55dBA/45dBA
Non-residential Zone emitter to:	55dBA/45dBA	52dBA/45dBA

Measurements shall be taken at a point that is located approximately one (1) foot from the boundary of the Emitter's Premises and/or a point that is located approximately one (1) foot within the boundary of the Receptor's Premises. The Emitter's Premises include his/her/its individual unit of land or ground or contiguous parcels under the same ownership, as indicated by the public land records. The limitations recited above shall be determined based upon the Receptor's property classification. Notwithstanding the above, the actual permitted use of the property shall control.

(b) Impulse Noise. In the case of Impulse Noise, the permitted Noise Levels, regardless of the type of Emitter or Receptor, shall be 100 dB DAYTIME and 80 dB NIGHTTIME.

#### **§ 262-4 EXCLUSIONS**

This ordinance shall not apply to noise emitted by or related to:

- (1) The unamplified human voice.
- (2) A bell or chime from any building clock, school or church.
- (3) Sound created by a public emergency sound signal attached to an authorized emergency vehicle in the immediate act of responding to an emergency, as authorized by subsection (d) of Section 14.80 and Section 14.1a of Chapter 246 of the General Statutes and all amendments thereto, or located within or attached to a building, pole or other structure for the purpose of sounding an alarm relating to fire or civil preparedness provided; however, that no person shall cause, suffer, allow or permit the operation of any intrusion alarm which, from time of activation of audible signal, emits noise for a period of time exceeding ten minutes when attached to any vehicle, or thirty minutes when attached to any building or structure. The repetition of activation of the audible signal of an intrusion alarm due to malfunction, lack of proper maintenance, or lack of reasonable care shall not be permitted hereunder.
- (4) Noises created by snow removal equipment at any time shall be exempted provided that such equipment shall be maintained in good repair so as to minimize noise, and noise discharged from exhausts shall be adequately muffled to prevent loud and/or explosive noises therefrom.
- (5) Activities specifically licensed or sanctioned by, or under permit of the Town, including, but not limited to, municipal parades, fireworks, historical reenactments, concerts and sporting events.
- (6) Noise generated by engine-powered or motor-driven lawn care or maintenance equipment shall be exempted between the hours of 7:00 a.m. and 9:00 p.m. provided that noise

discharged from exhausts is adequately muffled to prevent loud and/or explosive noises therefrom.

(7) Construction equipment, while engaged in Premises construction, between 7:00 a.m. and 6:00 p.m., from Monday through Friday, and between 9:00 a.m. and 5:00 p.m. on Saturday.

(8) State or municipally authorized and licensed drilling or blasting between 8:00 a.m. and 5:00 p.m., from Monday through Friday.

(9) FAA preempted aircraft flights.

(10) Home and commercial generators during periods of lost power.

(11) Nighttime public road maintenance and line painting.

(12) Actions necessitated by an emergency.

(13) Warning devices required by OSHA or other state or federal safety regulations.

#### **§ 262-5 STANDARDS – INSTRUMENTS**

Acoustic measurements and equipment to ascertain compliance with, or violation of, this ordinance shall be in substantial conformity with the standards and practices established by professional organizations such as the American National Standards Institute. Instruments shall be of standard design, properly calibrated and maintained for the purposes of Noise regulation. Instruments shall conform, at a minimum, to the standards of the American National Standards Institute for Sound Level Meters.

#### **§ 262-6 VARIANCES**

A Person may apply to the First Selectman for a variance from one or more of the provisions of this ordinance, provided the applicant provides the First Selectman, or his/her designated assistant, at least ten (10) days prior to the proposed activity, with the following:

- (1) The location of the proposed activity;
- (2) Time period and hours of operation;
- (3) Nature and intensity of anticipated Noise; and
- (4) Such other information which the First Selectman may reasonably deem necessary.

A variance may be granted if the First Selectman reasonably concludes that the noise levels will not endanger public health, and ordinance compliance would result in unreasonable hardship to the applicant. Notwithstanding the foregoing, no variance shall allow noise in violation of the State of Connecticut Department of Environmental Protection Regulations of Connecticut state agencies.



The First Selectman shall issue a decision, in writing, within three (3) business days of the submission of a completed application. Appeals shall be made to a committee of two (2) Selectman appointed by the First Selectman and, thence, to the State Health Department, all as provided by statutes governing health department appeals, generally.

#### **§ 262-7 MOTOR VEHICLES**

(a) All Motor Vehicles operated within the limits of the Town shall be subject to the Noise standards and Decibel levels set forth in regulations of Connecticut state agencies. Conn. Gen. Stat. 14-80-1a through 14-80a-1Ga, as the same may be from time to time amended.

(b) No Sound amplifying devices on or within Motor Vehicles shall emit Noise in excess of the Noise Level specified in this ordinance.

#### **§ 262-8 ENFORCEMENT**

(a) The Town's Police Department shall be responsible for investigating and documenting, though acoustic measurements, violations of this ordinance. Violators may be served with an ordinance citation, which shall be known as a "Noise Ticket". Payment of the fine prescribed by such Noise Ticket within the time specified thereon shall constitute a plea of nolo contendere and shall save the violator harmless from prosecution for the offense cited. Fines shall be in the amount of \$60.00 for the first offense, and \$77.00 for each subsequent offense. Nothing in this ordinance shall prevent the Police Department, because of the perceived nature of the offense, from proceeding not under the terms of this ordinance, but under the provisions of Conn. Gen. Stat. §53a-181 and §53a-182, as they may be amended from time to time, which sections relate, generally, to breach of peace, etc.

An appeal process relative to noise tickets is established below. The First Selectman shall appoint a hearing officer who shall serve at his/her discretion to hear appeals from the issuance of noise tickets. A Person shall have thirty (30) days from the date of the Noise Ticket to deliver a written application for a hearing. The Hearing Officer shall hold a hearing within five days of the receipt of the application, and his/her decision shall be final.

(b) In those individual cases where the background noise levels caused by sources not subject to this ordinance exceed the standards contained herein, a source shall be considered to cause excessive noise if the noise emitted by such source exceeds the background noise level by 5 dBA, provided that no source subject to the provisions of § 262-3 shall emit noise in excess of 80 dBA at any time, and provided that this section does not decrease the permissible levels of the other sections of this ordinance.

#### **§ 262-9 SEVERABILITY**

Any provision of this ordinance held to be unconstitutional or superseded by state law or regulation shall not serve to invalidate the remaining unaffected provisions hereof. No provision

of this ordinance shall serve to validate any activity otherwise prohibited by state or local law or lawfully enacted zoning regulation.

**§ 262-10 EFFECTIVE DATE**

This ordinance shall be effective 15 days after notice of passage is published in the Newtown Bee.

