

**RECEIVED**

By Darlene Brady at 12:52 pm, Jul 18, 2022



Board of Selectmen  
Special Meeting

July 13, 2022  
4:00 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=qOhR3kd4Zpc>

Jean Speck, Rufus deRham and Glenn Sanchez.

Also present: Joe Agli, Melissa Cherniske, Ruth Epstein, Lynn Harrington, Leila Hawkens, Donna Hayes, Atessa Helm, Barbara Herbst, Caitlyn Lynch, Connie Manes, Patricia Oris, Rick Osborne, Matt Starr, Scott Trabucco, Matt Winter and Lynn Worthington.

**Call to order:**

Jean Speck called the meeting to order at 4:03 p.m.

**Executive Session: Update from special counsel Jeff Sienkiewicz regarding  
Federal acknowledgement Petition #401 Schaghticoke Indian Tribe (SIT), CT  
application comments:**

Jean Speck made a motion to enter into Executive Session to discuss strategy regarding the federal acknowledgement petition #401 of the Schaghticoke Indian Tribe. Rufus deRham seconded the motion and the motion carried.

Jean Speck made a motion to come out of Executive Session at 4:46 p.m. Glenn Sanchez seconded the motion and the motion carried. No motions made in Executive Session.

Jeff Sienkiewicz confirmed the Town of Kent has responded to petition #401 Schaghticoke Indian Tribe (SIT) federal acknowledgement as a tribe.

**Executive Session: Discussion and possible approval of recommendation for Social Services Assistant:**

Jean Speck made a motion to enter into Executive Session to discuss the Social Services Assistant candidate and invite Social Services Director Samantha Hasenflue at 4:53 p.m. Glenn Sanchez seconded the motion and the motion carried.

Jean Speck made a motion to come out of Executive Session at 5:05 p.m. Rufus deRham seconded the motion and the motion carried. No motions made in Executive Session.

Jean Speck made a motion to approve the hiring of candidate Rosemary Jones as the Social Services Assistant, with a start date of July 18, 2022 at an hourly rate of \$17.30 at an average of 14 hours per week. Rufus deRham seconded the motion and the motion carried.

**Discussion of BOE proposal:**

Jean Speck:

- The Board of Education is proposing that the Board of Selectmen request a second State Trooper for the Town of Kent that can function as a School Resource Officer (SRO) for Kent Center School during the school year, and as a second town trooper during the Summer.
- During the school year, we would expect this trooper to be constantly present at Kent Center School during their shift except for rare instances when they may need to be a first responder for critical emergencies.
- Even in those cases, the expectation would be that the trooper returns to KCS as soon as more personnel have responded to the scene of the emergency.
- The BOE is proposing that the cost for this trooper be split proportionally between the BOE and BOS budgets.

After some discussion, Jean Speck made a motion to support the proposal from the Board of Ed regarding the addition of a School Resource Officer (SRO) and send the proposal to the Board of Finance for consideration. Rufus deRham seconded the motion and the motion carried.

**ARPA recommendation discussion and possible approval:**  
**Connie Manes:**

- Thanked the Select Board for getting right on the disbursement of up to \$400,000 for the first three categories that were ratified for individuals and families, business and non-profits.
- Anyone interested in applying, the application period is open. Information available on the Town website.
- Kent Volunteer Fire Department is taking steps towards accepting its allocation, which was voted on at the June 22<sup>nd</sup> BoS meeting.
- Remaining items that have been recommended in the categories of municipal projects, infrastructure upgrades for which allocations of \$180,000 and \$150,000, respectively, have already been ratified.
- The \$26,000 from within the \$180,000 of municipal projects that was voted to go to the Board of Ed for seed money for their enrichment program.

After some discussion, Jean Speck made a motion that we ratify the balance of the recommendations the ARPA Committee made in their report submitted to the Board of Selectmen. Glenn Sanchez seconded the motion and the motion carried.

**Discussion and approval of SLR providing Construction Engineering and Inspection services (CEI) for the first phase of your streetscape project to be constructed by Mather Construction:**

Jean Speck made a motion to extend the current agreement with SLR to include construction engineering and inspection services. Glenn Sanchez seconded the motion and the motion carried.

**Adjourn:**

Jean Speck adjourned the meeting at 6:21 p.m.

