

Board of Selectmen
Regular Meeting

May 7, 2019
4:30 P.M. Town Hall

Present: Bruce Adams, Chris Garrity and Jeff Parkin.

Also present: Darlene Brady, Patty Braislin, Debbie Devaux, Dan Gantt, Tegan Gawel, Peter Jensen, Rick Osborne, Elissa Potts, Leah Pullaro, Jeff Sienkiewicz, John Worthington and Lynn Worthington.

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

The pledge was recited.

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

5d. Policy and Procedure Manual

Mr. Parkin seconded the motion and the motion carried.

Approval of Minutes:

Mr. Adams made a motion to approve April 2, 2019 Board of Selectmen's Regular meeting minutes, as submitted. Mr. Parkin seconded the motion and the motion carried.

Mr. Adams made a motion to approve the following Board of Selectmen's Special meeting minutes, as submitted:

- May 17, 2019
- May 23, 2019

Mr. Garrity seconded the motion and the motion carried.

Public Communication:

Oral: None.

Written:

Mr. Adams stated there is one written reports, attached:

- May 1, 2019 Staff Report from LUA Donna Hayes

Sewer Ordinances:

Attorney Jeff Sienkiewicz spoke on behalf of the Sewer Commission. He stated that the Town of Kent ordinances for the Sewer and Sewage Disposal are outdated and need to be updated. Mr. Sienkiewicz has suggested that the ordinances be broken into ordinances and regulations. Mr. Sienkiewicz provided a copy of the current ordinances and a draft of the proposed ordinances (attached). He added the Sewer Commission has approved the proposed ordinances, and he would work with them on creating the regulations. Mr. Sienkiewicz added that he would come back to the Board of Selectmen to present a complete package with ordinances and regulations. Mr. Adams made a motion to approve the Sewer Commission's recommendation to update the current sewer ordinance to include ordinances and regulations. Mr. Garrity seconded the motion and the motion carried.

Sewer Lease Financing:

RECEIVED FOR RECORD
KENT TOWN CLERK

2019 MAY 13 A 4 26

BY *Darlene Brady*
TOWN CLERK

Sewer Commission Chairman Elissa Potts stated that the Sewer Plant is in need of a new belt press. She stated the Sewer Commission has looked into many options and alternative pieces of equipment. The Sewer Commission has agreed that the best option is a lease to own program with Municipal Leasing Consultants (attached). Ms. Potts stated that the Sewer Commission has the funds to pay for the lease but is looking for the Town of Kent to co-sign on the lease. Attorney Sienkiewicz advised the Selectmen that the Town would have to appropriate the funds. Mr. Adams stated that he would talk to Town Attorney Randy DeBella and the treasurer about the process of co-signing a lease agreement with the Sewer Commission.

Kent Village Housing for the Elderly taxes:

Mr. Adams stated Kent Village Housing for the elderly sent a letter to the Board of Selectmen on April 11, 2019 (attached) requesting financial assistance in order to pay the new tax bill and also partial tax abatement. Mr. Adams asked Tegan Gawel, President of the Kent Village Housing for the elderly Board of Directors if she would like to continue the meeting in Executive Session as she requested in the April 11, 2019 letter? Ms. Gawel declined to move into Executive Session. Mr. Adams stated the Board of Selectmen, Attorney Randy DeBella and Assessor Patty Braislin meet earlier in the day and prepared a Tax Abatement agreement (attached). The agreement was handed to Ms. Gawel for review by the full Board of Directors.

Approval of agenda for May 17, 2019 Town Meeting:

Mr. Adams made a motion to approve the agenda for the Annual Budget Meeting on Friday, May 17, 2019 (attached). Mr. Garrity seconded the motion and the motion carried.

Mr. Parkin stated that he would not be available for the entire month of June. He suggested warning a Special Meeting in late May.

Streetscape:

Mr. Adams stated that the Special Town Meeting on Friday, May 3, 2019 for the Streetscape referendum went well. He added the referendum is set for Thursday, May 16, 2019. Mr. Adams stated that a new Streetscape Committee, with a new charge, should be created to oversee the proposed project. Mr. Garrity expressed his concern with creating a new committee based on the assumption that the Streetscape referendum would pass. He question if a new committee would need to be created if the referendum does not pass, would said committee oversee the project with the grant money and the funds in the Capital Plan? Mr. Adams stated that he would be guessing, but, yes, the new committee could oversee the grants and the money in the Capital Plan. Mr. Parkin and Mr. Garrity asked for clarification on the terms of both grants:

- What can they be used for
 - New Construction
 - The complete proposed project vs. partial proposed project
 - Repairs
 - Trees
 - Lighting
 - Materials

- What timeframe do they have to be used in
- What is the Town's participation to use the grants

Mr. Adams stated that he would gather the requested information and suggested having a Special Meeting after the referendum.

Health Insurance:

Mr. Adams stated that the Town has received information on an Anthem medical plan that would reduce the increased that is reflected in the proposed budget by approximately \$33,635. He added that the employees are in favor of the proposed plan. Mr. Adams noted that he has met with the union representative and has provided him with a copy of the plan summary. The Administrative Assistant added that there is an employee health insurance meeting schedule for Friday, May 10, 2019 at 10:00 a.m. to review the proposed plan.

Park and Rec Director Job Description:

Mr. Adams stated that Lesly Ferris submitted a memo on April 24, 2019 (attached) stating that the Kent Park and Recreation Commission at is April 22, 2019 meeting made the following motion regarding the Park and Recreation director's job description:

"...made a motion to reaffirm the Park and Recreation director's job description without the responsibilities at the Monday and Wednesday Elderly Nutrition Program" (attached).

Building Inspector Contract:

Mr. Adams stated that the Building Official submitted a letter (attached), back in January, expressing an interest in continuing to serve as Kent's Building Official. Mr. Adams added that the treasurer provided a three-year analysis (attached) for reflecting the proposed options outlined in the Building Official's letter. Mr. Adams questioned putting the Building Official position out to bid and perhaps consider making the position a salaried position rather than a fee based position. He added that maybe the Building Official should be liable for the office expenses as well. Mr. Garrity asked what costs is the Building Official responsible for: insurance, vacation coverage, engineer fees? Mr. Adams stated that he would set a meeting with Mr. Manley. Mr. Garrity noted that if they are going to pivot; they need to pivot quickly.