AUSTIN BROWN 530 SKIFF MOUNTAIN ROAD KENT, CT 06757  
860-927-3337 • AUSTIB@GMAIL.COM

**May 3, 2017**

**Board of Selectmen  
Kent Town Hall  
41 Kent Green Blvd.  
Kent, CT 06757**

**delivered BY HAND**

**RE: Proposal to install gates on N. Kent Rd (E.) and River Rd.**

**Dear Bruce, Michael and Jeff:**

**I had hoped to attend the BOS meeting on Tuesday, but since it was postponed until Thursday (tomorrow) when I cannot attend, I decided to write this letter. I hope you will read it into the record.**

**First, I thank you for your successful plan for the Bull's Bridge area. By bringing together the affected parties, you were able to broker a solution which, with the on-going support of the volunteers who monitor the area every weekend, has reduced the garbage problem significantly.**

**At the hearing 4/21 I believe there was some support for the gate at N. Kent Rd (E) but less for the gate at River Rd. While I remain unconvinced that gates will solve our problem, I recognize that you three will have to decide what steps to take in both the short and long-term. And I hope to be able to support your decision.**

**I want to point out for the third time that any gate on River Rd will need to be paired with a gate at the intersection of N. Kent Rd (W) and Skiff Mountain Rd. From my kitchen I can see people driving down the dirt road, spring and summer and fall. Some come right back out (presumably after seeing what the road is like) but most make it down the road and I never see them again. I have met people who are so terrified after driving the road that they need to rest! And I have given refuge to any number of bus drivers who, with a full complement of passengers and seeking Club Getaway, find themselves via faulty directions about to drive down N. Kent Rd. What I am trying to convey is that N. Kent Rd (W) is used by vehicles of all sorts and by drivers with many motivations, none connected to our garbage problem. And every one of those drivers will be very upset if they have managed to drive down N. Kent Rd (W) and find the other end blocked by a gate.**

May 3, 2017

page 2

North Kent Rd (W) is very steep and narrow with a rough surface, has no shoulders, is steep up to the west and steep down to a ravine to the east and has only 1 or 2 nominal passing places over its full length of approximately 3 miles. 2 cars meeting head-to-head is not something the Town wants to encourage. Yet a gate at River Rd, but not one at the top of N. Kent Rd (W), will ensure that such meetings occur with greater frequency, and that the possibility of vehicular accidents will increase.

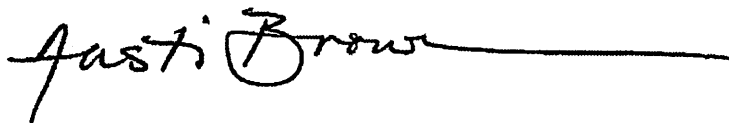
At the hearing on 4/21 the representative of the Appalachian Trail as good as stated that the ATC has been looking for an excuse to close River Rd at the actual trail ("to make that part of the Trail conform with the rest of the AT") and that the AT is thrilled with recent developments. I believe Bruce stated at the last BOS meeting that the Park Service was supplying the River Rd gate (and possibly also providing the money to erect it) so the gate will come at no cost to the Town of Kent.

I can understand that you are resistant to the notion of the gate I am discussing because you cannot pay for it. But you have leverage with the AT! If they want to place a gate on River Rd, and you three decide that such a gate is desirable, then you can insist that the AT pays for both gates. The AT has no interest in Kent's traffic problems or liability issues, but I was amazed at the cavalier attitude their representatives showed at the hearing ("Oh we thought we would just see if we need another gate later.") The issue had been discussed and dismissed.

As representatives of the Town, you cannot dismiss or willfully ignore the problem of blocking one end of a town road and not the other. I implore you to add a third gate to be placed at or near the intersection of N. Kent Rd (W) and Skiff Mtn Rd or to abandon the gate at River Rd.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Austin Brown". The signature is written in dark ink and includes a long horizontal line extending to the right.

Barbara Austin Brown

betty krasne      p.o.box 43 kent, CT 06757      860-927-4245

TO: Bruce Adams, First Selectman  
RE: Crossroad sign at Chimney Rock Road  
DT: 19 April 2017

It has taken me a while to get around to officially notifying you of the problems the crossroad sign causes, although I have mentioned it to you several times over the years since the sign has been in place.

Most people assume a crossroad is a road that leads some place and give directions accordingly, i.e. Chimney Rock is about 2.5 miles from the crossroads of 341 and 7. Unfortunately, the only place this road leads is to my house. This seems to be problematic because people occasionally think the road can lead one of two places: either to the AT or to the Housatonic River.

Cars driving down for one or the other of these reasons were annoying when there were two of us living here. It is even more off putting now that I live here by myself. I am not sure what the answer is, but I hope we can find a solution. Perhaps it is as simple as putting up a 'Dead End' sign, as now exists across the road on Botsford.

I understand this is not top of your agenda, but please let me know what can be done when you are able to get to this.

BK

[bjkrasne@icloud.com](mailto:bjkrasne@icloud.com)  
[www.bettykrasne.com](http://www.bettykrasne.com)  
[www.souplovers.blogspot.com](http://www.souplovers.blogspot.com)



## TOWN OF KENT

### Presentation of Selectmen's budget to Town Hearing May 5, 2017

- Total budget is up 0.4%
- BOS part is up 4.2% = \$138,329. This is mainly due to:
  1. 3% salary for Town Hall employees + Rick = \$19,638
  2. 2.5% salary (highway union) = \$7,272
  3. 12% Health Insurance increase = \$26,712
  4. Resident Trooper = \$49,662- part State proposed increase/part scheduled increase
  5. Paramedic = \$12,175- due to increased call volume

Total of above = \$115,459 out of \$138,329 BOS increase.

- We really can't control #'s 2,3,4,5. Trooper may be less, but we have budgeted for the worst scenario.
- We do expect funds from KVFD toward Paramedic. (\$18,000 this year.)
- We have a continued pledge of \$20,000 each from our 3 private schools and \$20,000 from High Watch toward the Resident Trooper Program. Thank you to all four.

We have chosen to ignore Governor Malloy's proposal to have towns pay 1/3 of the underfunded Teacher Retirement Pension, \$309,000 for Kent next fiscal year. We have accounted for the proposal to have towns pay 100%

#### Bottom Line

The overall proposed Town budget you are looking at shows an increase of \$50,809. The substantial budget reductions are in:

1. Current Capital- \$179,500
2. Debt Service- \$ 23,163

"This institution is an equal opportunity provider and employer"  
41 Kent Green Boulevard, P.O. Box 678 • Kent, CT 06757-0678  
Phone: (860) 927-4627 • Fax: (860) 927-1313 • [www.townofkentct.org](http://www.townofkentct.org)

# Office of the Tax Collector

Town of Kent

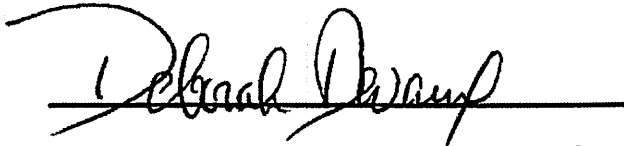
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41 Kent Green Boulevard  
P.O. Box 311  
Kent, CT 06757  
(860) 927-3269

May 1, 2017

In accordance with the Town of Kent Code of Ordinances, Chapter 18, Sec. 18-8 dated 1/2009; the Tax Collector is authorized to retain overpayments of taxes if such credit balances are less than \$5.00. The twenty accounts on the attached list dated 05/01/2017 have balances from (\$.01) to (\$4.88) totaling \$21.86. I request that the Board of Selectman approve adjusting all of these credit balances to zero and the \$21.86 be transferred to Tax Refunds, 130-320.

