

Board of Selectmen
Regular Meeting

July 14, 2020
6:30 P.M.

Present: Jean Speck, Chris Garrity and Ed Matson.

Also, present: Darlene Brad, Melissa Cherniske, Zanne Charity, Melissa Cherniske, Lesly Ferris, Mike Gawel, John Grant, Lynn Harrington, Abigail Hanby-Smith, Donna Hayes, Barbara Herbst, Jennifer Heaton-Jones, Connie Manes, Rick Osborne, Patricia Oris, Lynn Worthington and Jennifer Youngblood.

Ms. Speck called the meeting to order at 6:32 p.m.

Approval of Minutes:

Ms. Speck made a motion to approve the minutes of the June 9, 2020 Regular BOS meeting, as submitted. Mr. Garrity seconded the motion and the motion carried.

Public Communication: Four attached.

June 25, 2020 email from Eran Agrios.

Ms. Speck will ask the trooper to add Flat Rock Road to his speed enforcement
July 1, 2020 letter from Victoria Hamilton and John A. Slowik

Ms. Speck forwarded the letter to KVFD
July 10, 2020 letter from the Board of Kent Chamber of Commerce

July 13, 2020 letter from The Board of Kent Chamber of Commerce and concerned community members

Ms. Speck noted this has been a long-standing issue

The BOS agreed to create a "work group"

Mr. Garrity agreed to be on the 'work group'

Tax Refund:

Ms. Speck stated there were no tax refunds.

HRRA Organics Program Presentation:

Jennifer Heaton-Jones of HRRA provided a brief overview of the organics program offered by HRRA.

- Five towns currently in program
- 90% of trash can be reused, recycled or composted
- Organics are heavy and therefore cost more to haul away
- Organics are wet and not efficient to burn
- Environmental benefits
- The kit includes
 - 1 gallon bin
 - 6 months of compostable bags
 - 7 gallon carry container
 - Program guide
- Fees are optional and dictated by the municipality
- Composting on site, also available

Ms. Speck agreed to work with Ms. Jones to review the costs, fees to public, who is going to manage the program and create a program around the town.

Veterans Memorial:

Andrew Ocif, Chairman of the Veteran's Memorial Committee submitted a letter seeking permission from the Board of Selectmen to install a video camera on Frontier telephone pole #583 that is located on route #341 in front of the Veterans monument and to run overhead line from that pole to the Swift House. The overhead line would be connected

to a 4 channel Net DVR with remote access software to a 19-inch monitor that would be physically located inside the Swift House. Mr. Garrity asked if the request was a result of an incident at the monument? He added that if there was no incident than the request might be unnecessary. Ms. Speck noted she had no additional information and would reach out to Mr. Ocif.

Fire Marshal Request:

Stan MacMillan sent a request to the Board of Selectmen asking for the remaining money (account 01-028-101) for inspections in the Fire Marshal budget for fiscal year 2019-2020 be carried over to the 2020-2021 budget. Mrs. Herbst stated that appropriations for each fiscal year expire on June 30th. She suggested that the Fire Marshal run his department appropriately and keep the BOS posted on expenditures.

Park and Rec Mission Statement:

Lesly Ferris provided a copy of the Park and recreation Mission Statement in response to and to follow-up on previous discussions with the Board of Selectmen.

Mr. Garrity asked what is Park and Rec providing for services this summer? Ms. Ferris confirmed the following:

- Emery Park will be closed due to difficulty in managing the social distancing guidelines and lack of life guards
- Trails are open and will be working on a media campaign
- Playgrounds have reopened
- Summer Concert Series has been suspended until the P&R Commission can find a way to enforce the social distancing guidelines

Ms. Speck noted that having volunteers enforce the guidelines is a slippery slope. Mr. Garrity suggested that if the crowd is not following the guidelines, the band should stop playing and not restart until the crowd is in compliance. Ms. Ferris stated that the Commission would be meeting on Monday and the concert series is an agenda item.

Town Clerk Update:

Mrs. Brady thanked the dog owners of Kent for their patience with the Covid-19 policies as they relate to dog license renewals. She added that the newly rolled-out online registration program has shown to be successful and it will be up and running in Kent on Monday, July 19, 2020. On-line is only for renewals, new registrations still require paperwork.

The August 11, 2020 primary absentee ballot applications were mailed out. Anyone who did not receive one via mail can call the Town Clerks office or they are online. The state issued mailbox for absentee ballots has been installed in the Town Hall parking lot

Mrs. Brady confirmed that the box is secure and will be emptied regularly.

Mrs. Brady stated she was on the conference call with Webster Bank regarding electronic payments and she will look at additional documents that her department can add to the process. She added that the online payment would be an additional option for the public; her office has been managing all requests.