Policy and Procedure Manual:

Mr. Parkin noted there are several areas of the Policy and Procedure Manual that need to be tightened-up. He stated he would continue to review and provide suggestions to the Board. The Board agreed.

Report of First Selectman:

Mr. Adams reported on some of the things he did in the month of April 2019:

- Attended meeting at HVA
- Met with health insurance broker
- Senior lunch

- Special COGs – Governor Lamont and Rep. Jahana Hayes
- Met with Teamsters on employee issue
- Spent some time at the Transfer Station
- Finally got 4 way stop installed on South Kent Road

Meetings covered by the BOS - Group or individual:

Waramaug Interlocal yearly - Bruce

COG – Bruce

Safety Committee – Bruce

BOF – Bruce

Parks Subcommittee – Bruce

Chamber – Bruce

HRRA - Bruce

Police Report:

Phone at Town Hall is 860-927-3134

E-mail is: residenttrooper@townofkentct.org

Lately Andrew has been focusing on speed enforcement. Focus has been on Skiff Mtn., Kenico Rd., new 4-way stop at South Kent Road, Bulls Bridge Road and Camps Flat Road.

Report of Selectmen:

Mr. Garrity asked that two additional speed signs be installed.

Mr. Parkin had nothing to report.

Report of Treasurer:

Mrs. Herbst did not attend the meeting but provide a report (attached).

Tax Refunds:

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

Siegel, Robert P.	\$1,043.72
Fishman, Benjamin D. & Elizabeth W.	\$ 24.82
Fishman, Benjamin D. & Elizabeth W.	\$ 96.98
Protasiewicz, Victoria D. & Maryann	\$ 121.35
Zaccara, Henry & Carol	\$ 66.03
Kallstrom, S. Lee	\$ 11.25

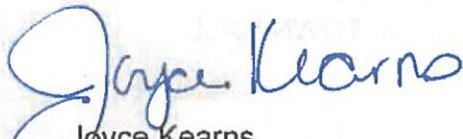
Mr. Garrity seconded the motion and the motion carried.

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

None.

Mr. Jensen stated at the last Board of Selectmen's meeting the Board charged Mr. Jensen with gathering information on the topic of annual ad budget meetings and encouraging greater resident and taxpayer participation. He provided a written report (attached).

Mr. Adams made a motion to adjourn the meeting at 5:56 p.m. Mr. Garrity 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

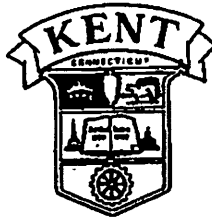
BOARD OF SELECTMEN
REGULAR MEETING

May 7, 2019
4:30 P.M. TOWN HALL

Regular Meeting

1. **Call to order**
2. **Approval of Minutes**
 - a. April 2, 2019 Regular Meeting
 - b. April 17, 2019 Special Meeting
 - c. April 23, 2019 Special Meeting
3. **Public Communication**
 - a. Oral
 - b. Written:
 - May 1, 2019 Staff Report from LUA Donna Hayes
4. **New Business**
 - a. Sewer Ordinances
 - b. Sewer Lease Financing
 - c. Kent Village Housing for the Elderly taxes
 - d. Approval of agenda for May 17, 2019 Town Meeting
 - e. Streetscape
5. **Old Business**
 - a. Health Insurance
 - b. Park and Rec Director Job Description
April 24, 2019 memo from Park and Rec Director Lesly Ferris
 - c. Building Inspector Contract
6. **Report of First Selectman**
7. **Report of Selectmen**
8. **Report of Treasurer**
9. **Tax Refunds**
10. **Employee(s) report(s) on Seminar/workshops**

"An equal opportunity employer and service provider."



TOWN OF KENT LAND USE OFFICE

STAFF REPORT

DATE: May 1, 2019
FROM: Donna Hayes, CZEO

Building Department:

- Permits Issued: 48 (April)
- Total Construction value: \$1,573,837 (April)
- Fees: \$10,351

Planning & Zoning:

- Permits Issued: 7 (April)
- Certificates of Compliance Issued: 0 (April)
- Applications before the Commission: (April)
 - Applications #106-18SP and #107-18C, by High Watch Recovery Center, Inc., for 54 Carter Road (Map 14 Block 22 Lot 6); 62 Carter Road (Map 14 Block 22 Lot 7); and the 15.48-acre unimproved parcel of land (Map 14/Block 21/Lot 23, Parcel I.D. #1486) abutting the northerly line of Carter Road and the southeasterly line of 47, Carter Road, for a special permit and site plan approval for the following: Construction of two-story addition (including offices, 218-seat lecture hall and 12-bed detoxification wing) to existing administrative and clinical office building at 62 Carter Road; single story addition and kitchen expansion to dining hall at 62 Carter Road; addition of detoxification service at 62 Carter Road; increase in total residential in-patient bed count from 78 to 90 at 62 Carter Road; conducting therapeutic activities (including temporary housing of staff) associated with the treatment of drug and alcohol addiction at 54 Carter Road; constructing expanded landscaping/vegetative screening, driveway entrance, parking area, retaining wall and stormwater detention basin at 54 Carter Road and 62 Carter Road; constructing new septic system on Parcel I.D. #1486; and associated site work on all three parcels.
 - The applications were **approved** on April 11 with 34 conditions by a vote of 6 – 1.
 - Application #20-19A, Douglas E. Smalley for Kent Barns, LLC, 9 Maple Street, change of use from retail to art gallery, 7 Fulling Lane, Map 19 Block 42 Lot 35. (**approved**)
 - Modification to site plan application #62-15C Arthur H. Howland & Associates, P.C., for Kent Center, LLC, 9 Maple Street, Map 19 Block 42 Lot 35, modification to include new signage for Kenzie's Barns Fine Art at 7 Fulling Lane. (**approved**).

- Application #21-19A, Andrew Craven of Craven Contemporary, LLC, for Kent Barns, LLC, 9 Maple Street, change of use from retail to art gallery, 4 Fulling Lane, Map 19 Block 42 Lot 35. (approved).
- Modification to site plan application #62-15C, Arthur H. Howland & Associates, P.C., for Kent Center, LLC, 9 Maple Street, Map 19 Block 42 Lot 35, modification to include new signage for Andrew Craven Art Gallery at 4 Fulling Lane (approved).