Date of approval of Tax Collector: 05/01/2017

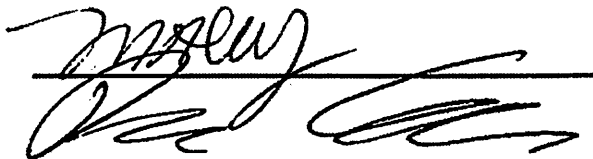


Deborah Devaux, CCMC, Tax Collector, Town of Kent

Date of approval of the Board of Selectman:

May 4, 2017

Board of Selectman



# RATEBOOK REPORT

KENT

Credit, Active, Regular, Year: 2000 To 2017, Total: No, Flag: , Date: 05/01/2017, Time: 11:28:20 a  
Conditions: Recap By Dist:No, Cycle: 00, Pay Date: 05/01/2017, Name: To, Dist: , Type: TOWN, Sort: Bill Number

Page: 2

BILL #	D-S	TAXPAYER NAME	1ST INST/ADJ	2ND INST/ADJ	3RD INST/ADJ	4TH INST/ADJ	Flag	BINT	LIEN	FEES	BALANCE DUE
UNIQUE ID		ADDRESS		DATE PAID	TAXES	INTEREST					
2015-01-0000242 00064800		BURG JOAN C & C: LINDENBAUM DIANE	1,171.29	1,171.29							-0.01
				P 07/27/2016	1,171.29						
				P 01/13/2017	71.30						
				P 01/13/2017	1,100.00						
2015-01-0000299 00098100		CASEY JOHN E TRUSTEE	15,590.58	15,590.58							-0.01
				P 07/29/2016	15,590.58						
				P 01/03/2017	5,000.00						
				P 01/12/2017	10,590.59						
2015-01-0000600 00155800		FRIEDMAN CAROL & MERRIT IRA	3,999.61	3,999.61							-0.78
				P 07/13/2016	4,000.00						
				P 01/06/2017	4,000.00						
2015-01-0000786 00206700		HOWEB BRUCE A & C: MENCONI SUSAN E	427.09	427.09							-3.00
				P 07/11/2016	427.09						
				P 07/11/2016	3.00						
				P 01/09/2017	424.09						
				P 01/09/2017	3.00						
2015-01-0001105 00155510		LENZ ROBERT TRUSTEE	33,032.50	33,032.50							-0.01
				P 08/02/2016	33,032.50						
				P 01/27/2017	33,032.51						
2015-01-0001881 00105200		WHEELER BRUCE & NADINE	2,370.99	2,370.99							-0.06
				P 08/01/2016	2,370.99						
				P 01/27/2017	2,371.05						
2015 TOT REAL ESTATE											
			# ACCT: 6								
INST-1	56,592.06	BEG COLL	113,184.12	CURR TAX	113,187.99	PREV TAX	0.00				
INST-2	56,592.06	CURR ADJ	0.00	CURR INT	0.00	PREV INT	0.00				
INST-3	0.00	CURR TAX	113,187.99	CURR FEES	0.00	PREV FEES	0.00				
INST-4	0.00	CURR SUSP	0.00	CURR LIEN	0.00	PREV LIEN	0.00				
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00				
PREV ADJ	0.00	NET BAL	-3.87	CURR REF	0.00	PREV REF	0.00				
PREV TAX	0.00	RECV BAL:	0.00	CURR R INT	0.00	PREV R INT	0.00				
PREV BINT	0.00	REFUND BAL	-3.87	CURR RLIN	0.00	PREV RLIN	0.00				
PAY OFF	0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV R FEE	0.00				
BEG COLL	113,184.12			CURR RBINT	0.00	PREV RBINT	0.00				
2015-02-0040182 40018900		KENT TRUE VALUE HARDWARE LLC	512.97	512.97							-0.38
				P 07/08/2016	512.97						
				P 02/21/2017	497.58	15.39					
				P 03/13/2017	15.77	0.23					



**RATEBOOK REPORT  
KENT**

Credit, Active, Regular, Year: 2000 To 2017, Total: No, Flag: , Date: 05/01/2017, Time: 11:28:21 a  
Conditions: Recap By Dist:No, Cycle: 00, Pay Date: 05/01/2017, Name: To , Dist: , Type: TOWN, Sort: Bill Number

Page: 3

BILL # UNIQUE ID	D-S	TAXPAYER NAME ADDRESS	1ST INST/ADJ	2ND INST/ADJ	3RD INST/ADJ	4TH INST/ADJ	Flag	BINT	LIEN	FEES	BALANCE DUE
2015-02-0040228 10000024		METTA REHNBERG	56.64	56.64 P 10/04/2016 P 03/06/2017		56.64 57.45	3.40 2.55				-0.81
2015 TOT PERS PROPERTY											
			\$ ACCT: 2								
INST-1	569.61	BEG COLL	1,139.22	CURR TAX	1,140.41	PREV TAX	0.00				
INST-2	569.61	CURR ADJ	0.00	CURR INT	21.57	PREV INT	0.00				
INST-3	0.00	CURR TAX	1,140.41	CURR FEES	0.00	PREV FEES	0.00				
INST-4	0.00	CURR SUSP	0.00	CURR LIEN	0.00	PREV LIEN	0.00				
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00				
PREV ADJ	0.00	NET BAL	-1.19	CURR REF	0.00	PREV REF	0.00				
PREV TAX	0.00	RECV BAL	0.00	CURR R INT	0.00	PREV R INT	0.00				
PREV BINT	0.00	REFUND BAL	-1.19	CURR RLIN	0.00	PREV RLIN	0.00				
PAY OFF	0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV R FEE	0.00				
BEG COLL	1,139.22			CURR RBINT	0.00	PREV RBINT	0.00				
2015-03-0050510 50510		COOPER KEVIN C	181.83		P 10/31/2016 P 01/06/2017	89.09 95.83	10.91 4.17				-3.09
2015-03-0050805 50805		EVANKO BRIAN	33.36 -2.77		P 07/11/2016 A 08/15/2016	33.36	-2.77	04372M		-151	-2.77
2015-03-0051130 51130		HARVEY OSCAR O C: HARVEY JUDY A	64.70		P 12/29/2016 P 01/04/2017	62.76 2.88	5.82 0.03				-0.94
2015-03-0051159 51159		HEATON PATRICIA T	90.73 -1.10		P 08/02/2016 A 12/28/2016	90.73	-1.10	04425M		-60	-1.10
2015-03-0051387 51392		JOHNSTON JOHN H 3RD	174.87		P 08/29/2016	179.75	5.25				-4.88
2015-03-0051612 51662		LAFONTAN VINCENT D	155.62		P 07/25/2016 P 07/25/2016	155.62 0.20					-0.20
2015-03-0051742 51792		LYNCH CAITLIN C	143.71 -95.85		A 07/19/2016 P 08/02/2016		-95.85	04335M		-5,229	-0.14
2015-03-0052272 52326		RANDALL GRIFFIN T	26.03 -2.16		P 08/01/2016 A 09/06/2016	26.03	-2.16	04402M		-118	-2.16

