

RECEIVED

By Darlene Brady at 3:27 pm, Jan 31, 2024



Board of Selectmen
Regular Meeting Agenda

January 24, 2024
6:30 P.M.

The minutes reflect motions and a summary of the discussion. Refer to the attached link for the recording of this meeting: <https://www.youtube.com/watch?v=v7nNCPWFAFQ>

Marty Lindenmayer (via Zoom), Glenn Sanchez and Lynn Worthington.

Also present: Zanne Charity, Melissa Cherniske, Debbie Devaux, Bernadette Ellegard, Eric Epstein, Jane Hanley, Lynn Harrington, Donna Hayes, Brian Hunt, Andy Ocif, Tammy Potter and John Worthington.

Call to order:

Glenn Sanchez called the meeting to order at 6:30 P.M.

Pledge of Allegiance.

Approve/amend agenda:

Glenn Sanchez made a motion:

To add the following items to the agenda

9.4. Discussion on possible new policy for departmental debit cards.

10.6. Kent Veteran's Committee.

Lynn Worthington seconded the motion and the motion carried.

Approval of Minutes:

Lynn Worthington made a motion:

To approve the following BoS meeting minutes:

December 27, 2023 Regular BoS meeting

January 11, 2024 Special BoS meeting

Glenn Sanchez seconded the motion and the carried.

Correspondence:

Glenn Sanchez read the following correspondence into the record:

January 12, 2024, Letter from Andrew Ocif, "Kent Veterans Memorial Committee."

Public Comment on agenda items:

None.

Tax Refunds:

Lynn Worthington made a motion:

To approve the tax refunds as submitted (attached).

Marty Lindenmayer seconded the motion and the motion carried.

Treasurer Report:

Barbara Herbst:

- Written report attached.
- Also include the Selectmen's Special Fund report.
- Budget document scheduled to be released on Friday.

Park and Rec recommendation for Park and Rec Director:

Lynn Worthington:

- Park & Rec created a Search Committee.
- Thanked the Search Committee: Lynn Worthington, Rufus deRham, Bethany Keck and Miranda Lovato.
- 45 Resumes submitted.
- 7 Candidates interviewed via Zoom.
- 3 Candidates had a second interview in person and toured the two parks.

Lynn Worthington made a motion:

To accept the Park and Rec recommendation, and hire Matthew Busse as the new Park and Rec Director with an annual salary of \$63,000, with the understanding there will not be a percentage increase to the salary in the fiscal year 2025 Operating Budget, with a start date of February 8, 2024.

Glenn Sanchez seconded the motion

Budget, set schedule:

Marty Lindenmayer;

- Requested this item be tabled.
- Discuss at the Friday, February 2, 2024 Special BoS meeting.

Appointments:

Lynn Worthington made a motion:

To reappoint Anne Todd to the Historic District Commission to a five-year term to expire on 1/31/2029.

Glenn Sanchez seconded the motion and the motion carried.

Discussion on possible new policy for departmental debit cards:

Lynn Worthington:

- Requested discussion on issuing debit cards to department heads.
- Create a policy to allow department heads to have a Town debit card.

Barbara Herbst:

- Social Services has a debit card, "Food and Fuel Bank" funded via donations.
- Pre-paid cards vs debit cards.
- Must have policy prior to issuing cards.
- Employees should be making purchases from the "Approved Vendor List".

- Employees can also use a purchase order to place orders.

Marty Lindenmayer:

- Discuss the needs with department heads.
- Keep on agenda.

Emergency Management Director and Deputy Emergency Management Director:

Marty Lindenmayer:

- Both positions have been posted on the website for two weeks.
- Received two letters of interest.
- Interviewed candidate, Brian Hunt for the Director position.
- Brian Hunt was offered and accepted the Emergency Management Director position.
- Interview with potential Deputy candidate tomorrow.
- All members will participate in training.

Broadband subcommittee:

Marty Lindenmayer:

- September 21, 2021 a Broadband Committee was created and given a charge.
- The Committee never met.
- Need to reestablish the members.
- Will send out a Constant Contact to request a letters of interest for potential members.
- The BoS can create a new committee with an updated charge.

Lynn Worthington:

- Recommend the committee be give \$800 this fiscal year
- The new committee can submit a budget request for next fiscal year.
- Express interest in being on the new committee.

Proposed Cemetery Ordinance:

Marty Lindenmayer:

- Updated the ordinance based on attorney and current board's recommendations.
- Create job descriptions for Sexton and Assistant Sexton.
- Schedule a Special Meeting the week of February 5th.

Town Building Use policy:

Marty Lindenmayer:

- Requested additional time to present the policy.

Swift House Needs assessment:

Glenn Sanchez:

- Preparing for the joint BoS and Swift House Task Force meeting on February 2, 2024.
- Contacted members of the SHTF to discuss historic designation of the building.
- Researching a planning grant.