Inland Wetlands:

- Approved: April
 - Application #1190-19, Brian Neff for Howard & Donna Smith, 81 Kent Hollow Road, construction of single-family dwelling, driveway, septic, underground utilities and associated site work, Map 16 Block 24 Lot 1.
 - Application #1193-19, Devon Dobson of Litchfield County Pools for Jessica Turner, 100 North Main Street, installation of 18' x 50' inground swimming pool, perimeter fencing and associated site work, Map 19 Block 42 Lot 1.
 - Application #1194-19, Rick Osborne for Town of Kent, Camps Flat Road, remove debris and lower beaver dam; restore washed out road shoulder, Map 12 Block 35 Lot 15.
- Pending: May
 - Application #1196-19, Town of Kent Park and Recreation for Town of Kent, 38 Maple Street, replacement and extension of existing drainage pipe and deposition of riprap at outlet of pipe, Map 4 Block 12 Lot 4.

Zoning Board of Appeals:

- Approved: April
 - NONE.

Architectural Review Board:

- Approved: April
 - NONE
- Pending: May
 - Possible changes to regulations

VIOLATIONS:

- Application #008-18, Rick Dolson for Cynthia & Wayne Gustafson, Trustees, 21 Bridge Street, installation of sign on existing sign post and window, Map 19 Block 13 Lot 10.
- Complaint regarding the "running of a commercial breeding business" at 9 Chase Hill Road, Map 9 Block 15 Lot 47. According to an email from the property owner, he and his family were moving out of the state of CT and he has rented his house to a single tenant who will not be running a commercial business out of the house.

OTHER:

- I will be out of the office from May 7th to the 22nd returning to the office on the 23rd. Notices have been on the door and the Town's website since April 5th. I will be reachable via email in emergencies.
- The large format copier has been delivered and is not in operation.

Allingham, Readyoff & Henry, LLC

Attorneys at Law
54 Bridge Street
New Milford, CT 06776

www.allinghamlaw.com
Phone: 860-350-5454
Fax: 860-350-5457

December 6, 2018

Hon. Bruce Adams, First Selectman
Town of Kent
41 Kent Green Boulevard
Kent, CT 06757

Re: Kent Sewer Ordinance

Dear Bruce,

Pursuant to our conversation yesterday, I would like to be placed on the Board of Selectmen's agenda for January 8th to discuss the Kent Sewer Ordinance. I anticipate that Elissa Potts, the Commission Chairman, and perhaps John Casey will accompany me.

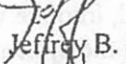
The current sewer ordinance appears to be derived from a model ordinance prepared by the Department of Environmental Protection prior to 1982. In 2011, John Casey asked me to prepare modest amendments to that ordinance.

A copy of my 2012 draft is enclosed. This was intended to address various items of Commission concern as well as to include several state mandated items. I also beefed up the enforcement provisions since the existing provisions are practically useless as an enforcement tool. I made other changes to update statutory references and to correct a few typographical errors.

Despite my draft of the amended ordinance, I urged the Commission to move toward adopting sewer use regulations to govern its day to day operations. The Commission has the statutory power to adopt regulations and the Commission would not have to seek Selectmen and Town Meeting approval every time it wanted to modify its procedures or sewer use requirements. In other words, I felt that the ordinance should be an enabling act rather than an act governing discharges and day to day operations. This would allow the Commission greater flexibility and ability to respond to regulatory and other changes in a timely manner. The existing ordinance approach, however, stands in the way of the Commission's use of regulations due to consistency concerns.

Essentially, I see some version of Sections 15-4, 15-5, 15-7, 15-10, 15-11 and 15-13 remaining as the ordinance, while some version of the remainder of my draft should serve as the basis for initial sewer use regulations to be adopted by the Commission. As indicated, before I do any work to update the 2012 draft, I would like some sense from the Board of Selectmen as to whether the ordinance / regulation approach might be acceptable.

Sincerely,


Jeffrey B. Sienkiewicz
of Counsel

JBS/jbs
f:/clients/jbs/kent sewer/ordinance/ adams #1 2018-12-6
enclosure

cc: Elissa Potts ✓

CHAPTER 15 SEWERS AND SEWAGE DISPOSAL

Secs. 15-1 -- 15-3. Reserved

Sec. 15-4. Establishment of Sewer Commission

The Town of Kent hereby establishes and creates a Commission to be known as "The Sewer Commission of the Town of Kent." Said commission shall consist of six members and two alternates who shall be electors of the Town and who shall serve without compensation. On or before December 1, 1967, the selectmen shall appoint six members of said commission, two to hold office until the next biennial election, two to hold office until the second biennial election after their date hereof, and two to hold office until the third biennial election after the date hereof. At each biennial election after the date hereof there shall be elected two members of said commission to hold office for six years from the date of their election. The commission shall have the right to elect members to fill vacancies for the unexpired terms. Any member of the commission may be removed for cause by vote of a majority of the remaining members. The initial appointments of alternates shall be made by the Board of Selectmen. One such alternate shall have a term that expires on November 5, 2013; One such alternate shall have a term that expires on November 3, 2015. Thereafter each alternate shall be elected for a term of six years. The commission shall have the right to elect alternates to fill vacancies for the unexpired term. Said commission shall exercise all of the powers granted to the sewer authority under the provisions of Chapter 103 of General Statutes as amended.

History: Adopted at adjourned Annual Town Meeting, October 3, 1967, effective October 25, 1967. Amending ordinance adopted at Town Meeting June 30, 2010.

Sec. 15-5. Introduction

1. Introduction: his ordinance establishes the procedures for making connections to the public sewer in the Kent sanitary sewer system. It also establishes specific limits for pollutant discharges which by their nature or by their interaction with sewage will be detrimental to the public health, cause damage to the public sewer or the water pollution control facility, pollute the waters of the State, or otherwise create a public nuisance.