August BOS Monthly Meeting:

Ms. Speck noted that the August Regular Monthly BOS meeting falls on August 11, 2020, which is the day of the primary. The BOS agreed to change the August BOS meeting to Tuesday, August 18, 2020.

Highway Department Pay Loader:

Mr. Osborne confirmed the funds for the proposed pay loader have been fully funded in the Capital Plan. He is in the process of purchasing a new pay loader and asked the Board of Selectmen if he could purchase one from the State Bid List or if he needs to put out an R.F.P.? Mr. Garrity made a motion to authorize the purchase of a pay loader from the State Bid List. Ms. Speck seconded the motion and the motion carried.

Streetscape:

Mike Gawel provided the following:

- He referred to a series of emails between himself and Mike Doherty (attached)
- Expressed his concern with the lack of communication
- Unaware of the need to be on a P&Z agenda
- Concerned about the grants
- Upset with Mike Doherty and the delay of the project
- Modify the project to a smaller section to begin work October 1

Mrs. Herbst agreed to contact the Department of Housing to confirm if the grant can be used for material and on South Main Street and Route 341 west of the monument.

Ms. Speck agreed to initiate a meeting with Mike Gawel, Mike Doherty and her to help facilitate the process moving forward.

Cell Tower:

Ms. Speck stated the BOS had a meeting scheduled for earlier today to discuss the Cell Tower, the meeting was cancelled due a conflict in scheduling. Ms. Speck stated the following:

- Public Hearing July 23, 2020
- The Town requested an in-person meeting
- In-person meeting will probably be denied
- Hearing will be conducted via Zoom
- Tomorrow will be providing bullet points regarding the hearing for the website
- A citizen group floated a balloon
- Town attorneys will be providing strategies and alternative solutions

The Board of Selectmen agreed to set a meeting with the attorneys to discuss the cell tower on Friday, July 17, 2020 after 1:00 p.m.

Club Get Away – Sewer/Easement:

Ms. Speck stated nothing new to add to this standing agenda item.

Conservation Commission Solar Project:

Connie Manes stated she believes the process is moving forward but the Conservation Commission would be meeting tomorrow night and thought Wendy Murphy would provide an update.

Policy and Procedure Manual:

Ms. Speck stated nothing new to add to this standing agenda item.

Report of the Treasurer:

Mrs. Herbst shared her report, attached. She noted that she anticipates a \$200,000 surplus in the 2019/2020 budget.

Mr. Matson requested a breakdown of the expenses submitted to FEMA. Mrs. Herbst confirmed she would send that to the BOS.

Mr. Garrity asked when the private schools and High Watch get billed for police protection? Mrs. Herbst confirmed the bills were issued the first week in June.

First Selectman's Report:

Ms. Speck reported the following:

- Covid cases have been at 8 since March 24th
- The newest case was reported on May 31st
- Continuing communications with TAHD
- Five/six states have been added to the travel advisory – total of 22 states
- Lots happening in the next couple of months – schools opening
- Great job of delivering town services
- Looking for a table and chairs to put out front of Town Hall
- Last week David Becker and myself toured each office to plan for modifications needed for the September 1, 2020 reopening
- Lots of meetings
- COG – everyone experiencing same issues with outdoor spaces
- Department Head meetings - discussed Transfer Station permit process to pilot the on-line payment process

Mr. Garrity asked if the Town Hall is going to be opened on September 1, 2020 and he added, why has it been closed? Ms. Speck stated we are running with no other back up. There is no other government to keep the town running. We need to continue services without interruptions. She added that September 1, 2020 seems like the right date. Town Hall is continuing to deliver services without putting the employees and/or the public at risk. Ms. Speck added that she and David Becker are working on a redundancy plan with continuity of operations. Ms. Garrity asked if all departments will be opened? Ms. Speck confirmed she and Mr. Becker continue to work towards that goal. Mr. Garrity stated. "Lets get it done."

Mr. Matson who also works for the State of CT noted that he just the Covid guidelines last week. Ms. Speck responded with, "Wow."

Report of Selectmen:

Mr. Garrity:

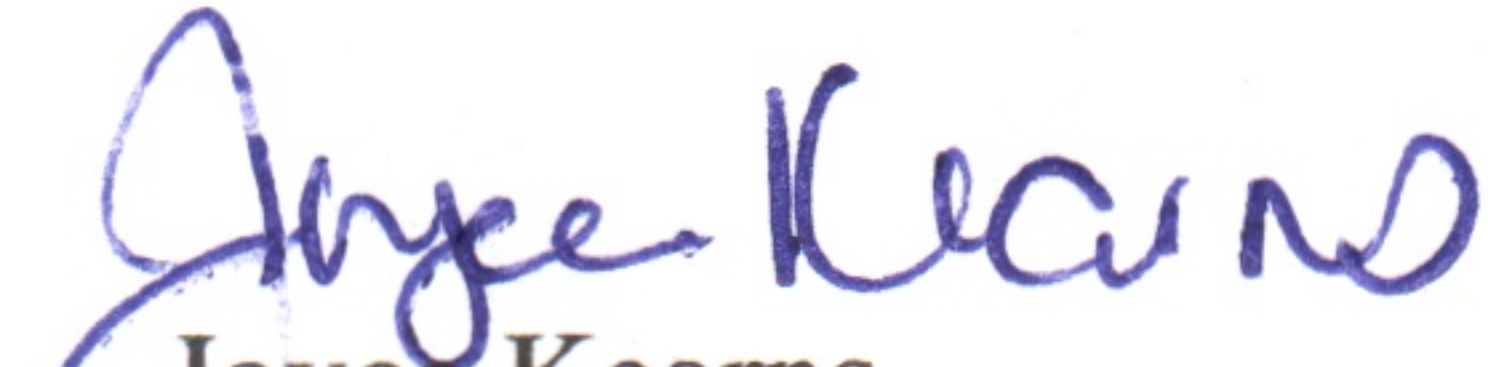
- Swift House:
 - Rodent free
 - The Task Force will be providing recommendations to the BOS for the long term planning of the building
- KVFD Finance Review Committee:
 - Not sure why still a committee
 - No request from KVFD to meet

Ms. Speck stated that KVFD President has expressed an interest in the committee meeting. Ms. Speck agreed to loop back with the president and Mr. Garrity.

Mr. Matson:

- Streetscape:
 - Nothing more to add.

Ms. Speck made a motion to adjourn the meeting at 9:03 p.m.


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.

RECEIVED

By Darlene Brady at 12:37 pm, Jul 13, 2020



BOARD OF SELECTMEN

Regular Meeting

Tuesday, July 14, 2020 6:30 P.M.

Access to meeting via Zoom <https://us02web.zoom.us/j/89439673824>

Meeting ID: 894 3967 3824

One tap mobile: 1 646 558 8656 US (New York)

1. **Call to order**
2. **Approval of Minutes**
 - a. June 9, 2020 Regular meeting
3. **Public Communication**
 - a. June 25, 2020 email from Eran Agrios
 - b. July 1, 2020 letter from Victoria Hamilton and John a. Slowik
 - c. July 10, 2020 letter from The Board of Kent Chamber of Commerce
4. **Tax Refunds**
5. **New Business**
 - a. HRRRA Organics Program Presentation
 - b. Veterans Memorial
 - c. Fire Marshal Request
 - d. Park and Rec mission statement
 - e. Town Clerk Update
 - f. August BOS monthly meeting
 - g. Highway Department Payloader
6. **Old Business**
 - a. Streetscape
 - b. Cell Tower
 - c. Club Getaway - Sewer/Easement
 - d. Conservation Commission Solar Project
 - e. Policy and Procedure Manual
7. **Report of Treasurer**
8. **First Selectman**
9. **Report of Selectmen**
 - a. Mr. Garrity
 1. Swift House
 2. KVFD Finance Review Committee
 - b. Mr. Matson
 1. Streetscape
10. **Adjourn**

"An equal opportunity employer and service provider"



Joyce Kearns <adminassist@townofkentct.org>

Administrative Assistant

2 messages

Eran Agrios via Kent CT <cmsmailer@civicplus.com>

Thu, Jun 25, 2020 at 9:50 AM

Reply-To: Eran Agrios <eagrios@gmail.com>

To: adminassist@townofkentct.org

Submitted on Thursday, June 25, 2020 - 9:50am

Submitted values are:

Departments: Administrative Assistant

Message:

Hi

I'm writing about the speed in which cars travel down flat rock road.

People use south road down through flat rock road as a short cut. The speed in which cars travel is in upwards of 40 miles an hour sometimes.

We have kids and it's quite scary to see who's fast these cars go.

I would love to see some speed bumps added to this road so it removes the "short cut" traffic and limits it to local traffic.

Please advise what I need to do to get this moving forward with the right people at city council.

Thank you

Eran (53 Flat Rock Road)

==Please provide the following information==

Your Name: Eran Agrios

Your E-mail Address: eagrios@gmail.com

Organization:

Phone Number: 4159884898

==Address==

Street: [53 flat rock road](#)

City: South Kent

State: Connecticut

Zipcode: 06785

Joyce Kearns <adminassist@townofkentct.org>

Thu, Jun 25, 2020 at 12:27 PM

Draft To: Eran Agrios <eagrios@gmail.com>

Eran -

Your email has been received and will be part of public communication on the next Regular BOS agenda on July 14, 2020.

