

Received & Filed July 19, 2017  
@ 9:56 AM  
Warren Brady, TC

Board of Selectmen  
Regular Meeting

July 5, 2017  
4:30 P.M. Town Hall

Present: Bruce Adams, Jeff Parkin and Mike VanValkenburg.

Also present: Lesly Ferris, Donna Hayes, Wendy Murphy, Rick Osborne, Leah Pullaro, Elyse Sadtler and Lynn Worthington.

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

The Pledge of Allegiance was recited.

Mr. Adams made a motion to add the following item:

10c River Road/North Kent Road

Mr. VanValkenburg seconded the motion and the motion carried.

**Approval of Minutes:**

Mr. Adams made a motion to approve the minutes of the June 6, 2017 Regular Meeting, as submitted. Mr. VanValkenburg seconded the motion and the motion carried.

Mr. Adams made a motion to amend the minutes of June 21, 2017 to read as follows:

The purpose of the grant (\$99,000) is to put solar panels on the new Stuart Farm Apartments, Phase II.

Mr. VanValkenburg seconded the motion and the motion carried.

Mr. VanValkenburg made a motion to approve the minutes of the June 21, 2017 Special Meeting, as amended. Mr. Parkin seconded the motion and the motion carried.

**Public Communication:**

**Oral:** Wendy Murphy proposed to draft a booklet aimed primarily at new home and business owners or renters in Kent (proposal attached). Mr. Adams stated that the Board of Selectmen gives its unanimous blessing.

Donna Hayes stated, as the representative for the Building Department, there is an on going issue with the Tax Collector signing off on the Tax Collector's form attached to the building application during the month of July, until the taxes are paid. Ms. Hayes stated that tax bills state that taxes are not delinquent until August 1<sup>st</sup> and, therefore, do not have to be paid until August 1<sup>st</sup>. She added that, if the Tax Collector will not sign off on the Tax Collector's form attached to the building application during the month of July if the taxes are not paid, will result in either no or at least reduced revenue for the Building Department for the month of July.

Mr. Parkin made a motion, pending statutory clarification, that the Tax Collector should sign off on the Tax Collector's form attached to the building application during the month of July with the following statement:

As of today the taxes are not paid and not delinquent

Mr. VanValkenburg seconded the motion and the motion carried.

**Written:** Mr. Adams stated that there were four written correspondences (attached):

- June 27, 2017 thank you letter from Dave Boone of the Appalachian Mountain Club.
- June 28, 2017 change of hours request from Leah Pullaro.
- June 28, 2017 Senior Activities report from Lesly Ferris.
- July 5, 2017 Staff Report from Donna Hayes.

Mr. Adams made a motion to endorse Leah Pullaro's request to change her posted office hours to Tuesday through Saturday from 900 a.m. to 3:00 p.m. Mr. VanValkenburg seconded the motion and the motion carried.

**Report of First Selectman:**

Mr. Adams reported on some things he did during the month of June:

- Volunteered at Household Waste drop off in Falls Village
- Met with Town Attorney
- Met with BOE Chair and Town Clerk
- Spoke at service for deceased resident
- Carter Road semi final inspection
- Attended Kent Informal Club meeting
- Hearing for KAH grant application
- Kent Hollow bridge pre-construction meeting
- Emery Park Open House

Meetings covered by the BOS – Group or individual

- HRRRA meeting – 6/22/17
- BOS 6/6

Police Report:

- Phone at Town Hall is 860-927-3134.
- Email is: [residenttrooper@townofkentct.org](mailto:residenttrooper@townofkentct.org)

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

He has spent a lot of time dealing with the crowds that come to use Kent recreational facilities. He works weekly with the Bulls Bridge Task Force. He is working well so far with the organizers of the Gilmore Girls Fan Fest. He is a regular presence at KCS during the school year.

**Report of Selectmen:**

Mr. VanValkenburg had nothing to report.

Mr. Parkin had nothing to report.

**Report of Treasurer:**

Mrs. Herbst did not attend the meeting and did not provide a report.

**Tax Refunds:**

Mr. VanValkenburg made a motion to approve the following two tax refunds:

Ally Financial                      \$239.17

Ford Credit Personal Property    \$ 68.48

Mr. Parkin seconded the motion and the motion carried.

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

Mr. Adams stated that HRRA asked him to be on a panel concerning the bottle bill. He explained the Ed Epstein has collected the \$0.05 returnable for the Kent School Scholarship Fund.