**RATEBOOK REPORT  
KENT**

Credit, Active, Regular, Year: 2000 To 2017, Total: No, Flag: , Date: 05/01/2017, Time: 11:28:22 a  
Conditions: Recap By Dist:No, Cycle: 00, Pay Date: 05/01/2017, Name: To, Dist: , Type: TOWN, Sort: Bill Number

Page: 4

BILL # UNIQUE ID	D-S	TAXPAYER NAME ADDRESS	1ST INST/ADJ DATE PAID	2ND INST/ADJ DATE PAID	3RD INST/ADJ TAXES	4TH INST/ADJ INTEREST	BINT	LIEN	FEES	BALANCE DUE
2015-03-0052405 52459		RUX MARK D C: BELORIT-RUX JENNIFER L								
				188.62						-0.79
				P 07/29/2016	14.41					
				P 08/09/2016	175.00					
2015-03-0052603 52658		SOULE JUSTIN L C: SOULE DANIELLE M								
				257.54						-0.01
				P 08/02/2016	257.55	7.73				
				V 08/02/2016	-257.55	-7.73				
				P 08/02/2016	257.55					
2015-03-0052907 52982		WARRICK JUDITH B								
				288.33						-0.01
				P 08/01/2016	288.33					
				P 08/01/2016	0.01					
2015 TOT MOTOR VEHICLE										
# ACCT: 11										
INST-1	1,605.34	BEG COLL	1,605.34	CURR TAX	1,519.55	PREV TAX	0.00			
INST-2	0.00	CURR ADJ	-101.88	CURR INT	26.18	PREV INT	0.00			
INST-3	0.00	CURR TAX	1,519.55	CURR FEES	0.00	PREV FEES	0.00			
INST-4	0.00	CURR SUSP	0.00	CURR LIEN	0.00	PREV LIEN	0.00			
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00			
PREV ADJ	0.00	NET BAL	-16.09	CURR REF	0.00	PREV REF	0.00			
PREV TAX	0.00	RECV BAL:	0.00	CURR R INT	0.00	PREV R INT	0.00			
PREV BINT	0.00	REFUND BAL	-16.09	CURR RLIN	0.00	PREV RLIN	0.00			
PAY OFF	0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV R FEE	0.00			
BEG COLL	1,605.34			CURR RBINT	0.00	PREV RBINT	0.00			
2015-04-0080470 80517		THE GIFT HORSE OF KENT LLC								
				109.80						-0.71
				P 02/06/2017	106.51	3.29				
				P 02/15/2017	4.00					
2015 TOT MV SUPPLEMENTAL										
# ACCT: 1										
INST-1	109.80	BEG COLL	109.80	CURR TAX	110.51	PREV TAX	0.00			
INST-2	0.00	CURR ADJ	0.00	CURR INT	3.29	PREV INT	0.00			
INST-3	0.00	CURR TAX	110.51	CURR FEES	0.00	PREV FEES	0.00			
INST-4	0.00	CURR SUSP	0.00	CURR LIEN	0.00	PREV LIEN	0.00			
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00			
PREV ADJ	0.00	NET BAL	-0.71	CURR REF	0.00	PREV REF	0.00			
PREV TAX	0.00	RECV BAL:	0.00	CURR R INT	0.00	PREV R INT	0.00			
PREV BINT	0.00	REFUND BAL	-0.71	CURR RLIN	0.00	PREV RLIN	0.00			
PAY OFF	0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV R FEE	0.00			
BEG COLL	109.80			CURR RBINT	0.00	PREV RBINT	0.00			
2015 GROSS TOTAL										
# ACCT: 20										
INST-1	58,876.81	BEG COLL	116,038.48	CURR TAX	115,958.46	PREV TAX	0.00			
INST-2	57,162.67	CURR ADJ	-101.88	CURR INT	51.04	PREV INT	0.00			
INST-3	0.00	CURR TAX	115,958.46	CURR FEES	0.00	PREV FEES	0.00			
INST-4	0.00	CURR SUSP	0.00	CURR LIEN	0.00	PREV LIEN	0.00			
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00			
PREV ADJ	0.00	NET BAL	-21.86	CURR REF	0.00	PREV REF	0.00			

**RATEBOOK REPORT  
KENT**

Credit, Active, Regular, Year: 2000 To 2017, Total: No, Flag: , Date: 05/01/2017, Time: 11:28:22 a  
Conditions: Recap By Dist:No, Cycle: 00, Pay Date: 05/01/2017, Name: To , Dist: , Type: TOWN, Sort: Bill Number

Page: 5

BILL #	TAXPAYER NAME		1ST INST/ADJ	2ND INST/ADJ	3RD INST/ADJ	4TH INST/ADJ	Flag	BALANCE DUE		
UNIQUE ID	D-S	ADDRESS		DATE PAID	TAXES	INTEREST	BINT	LIEN	FEEs	
PREV TAX		0.00	RECV BAL:	0.00	CURR R INT	0.00	PREV R INT	0.00		
PREV BINT		0.00	REFUND BAL	-21.86	CURR RLIN	0.00	PREV RLIN	0.00		
PAY OFF		0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV RLIN	0.00		
BEG COLL		116,038.48			CURR RBINT	0.00	PREV RBINT	0.00		

**Date: April 22, 2017**

**Submitted by: Leah Pullaro**

**Conference attended: CAMAE Spring Conference (Municipal Agent for the Elderly)**

**Conference Date: April 7<sup>th</sup>, 2017**

.....