Kent Veteran's Committee:

Glenn Sanchez made a motion:

To appoint Marty Lindenmayer to the Kent Veteran's Committee to replace former Selectmen Rufus deRham.

Lynn Worthington seconded the motion and the motion carried.

Marty will schedule a committee meeting.

Selectmen Reports:

Marty Lindenmayer:

- Working on confirming the status of an old grant for river access.
- There will be a gathering for Trooper Fisher as he leaves Kent for another opportunity in the Police Department on Thursday from 2-4 P.M.

Glenn Sanchez:

- Written report attached.

Lynn Worthington:

- Written report attached.

Public Comment:

Andy Ocif:

- Spoke to his old request for a second trooper.

Adjournment:

Lynn Worthington made a motion:

To adjourn the meeting at 8:15 P.M.

Glenn Sanchez seconded the motion and the motion carried.

Joyce Kearns

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 correct



BOARD OF SELECTMEN
Regular Meeting Agenda
January 24, 2024 @ 6:30 P.M.
Hybrid Meeting - Via Zoom and
Large meeting room @ Town Hall

Join Zoom Meeting: <https://us02web.zoom.us/j/84721170151>
Meeting ID: 847 2117 0151
One tap mobile: +16469313860,,84721170151# US

Supporting documentation for this meeting:
<https://drive.google.com/drive/folders/1bx7yKLqUPsUUR6IRh-rqXMi3clE7m2UI>

1. **Call to order.**
2. **Pledge of Allegiance.**
3. **Approve/amend agenda.**
4. **Approval of Minutes**
 - 4.1. December 27, 2023 Regular BoS meeting
 - 4.2. January 11, 2024 Special BoS meeting
5. **Correspondence**
 - 5.1. January 12, 2024, Letter from Andrew Ocif, "Kent Veterans Memorial Committee."
6. **Public Comment on agenda items**
7. **Tax Refunds.**
8. **Treasurer Report.**
9. **New Business:**
 - 9.1. Park and Rec recommendation for Park and Rec Director
 - 9.2. Budget, set schedule
 - 9.3. Appointments:

Commission	Member	Term	Expires
Historic District Commission	Anne Todd	5 - Years	1/31/2029

10. **Old Business:**
 - 10.1. Emergency Management Director and Deputy Emergency Management Director
 - 10.2. Broadband subcommittee
 - 10.3. Proposed Cemetery Ordinance
 - 10.4. Town Building Use policy
 - 10.5. Swift House Needs assessment
11. **Selectmen Reports**
12. **Public Comment.**
13. **Adjournment.**

Public comment allows the public to talk about anything on the agenda for a time to be determined by the chairman. The board may question them, but no further action or discussion is allowed. There may be action on any item on the agenda, unless the agenda explicitly states something to the effect of "for information only - no action."

January 12, 2024

Kent Board of Selectman
P.O Box # 678
Kent, Connecticut 06757

Re: Kent Veterans Memorial Committee

To First Selectman Martin Lindenmayer, Selectman Lynn Worthington & Glenn Sanchez.

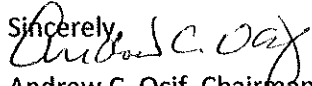
On July 13, 2022, I sent a letter to the Board of Selectman requesting that the town take over the ownership and responsibility of the Veterans Monument. I also provided background information on when the Veterans Memorial Committee commenced in 2007. I have attached a copy of that Letter.

I have also enclosed copies of the Veterans Memorial Committee minutes of our last meeting on November 2, 2022. In those minutes, in December 2020, Charlotte Lindsey stated that a local business inquired about using the Civil War Monument to advertise an upcoming event that she wanted clearly defined to the public. Charlotte drafted a statement that the late John Blank, Adjutant of the American Legion for fifty some years had made this official. In one of our meetings in 2020, the committee voted on this issue that was approved and sent to the Board of Selectman. However, we did not consider at that time adding the solicitation of funds. On November 2, 2022, as one of our last official acts, the Veterans Committee voted all in favor that "No monies will be collected at the Veterans Memorial Monument, the Civil War Monument, or the large stone monument in front of the library."

The Veterans Committee also requested that that the Board of Selectman appoint a sub-committee to follow the criteria that had been initiated in 2007, and to vote on potential veterans that may be added in the future. The Board of Selectman approved all our requests and appointed myself, Mike VanValkenburg, Patti & Bill Case to the newly formed Veterans committee. Selectman Rufus DeRham was appointed as the Selectman to the Veterans committee. With the approval of the Veterans Committee, I was appointed as Chairman.

I have also enclosed a document dated November 2, 2022, signed by me, that was the formal transfer of responsibility for the care, maintenance, custody and control of the Veterans Memorial to the town. On January 3, 2023, the Veterans Memorial Account at Union Savings Bank was closed and the balance of \$2,983.46, payable to the Town of Kent was placed into a Veterans Account.