This ordinance is intended to:

- (a) inform the public as to the technical and administrative procedures to be followed in obtaining connection to the Kent sanitary sewer system;
- (b) prevent the introduction of pollutants into the sanitary sewer system which will interfere with the collection and/or treatment system;
- (c) prevent the introduction of pollutants into the treatment system which will pass through the system, inadequately treated, into the waters of the State, or the atmosphere, or otherwise be incompatible with the system;
- (d) improve the opportunity to recycle and reclaim wastewaters and sludges from the system.

This ordinance shall apply to the town of Kent and to persons outside the town of Kent who are users of the public sewer. Except as otherwise provided herein, the Superintendent shall otherwise implement and enforce the provisions of this ordinance. (As used throughout this model ordinance, the Superintendent refers to the authorized agent or representative of the Water Pollution Control Authority Commission, or Sanitary District who is responsible for the operation and management of the sewer collection system and/or the associated water pollution control facility.)

Sec. 15-6. Definitions.

Act or "the Act". The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251, et. seq.

Biochemical Oxygen Demand (BOD) is the amount of oxygen required by bacteria while stabilizing decomposable organic matter under aerobic conditions for five days. The determination of BOD shall be performed in accordance with the procedures prescribed in the latest edition of "Standard Methods for the Examination of Water and Wastewater."

Building Drain means that part of the lowest horizontal piping of a building plumbing which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet (1.5 meters) outside the inner face of the building wall.

Building Sewer means the extension from the building drain to the public sewer or other place of disposal, it may also be called a house connection.

Categorical Standards. National Categorical Pretreatment Standards or Pretreatment Standards.

Combined Sewer means a sewer intended to receive both sewage and storm or surface water.

Commissioner means the Commissioner of Environmental Protection for the State of Connecticut.

Compatible Pollutant. Biochemical oxygen demand, suspended solids, PH and fecal coliform bacteria; plus any additional pollutants identified in the water pollution control facilities NPDES permit, where the water pollution control facility is designed to treat such pollutants and, in fact does treat such pollutants to the degree required by the NPDES permit.

Composite Sample means a mixture of aliquot samples obtained at regular intervals over a time period. The volume of each aliquot is proportional to the discharge flow rate for the sampling interval. The minimum time period for composite sampling shall be four (4) hours.

Cooling Water means process water in general used for cooling purposes to which the only pollutant added is heat and which has such characteristics that it may be discharged to a natural outlet in accordance with Federal and State laws and regulations.

Domestic Sewage means sewage that consists of water and human excretions or other waterborne wastes incidental to the occupancy of a residential building or non-residential building but not wastewater from water softening equipment, commercial laundry wastewater, and blowdown from heating and cooling equipment.

Floatable Oil is oil, fat, or grease in a physical state such that it will separate by gravity from sewage by treatment in an approved pretreatment facility.

Garbage means the animal or vegetable waste resulting from the handling, preparation, cooking or serving of foods.

Grab Sample. A sample which is taken from a waste stream on a one-time basis with no regard to the flow in the waste stream and without consideration of time.

Holding Tank Waste. Any waste from holding tanks such as vessels, chemical toilets, campers, trailers and septage hauling trucks.

Incompatible Pollutant. All pollutants other than compatible pollutants as defined herein.

Industrial Wastewater means all wastewater from industrial processes, trade, or business and is distinct from domestic sewage.

May is permissive (see "Shall").

National Pollution Discharge Elimination System (NPDES) Permit. A permit issued pursuant to Section 402 of the Act (33 USC 1342).

PH means the logarithm of the reciprocal of the hydrogen-ion concentrations. The concentration is the weight of hydrogen ions, in grams, per liter of solution.

Person. Any Individual, partnership, copartnership, firm, company, corporation, association, joint stock trust, estate, governmental entity or any other legal entity, or their legal representatives agents, or assigns. The masculine gender shall include the feminine, the singular shall include the plural where indicated by the context.

Properly Shredded Garbage shall mean the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than ½ inch (1.27 centimeters) in any dimension.

Pretreatment or treatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into a water pollution control facility. The reduction or alteration can be obtained by physical chemical or biological processes, except as prohibited by Title 40, Code of Federal Regulations, Section 403 6(d).

Public Sewer shall mean a common sanitary sewer controlled by a governmental agency or public utility.

Sanitary Sewer means a sewer which collects and conveys domestic sewage from residences, public buildings, commercial establishments, industries, and institutions. A sanitary sewer may also collect and convey permitted industrial wastewater and unintentionally admitted ground, storm, and surface waters.

Septage means the liquids and solids which are removed from a tank used to treat domestic sewage.

Sewage means human and animal excretions and all domestic and such manufacturing wastes as may tend to be detrimental to the public health.

Sewage Collection System means the structures and equipment required to collect and convey sewage to the Water Pollution Control Facility.

Shall is mandatory (See "May")

Slug means any sudden or excessive discharge which exceeds permitted levels either in terms of pollutant concentration or instantaneous flow rate in such a manner as to adversely affect the sewage collection system and/or the water pollution control facility.

Soluble Oil means oil which is of either mineral or vegetable origin and disperses in water or sewage at temperatures between 0 degrees C and 65 degrees C. For the purposes of this ordinance emulsified oil shall be considered as soluble oil.

Storm Sewer means a sewer which collects and conveys storm water or groundwater.

Suspended Solids means the solids matter, measured in mg/liter which may be in suspension, floatable, or settleable and is removable by laboratory filtering as prescribed in the latest edition of "Standard Methods for Examination of Water and Wastewater."

Toxic Pollutant. Any pollutant or combination of pollutants listed as toxic in regulations promulgated by the Administrator of the Environmental Protection Agency under the provisions of Section 307(a) of the Act or other Acts.

User. Any person who contributes, causes or permits the contribution of sewage into the town of Kent sewer system.

Water Pollution Control Facility (WPCF) means an arrangement of devices for the treatment of sewage and sludge.

Watercourse means a natural or artificial channel for the passage of water either continuously or intermittently.

Sec. 15-7. Use of Public Sewers

1. The owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes situated within the (municipality) and abutting on any street, alley or right-of-way in which there is now located or may in the future be located a public sanitary or combined sewer of the town of Kent may, at the option of the town of Kent and at the owner(s) expense, be required to install a building sewer to connect their building drain to the public sewer in accordance with the provisions of this ordinance, within ninety (90) days after date of official notice to do so.

2. It shall be unlawful for any person to construct or repair any privy, privy vault, septic tank, cesspool or other facility Intended for the disposal of sewage if public sewers are available.