- **Commissioner Ritter, Department on Ageing, reviewed concerns about MOW and Congregate Nutrition Program and possible federal and state cuts. Possible cuts to CHOICES and LIHEAP Programs; brought up concerns about impact of cuts to rural communities like the Northwest corner.**
- **Attended workshop on the role of MAE**
- **Attended workshop on home visit safety**



# TOWN OF KENT

## MEMORANDUM

**To:** Board of Selectmen

**Fr:** Joyce Kearns

**Re:** Labor and Employment Counseling, Training and Litigation

**Date:** April 7, 2017

On Friday, April 7, 2017 I attended a CCM workshop; Labor and Employment Counseling, Training and Litigation. The learning objectives of the workshop were as follows:

- Understand recent changes to the laws involving Job Applications, including the new "Ban the Box" legislation
- Understand what should and should not be included in a non-union Employee Handbook
- Get ideas for personnel policies to include in the next collective bargaining agreement
- Learn about best practices concerning what to include in a municipal position description



**Board of Directors**

**President:**

Virginia Bush Suttman

**Vice President:**

Anne Bisenius

**Treasurer:**

Jean Marie Horovitz

**Secretary:**

Bill Bachrach

Sharon Cipolla

Hal Kamm

Betty Krasne

Dan Schiesel

Gregg Sheridan

May 1, 2017

To: Board of Selectmen, Town of Kent

From: Virginia Bush Suttman, and the Board of Kent Affordable Housing

RE: Tax Credit Application for Solar Power at Stuart Farm Apartments

Kent Affordable Housing (KAH) wants to apply to the Dept. of Revenue Services' Neighborhood Assistance Act (NAA) for funds to install solar power at Stuart Farm Apartments, Phase II. Such applications must come from the municipality in which the project is located.

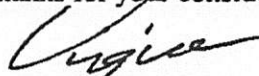
During the long process of getting these five affordable rental apartments approved and funded, we have consulted with several solar contractors and chosen Ross Solar for the contract. They have done the necessary analysis to show that Photovoltaic Panels will provide significant power to supplement on-the-grid electricity to the apartments, halving the costs to the future residents.

The funds for construction, which is expected to begin in June, will come from the CT Department of Housing (DOH). The approved budget does not provide for the solar program, because DOH does not yet have the processes in place to include that.

The Tax Credit program allows nonprofits to apply for funds, through their towns, and the money comes in the form of contributions from certain CT corporations, which are given matching tax credits to offset their cost. The municipality incurs no cost, except a modest amount of time to make the application. Administration and overseeing the installation of the project will be handled by the architect and contractor, along with the Board of KAH.

A copy of the application, a summary of the solar contract, and drawings of the installation are attached. We at KAH hope that the Kent Selectmen will vote to participate in this project. It will be an economic benefit to the families at Stuart Farm Apartments, Phase II, but will also demonstrate the commitment of Kent to renewable energy and positive environmental values.

Thanks for your consideration of this proposal.

  
Virginia Bush Suttman



**Kent Affordable Housing, Inc.**

P.O. Box 265, Kent, CT 06757-0265 [kentaffordablehousing.org](http://kentaffordablehousing.org)





Municipality: Kent

## Form NAA-01

### 2017 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form must be completed and submitted to your municipality for approval. All items must be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. Do not submit this form directly to the Department of Revenue Services.

#### Part I — General Information

Name of tax exempt organization/municipal agency: \_\_\_\_\_  
Kent Affordable Housing Inc./Town of Kent

Address: PO Box 265 (KAH), Kent, CT 06757

Federal Employer Identification Number: 22-3036664

Program title: Photovoltaic Panels for Stuart Farm Apartments, Phase II

Name of contact person: Virginia Bush Suttman, President, Kent Affordable Housing

Telephone number: (860) 927-3684

Email address: info@kentaaffordablehousing.org

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 90,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If Yes, attach a copy of the first page of your most recent return.

If No, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

## Part II — Program Information

Check the appropriate description of your program:

### 100% credit percentage

- ☒ Energy conservation; or  
☐ Comprehensive college access loan forgiveness (see Conn. Gen Stat. §12-635(3)).

### 60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;  
☐ Job training/education for disabled persons;  
☐ Program serving low-income persons;  
☐ Child care services;  
☐ Establishment of a child day care facility;  
☐ Open space acquisition fund; or  
☐ Other (specify): \_\_\_\_\_

Description of program: \_\_\_\_\_

Installation of Grid-Connected Photovoltaic (PV) System for five affordable rental units, which units are to be constructed under a grant from CT Department of Housing, as Phase II of the existing five affordable rental units called Stuart Farm Apartments, at 15 Maple Street Extension in Kent.

Need for program: \_\_\_\_\_

The system will supply electrical power to the five apartments to assist in their affordability for Kent families of modest income. There is a shortage of rental units, especially affordable units, in Kent, which has very high property costs, often because of second homes. The American Community Survey data of 2015 indicated that 58% of Kent's rental households faced housing costs that exceeded 30% of their income. The present and future apartments at Stuart Farm are priced not much below market rates for the area, and electricity costs (including HVAC) average about \$150-200 a month. The proposed solar equipment would halve these costs.

Neighborhood area to be served: \_\_\_\_\_

Stuart Farm Apartments are a quarter of a mile and about a 10 minute walk from Kent's center, with its shops, churches, medical facilities, elementary school, community organizations and work opportunities. The two-acre rural property is opposite the town's light industry zone, and is served by town water and sewer. KAH also owns an adjoining acre, which it intends to develop with three more apartments, establishing an environmentally progressive neighborhood. An incentive housing zone is being developed nearby. The Stuart Farm solar system will be an inspiring demonstration for other developments in town.

Plan to implement the program: \_\_\_\_\_

The general contractor intends to start construction on Stuart Farm Apartments Phase II in June, and the work will be overseen by the architect, his engineering consultants, the KAH board and its housing consultant, and independent inspectors on behalf of the CT Department of Housing. When the structures are roof-ready the solar contractor will install the equipment, in compliance with the standards of Eversource and the local building department.



**Timetable:**

Program start date: June 2017

Program completion date: June 2018

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

**Part III — Financial Information**

**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

**Sources of Revenue:**

NAA funds requested \$90,000.00

Other funding sources - itemized sources:

a) Kent Affordable Housing \$9,000.00

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

**Total Funding:** \_\_\_\_\_

**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) Install Photovoltaic Equip. - Ross Solar Group Contract \$90,000.00

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

Administrative expenses - itemized description:

a) Housing Enterprises Inc. Consultant \$9,000.00

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

**Total Proposed Expenditures:** \$99,000.00

#### Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program:	_____
	Board of Selectmen, Town of Kent
Mailing address:	_____
	PO Box 678, Kent, CT 06757
Name of municipal liaison:	Bruce Adams, First Selectman
Telephone number:	860-9274627
Fax number:	_____
Email address:	firstselectman@townofkentct.org

<b>Post-Project Review</b>
Is a post-project review required for this proposal?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, date post-project review due:
June 2019
_____
Date

## **2017 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions**

Complete all items on Form NAA-01, *2017 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will not be accepted. Direct inquiries to Department of Revenue Services (DRS), Neighborhood Assistance Act Program, Attn: Research Unit, 450 Columbus Blvd Ste 1, Hartford CT 06103-1837, or call 860-297-5687.