The newly created sub-committee of the Veterans Committee are requesting this selectman's meeting to establish the direction and the role of responsibility to the monuments. We also want to review the past expenditures from the Veterans account.

Sincerely,

Andrew C. Ocif, Chairman

July 13, 2022

Kent Board of Selectman
P.O. Box# 678
Kent, Connecticut 06757

Re: Ownership of the Kent Veterans Memorial

First Selectman Jean Speck, Selectman Rufus De Rahm & Glenn Sanchez

The Kent Veterans Memorial Committee is requesting that the Town of Kent take over the ownership and responsibility of the Veterans Monuments. In 2007, the Board of Selectman authorized a newly formed Veterans Committee to create a memorial for veterans who entered the military from Kent and served during the 20th, century. The project commenced and the monuments were dedicated in 2009. The Kent Historical Society authorized the Kent Veterans Memorial Committee to run the donations collected through their account. In early June, 2011, the Kent Veterans Memorial Committee became a sub-committee of the Kent Historical Society. On October 4, 2011, First Selectman Bruce Adams made a motion at the Board of Selectman's meeting to remove the Veterans Memorial Committee from ties to the town and become a separate entity under the auspices of the Kent Historical Society.

The town of Kent for the past thirteen years has maintained the grounds by cutting the grass, snow removal, trimming the trees, lowering & raising the flags as directed by the President. The town's insurance carrier C.I.R.M.A provides liability in the event someone is injured at the monuments because they are on town property. The town Insurance does not cover the stones for damage caused by vandalism, if a vehicle struck them or if someone sues the Veterans Memorial Committee. Several years ago an individual threatened to destroy the monuments with a sledge hammer who did not agree with the committee on a decision that was made for his name to be added to the monument. A person also fell in the vicinity of the monuments. We are concerned about being sued individually.

The Veterans Memorial committee last year requested that the Kent Historical society look into the possibility that their insurance carrier could cover us as well. The Kent Historical society Board of Directors at their February 8th, 2022 meeting overwhelming refused our request, the reason being that they do not want the liability. They also suggested that the town should take over ownership of the monuments as they are already are responsible for the Civil War Monument and the generic stone in front of the Kent Memorial Library. It also should be noted that the Memorial Day Parade is a town parade.

The Kent Veterans Committee had a meeting on July 6, 2022 and all members voted unanimously to request that the town take over the responsibility and ownership of the monuments. However, it should be noted that if the town does take over, the Veterans Committee would also request that the Board of Selectman appoint a sub-committee to follow the criteria initiated by the Veterans Memorial Committed to investigate the names of veterans that would be added in the future.

Respectfully,

Andrew C. Ocif, Chairman

Kent Veterans Memorial Committee Meeting
November 2, 2022.

1. Call to order: 4:00 p.m.
2. Members Present: Andy Ocif, Chairman, Charlotte Lindsey, Secretary, Patti Case, Bill Case & Michael Vanvalkenburg. Excused Absence: Dick Lindsey, Treasurer.
3. Pledge of Allegiance
4. Acceptance of the Agenda on motion by Mike, 2nd.by Bill, passed
5. Financial Report: Balance \$2,637.12. Andy reported that VMC will receive a rebate check from the Insurance Company for the Liability Insurance that was purchased in July, 2022. This money and the balance in VMC's bank account will be turned over to the town.
6. Approval of our last meeting on July 6, 2022. Motion to accept by Mike, 2nd.by Bill, Passed.

NEW BUSINESS:

7. Final Meeting of the Veterans Memorial Committee: Andy read a statement describing the history of the Veterans Memorial Committee that will now be dissolved and under the control and custody of the town as described by in the attached transfer to the town signed by Andy Ocif & provided to all members who concurred. Outgoing members Andy, Mike, Patti & Bill have been appointed to serve on the new created Veterans Memorial Advisory Committee that was approved at a Board of Selectman's meeting on August 4, 2022. Rufus deRham, Selectman was appointed as the Board of Selectman representative to that committee. The key to the Swift House & two keys to the security camera cabinet inside were provided personally to Town Foreman, Rick Osborne with the First Selectman, Jean Speck's approval.
8. In December 2020, Charlotte reported that a local business inquired about using the Civil War Monument to advertise an upcoming event that she wanted clearly defined to the public. Charlotte drafted a statement stating that the late John Blank, the American Legion Adjutant, had made this official many years ago. She also stated that the 3 monuments that needed protection were the Veterans Memorial monument, the large stone to the left of the door at the library, and the Civil War Monument. A vote on this issue was voted on at that time that was approved & sent to the Board of Selectman. However, we did not consider adding Solicitation of Funds when we voted and Andy proposed that this issue be approved by the committee today. Andy made a motion that "No monies will be collected at the Veterans Memorial Monument, the Civil War Monument or the large stone Monument in front of the Library". Motion by Andy to approve, 2ndby Bill, passed.