Sec. 15-8. Building Sewers and Connections

1. No unauthorized person(s) shall uncover, make any connection with or open into, use, alter, repair, or disturb any public sewer or appurtenance thereof.

2. Any person proposing a new discharge into the public sewer system or a substantial change in the volume or character of pollutants that are being discharged into the public sewer system shall notify the Superintendent at least forty-five (45) days prior to the proposed change or connection.

(a) A person intending to connect a building drain from his property to the public sewer shall first obtain a permit to connect from the Sewer Commission. The application shall be made on forms provided by the superintendent and it shall be accompanied by a sketch or plan showing the proposed installation in sufficient detail to enable the Commission to determine that the proposed installation meets the requirements of the regulation and other applicable specifications, codes, and laws. The application, shall be signed by the owner of the premises to be served or his authorized agent and by the qualified contractor (see Section 13-8.2(k)) who has been chosen to perform the work of installing and connecting the building drain to the public sewer upon approval of the application and a plan, a permit shall be issued to have the work performed by the stated contractor. In the event the premises changes ownership before the work is completed, or if another contractor is chosen to perform or finish the work, the original permit becomes void, and a new permit must be obtained by the new parties in interest.

(b) A connection to the public sewer will be made only after the buildings plumbing has been approved by the Town/City Building Inspector in order to insure that minimum standards are met for the installation. A house trap and fresh air vent shall be required for the building and all plumbing shall be in good working order. No trench containing a building drain or connection to the sanitary sewer shall be backfilled until the superintendent has completed air inspection of and approved the work. The water level in the trench shall be maintained at a level below the sewer connection before the cap is removed and while the connection is being made and until such time as it has been inspected, approved and backfilled. The contractor shall notify the Superintendent 24 hours before starting any work authorized under this permit.

(c) Permits to connect to the public sewer may be revoked and annulled by the

Commission for such cause and at such time as it may deem sufficient and as a consequence of said revocation or the cause thereof. All other parties in interest shall be held to have waived the right to claim damages from the Commission or its Agents on account of such revocation.

3. All costs and expenses incidental to the installation and connection of the building to the sewer shall be borne by the owners. The owner(s) shall indemnify the Commission from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

4. A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no public sewer is available or can be constructed to the rear building through an adjoining alley, courtyard, or driveway, the building sewer that provides service for the building which fronts on the public sewer may be extended to the rear building and the whole considered as one building sewer; but the Commission does not and will not assume any obligation or responsibility for damage caused by or resulting from any such aforementioned connection.

5. Existing building sewers may be used in connection with new buildings only when they are found, on examination and test by the Commission to meet all requirements of this ordinance.

6. The size, slope, alignment, materials of construction of a building sewer, and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling and trench and connection of the building sewer to the public sewer shall all conform to the requirements of the building and plumbing code or other applicable rules and regulations of the town of Kent. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

7. Whenever possible the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer. Duplex lift systems shall be provided for commercial and industrial buildings.

8. No person(s) shall make connection of roof downspouts, foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sewer.

9. All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the municipality.

10. No building sewer shall be constructed within 25 feet of a water supply well. If a building sewer is constructed within 25-75 feet of a water supply well it shall be constructed in accordance with all applicable guidelines promulgated by the Commissioner.

11. All building sewers shall be installed by a drain layer who possesses a valid license issued under Chapter 393 of the Connecticut General Statutes as amended.

Sec. 15-9. Discharge Limitations Regarding the Use of Public Sewers

1. No person shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage, or cooling water to any sanitary sewer.

2. Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers and discharged to a watercourse in accordance with all applicable State and Federal laws and regulations.

3. No user shall contribute or cause to be contributed directly or indirectly, any pollutant or wastewater which will interfere with the operation or performance of the WPCF. These general prohibitions apply to all such users of a WPCF whether or not the user is subject to National Categorical Pretreatment Standards or any other Federal or State Pretreatment Standards or requirements. A user shall not contribute the following substances to any WPCF:

(a) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the WPCF or to the operation of the WPCF. At no time, shall two successive readings on an explosion hazard meter, at the point of discharge into the sewage collection system (or at any point in the system) be more than five percent (5%) nor any single reading over ten percent (10%) of the Lower Explosive Limit (LEL) of the meter.

(b) Solids or viscous substance which may cause obstruction to the flow in a sewer or other interference with the operation of the WPCF, including substances such as, but not limited to grease, garbage with particles greater than one-half inch ($\frac{1}{2}$ ") in any dimension, animal guts or tissues, paunch, manure, bones, hair, hides or fleshing, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone, or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastics, gas, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, mud or glass grinding or polishing wastes.

(c) Any sewage having a PH lower than (5.5) or having any other corrosive properly capable of causing damage or hazard to structures, equipment, and personnel of the WPCF. The upper limit of PH for any industrial wastewater discharge shall be established under the dischargers State Discharge Permit.

(d) Any sewage containing toxic pollutants insufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, or plant life, create a toxic effect in the receiving waters of the WPCF, or to exceed the limitation set forth in a "Categorical Pre-treatment Standard." A toxic pollutant shall include but not be limited to any pollutant identified pursuant to Section 307(a) of the Act.

(e) Any noxious or malodorous sewage, gases, or solids, which enter singly or by interaction with other sewage, are sufficient to prevent entry into the public sewers for their maintenance and repair.

(f) Any sewage which, by interaction with other sewage in the public sewer releases obnoxious gases, forms suspended solids which interfere with the collection system, or creates a condition which may be deleterious to structures and treatment processes or which may cause the effluent limitations of the WPCF's NPDES Permit to be exceeded.

(g) Any substance which may cause the WPCF's effluent or any other product of the WPCF such as residues, sludges, or scums to be unsuitable for reclamation process where the WPCF is pursuing a reuse and reclamation program. In no case, shall a substance discharged to the WPCF cause the facility to be in non-compliance with sludge use or disposal criteria, guidelines, or regulations developed under Section 405 of the Act.

(h) Any substance which will cause a WPCF to violate its NPDES Permit or the receiving water quality standards.

(i) Sewage containing substances which are not amendable to treatment or reduction by the wastewater treatment process employed, or are amendable to treatment only to such degree that the water pollution control facility effluent cannot meet the limits stipulated in the town of Kent's NPDES permit.