*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 corrections and approval.*



**RECEIVED**

*By Darlene Brady at 11:47 am, Jul 08, 2022*

BOARD OF SELECTMEN  
Special Meeting Agenda  
July 13, 2022 @ 4:00 P.M.

Join Zoom Meeting:	<a href="https://us02web.zoom.us/j/84646021963">https://us02web.zoom.us/j/84646021963</a>
Meeting ID:	846 4602 1963
One tap mobile:	+16465588656,,84646021963# US (New York)

Supporting documentation for this meeting:

[https://drive.google.com/drive/folders/1v88IFiHM\\_JpklrIfBMz886YcUgmBkiqM](https://drive.google.com/drive/folders/1v88IFiHM_JpklrIfBMz886YcUgmBkiqM)

1. Call to order.
2. Executive Session: Update from special counsel Jeff Sienkiewicz regarding Federal acknowledgement Petition #401 Schaghticoke Indian Tribe (SIT), CT application comments.
3. Executive Session: Discussion and possible approval of recommendation for Social Services Assistant.
4. Discussion of BOE proposal.
5. ARPA recommendation discussion and possible approval.
6. Discussion and approval of SLR providing Construction Engineering and Inspection services (CEI) for the first phase of your streetscape project to be constructed by Mather Construction.
7. Adjourn.



To: Board of Selectmen

From: Joyce Kearns, Administrative Assistant  
Samantha Hasenflue, Social Services Director

Date: June 22, 2022

Subject: Social Services Assistant

We received fifteen applications for the Social Services Assistant and contacted five of them for interviews. At this time, we would like to make the following recommendation to the board of Selectmen:

To hire Rosemary Jones as the Social Services Assistant effective July 18, 2022 with a starting salary of \$17.30 per hour for an average of 14 hours per week.

Thank you for considering our recommendation.





Joyce Kearns &lt;adminassist@townofkentct.org&gt;

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**Supporting info from Scott Trabucco**

1 message

**Jean Conlon Speck** <firstselectman@townofkentct.org>

Tue, Jul 12, 2022 at 5:37 PM

To: Glenn Sanchez &lt;Glennsanchez@townofkentct.org&gt;, Rufus DeRham &lt;Rufuspderham@townofkentct.org&gt;

Cc: Joyce Kearns &lt;adminassist@townofkentct.org&gt;

Hi all,

The below is from BOE chair Scott Trabucco for discussion under agenda item #4:

The Board of Education is proposing that the Board of Selectmen request a second State Trooper for the Town of Kent that can function as a School Resource Officer (SRO) for Kent Center School during the school year, and as a second town trooper during the Summer. During the school year, we would expect this trooper to be constantly present at Kent Center School during their shift except for rare instances when they may need to be a first responder for critical emergencies. Even in those cases, the expectation would be that the trooper returns to KCS as soon as more personnel have responded to the scene of the emergency.

The BOE is proposing that the cost for this trooper be split proportionally between the BOE and BOS budgets.

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Stay well,

Jean

Jean Conlon Speck

First Selectman

Town of Kent

Revised 7/6/22

5/20/2022

October	2016	Awarded Grant from DOH for Streetscape	\$500,000	expires 12/31/22	\$500,000
January	2019	Awarded Grant from DOT for Streetscape	\$400,000	expires 5/11/23	\$400,000
May	2019	Taxpayers approved a funding resolution totaling	\$2,925,000		\$2,925,000
July	2019	Capital Appropriation is fully funded	\$100,000		\$100,000
			<u>\$3,925,000</u>		<u>\$3,925,000</u>

September 2019 First Selectman Adams applied for funding through NWHCOG to CONDOT to be considered for the T.A.P. Program

November 2019 Signed Contract With MMB for Streetscape Engineering - \$213,900 Phase I - \$213,900

**August 2020** **Notified that Kent was approved for funding through the TAP program** **Project Splits into two Phases**

April 2022 BoS awards construction contract for Phase I to Mather Corporation - \$1,762,000 Phase I - \$1,762,000

April 2022 All ancillary costs to date associated with Phase I legal notices - \$51,257 Phase I - \$51,257

May 2022 **Estimated Inspection and oversight costs** - \$100,000 **Phase I** - \$200,000