Note: As of this date, November 2, 2022, the Kent Veterans Memorial Committee is dissolved and are no longer under the auspices of the Kent Historical Society.

Motion to adjourn at 4:35 p.m, Motion by Bill, 2nd.by Patti, Passed.

Andrew C. Ocif, Chairman

Charlotte Lindsey, Secretary



TOWN OF KENT

TRANSFER OF CUSTODY AND CONTROL

To: Hon. Jean Speck and the Kent Board of Selectmen
From: Andy Ocif and the Kent Veterans Memorial Committee
November 2, 2022

Please accept this as the formal transfer of responsibility for the upkeep, care, maintenance, custody and control of the Veterans Memorial effective immediately.

The funds on deposit with the Town of Kent should remain with the Town to be expended for the upkeep and updating of the Memorial.

Accordingly, the Veterans Memorial Committee will no longer exercise jurisdiction or control over the Memorial grounds or emplacements.

Kent Veterans Memorial Committee

By Andrew Ocif
Andrew Ocif, Its Chair



TOWN OF KENT

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Kent Veterans Memorial Committee

By Andy Ocif
Andrew Ocif, Its Chair

August 4, 2022 Regular BoS meeting minutes:

Veteran's Memorial Committee request for BoS to take ownership of Veteran's Monuments – update

Jean Speck:

- Requested an appraisal of the Veteran's Monument to obtain an insurance value.

Jean Speck made a motion that we accept the request of the Veteran's Memorial Committee to take over ownership and responsibility of the Kent Veteran's Monument and donations raised by the committee be turned over to the town and those funds be used expressly for the management and upkeep of the Memorial. Rufus deRham seconded the motion and the motion carried.

Jean Speck made a motion to create the Veteran's Memorial Advisory Committee of the Board of Selectmen. The committee's charge is to investigate and make recommendations to the Board of Selectmen on the addition of names of veterans to add to the monuments in the future and to advise the Board of Selectmen on matters related to the Veteran's Memorial membership as appointed by the Board of Selectmen and shall be comprised of one member of the BoS and a minimum of two military veterans. The committee, however maybe increased up to seven members. Rufus deRham seconded the motion and the motion carried.

Jean Speck made a motion to add the following members: Andy Ocif, Mike VanValkenburg, Bill Case and Patty Case to the Veteran's Memorial Advisory Committee. Rufus deRham seconded the motion and the motion carried.

Jean Speck will follow up with Dick and Charlotte Lindsey and appoint them at the next meeting. Jean also agreed to get a letter out to Andy to confirm the transfer of ownership and all the motions made by the Board of Selectmen.

Jean Speck made a motion to appoint Rufus deRham as the BoS representative to the Kent Veteran's Memorial Committee. Glenn Sanchez seconded the motion and the motion carried.

[illegible]

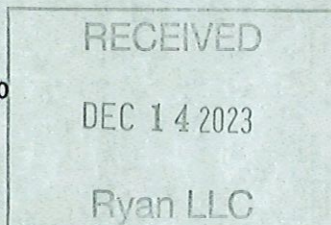
REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that TOYOTA LEASE TRUST

has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2022

- ☐ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ☐ Sec. 12-124 Abatement to poor.
- ☐ Sec. 12-125 Abatement of Taxes of Corporations.
- ☐ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ☐ Sec. 12-127 Abatement or Refund to Blind Persons.
- ☐ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ☐ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ☒ Sec. 12-129 Refund of Excess Payments.

TOYOTA LEASE TRUST
20 COMMERCE WAY, SUITE 800
WOBURN, MA 01801-1057



2022-03-0052791
52791
/3AKGA0/JTJDJRDZ2L5009198
2022030052791

To **DEBORAH DEVAUX** Collector of **KENT** State of Connecticut.

I hereby apply for refund* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments.
(State reason -- Cross out service exemption if it does not apply)

		Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due	07/01/2023	376.94	0.00	0.00	0.00	376.94	
Total Paid	07/19/2023	502.58	0.00	0.00	0.00	502.58	-125.64 ***
Adjusted Refund		-125.64	0.00	0.00	0.00	125.64	

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Patricia Shimansky

Print Name

Signature of Taxpayer

Date

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the First Selectman, or

It is recommended that refund* of property taxes and interest in the amount of 125.64 be made to the above-named taxpayer in accordance with the provisions of Section (s):

Sec. 12-129 Refund of Excess Payments.

DATED AT KENT, CONNECTICUT THIS 28 DAY OF November 2023

Deborah Devaux
DEBORAH DEVAUX

ACTION TAKEN BY GOVERNING BODY

The First Selectman, as authorized by the Board of Selectman, or approved on the _____ day of _____ 2023. It was voted to refund Property Taxes and Interest amounting to \$ _____ to _____.