---

### **Part I General Information**

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

**Program Title:** Assign a unique program title to each program for which your organization is making an application.

**Federal Form 990:** Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

### **Part II Program Information**

**Description of Program:** Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

**Need for Program:** Demonstrate a need for this program. For example, provide relevant statistics.

**Neighborhood Area to Be Served:** Describe the neighborhood or municipality this program will serve.

**Plan to implement the program:** Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

**Timetable:** Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

### **Part III Financial Information**

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

**Sources of Revenue:** The budget must include the requested NAA funding and any other anticipated revenue sources.

**NAA Funding Requested:** Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

**Other Funding Sources:** Provide a detailed description(s) and the amount(s) of all funding sources.

**Proposed Program Expenditures:** The budget must include a detailed description and the amount of all direct operating and administrative expenditures. Expenditures must equal or exceed total funding.

**Direct Operating Expenses:** Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

### **Part IV Municipal Information**

This part is to be completed by the municipal agency overseeing implementation of the program.

**Municipal Liaison:** The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

**Post-Project Review:** Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.



CT Commercial Installation Contract

October 2016

## Installation of Grid-Connected Photovoltaic (PV) System

THIS AGREEMENT BETWEEN ROSS SOLAR GROUP LLC (at times referred to as "installer" or "RSG") AND:

Owner's Name: Kent Affordable Housing, Inc.

Today's Date: 10/21/16

Owner's Address: PO Box 265

Owner's Telephone: 860-927-3684

City or Town: Kent

State, Zip Code: CT, 06757

### DESCRIPTION OF PROJECT:

(A) This Installation Agreement (this "Agreement") includes all materials and labor charges for a Solar Grid-Integrated Photovoltaic system (the "System"), to be installed at 15 Maple Street Ext, Kent, CT with a total Manufacturer's Nameplate Rating of 26,040 Watts DC. The contract price (as described below) includes (i) 93 Solarworld 280-watt photovoltaic modules, or equivalent (ii) 5 Transformerless Inverters (1 per building) with rapid shutdown capability. Also included in the Installation Cost are related hardware, disconnect switches, wiring, and all labor charges for a complete installation. Data-monitoring included. Internet and trenching to each building to be provided by customer or others. The System shall be installed with a pitched-roof racking system such as Unirac Solarmount, Ironridge XRS, or equivalent.

Manufacturer's PV Nameplate Rating of: 26,040 watts  
Estimated Annual Output in kwh: 30,000-31,500  
Contract Price: \$ 90,000

Contract Price includes installation, wiring and utility interconnection of photovoltaic modules, inverter(s), mounting equipment, disconnect switches and related hardware for a complete installation.

See System Cost Breakdown and System Payment Schedule annexed hereto as Exhibit A.

The Contract Price shall be paid as follows (all as more particularly described on the System Payment Schedule annexed hereto as part of Exhibit A):

5%	\$5,000	Down Payment due upon Contract Notice to Proceed at the time that project funding is released
15%	\$13,000	Due upon Eversource Interconnection Application Approval
20%	\$18,000	Due upon Delivery of Goods to site
50%	\$45,000	Due upon Completion of Installation (pre utility inspections)
10%	\$9,000	Due upon System Activation