**Welcome Center Cleaners:**

Mr. Adams reported that he had hired two Kent Center School custodians to clean the public restroom. He was advised that they would have to be paid overtime rate because they already would have worked forty hours at the school. He stated that he has since terminated them and hired his house cleaner's son, Buddy Paine to clean the restrooms. Mr. Adams made a motion to hire Buddy Paine, at the rate of \$15.00 per hour plus pay for a liability insurance policy for one year, with a term of employment to expire on December 31, 2017. Mr. VanValkenburg seconded the motion and the motion carried.

**Social Services Director Resident Policy update:**

Leah Pullaro requested the Board of Selectmen define "resident". She added that she was primarily looking for clarification concerning the residents of the long-term care facilities in Town. The Board of Selectmen agreed to keep on the agenda and discuss at the next Regular BOS meeting.

**River Road/North Kent Road:**

Mr. Adams stated the gate on River Road has been installed but DEEP has not installed the gate on North Kent Road. He added that, due to trash and debris, the gate on River Road was closed and road-closed signs were put at the top of North Kent Road. Mr. Adams made a motion to continue to close the gate and put the road-closed signs out on weekends until after Labor Day. Mr. VanValkenburg seconded the motion and the motion carried.

**Public Restrooms:**

Mr. Adams stated that the public restrooms are opened and 54 showers have been taken to date. He added that the grand opening would be on Thursday, July 6, 2017.

**Electric Car Charging Station:**

Mr. Adams stated he had nothing new to report.

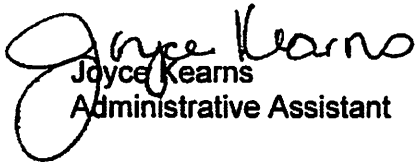
**Health Insurance:**

Mr. Adams stated he had nothing new to report.

**Executive session – Personnel Issue – Education:**

Mr. Adams stated that he offered Executive Session to Jennifer Dubray; she declined the Executive Session and did not attend the meeting. Mr. Adams stated that there was a question regarding the submission of hours by Mrs. Dubray to attend a "conference." The question being was the "conference" for job certification, which requires preapproval by the Board of Selectmen, or an information workshop. Mr. Adams stated that he spoke to Mrs. Dubray and Mrs. Braislin earlier in the day, and they confirmed that it was an informational workshop and not for job certification. No action taken.

Mr. VanValkenburg made a motion to adjourn the meeting at 5:50 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  
REGULAR MEETING

JULY 5, 2017  
4:30 P.M. TOWN HALL

### Regular Meeting

1. Call to order
2. Pledge of Allegiance
3. Approval of Minutes
  - a June 6, 2017 Regular Meeting
  - b June 21, 2017 Public Hearing
4. Public Communication
  - a Oral
  - b Written
5. Report of First Selectman
6. Report of Selectmen
7. Report of Treasurer
8. Tax Refunds
9. Employee(s) report(s) on Seminar/workshops
10. New Business
  - a Welcome Center Cleaners
  - b Social Services Director Resident Policy update
11. Old Business
  - a Public Restrooms
  - b Electric Car Charging Station
  - c Health Insurance
12. Executive session – Personnel Issue - Education
13. Adjourn

RECEIVED FOR RECORD  
KENT TOWN CLERK  
2017 JUN 30 A 8:51  
BY *[Signature]*  
TOWN CLERK

# Welcome to Kent Brochure

This is a rough proposal for a booklet aimed primarily at new home and business owners or renters in Kent. The intention of the booklet, which can be done virtually at no cost as an internet offering, is to make people aware of the legal, political and community services available so that people can not only feel welcome but hit the ground running when they move here. They will not have the excuse of ignorance because they will have at their fingertips some basic information about Kent by which to function well. People from large urban areas especially have been known to burn brush without a permit, pour leftover toxic chemical into the nearest culvert for lack of knowledge, ignore recycling and transfer station rules, and not support organizations such as the library and the fire department because they are not used to citizen involvement and think their property taxes pay for everything. In addition, people from states other than New England are likely to be clueless about what the First Selectman, and the other two Selectmen do, having known only mayors and county government.

Kent, like most towns in the Northwest Corner, could not be the wonderful place it is if citizens didn't have a strong commitment to being volunteers and good citizens generally. The Kent Conservation Commission sees a need for this booklet, just as we did for the Natural Resources Inventory published nine years ago and the Kent Trails booklet which became available in hard copy and in online versions a year ago. Based on sales these are both welcome additions to Kent's community and we think a Welcome to Kent online brochure would be too. We would then urge real estate agents to print out copies for new buyers, with their own logo on the cover if they wish. And we would make it available through the Chamber website and the Town of Kent website. In preparing and offering such a brochure, I think it would be credited to the Town itself, rather than the Conservation Commission as this brochure is a bit outside our normal oversight. We do think the Chamber will find this useful too and if they wanted to print out and bind copies on their own, they could at no charge for the basic text. I propose to write the brochure after consulting with all stakeholders and having them correct and/or verify information related to their activities. As an online offering primarily, it can be kept updated at least once a year, perhaps by someone in the Selectman's Office or a volunteer.