First Selectman

Other Governing Body

Clerk

Mail To : DEBORAH DEVAUX
KENT
PO BOX 311
KENT, CT 06757



2022030052791

AS OF 11/28/2023

GENERAL DATA MOTOR VEHICLE RENT

BILL NO: 2022-03-0052791
 UNIQUE ID: 52791
 LINK #: 2022-MV-0001988
 FILE#: M003
 BANK: 139809-5849920-Y
 DMV CIVILS: 139809-5849920-Y
 DISTRICT: 26,790
 PROP ASSESSED: 26,790
 EXEMPTIONS: -6,697
 COC #: 06320M
 EXEMPT Change: 20,093
 NET VALUE: 20,093
 DMV CIVILS: 139809-5849920-Y
 MILL RATE: 18.7600

*** BILLED ***

INST1 502.58
 INST2 0.00
 INST3 0.00
 INST4 0.00
 ADJS -125.64
 TOT TAX 376.94
 TOTAL PAID: 376.94

*** PAYMENTS ***

TYPE CYCLE DATE
 Ref 5 11/28/2023
 Adj 5 11/28/2023
 Pmt 1 07/19/2023

TOTAL PAYMENTS

TOTAL BALANCE DUE AS OF 11/28/2023

INT DUE
 LIEN DUE
 FEES DUE
 TAX DUE NOW
 TOT DUE NOW
 BALANCE AMT

*** FLAGS ***
 Circuit Breaker Amt 0
 Invalid Address Flag No
 Last Adjustment Reason LEASED VEH SOLD JUNE

NAME: TOYOTA LEASE TRUST
 C/O: 20 COMMERCE WAY, SUITE 800
 ADDRESS2: WOBURN MA 01801-1057
 CITY ST ZIP: 2020 / LEXUS / NX 300H
 COUNTRY: 3AKGA0/1 / JTJDJPDZ2L5009198
 YR/MAKE/MDL: -6,697
 REG/CL/ID: 0.00
 ASSMNT CHANGE:
 TOWN BENEFIT
 REG# EXPR:

TOTALS
 502.58
 0.00
 0.00
 0.00
 -125.64
 376.94
 376.94



TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SPO	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Ref	5	11/28/2023		80/85/1	T	-125.64	0.00	0.00	0.00	-125.64
Adj	5	11/28/2023	06320M	80/84/1	T	-125.64	0.00	0.00	0.00	0.00
Pmt	1	07/19/2023		89/30/89	T	502.58	0.00	0.00	0.00	502.58
TOTAL PAYMENTS						376.94	0.00	0.00	0.00	376.94

REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that VW CREDIT LEASING LTD

has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2022

- ☐ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ☐ Sec. 12-124 Abatement to poor.
- ☐ Sec. 12-125 Abatement of Taxes of Corporations.
- ☐ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ☐ Sec. 12-127 Abatement or Refund to Blind Persons.
- ☐ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ☐ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ☒ Sec. 12-129 Refund of Excess Payments.

VW CREDIT LEASING LTD
1401 FRANKLIN BLVD
LIBERTYVILLE, IL 60048

2022-03-0052898

52898

/722WDP/WAUL2AF2XKN109249



2022030052898

To **DEBORAH DEVAUX** Collector of **KENT** State of Connecticut.

I hereby apply for refund* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments.
(State reason -- Cross out service exemption if it does not apply)

		Tax	Interest	Lien	Fee	Total	Overpaid Tax
Total Due	07/01/2023	94.46	0.00	0.00	0.00	94.46	
Total Paid	07/11/2023	565.61	0.00	0.00	0.00	565.61	-471.15 ***

Adjusted Refund	-471.15	0.00	0.00	0.00	471.15
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PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Diana McLain
Print Name

Signature of Taxpayer 12/22/23 Date

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the First Selectman, or

It is recommended that refund* of property taxes and interest in the amount of 471.15 be made to the above-named taxpayer in accordance with the provisions of Section (s):

Sec. 12-129 Refund of Excess Payments.

DATED AT KENT, CONNECTICUT THIS 06 DAY OF December 2023

DEBORAH DEVAUX

ACTION TAKEN BY GOVERNING BODY

The First Selectman, as authorized by the Board of Selectman, or approved on the _____ day of _____ 2023. It was voted to refund Property Taxes and Interest amounting to \$ _____ to _____

First Selectman

Other Governing Body

Clerk

Mail To : DEBORAH DEVAUX
KENT
PO BOX 311
KENT, CT 06757



2022030052898

GENERAL DATA MOTOR VEHICLE KENT

AS OF 12/06/2023

BILL NO: 2022-03-0052898
UNIQUE ID: 52898
LINK # 2022-MV-0001858
FILE#
BANK:
ESCROW: 139869-5556919-Y
DMV CIVLS: 30,150
DISTRICT: 25,115
PROP ASSESSED: 06321M
EXEMPTIONS:
COC CHANGE: 5,035
COC #: 139869-5556919-Y
NET VALUE:
EXEMPT Change:
DMV CIVLS: 139869-5556919-Y