ROSS SOLAR GROUP  
38 BEAVER BROOK ROAD  
DANBURY, CT 06810

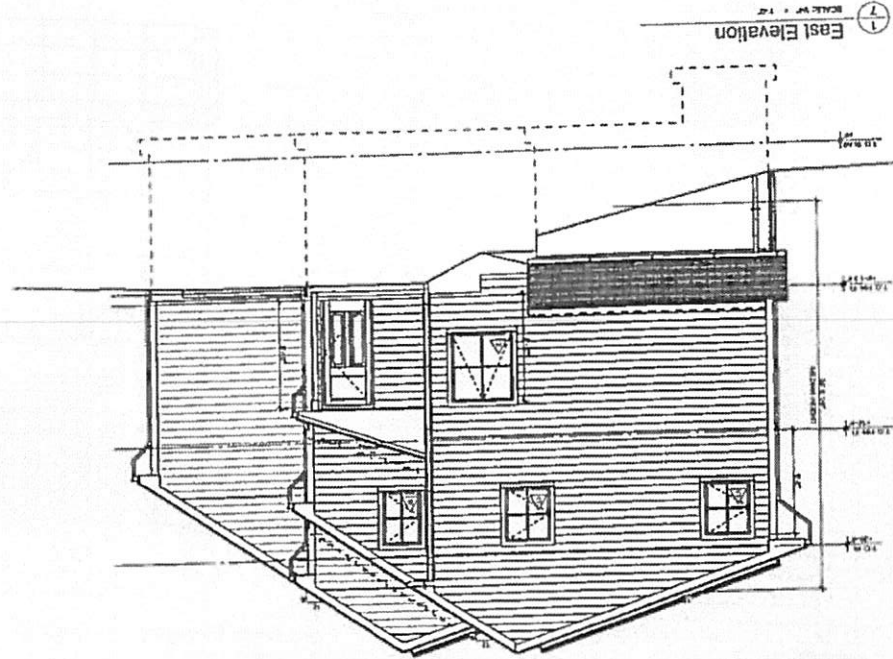
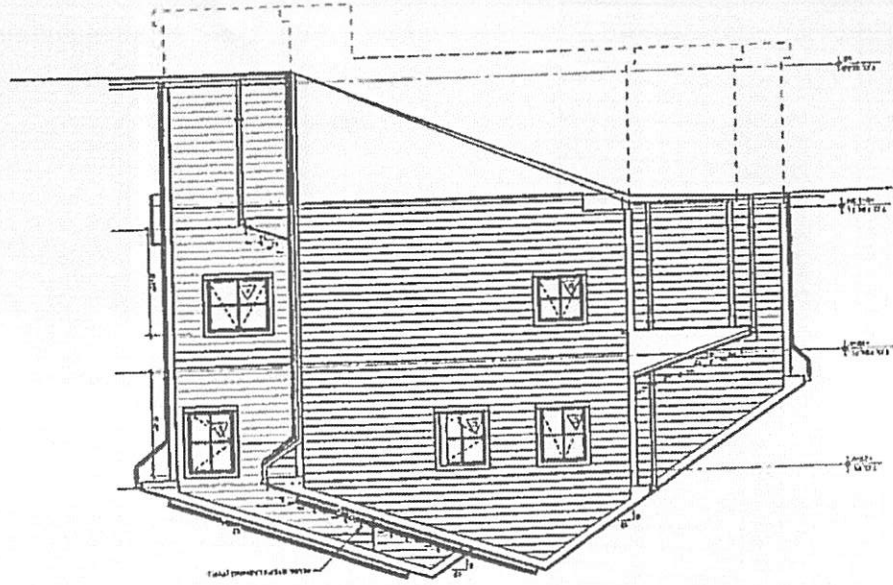
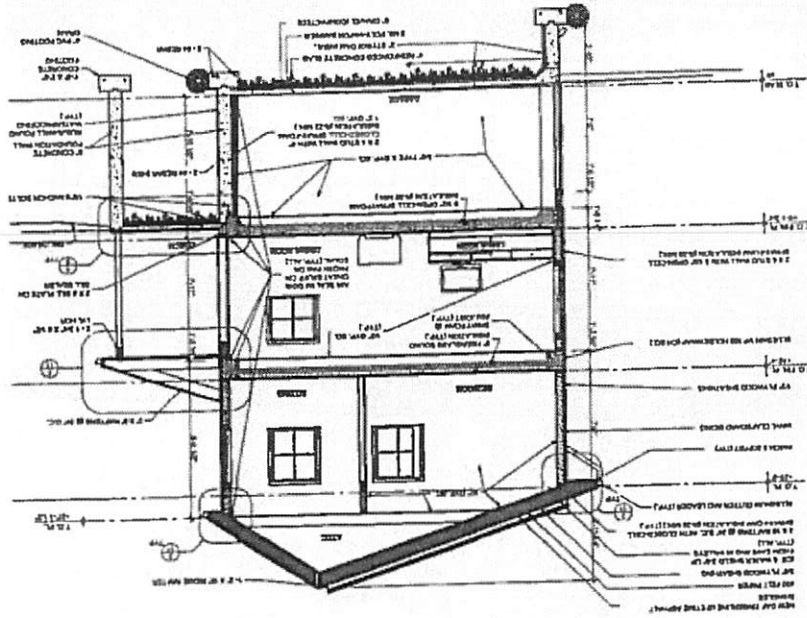
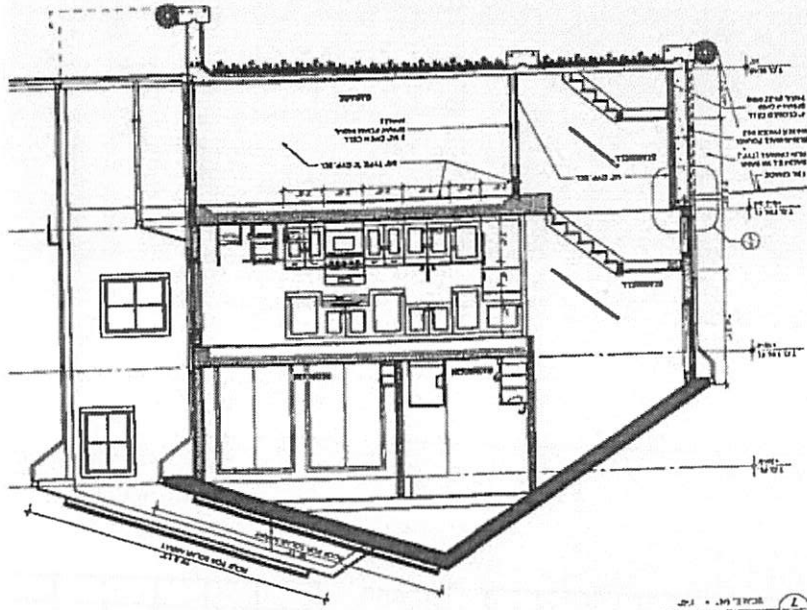
PHONE (203) 512.4300  
WWW.ROSSSOLARGROUP.COM