[Quoted text hidden]

--

Joyce Kearns

Administrative Assistant

Town of Kent

PO Box 678

Kent, CT 06757

860-927-4627

Victoria Hamilton and John A. Slowik
111 Geer Mountain Road
South Kent, CT 06785

President Caralee Rochovansky
Kent Volunteer Fire Department
28 Maple Street/PO Box 355
Kent, CT 06757

July 1, 2020

Dear President Rochovansky:

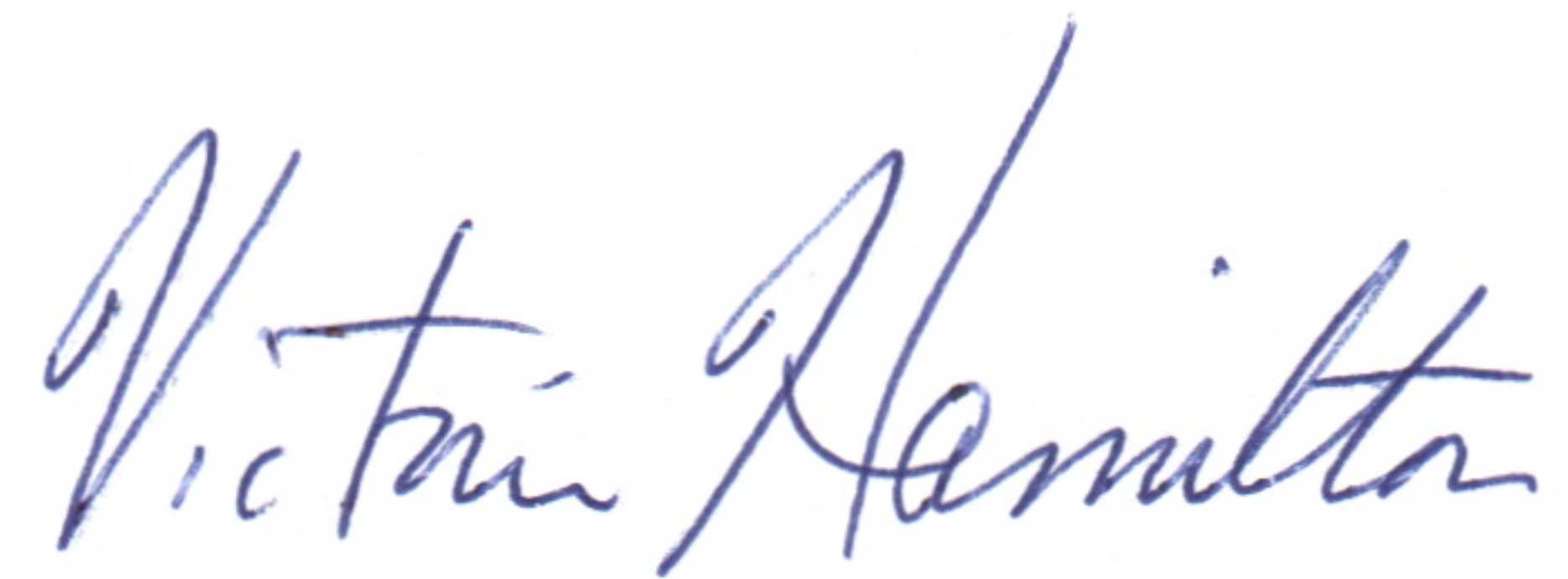
For the last two weeks, we have been telling everyone we know of the remarkable response of Kent's Volunteer Fire Department to a chimney fire that erupted late one evening. Within minutes a fire truck, four or five individual vehicles, and a state trooper arrived at our house. They could not have been more swift, professional, or helpful. Fortunately, the chimney fire did not mushroom into a bad situation, but it is enormously comforting to know that had our roof caught fire, the force was with us!

For years, our only interaction with the KVFD has been the annual Firemen's Ball and seeing the trucks in parades. You will forgive us for saying we hope those are our sole future interactions as well, but with a renewed sense of pride and gratitude.

Sincerely,



John A. Slowik



Victoria Hamilton

✓cc. Board of Selectmen, PO Box 678

Memo To: Town of Kent Board of Selectmen

From: The Board of Kent Chamber of Commerce

Safety concerns caused by the absence of “Drive Slowly” signs formerly placed in the middle of crosswalks and the non-enforcement of parking restrictions on either side of the crosswalks on Main Street (Route 7) have been received by the Chamber of Commerce from both residents and businesses in Kent.

Crucial to the success of Main Street businesses is the perception of pedestrian safety crossing Route 7 made clear to vehicular traffic and pedestrians alike. As it stands, many cars, trucks and motorcycles do not slow down on Main Street, pedestrians are unsure where to cross and visibility is dangerously hindered at the crosswalks due to parked cars and the absence of obvious signage clearly stating to both vehicles and pedestrians that pedestrians have the right of way at crosswalks.