Items in no particular order to be included:

Introduction to small town government in Connecticut, how the Selectman's Office functions, critical votes annually, etc., office hours

How to become a Registered Voter

Board of Finance: how elected and what they do. How local and state taxes work in CT. Perhaps a pie chart that shows relative expenditures for Education, Administration, Roads etc.

**Town Transfer Station:** what it costs annually to use the facility, the importance of recycling, why its use benefits the town,

**Our Police Presence:** What the Resident State Trooper does, calling 911, about Litchfield Barracks etc.

**Our Social Services Agent:** Duties, scope of services

**Affordable Housing:** How that works

**Planning and Zoning:** a description of what the P& Z's sphere of interest is, how members are chosen, the role played by the Land Use Officer and the Building Inspector, where to get a copy of the current regulations.

**Activities requiring a permit:** what the homeowner must do before altering a building, excavating, altering watercourses, burning brush, disposing of landfill, perhaps something here about Torrington Health as well

**Inland Wetlands:** ditto information as it applies plus information on woodland management, stream quality, aquifers, wells and town water, drainage issues etc.

**Park and Recreation:** description of physical facilities including Emery Park, Ward Tennis Courts and Playground, Summer Day Camp, Park and Rec teams for children and adults. Also include here State recreational facilities Conservation Commission: our areas of influence and activity, programs including annual road clean up day, tree plantings, etc. Our Trail Guide and Natural and Cultural Resources Inventory

**Architectural Review Board:** its duties and areas of influence

**The Historical Society and the Historic District**

**The Kent Land Trust:** overview including Marble Valley Farm

**Weantinoge Heritage Land Trust:** overview

**Kent's Galleries and Museums:** overview

**Kent's Clubs** including Lions, Garden, VFW, Informals etc.

**Kent's Houses of Worship:** a simple list with hours of service

**Kent's Schools,** public and private

**Community Housing:** Templeton Farms, South Commons, Stuart Farm Apartments

**Senior Center**

**Kent Volunteer Fire Department: overview including fire and ambulance services, fire equipment, membership, auxiliary, events**

**Living Responsibly with our wildlife population: Kent's remarkable bird population and where to see; observing turtle crossings, bear visits, wild turkeys, etc., fishing permits**

**For further reading about Kent:**

***NCRI and : A Hiker's Guide***

***Democracy in the Connecticut Frontier Town of Kent*, by Charles S. Grant**

***Phil Camps' Recollections***

***One American Town*, by Don Connery**

**Emily Hopson's Publications about Kent**



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## APPALACHIAN MOUNTAIN CLUB Connecticut Chapter

June 27, 2017

Bruce K. Adams, First Selectman  
Town of Kent  
41 Kent Green Blvd.  
Kent, CT 06757

re: River Road

Dear Mr. Adams:

On behalf of the Appalachian Mountain Club Connecticut Chapter Appalachian Trail Committee, I am writing to express our gratitude and thanks to the Town of Kent Highway Department's assistance with the installation of a gate and other barriers near the St. John's Ledges trailhead on River Road in Kent. In particular, I want to thank Rick Osborne for coordinating the effort, and especially, the crew he made available to us, Pete and TJ. Pete and TJ were interested and committed to helping us in any way: please express our thanks and appreciation to them.

The cooperation of the partners involved in the Appalachian Trail is what makes the AT such a one of a kind resource. We certainly recognize the partnership between the Town of Kent and the AMC-CT Appalachian Trail volunteers.

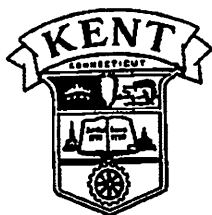
Thank you again, to your dedicated and skilled employees, and the Town's continuing support of efforts to preserve the Appalachian Trail experience.

Sincerely,

Dave Boone  
AMC-CT AT Committee Chairman

c: Adam Brown, ATC Conservation Stewardship Manager  
Cindy Butts, AMC-CT Chapter Chair





## *TOWN OF KENT*

### Social Services

June 28, 2017

Board of Selectmen  
Town of Kent  
Kent, CT 06757

Dear Sirs:

I would like to request a change to the Social Services office hours, beginning July 1, 2017. The proposed schedule will be as follows:

Tuesday – Saturday, 9:00a.m. – 3:00p.m.