MILL RATE: 18.7600

*** BILLED ***

INST1 565.61
INST2 0.00
INST3 0.00
INST4 0.00
ADJS -471.15
TOT TAX 94.46
TOTAL PAID: 94.46

TOTALS
565.61
0.00
0.00
0.00
-471.15
94.46
94.46

*** PAYMENTS ***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Ref	6	12/06/2023		80/87/1	T	-471.15	0.00	0.00	0.00	-471.15
Adj	6	12/06/2023	06321M	80/86/1	T	-471.15	0.00	0.00	0.00	0.00
Pmt	1	07/11/2023		89/12/25	T	565.61	0.00	0.00	0.00	565.61
TOTAL PAYMENTS						94.46	0.00	0.00	0.00	94.46

TOTAL BALANCE DUE AS OF 12/06/2023

INT DUE
LIEN DUE
FEES DUE
TAX DUE NOW
TOT DUE NOW
BALANCE AMT
*** FLAGS ***

Circuit Breaker Amt 0
Invalid Address Flag No
Last Adjustment Reason LEASE SOLD - NOV

TOWN

Benefit Year

0

Treasurer's Report

1/17/2024

	November		December	
A/P Checks Issued	138	245,087	120	532,906
Payroll	159	185,664	132	123,717
BoE Transactions	78	603,882	66	645,116
Deposits	14	205,847	17	655,175
Net I / E	389	(828,786)	335	(646,564)

FY 2023 -2024				
	Actual	Budget	% of Budget	Variance to budget
Income	\$ 8,574,437	\$ 14,600,824	58.73%	\$ 6,026,387
				\$ -
A • General Government	\$ 1,180,202	\$ 1,803,303	65.45%	\$ 623,101
B • Public Safety	\$ 196,471	\$ 520,469	37.75%	\$ 323,998
C • Public Works	\$ 685,936	\$ 1,878,620	36.51%	\$ 1,192,684
D • Health and Welfare	\$ 101,113	\$ 198,510	50.94%	\$ 97,397
E • Recreation	\$ 166,513	\$ 304,815	54.63%	\$ 138,302
F • Sanitation	\$ 66,131	\$ 159,351	41.5%	\$ 93,220
G • Board of Education	\$ 4,051,218	\$ 7,248,000	55.89%	\$ 3,196,782
H • Debt Service	\$ 38,906	\$ 38,906	100.0%	\$ -
I • Transfer to Capital	\$ 1,354,115	\$ 1,354,115	100.0%	\$ -
J • Transfer to Dog Fund	\$ 7,500	\$ 7,500	100.0%	\$ -
L • Transfer to Schaghticoke	\$ 20,000	\$ 20,000	100.0%	\$ -
K • Current Year Capital Projects	\$ 1,067,235	\$ 1,067,235	100.0%	\$ -
Total Expense	\$ 8,936,339	\$ 14,600,824	61.2%	\$ (360,902)

Notes

66.2%	Of budgeted <i>Property Taxes</i> collected	
102.5%	Of budgeted <i>Interest On Delinquent Taxes</i> collected	
81.4%	Of budgeted <i>Transfer Station Fees</i> have been collected	
120.0%	Of budgeted <i>KCS Tuition</i> has been received	\$92,250

II	\$18,803	Paramedic line overbudget: budgeted \$135,380, expenditure came in at \$154,183
	\$80,500	EMS Staffing - projected amt of additional appropriation needed based on trending

1/17/2024

FY 2024 JM

Building Inspector									
GL# 04-120-400									
2023-2024									
		85%	15%						
	Receipts	Waived Fees	Payment	Town Share	Check Date	Check #	Check Amount	Construction Value	# of Permits
July	11,012.00		9,360.20	1,651.80	8.4.23	ACH	\$ 9,360.20	\$1,700,700	39
August	29,060.00		24,701.00	4,359.00	9.5.23	ACH	\$ 24,701.00	\$4,808,321	40
September	15,527.00	230.00	13,393.45	2,133.55	10.5.23	ACH	\$ 13,393.45	\$3,641,622	49
October	15,312.00	992.00	13,858.40	1,453.60	10.31.23	ACH	\$ 13,858.40	\$2,604,260	43
November	8,668.00	-	7,367.80	1,300.20	12.13.23	ACH	\$ 7,367.80	\$1,332,751	46
December	12,842.00	-	10,915.70	1,926.30	1.3.24	ACH	\$ 10,915.70	\$2,007,097	54
January	-		-	-		ACH	\$ -	\$0	
February	-		-	-		ACH	\$ -	\$0	
March	-		-	-		ACH	\$ -	\$0	
April	-		-	-		ACH	\$ -	\$0	
May	-		-	-		ACH	\$ -	\$0	
June	-		-	-		ACH	\$ -	\$0	
Total	\$ 92,421.00	\$ 1,222.00	\$ 79,596.55	\$ 12,824.45			\$ 79,596.55	\$16,094,751	271
Amt Budgeted									
% of Budgeted Amount Received to date									
				22,000.00			LFY TD	27,726,005	292
				58.29%			Variance	-\$11,631,254	-21
							Change	-41.95%	-7.2%