Kent residents may know how to navigate Main Street, but the tourists and visitors do not. During the summer and fall especially it is vital to install prominent signage, “Drive Slowly” signs placed in the middle of each crosswalk, and enforce the existing parking restrictions adjacent to the crosswalks.

7/10/20

To: Town of Kent Board of Selectmen

From: The Board of Kent Chamber of Commerce & concerned community members

Re: Traffic & Noise Kent CT

Mitigating the negative effects caused by traffic and noise in the Town of Kent have been largely ignored for over a decade. Coupled with a disinclination on the part of police to enforce existing laws, the problem has been allowed to grow.

The problems caused by traffic and noise are not unique to Kent. Municipalities large and small across the country grapple with this issue.

Although not everyone agrees on the remedies, we are not the first community to address and solve these problems.

What is clear is that the traffic and noise issue must be addressed on multiple levels that include all stakeholders via a coordinated and consistent plan.

History

Kent has always attracted visitors. Visitors, part-time residents and day tourism tend to be weighted towards spring and summer and fall seasons with the 1st quarter being the “quietest”. Historically much of the commercial activity in Kent has been reliant on this seasonal surge. The “downtown” business district is particularly dependent on customer traffic from a range of sources.

The attraction of Kent to weekend traffic is a product of several components. Kent is the closest town to the more populous surrounding counties. Kent is a recreational destination that is safe, attractive, with facilities, food service, on-street parking and a gas station.

Vehicular traffic and visits to Kent have greatly increased over the past twenty years. Weather is a significant influencer and predictor of traffic and noise volumes. Motorcycle traffic, particularly on weekends, increased dramatically in 2008 with the demolition of The Marcus Dairy in Danbury. The demolition displaced the home of a sixty-year traditional gathering place for hundreds of weekend motorcycle riders who now spend considerable time Kent.

What do to?

- Survey the range of impacted parties.
- Form a group representing the stakeholders in Kent. This might include business owners, homeowners, government, real estate interests, churches, and emergency service personnel, along with public and private schools’ representatives.
- Review pertinent data and public policy from DOT, interest groups, clubs, law enforcement, emergency services, and business interests.
- Provide a portal to invite written comment from the community.
- Form and implement a realistic and enforceable plan of action that includes short, medium and long-range benchmarks.

This initiative has found wide support within the Kent business and residential community. Please be aware that we will keep this group informed as to your progress in solving this long standing issue.