4. The following described substances, materials, waters, or waste shall be limited in discharges to public sewers to concentrations or quantities which will not harm either the sewers, water pollution control facility, will not have an adverse effect on the receiving stream, or will not otherwise endanger public property or constitute a nuisance. The Commissioner may set lower limitations if more severe limitations are necessary to meet the water quality standards of the receiving stream. The limitations or restrictions on materials or characteristics of sewage discharged to the public sewer are as follows:

(a) Sewage having a temperature higher than 150 degrees F (65 degrees C).

(b) Sewage containing fat, wax, grease, petroleum, or mineral oil, whether emulsified or not, in excess of one hundred (100) mg/l with floatable oil not to exceed twenty (20) mg/l or containing substances which may solidify or become viscous at temperature between thirty-two (32) and one hundred-fifty (150) degrees F (0 and 65 degrees C.).

(c) Any garbage that has not been properly shredded (see Section 13-6 "Properly Shredded Garbage"). Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments, or similar places where garbage originates from the preparation of food in kitchens of the purpose of consumption on the premises or when served by caterers.

(d) Any sewage containing odor-producing substances exceeding limits which may be established by the Commissioner.

(e) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Commissioner in compliance with all applicable state and federal regulations.

(f) Materials which exert or cause:

(i) Unusual concentrations of inert suspended solids (such as, but not limited to, sodium chloride and sodium sulfate).

(ii) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).

(iii) Unusual BOD, chemical oxygen demand, or chlorine demand in such quantities as to constitute a significant load on the water pollution control facility.

(iv) Unusual volume of flow or concentrations of wastes constituting a "slug" as defined in Section 13-6.

(g) Overflow from holding tanks or other receptacles storing organic wastes.

- (h) Sewage with a concentration of pollutants in excess of the following limits:

POLLUTANT	CONCENTRATION: PARTS/MILLION mg/l
Arsenic as As	0.05
Barium as Ba	5.0
Boron as Bo	5.0
Cyanides as CN (amendable).....	0.1
Fluoride as F	20.0
Chromium (Total).....	1.0
Chromium (Cr plus6)	0.1
Magnesium as Mg.....	100.0
Manganese as Mn.....	5.0
Copper as Cu	1.0
Zinc as Zn.....	1.0
Cadmium.....	0.1
Lead.....	0.1
Tin	2.0
Silver.....	0.1
Mercury.....	0.01
Nickel.....	1.0

Note: All metals are to be measured as total metals

5. In accordance with Section 25-54i of the Connecticut General Statutes as amended, a permit from the Commissioner of Environmental Protection is required prior to the initiation of a discharge of any of the following wastewaters to a public sewer:

- (a) Industrial wastewater of any quantity.
- (b) Domestic sewage in excess of 5,000 gallons per day through any individual building sewer to a public sewer.

A potential discharger must submit a permit application to the Department of Environmental Protection not later than 90 days prior to the anticipated date of initiation of the proposed discharge.

6. If any sewage is discharged or is proposed to be discharged to the public sewers which contains the substances or possesses the characteristics enumerated in Section 13-9.4 of this Ordinance, and which in the judgment of the Commissioner may have a deleterious effect upon the wastewater facilities, processes, equipment, or receiving waters, or which otherwise may create a hazard to life or constitute public nuisance, the Commissioner may in accordance with Section 25-541(b) of the Connecticut General Statutes as amended:

- (a) Reject the discharge of the wastes,
- (b) Require pretreatment to an acceptable condition for discharge to the public sewers.
- (c) Require control over the quantities and rates of discharge.

If the Commissioner permits the pretreatment or equalization of waste flows, the design and installation of the equipment shall be subject to the review and approval of the Commissioner subject to the requirements of all applicable codes, ordinances and laws.

7. The superintendent shall have the right to reject the discharge of any wastes; or, require more stringent effluent limitations than required by the users Section 25-54i permit, the decisions of the Commissioner notwithstanding.

8. Grease, oil and gross particle separators shall be provided when, in the opinion of the Commissioner they are necessary for the proper handling of sewage containing floatable grease in excessive amounts, as specified in Section 13-9.4(b), or any flammable wastes, sand, or other harmful substances; except that such separators shall not be required for private living quarters or dwelling units. All separators shall be of a type and capacity approved by the Commissioner and shall be located as to be readily and easily accessible for cleaning and inspection. In the maintaining of these separators, the owner(s) shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates, and means of disposal which are subject to review by the Commissioner. Any removal and hauling of the collected materials shall be performed by a waste disposal firm which possesses a valid permit from the Commissioner under Section 25-5h of the Connecticut General Statutes as amended.

9. Where pretreatment or flow-equalizing facilities are provided or required for any sewage, they shall be maintained continuously in satisfactory and effective operation by the owner(s) at his expense.

10. When required by the Commissioner, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable structure together with such necessary meters and other appurtenances in the building sewer to facilitate observations, sampling, and measurement of the wastes. Such structure, when required, shall be accessible and safely located and shall be constructed in accordance with plans approved by the Commissioner. The sampling structure shall be located at a point along the industrial waste stream where a representative sample of the industrial wastewater may be obtained prior to its being diluted by domestic sewage in the building sewer. The structure shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times.

11. All industries discharging into a public sewer shall perform such monitoring of their discharge as required by the Commissioner in any State Discharge Permit issued pursuant to Section 25-54i of the Connecticut General Statutes, as amended, including, but not limited to, installation, use, and maintenance of monitoring equipment, keeping records and reporting the results to the Commissioner. Such records shall be made available upon request of the Commissioner or the Superintendent.

12. All measurements, tests, and analyses of the characteristics of sewage to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods of Examination of Water and Wastewater" published by the American Public Health Association. Sampling methods, location, times, durations, and frequencies are to be determined on an individual basis subject to the stipulations and general conditions of the dischargers State Discharge Permit.

13. No statement contained in this article shall be construed as preventing any special agreement or arrangement between the commission and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the commission for treatment, provided that such agreements not contravene any requirements of existing State or Federal Regulations and are compatible with any User Charge and Industrial Cost Recovery System in effect.