OCTOBER 2016

PAGE 1 OF 8

INITIAL ROSS SOLAR GROUP

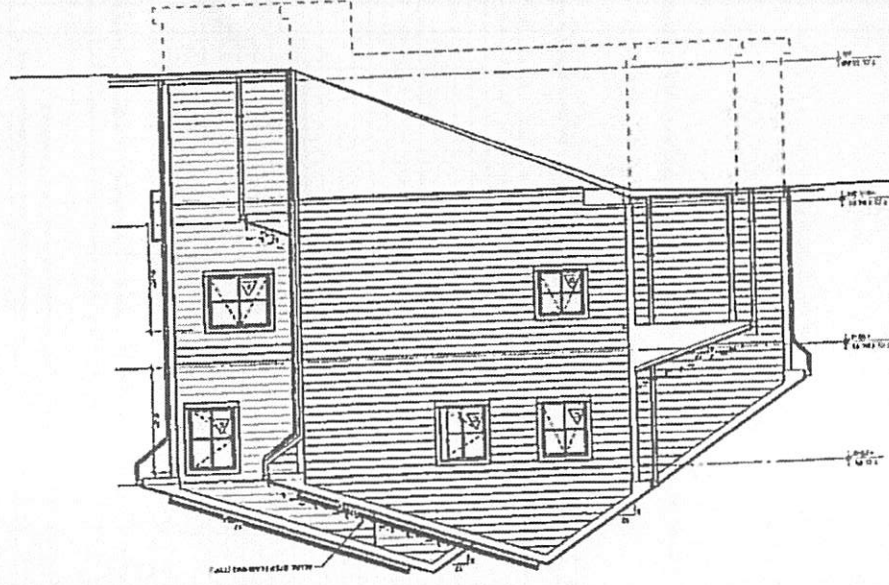
INITIAL CUSTOMER



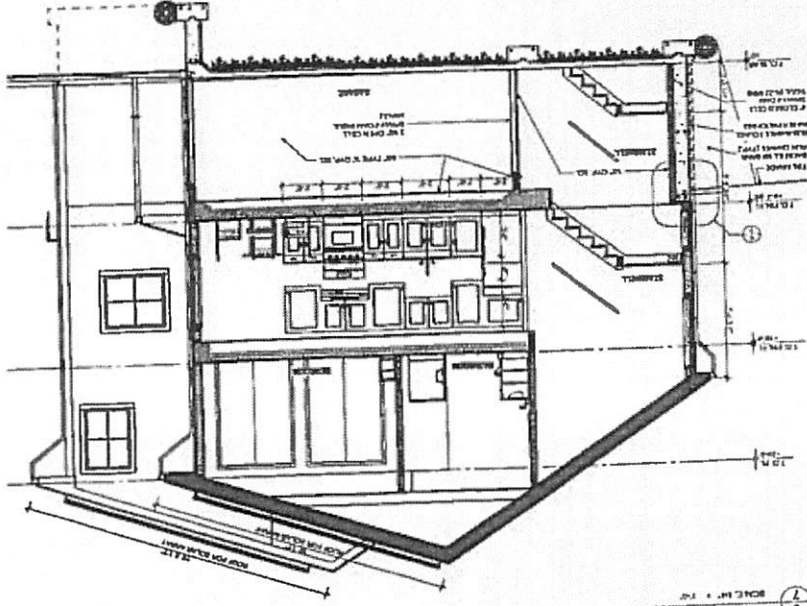




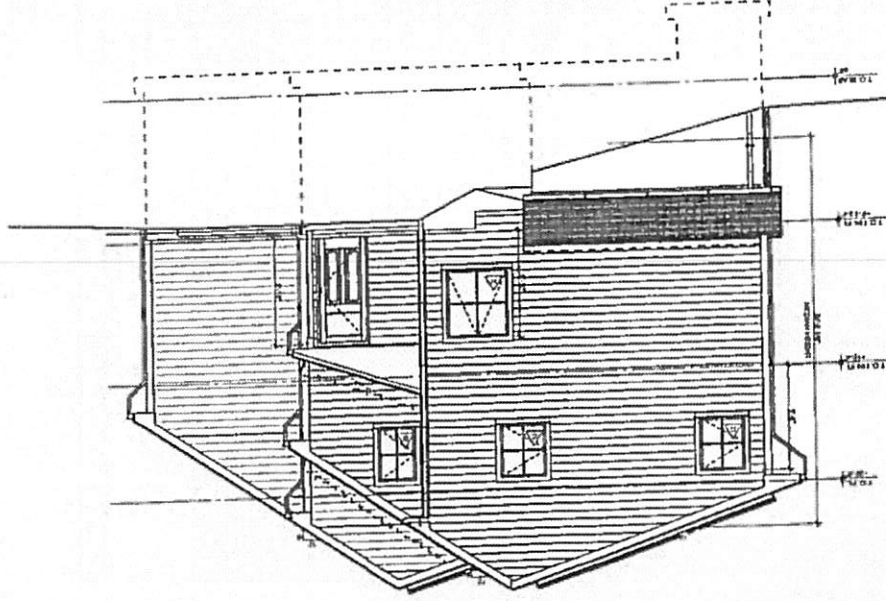
West Elevation



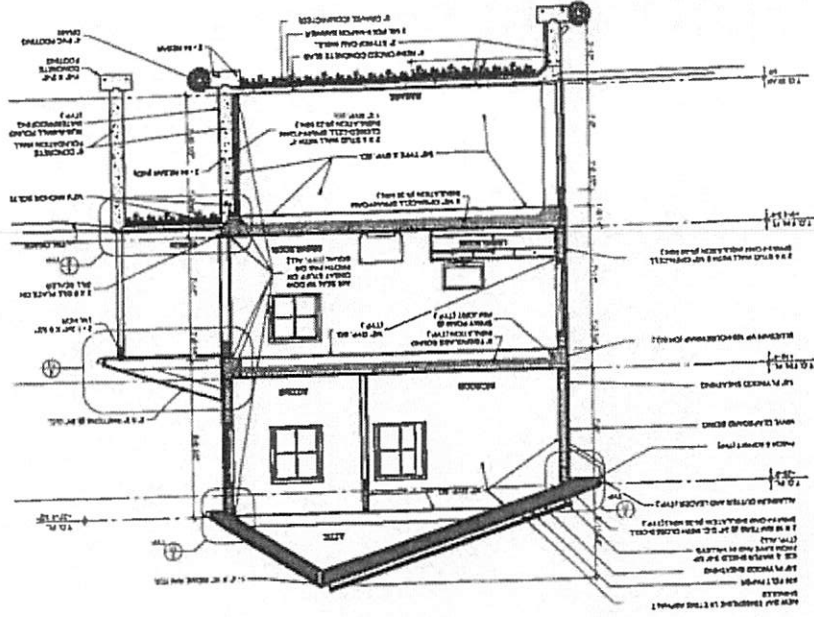
SECTION



East Elevation



SECTION





UNIVERSITY OF CONNECTICUT  
SCHOOL OF BUSINESS

**ESPE**  
CONCRETE FACTORY  
Representatives in Mexico and Central America

### Subsistence Rates

September 27, 2016

Kern Affordable Housing, Inc.

2015

**Previous Employment Year (PAY)**

2017

	Indicate Energy Source (e.g., gas, electric)	"X" all that Apply		Enter Current Year Tenant Paid Utility Allowance for all that Apply					
		Owner Paid	Tenant Paid	GSR	1GR	2GR	3GR	4GR	
Heating	Heat Pumps		X		\$30.00	\$40.00			
Hot Water	Electric		X		\$65.00	\$72.00			
Cooking	Electric		X		\$14.00	\$18.00			
Lighting	Electric		X		\$43.00	\$48.00			
Air Cond.	Heat Pumps		X						
Refrigerator	Electric	X							
Range	Electric	X							
Other	Solar Panels		X						
			Total		\$0.00	\$70.00	\$190.00	\$4.00	\$0.00
	Utility Allowance Treated to Prepayee Stabilized Year:			\$0.00	\$70.00	\$190.00	\$4.00	\$0.00	

### Utility Allowance Trended to Preform Stable Year

Source and Effective Date of Utility Allowances: DCH HUD HCY 05/01/2016 adjusted for project specific

[illegible]

1

**Number of Other Affordable Units**

1

Number of Market Rate Units

**APPENDIX**

5.7%



**RE: REGISTRAR OF VOTERS**

**As everyone knows there are two registrar of voters, one Republican and one Democrat who are elected every four years. Two Deputy Registrars, one Democrat and one Republican are appointed by the Registrars. It is a requirement that if the Democrat or Republican Registrar is sick or incapable of handling their duties then the Deputy Registrar from either the Democrat or Republican fills in. This protocol is necessary to protect the integrity and honesty of the position.**

**When I assumed the position of Republican Registrar of voters in January, 2010, Doris Palmer was the Deputy Registrar. I took the position with the understanding that I would be in Florida every year during the month of March. Doris filled in for me once a week for 3 hours and received the Registrar's pay for that month. Maggie Wells, the Democratic Registrar became ill during the early part of 2012 and the Democratic Registrar, Bob McDowell , filled in for Maggie and received Registrar's pay at this time as well. Maggie died in May, 2012, and Bob was appointed Registrar.**

**The Registrar is paid on an hourly basis as is the Deputy, however, the Deputy's pay is several dollars an hour lower. There is no increase in the budget if the Deputy receives the Registrar's pay. Registrar's today must take mandatory training. The Deputy Registrar does not, however, they do attend ROVAC training. It is my understanding that the Deputy Registrars just went through several days of training in Groton, Ct.**

**Thank you for listening to me.**

**Andrew C. Ocif, Former Republican Registrar of Voters**

**2010 through 2012.**