7/13/20

Andrew Ocif, Chairman

Charlotte Lindsey, Secretary

July 14, 2020

Kent Board of Selectman

P.O. Box # 678

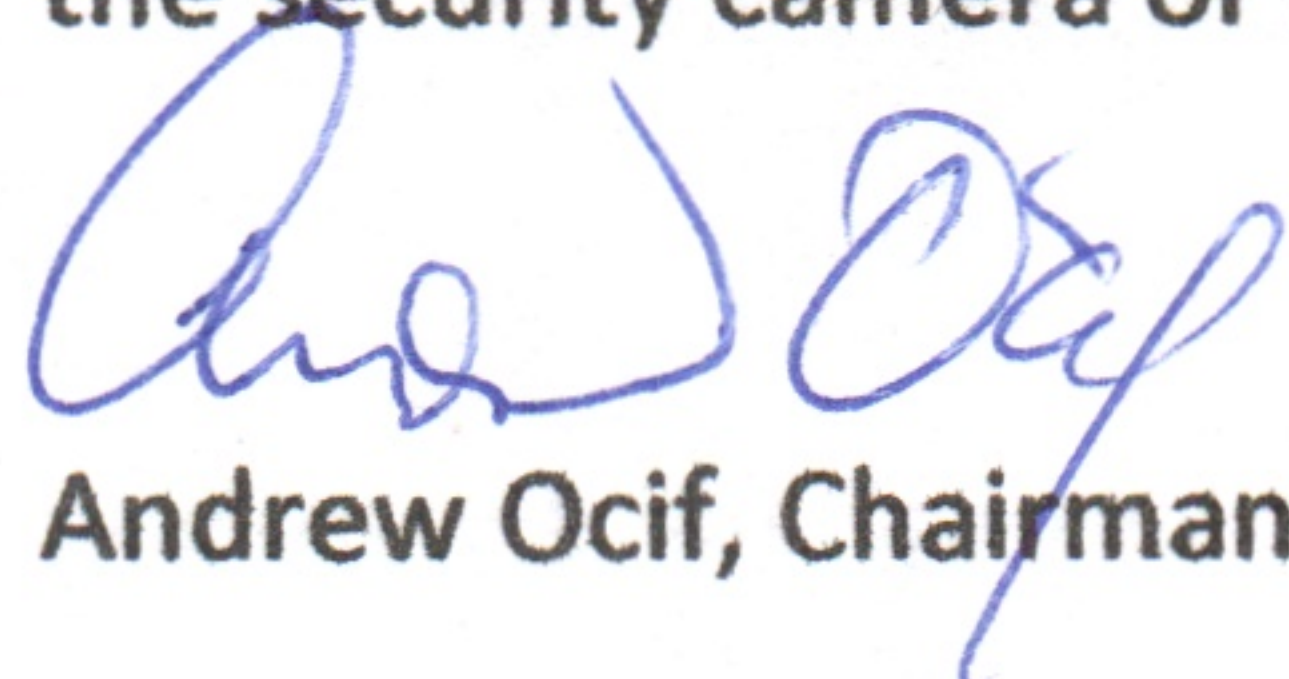
Kent, Connecticut 06757

Re: Video Camera Surveillance Kent Veterans Memorial, Veterans Way, Kent, Ct.

First Selectman Jean Speck, Selectman, Christopher Garrity & Edward Matson, Jr.

The Kent Veterans Memorial Committee is seeking permission from the Board of Selectman to install a Video Camera on Frontier telephone pole # 583 that is located on Route # 341 in front of the Veterans monument and to run an overhead line from that pole to the Swift House. The video camera would overlook the monuments from this location. The overhead line would be connected to a 4 channel Net DVR with remote access soft wear to a 19 inch Monitor that would be physically located inside the Swift House. It would be necessary every sixty days to check the monitor unless there was evidence of criminal activity. The town would also have to contact Frontier for permission to connect the line to their pole, however, the Security Company would install the overhead wire

The Veterans Memorial Committee are not seeking funds from the town for the purchase of the security camera or related other expenses that may occur.



Andrew Ocif, Chairman

aocif3318@charter.net

860-927-3318



TOWN OF KENT
Office of the Fire Marshal

June 26, 2020

TO: Town of Kent – Board of Selectmen
FROM: Stanley MacMillan – Fire Marshal *SM*
RE: Fiscal Year – Inspection Account 01-028-101

Please consider this request that the remaining money (account 01-028-101 for inspections) in the Fire Marshal budget for fiscal year 2019 – 2020 be carried over to the 2020-2021 budget.

This is due, in most part, to the Covid 19 situation and the monies which were not expended due to limited access for inspections. This will also allow me to have my Deputy help conduct inspections during the coming year – without the potential result in going over the budget projected for 20-21.

Please contact me with any questions. If I do not hear from you, I hope I can assume that this allocation can be accomplished.



Joyce Kearns <adminassist@townofkentct.org>

Fwd:

1 message

Kent Park & Recreation <ParkandRec@townofkentct.org>

Wed, Jul 8, 2020 at 2:33 PM

To: Joyce Kearns <adminassist@townofkentct.org>

Hi Joyce - attached please find email from Park and Recreation to the Selectmen regarding the mission statements - this is a follow-up from previous discussions between the two boards.

Thank you,

Lesly

----- Forwarded message -----

From: **Kent Park & Recreation** <ParkandRec@townofkentct.org>

Date: Wed, Jul 8, 2020 at 10:47 AM

Subject:

To: Kent Park & Recreation <ParkandRec@townofkentct.org>

--

Lesly Ferris

Director

Kent Park and Recreation

860-927-1003

The Kent Park and Recreation Commission works to realize the ongoing missions of Kent Park and Recreation through balanced, thoughtful, equitable stewardship and planning by highly committed volunteers.

--

Lesly Ferris

Director

Kent Park and Recreation

860-927-1003

The Kent Park and Recreation Commission works to realize the ongoing missions of Kent Park and Recreation through balanced, thoughtful, equitable stewardship and planning by highly committed volunteers.

2 attachments**mission statement memo.doc**

21K

**mission statements.docx**

13K

Kent Park and Recreation

Lesly Ferris, Director

Telephone 860-927-1003

P.O. Box 678

Fax 860-927-1313

41 Kent Green Boulevard

parkandrec@townofkentct.org

Kent, CT 06757-0678

www.kentctparkandrecreation.com

To: Board of Selectmen

From: Lesly Ferris

Date: July 8, 2020

Re: P&R Mission Statements

Attached please find the Kent Park and Recreation Mission Statements in response to and to follow up on previous discussion with the Board of Selectmen.

Thank you.

Park and Recreation Mission Statements

The Kent Park and Recreation Commission works to realize the ongoing missions of Kent Park and Kent Recreation through balanced, thoughtful, equitable stewardship and planning by highly committed volunteers.

Parks: To provide safe places for residents and visitors to enjoy the flora, fauna and community of Kent through passive and active outdoor recreation.

Recreation: To engage our community through a diverse mix of educational, leisure, athletic, and entertainment programming, to enrich and improve the daily lives of our residents and visitors.