14. Upon the promulgation of the Federal Categorical Pretreatment Standard for a particular industrial subcategory, the Federal Standard, if more stringent than limitations imposed under this ordinance for sources in that subcategory shall supersede the limitations imposed under this ordinance.

15. No user shall increase the use of process water in an attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the Federal Categorical Pretreatment Standards, or in any specific pollutant limitations which may be developed by the Commissioner.

16. Each user shall provide protection from accidental discharge of prohibited materials or other substances regulated by this ordinance. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained by the owner or user's own cost and expense. The Commissioner may require that plans showing facilities and operating procedures be submitted for review and approval prior to construction of the facilities.

(a) Within five (5) days following an accidental discharge, the user shall submit to the superintendent and the Commissioner, a detailed written report describing the cause of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the WPCF, fish kills, aquatic plants, or any other damage to persons or property, nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this ordinance or other applicable law.

(b) A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees whom to call in the event of a dangerous discharge. Employers shall insure that all employees are advised of the emergency notification procedure.

Sec. 15-10. Protection from Damage

No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is a part of the sewage collection system or water pollution control facility.

Sec. 15-11. Powers and Authority of Inspectors

1. The superintendent and other duty authorized employees of the Commission bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this ordinance.

2. While performing the necessary work in private properties referred to in Section 13-11.1 above, the superintendent or duly authorized employees of the Commission shall observe all safety rules applicable to the premises established by the user. The user shall be held harmless for injury or death to the Commission's employees and the Commission shall indemnify the user against loss or damage to its property by Commission employees and against liability claims and demands for personal injury or property damage asserted against the user and growing out of the gauging and Sampling operation, except as such may be caused by negligence or failure of the user to maintain safe conditions as required in Section 13-9.10.

3. The superintendent and other duly authorized employees of the Commission bearing proper credentials and identification shall be permitted to enter all private properties through which the Commission holds a duly negotiated easement for the purposes of repair and maintenance of any portion of the sewage works lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property.

Sec. 15-12. Penalties

1. Any person found to be in violation of any provisions of this ordinance, except Section 13-10, shall be served by the Commission with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

2. Any person who continues any violation beyond the time limit provided for in Section 13-12.1, shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding (\$100.00) dollars for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

3. Any person who is found to be in violation of any of the provisions of this ordinance shall become liable to the Commission for any expense, loss or damage occasioned the Commission by reason of such violation.

4. Any person who is found to be in violation of section 25-54i of the Connecticut General Statutes as amended shall be subject to a monetary penalty or forfeiture under Section 25-54q of the general statutes.

Sec. 15-13. Validity

1. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

2. The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts.

Sec. 15-14. Ordinance in Force

1. This ordinance shall be in full force and effect from and after its passage, approval, recording and publication as provided by law.

Sec. 15-15. Permit System

1. It is accepted practice for the Permit System to consist of three classes:
 - (a) for the installation of private sewage disposal facilities,
 - (b) for residential and commercial building sewers and,
 - (c) for industrial sewer connections.

History: Approved special town meeting April 16, 1982

Be and it is hereby Ordained that Chapter 15 of the Code of Ordinances is repealed and the following is adopted as Chapter 15 in lieu thereof:

CHAPTER 15 SEWERS AND SEWAGE DISPOSAL

Secs. 15-1 - 15-3. Reserved

Sec. 15-4. Establishment of Sewer Commission

(a) The Town of Kent hereby establishes and creates a Commission to be known as "The Sewer Commission of the Town of Kent." The Sewer Commission shall serve as the water pollution control authority of the Town of Kent and shall have all powers and duties of a water pollution control authority as provided in Sections 7-245 through 7-273a, inclusive, of the Connecticut General Statutes, as amended, and such other powers and duties as are prescribed by this Chapter.

(b) Said Commission shall consist of six members and two alternates who shall be electors of the Town and who shall serve without compensation. On or before December 1, 1967, the selectmen shall appoint six members of said Commission, two to hold office until the next biennial election, two to hold office until the second biennial election after such date, and two to hold office until the third biennial election after such date. At each subsequent biennial election there shall be elected two members of said commission to hold office for six years from the date of their election. The commission shall have the right to fill vacancies* in the membership of said commission for the unexpired terms of such vacancies. Any member of the Commission may be removed for cause by vote of a majority of the remaining members. The initial appointments of alternates shall be made by the Board of Selectmen. One such alternate shall have a term that expires on November 3, 2015. Thereafter, each alternate shall be elected for a term of two years. The Commission shall have the right to fill vacancies* in the membership of the alternates for the unexpired terms of such vacancies.

** (Note: manner of filling vacancies appears to violate Conn. Gen. Stat. Sec. 9-220)*

(c) The Sewer Commission shall choose one of its members to be Chairman and shall appoint a Clerk, who need not be a member of the Commission, and such agents and employees as it may require and determine their qualifications, duties and compensation. At all meetings of the Commission, three members shall constitute a quorum, and the concurrence of three votes shall be necessary for the transaction of business. The Commission may hold such regular and special meetings as it deems advisable in conformance with the notice, minutes and other requirements of the Connecticut Freedom of Information Act, Section 1-200 et seq. of the Connecticut General Statutes, as amended.

(d) Alternates may participate fully in all meetings of the Commission, except that only seated alternates may vote on a particular matter. In the event of a vacancy, absence or disqualification of a member, the Chairman or other presiding officer shall seat and designate an

alternate to vote at the meeting or with respect to the particular item. Only when seated shall alternates be counted for purposes of establishing a quorum.

(e) Pursuant to and in accordance with the requirements of Sections 7-245 through 7-273a, inclusive, of the Connecticut General Statutes, as amended, the Commission shall have authority in the name and on behalf of the Town, to acquire, construct and operate a sewerage system or systems; to enter upon, take and hold by purchase, condemnation or otherwise the whole or any part of any real property or interest therein which it determines is necessary or desirable for use in connection with any sewerage system; to levy benefit assessments upon the lands and buildings in the Town that have been especially benefitted by any sewerage system or any portion thereof and upon the owners of such land and buildings; to establish and revise rules and regulations for the supervision, management, control and operation and use of the sewerage system, including rules and regulations prohibiting the discharge into the sewerage system of any sewage or any stormwater runoff which, in the opinion of the Commission, will adversely affect any part or any process of the sewerage system; to establish and revise fair and reasonable charges for connection to and for the use of the sewerage system; to enter into and to fulfill contracts with any person for any lawful services; and through its Chairman, and subject to proper authorization and appropriation of funds by the Town as necessary, to execute and file applications and agreements for state and federal grants and loans in aid of the sewerage system or any improvement or expansion thereof.