1/17/2024

G:\shortcut-targets-by-id\1Hc_G3mGcqSH0umywpO2ENP9Xui5bHX3X\Treasurer Office\Building Inspection\Bldg Inspection Analysis

Selectmen's Funds

BOS LoCIP 2024

1/24/2024
8:15 PM

Period	LoCIP	Community House	Recycling Grant	Veteran's Memorial	Discretionary	
FY '23 Bal Fwd	5,998.72	1,568.29	310.11	3,374.02	337.06	
July	72.00			100.00		
August	120.00					
September	69.00					
October	105.00					
November	150.00			350.00		
December	105.00					
January	-			-	-	
February	-					
March	-					
April	-					
May	-					
June	-			-		
Interest						
						TOTAL
Totals	6,619.72	1,568.29	310.11	3,824.02	337.06	12,659.20

Restricted:
can only be
used for
LoCIP
projects
pursuant to
CGS 116b-7
see over for
list of
allowable
expenditures
in this
category

Restricted:
use toward
the
purchase of
lighting,
sound
equipment,
stage blacks
(curtain)
and/or other
equipment
related to
the
operation of
the stage as
a
performance
venue for

1.20.23
Veterans
Memorial
Committee
/ closed
account
and
transferred
Monument
and
residual
funds to
Town

"Local capital improvement project" means only capital expenditures and includes repairs incident to reconstruction and renovation but does not include ordinary repairs and maintenance of an ongoing nature. As used in this subdivision, "floodplain management" and "hazard mitigation" have the same meanings as provided in section 25-68j;

"Local capital improvement project" means a municipal capital expenditure project for any of the following purposes:

- (A) Road construction, renovation, repair or resurfacing
- (B) sidewalk and pavement improvements
- (C) construction, renovation, enlargement or repair of sewage treatment plants and sanitary or storm, water or sewer lines, including separation of lines
- (D) public building construction other than schools, including renovation, repair, code compliance, energy conservation and fire safety projects
- (E) construction, renovation, enlargement or repair of dams, bridges and flood control projects
- (F) construction, renovation, enlargement or repair of water treatment or filtration plants and water mains
- (G) construction, renovation or enlargement of solid waste facilities
- (H) improvements to public parks
- (I) the preparation and revision of local capital improvement plans projected for a period of not less than five years and so prepared as to show the general description, need and estimated cost of each individual capital improvement
- (J) improvements to emergency communications systems and building security systems, including for schools
- (K) public housing projects, including renovations and improvements and energy conservation and the development of additional housing
- (L) renovations to or construction of veterans' memorial monuments
- (M) thermal imaging systems
- (N) bulky waste and landfill projects
- (O) the preparation and revision of municipal plans of conservation and development adopted pursuant to section 8-23, provided such plans are endorsed by the legislative body of the municipality not more than one hundred eighty days after adoption by the commission
- (P) acquisition of automatic external defibrillators
- (Q) floodplain management and hazard mitigation activities
- (R) on-board oil refining systems consisting of a filtration canister and evaporation canister that remove solid and liquid contaminants from lubricating oil
- (S) activities related to the planning of a municipal broadband network, provided the speed of the network shall be not less than three hundred eighty-four thousand bits per second
- (T) establishment of bikeways and greenways
- (U) land acquisition, including for open space, and costs involved in making land available for public uses
- (V) acquisition of technology related to implementation of the Department of Education's common core state standards
- (W) technology upgrades, including for improvements to expand public access to government information through electronic portals and kiosks
- (X) for the fiscal years ending June 30, 2013, and June 30, 2014, acquisition of snow removal equipment, capital expenditures made to improve public safety, and capital expenditures made to facilitate regional cooperation
- (Y) for hazardous tree removal or trimming for nonutility-related hazardous branches, limbs and trees on municipal property or within a municipal right-of-way.

<u>Broadband Working Group:</u>		
Created: September 14, 2021		
Group email: kentconnect@townofkentct.org		
Members:	September 14, 2021 BOS meeting minutes	
	Ken Cooper	ken@coopermailbox.com
	Rufus deRham	rufus@gmail.com
	John Slowik	jaslowik@townofkentct.org
	Jean Speck	firstselectman@townofkentct.org
	Richard Welsh	richwelsh@gmail.com
added 12/14/21	Eric Roper	
added 12/14/21	Karen Iannucci	
added 12/14/21	Christopher Naples - Chairman	
	May 5, 2022 BoS meeting	
Resigned	Christopher Naples	
Charge:	September 14, 2021 BOS meeting minutes	
	to explore options, capabilities and costs to bring broadband to all residents in town, and make recommendations to the BOS.	
Role of a Board of Selectmen Subcommittee		
	A subcommittee is a small group of people assigned to focus on one particular task or area.	
	A subcommittee generally makes recommendations to the BOS for decisions.	
	The terms, responsibilities, authority and reporting back procedures of any subcommittee should be made clear in the form of a motion by the BOS	

**Board of Selectmen
Town of Kent
Glenn Sanchez Selectman Report
Regular Meeting
Wednesday, January 24th at 6:30pm**

In preparation for our upcoming meeting at the Swift House with the architect from Silver Petrucelli + Associates, I looked at information on the websites of the Connecticut Department of Economic and Community Development and the Small Town Economic Assistance Program (STEAP). The links to both are listed below.