Adopted 5/18/2020



Joyce Kearns <adminassist@townofkentct.org>

Re: NDDDB Request

1 message

Mike Gawel <mikegawel@gmail.com>

Wed, Jul 8, 2020 at 7:20 PM

To: Mike Doherty <MDoherty@mminc.com>

Cc: soverton@mminc.com, streetscape committee <streetscape@townofkentct.org>, Jean Speck <firstselectman@townofkentct.org>, Chris Garrity <cgarrity@townofkentct.org>

Thanks Mike,

It looks like Sarah Overton is your site staff engineer. Is that correct? The date on the bottom is 3/20/20 yet it was submitted to NDDDB today at at 3:54 pm after our conversation. Why? I think this is out of line as it directly goes against our conversation. It has been my understanding both from the selectmen and you that you have been aware since last fall that the trees and lighting have been eliminated. You and I also did discuss at our walk through with Gena Greenalch and Charlie Cheney that this was to be put out to bid with granite curbs throughout but with concrete or blacktop. I believe You have known that we wanted this dual pricing since before 3/20/30. This request also seems to be for Main Street only in wording but maps otherwise. Is that correct?

Please reply with answers to my questions.

I also want to confirm that per our conversation today that you believe that we could start construction on the sections west and south of the light by October 1st providing the state can get their part done. Also I look forward to the time from you this week as you mentioned.

Thanks,

Mike Gawel

Sent from my iPhone

On Jul 8, 2020, at 4:10 PM, Mike Doherty <MDoherty@mminc.com> wrote:

FYI – this was submitted today per the Connectivity Grant stipulations.

<image001.png>

Michael T. Doherty, PLA

Senior Landscape Architect

From: Sarah Overton <soverton@mminc.com>**Sent:** Wednesday, July 08, 2020 3:54 PM**To:** DEEP.Nddbrequest@ct.gov**Cc:** Matt Sanford <MSanford@mminc.com>; Mike Doherty <MDoherty@mminc.com>**Subject:** NDDDB Request

Good Afternoon,

Attached please find a request for NDDDB review for the Kent Village Center Street Scape improvements in Kent, Connecticut. Please let me know if you need additional information to process this request.

Thank you,

Sarah Overton

<image002.png>

Sarah M. Overton, P.E.

Project Engineer

O +1 203 271 1773

E soverton@slrconsulting.com

99 Realty Drive, Cheshire, CT 06410

www.mminc.com | www.slrconsulting.com

<Kent NDDDB Request.pdf>



Joyce Kearns <adminassist@townofkentct.org>

Re: NDDDB Request

1 message

Mike Gawel <mikegawel@gmail.com>

Wed, Jul 8, 2020 at 8:44 PM

To: Mike Doherty <MDoherty@mminc.com>

Cc: Sarah Overton <soverton@mminc.com>, streetscape committee <streetscape@townofkentct.org>, Jean Speck <firstselectman@townofkentct.org>, Chris Garrity <cgarrity@townofkentct.org>

Mike,

Thanks for the quick reply. My apologies for the perceived tone. I guess my straight forwardness sometimes appears that way. I just like to try and get to the point with questions and answers. I appreciate the work you are doing for the town.

As a contractor, I understand the actual construction more than the governmental preliminary process.

I'm just trying to push and get this started.

I also want to see the town get it's best value throughout.

Regards,

Mike Gawel

Sent from my iPhone

> On Jul 8, 2020, at 8:16 PM, Mike Doherty

> <MDoherty@mminc.com> wrote:

>



Joyce Kearns <adminassist@townofkentct.org>

Streetscape

1 message

Mike Gawel <mikegawel@gmail.com>

Wed, Jul 8, 2020 at 8:55 PM

To: Jean Speck <firstselectman@townofkentct.org>, Chris Garrity <cgarrity@townofkentct.org>, Ed Matson <ematson@townofkentct.org>, Joyce Kearns <adminassist@townofkentct.org>

Cc: Mike Doherty <mdoherty@mminc.com>

Good evening all,

It's obvious from the previous emails that I have communicated with Mike Doherty.

Our committee decided to recommend to the board of selectmen during the meeting next Tuesday that the town starts with the sidewalks west and south of the light as there doesn't seem to be enough time to get the whole project started before the end of the year.

I asked Mike Doherty if he thought these sections could have a start date of October 1st. He believes so depending on the state. I then asked him to focus on these sections until hopeful confirmation from you selectmen.

I planned and still plan to attend the Tuesday meeting to clarify all of this.