This new schedule, if approved, would continue to allow me to be available to residents on Saturday but still stay within the 27 hours per week that the position requires.

Sincerely,

Leah Pullaro  
Social Services Director

# 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: June 28, 2017

Re: Senior activities

Please note the following special activities took place at the Kent Senior Center during June 2017:

June 12: Adult Coloring Class  
June 14: Father's Day luncheon  
June 21: First Day of Summer luncheon

Additionally, the regional senior lunch took place June 9 at The Grove in Lakeville. Several Kent seniors participated in the luncheon, hosted by the regional recreation departments.

Thank you.



## TOWN OF KENT LAND USE OFFICE

### STAFF REPORT

DATE: July 5, 2017

FROM: Donna Hayes, CZEO

*DH*

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#### Building Department:

- Permits Issued: 54 (June)
- Total Construction value: \$1,176,435

#### Planning & Zoning:

- Permits Issued: 6 (June)
- Certificates of Compliance Issued: 2 (June)
- Applications before the Commission: (June)
  - New tennis courts at the Kent School (will be heard in July)
  - Modification to South Kent School CFI (approved)
  - Inground swimming pool in Horizonline Conservation District (approved)
  - Filling operation on Upper Kent Hollow Road (ongoing)
  - Signage for Ace Hardware (approved)
- Applications before the Commission: (July)
  - Operation of a drug and alcohol rehab facility at 46 Maple Street (public hearing 7/13)
  - Signage request for Kent Coffee & Chocolate, 45 North Main Street

#### Inland Wetlands:

- Approved: June
  - Inground gunite swimming pool, pool equipment, bluestone patio and fencing
  - Replacement of two culverts on Macedonia Brook Road
- Pending: June
  - Installation of processed stone in a 9' wide by 200' long area approximately 25' from the stream
  - Notice of Violation for the weekly, illegal removal of a beaver dam.

**Zoning Board of Appeals:**

- Pending:
  - None
- Approved:
  - Certificate of Approval of Location for motor vehicle repair
  - Application for variance to side and front yard setback

**Architectural Review Board:**

- Pending:
  - Repairs and landscaping to 26 South Main Street
    - The repairs were approved due to the fact that they were done before coming to the ARB.
    - The rest of the application was denied due to the fact that there was insufficient information.
  - Tree removals in the Village District.
    - It was suggested that a representative speak with the Tree Warden and submit a written request to the Planning & Zoning Commission for discussion.
- Approvals:
  - Sign for hardware store.

**UPDATE ON CONTINUING PROJECTS:**

- Rewrite of the Regulations:
  - A special meeting was held on June 29, 2017 and the following decision was made:
    - Three additional meetings will be scheduled to finalize the review.

**VIOLATIONS:**

- Legal Issues:
  - Mauri v Town of Kent ZBA – With the approval of the P&Z Commission, Attorney Zizka created a Consent Agreement. Mr. Mauri signed the agreement which states that no special events will take place on the property and if they do, an injunction can be filed against him. In addition, Mr. Mauri agreed through the Consent Agreement to reimburse the Town \$1,000 for legal fees incurred. Total charges as of the end of May are now: \$46,370.30.
- Notice of Violations:
  - A letter requesting appearance at the ZBA meeting was sent to the owners of the property where a shed and two propane tanks were installed. I'm still waiting for the application.
  - A letter was sent to a property owner on Bulls Bridge Road due to a neighbor's complaint about trash and debris. The cleanup continues.
  - South Kent Road: A letter was sent to the property owner requesting permission to enter the property to inspect the complaint as it does not seem that any cleanup has begun.
  - The land filling operation on Upper Kent Hollow Road was discussed at the June P&Z meeting. A work schedule was created that is acceptable to the property owner and the neighbors.

- A Request for Voluntary Compliance was sent to the property owner of the building that Kent Coffee & Chocolate occupies due to several complaints about signage. A compromise was reached until the business owner can appear before the Commission to discuss options.
- A Notice of Violation was sent to the property owner on Segar Mountain Road with regard to the weekly removal of a beaver dam. Inland Wetlands has come up with the following conclusion: Ms. Hayes will contact Beaver Solutions to see if he can come up with a solution that will not entail the weekly removal of the beaver dam.

Received + Filed  
July 19, 2017  
@ 9:56 AM  
Dawn Stacey, TC