Connecticut Department of Economic and Community Development
<https://portal.ct.gov/DECD/Services/Historic-Preservation>

Small Town Economic Assistance Program (STEAP)
https://portal.ct.gov/OPM/IGPP/Grants/STEAP/STEAP_Home

In the past the Swift House Task Force has contacted the State Historic Preservation Office about the status of the Swift House. We have not heard from them in a while, and I have recently received information for three members of that office. I hope to contact them before our Swift House meeting in order to renew the conversation about the structure. I would also like to know more about the process for obtaining a STEAP Grant for the Swift House. The more information we have at our disposal will help both the Board of Selectmen and the Swift House Task Force as we work with Silver Petrucelli + Associates about the future of the Swift House.

Thank you.

Glenn Sanchez
Selectman

Selectmen Reports - Lynn M. Worthington for Jan. 24, 2024 meeting

Park and Recreation

The Park and Rec Director Search Committee has worked very hard since Dec. 13, to vet and interview candidates for a new director. There were 45 resumes received. We had a four-person committee of myself, Rufus de Rham; Bethany Keck, a member of the public; and Miranda Lovato, a member of the public and a former interim director. We recommended a candidate to the Park and Rec Commission and Jan. 22 the Commission voted to recommend hiring the candidate to the Board of Selectmen.

Luncheon Thursday, Jan. 25 at noon in the Kent Community House

There will be a luncheon sponsored by Park and Rec as a farewell to Jared Kuczenski at the Kent Community House this Thursday (Jan. 25) beginning at noon. RSVP to socialservices@townofkentct.org.

Programs

Youth Basketball began this month and there are parents and members of the public who have stepped up to serve as coaches. Members of the Commission are serving as door monitors three nights a week to let parents and players into the KCS gym.

Bunco is getting off the ground as a new senior program and there will be a game offered Feb. 15, 2024 at 1:30 pm

Swim Programs will have new sessions beginning Feb. 14, with Open Swim, Aqua Aerobics on Wednesday mornings and Learn to Swim on Saturdays at Kent School.

CCM Conference

I attended the Connecticut Conference of Municipalities' Conference for newly elected officials on Jan. 6, 2024 and it was very informative and helpful to me. I uploaded all the presentations [HERE](#).

There were sessions on three main topics - Fundamentals of Local Government aka Town Meeting Form of Government; Municipal Finance; Ethics and Freedom of Information.

- Regarding the Town Meeting one, my main takeaway is that it is utterly foreign to anyone who has not grown up in New England so many times education is necessary to enlighten residents/taxpayers about how it works. There was a cool history lesson about how our form of government dates back to the 1600s. Another takeaway is the majority of towns in CT operate under a charter - Kent is one of about 10 towns that don't have a charter.
- With Municipal Finance, the panel representatives were from small towns so that was very relevant, representing the Town of Preston, Town of East Haddam and Columbia. A small town is defined as less than 10,000 people. They gave us a bunch of resources including these two local ones that seemed very helpful:

- Glossary of Terms and Acronyms: p. 39 -48
<https://www.bristolct.gov/DocumentCenter/View/7026/15-16-Budget-Book>
- East Haddam BOF Financial Policies
<https://www.easthaddam.org/departments/FinanceDepartment/board-of-finance-financial-policies>
- The Ethics/FOI session was very helpful. It was presented by an attorney, Kari Olson, from the firm Murtha Cullina. She spent time on ethics and stressed that it was really important for each official to consider his/her own actions, saying that "only you know if you are working under proper motives." Regarding FOI, she stressed that the key is that when a quorum of members of a board is present to "discuss or act upon a matter over which the public agency has supervision, control, jurisdiction or advisory power" then it is a public meeting and subject to FOI. There are exceptions, including to talk about what is going to be on a meeting agenda and dates of meetings. Executive Session requires a two-thirds vote and the reason must be stated on the record to understand the basis for going into executive session.
- I also learned CCM created CIRMA and it has been a huge financial success for the organization.

Policies

I'm hearing about a need for clarity on a number of different items and it probably warrants a policy subcommittee of the board to work on codifying items that have been handled verbally in the past. I'd be interested in serving on such a subcommittee of the Board of Selectmen.