May	2022	Original Funding	\$3,925,000		\$3,925,000
		Phase I costs to date and projected	-\$2,127,157		-\$2,227,157
		Estimated portion of original funding not used	\$1,797,843		\$1,697,843

		Phase II - T.A.P Program	80%	20%	100%	80%
		Reimbursement basis and covers 80% of Design	Federal	Kent	Total	Federal
		R-O-W acquisition				
		Construction				
February	2022	Cost Estimate provided by VHB / DOT	\$1,824,800	\$456,200	\$2,281,000	\$1,824,800

May	2022	Resolution to formally recognize Phase II	\$2,352,525		\$2,352,525
		Phase II cost projection pd by T.A.P Program	-\$1,882,020		-\$1,882,020
		Amount to be paid with taxpayer funding	<u>\$470,505</u>		<u>\$470,505</u>
				updated estimate subsequent to design contract	
				includes T.A.P. costshare and ancillary costs	

May	2022	Estimated portion of Phase I funding not used	\$1,797,843		\$1,697,843
		Estimated portion of Phase II funding required	-\$470,505		-\$470,505
		Estimated Taxpayer savings	<u>\$1,327,338</u>		<u>\$1,227,338</u>





Barbara Herbst &lt;treasurer@townofkentct.org&gt;

**Fwd: CEI Services**

1 message

Barbara Herbst <treasurer@townofkentct.org>  
To: Joyce Kearns <adminassist@townofkentct.org>

Wed, Jul 6, 2022 at 3:56 PM

Hi Joyce,

Please reserve space on the next BoS meeting agenda either Special or Regular for the Board to take action on this matter.

Thanks!

B

**Barbara E Herbst**

Treasurer, Town of Kent  
860 927 0109 | [treasurer@townofkentct.org](mailto:treasurer@townofkentct.org)  
PO Box 678  
Kent CT 06757  
<https://www.townofkentct.org/>

[Click to schedule a meeting](#)

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

From: Vincent C. McDermott <[vmcdermott@slrconsulting.com](mailto:vmcdermott@slrconsulting.com)>

Date: Wed, Jul 6, 2022 at 3:31 PM

Subject: CEI Services

To: Barbara Herbst <[treasurer@townofkentct.org](mailto:treasurer@townofkentct.org)>Cc: Michael T. Doherty <[mtdoherty@slrconsulting.com](mailto:mtdoherty@slrconsulting.com)>, Mark Arigoni <[marigoni@slrconsulting.com](mailto:marigoni@slrconsulting.com)>, Thomas Balskus <[tbalskus@slrconsulting.com](mailto:tbalskus@slrconsulting.com)>

Barbara:

To confirm our telephone conversation, SLR will provide Construction Engineering and Inspection services (CEI) for the first phase of your streetscape project to be constructed by Mather Construction. As discussed, we will provide a qualified inspector to monitor the work and, depending on the contractor's progress, our services will range from full-time to part time an provided on an hourly basis. For budgeting, you should assume a total fee in the range of \$200,000. It is quite possible that the project may extend into the 2023 construction season. If this is acceptable, please let us know as soon as you get the necessary approvals and Mike Doherty will send you a formal extension to our current agreement for this work.

Let us know if you have any questions.

Vince





Vincent C. McDermott, FASLA, AICP  
Principal Landscape Architect

O 203-271-1773  
C 203-525-7102  
E vmcdermott@slrconsulting.com

SLR International Corporation  
99 Realty Drive, Cheshire, CT 06410



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Winners: RoSPA  
President's Award 2020

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#### **CEI services encompass the following**

**Inspection and oversight of construction to ensure procedures and materials comply with plans and specifications**

**Contractor's activity inspection and documentation**

**Inspector's daily report preparation**

**Examination of quality of installations for conformity to standards and specifications**

**Interpret drawings and specifications and discuss deviations**

**Neat, accurate and complete records maintenance**

**Active participation in project meetings**

**Contractor's schedule monitoring**

**Paint/coating inspection**

**Field testing of soils, concrete and asphalt, and materials sampling**

**Assistance with change order review and completion**

**Monitoring and documentation of materials delivered and incorporated into the work**

**Assistance in semi-final/final inspections**

**Punch list preparation and completion monitoring**

**Assistance with smooth and timely project close-out**