Mike Gawel

Sent from my iPhone



Joyce Kearns <adminassist@townofkentct.org>

Re: Streetscape

1 message

Mike Gawel <mikegawel@gmail.com>

Fri, Jul 10, 2020 at 2:37 PM

To: Mike Doherty <MDoherty@mminc.com>

Cc: Jean Speck <firstselectman@townofkentct.org>, Chris Garrity <cgarrity@townofkentct.org>, Ed Matson <ematson@townofkentct.org>, Joyce Kearns <adminassist@townofkentct.org>

Thanks for this update Mike. Appreciate it and it will certainly help with decision making.
Mike

Sent from my iPhone

> On Jul 10, 2020, at 2:03 PM, Mike Doherty <MDoherty@mminc.com> wrote:

>

> Mike et al,

> Upon careful consideration, the timeline to start construction by 10/1/2020 does not appear to be feasible. We can have the construction documents complete but I do not think it will be possible to start construction by 10/1 given the typical DOT review times and the process times necessary for bidding, bidder qualifications review, and bid award and contract signing.

>

> I've also reached out to Gina at DOT who will be doing the reviews to get an estimate of review times to better gauge the timeframe. It is not atypical for DOT to have at least a month turnaround.

>

> Below is what we feel is a more realistic schedule:

>

> Submit 50% 7/17

> Comments from DOT 8/17

> Revise Plans and submit final plans with responses to comments 8/31

> DOT sign-off (if we're lucky) 10/1

> Bid 10/9 – 11/2

> Award 11/13 - dependent on town approval turnaround & contract requirements

> Start Nov./Dec.

>

> This would still allow the project to commence prior to 12/31/2020 - shop drawing review, products ordered, tree removal etc., but I suggest contacting the DOH on a possible grant extension and what is necessary procedurally to ensure the grant is not lost.

>

> We have already begun to pull the RT. 341 streetscape portion out of the drawing set as a separate project and need to know asap if this is not the route you want to take.

>

> I'm available to discuss as needed.

>

> Michael T. Doherty, PLA

> Senior Landscape Architect

>

>

>

> -----Original Message-----

> From: Mike Gawel <mikegawel@gmail.com>

> Sent: Wednesday, July 08, 2020 8:55 PM

> To: Jean Speck <firstselectman@townofkentct.org>; Chris Garrity <cgarrity@townofkentct.org>; Ed Matson <ematson@townofkentct.org>; Joyce Kearns <adminassist@townofkentct.org>

> Cc: Mike Doherty <MDoherty@mminc.com>

> Subject: Streetscape

>

> EXTERNAL

>

> Good evening all,

- > It's obvious from the previous emails that I have communicated with Mike Doherty.
- > Our committee decided to recommend to the board of selectmen during the meeting next Tuesday that the town starts with the sidewalks west and south of the light as there doesn't seem to be enough time to get the whole project started before the end of the year.
- > I asked Mike Doherty if he thought these sections could have a start date of October 1st. He believes so depending on the state. I then asked him to focus on these sections until hopeful confirmation from you selectmen.
- > I planned and still plan to attend the Tuesday meeting to clarify all of this.
- > Mike Gawel
- > Sent from my iPhone

Treasurer's Report

7/14/2020

	BoS Meetings	BoF Meetings		
	6/9/2020	6/19/2020		
	May		June	
A/P Checks Issued	48	\$62,758	138	\$452,161
Payroll	126	\$102,598	126	\$114,123
BoE Transactions	51	\$395,694	114	\$658,690
Deposits	8	\$102,190	15	\$117,512

submitted 5/22 KAH grant application ~ haven't heard anything yet ~ required administrator certification program has been pushed off until September

Setting Up an online time card system - original launch date was 7/1 but staffing issues set me back, new launch date is 7/27

reassignment of P/R employee to facilitate some clerical work in Treasurer's office long time clerk now has remote access and is processing some transactions that lend themselves to remote working, about 35% of the work can be processed that way.

Started process of getting set up to accept debit and credit card payments. Initial set up process is quite time consuming, should all be in place by the end of the calendar quarter.

FEMA First reimbursement submission is due by 7/31, currently looking at a request of 30,000 +/- since disaster declaration. FEMA reimburses 75% so balance will be submitted to the Municipal Covid Relief Program.

Municipal Covid Relief Program - Federal funding dollars distributed to CT will be used by Governor Lamont to cover Municipal costs related to COVID 19 that were / are not covered by FEMA

	Actual	Budget	% of Budget
Income	12,477,656.00	12,870,032.00	97.0%
A · General Government	1,299,459	1,340,391	96.95%
B · Public Safety	69,958	262,395	26.66%
C · Public Works	1,608,063	1,787,432	89.97%
D · Health and Welfare	116,013	118,709	97.73%
E · Recreation	180,214	192,156	93.79%
F · Sanitation	122,843	136,695	89.87%
G · Board of Education	6,933,702	7,207,438	96.2%
H · Debt Service	411,563	450,469	91.36%
I · Transfer to Capital	831,847	831,847	100.0%
J · Transfer to Dog Fund	7,500	7,500	100.0%
K · Current Year Capital Projects	535,000	535,000	100.0%
Total Expense	12,116,162	12,870,032	94.14%