Sec. 15-5. Repealed

Sec. 15-6. Repealed

Sec. 15-7. Connection to the Public Sewer

a. In accordance with Section 7-256 of the Connecticut General Statutes, the Sewer Commission may order the owner of any building to which the public sewerage system is available to connect such building to the sewerage system.

b. No person shall construct or repair any sewage disposal facility, including septic system, privy, privy vault, septic tank, cesspool or other facility intended for the disposal of sewage if the public sewers are available. Public sewers are available, however, only when the Sewer Commission has determined that the public sewer system and existing sewage treatment capacity is capable of conveying and adequately treating the sewage to be discharged.

Sec. 15-8. Permit Requirements - Building Sewers and Connections

(a) No person shall uncover, make any connection with or opening into, use, alter, repair, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Sewer Commission.

(b) No person shall increase the volume of sewage, change the sewage discharge use category or change the character of pollutants discharged to the public sewer system without first obtaining a written permit from the Sewer Commission.

(c) All sewer connections, including the construction of all facilities necessary to such connection, and all sewer discharges shall comply with the administrative and technical rules and regulations adopted from time to time by the Sewer Commission.

(d) Sewer connection, use or discharge permits issued by the Sewer Commission may be revoked by the Sewer Commission following notice and right to be heard for any of the following reasons: nonpayment of application fees, assessments or charges; failure to comply with the conditions or technical requirements of the applicable sewer permit; failure to comply with the discharge requirements established by the Sewer Commission or with the requirements of the Commission's rules and regulations; and lapse or termination of any applicable DEEP discharge permit held by or issued to the property owner. Upon revocation of any such municipal permit, the Sewer Commission may take such steps as are necessary to discontinue and terminate sewer service.

(e) All costs and expenses incidental to the installation and connection of the building to the public sewer shall be borne by the owner or, if not the owner, the applicant for sewer service. The owner and/or applicant shall indemnify the Commission from any direct or indirect loss or damage that may be sustained by reason of the the installation of the building sewer.

(f) A separate and independent building sewer shall be required for every building. Notwithstanding such requirement, where one building stands at the rear of another on an interior lot and no separate building sewer can be constructed from the rear building to the public sewer through an easement, adjoining alley, courtyard, or driveway, the Sewer Commission may permit the building sewer that provides service for the building which fronts on the public sewer to be extended to the rear building and the whole considered as one building sewer, subject to the payment of the applicable sewer connection and use charges for each separate building. The Commission shall not be liable for any damage caused by or resulting from any such connection.

(g) Existing building sewers may be used in connection with new buildings only when they are found, on examination and testing to meet all requirements for building sewers as established by the Sewer Commission or as contained in the the rules and regulations adopted by the Commission.

Sec. 15-9. Connection and Discharge of Surface Runoff and Unpolluted Waters Prohibited

No person(s) shall discharge or cause to be discharged to the public sewer any stormwater, groundwater, roof runoff, subsurface drainage or cooling water nor make any connection of roof downspouts, foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer drain which is connected directly or indirectly to the public sewer.

Sec. 15-10. Protection from Damage

No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any sewer line, manhole, structure, appurtenance, or equipment which is a part of the sewage collection system or the water pollution control facility.

Sec. 15-11. Powers and Authority of Inspectors

(a) All duly authorized agents and employees of the Sewer Commission bearing proper credentials and identification shall be permitted to enter any property served or to be served by the public sewer system for the purposes of inspection, observation, measurement, sampling, and testing.

(b) While performing the work in or upon private property as contemplated in Section 15-11(a) above, such agents or employees shall observe all safety rules applicable to the premises established by the owner or occupant. The owner and occupant shall be held harmless for injury or death to the Commission's agents and employees and the Commission shall indemnify such owner and occupant against loss or damage to its property by Commission agents and employees and against liability claims and demands for personal injury or property damage asserted against such owner or occupant by reason of the activities of the Commission's agents and employees, except as such may be caused by negligence or failure of the owner or occupant and their respective agents, servants, employees to maintain the premises in reasonably safe condition for visitors and invitees.

c. Duly authorized employees or agents of the Sewer Commission bearing proper credentials and identification shall have the right to enter any private property encumbered by a sewer easement held by the Town or by the Commission for any proper sewer purpose within the scope of such easement.

Sec. 15-12. Penalties and Enforcement

Any person who violates, and any property owner whose property gives rise to a violation of, any provision of this Chapter, or any requirement of any sewer connection or sewer discharge permit, or sewer use rule or regulation adopted by the Sewer Commission shall be subject to a fine of \$250.00* for each day that such violation continues; and shall also be subject to any and all civil remedies, including temporary and permanent injunction, that may be available to the Commission or the Town to abate such violation. In addition, and without limitation, the Sewer Commission shall have all powers set forth in Section 15-8(d) concerning the revocation of the applicable sewer permits and the termination of sewer service.

* (Note: fine raised from \$100 per day to \$250 per day. See Conn. Gen. Stat. Sec. 7-148(c)(10))

Sec. 15-13. Repealed

Sec. 15-14. Ordinance in Force

This Chapter shall be in full force and effect from and after its passage, approval, recording and publication as provided by law. Any ordinance that is in conflict with this Chapter is hereby repealed. The invalidity of any section, clause, sentence, or provision of this Chapter shall not affect the validity of any other part of this Chapter which can be given effect without such invalid part or parts.

Sec. 15-15. Repealed



Municipal
Leasing
Consultants



T: 802.372.8435 F: 802.372.4775
powerofleasing.com
powerofenergyfinancing.com

April 5, 2019

John Casey
Vice Chair Sewer Department
Town of Kent
41 Kent Green Blvd
Kent, CT 06757

Dear John,

Municipal Leasing Consultants, an independent woman-owned business, is pleased to present the following proposal to lease certain capital equipment pursuant to the following terms and conditions:

LESSOR: Municipal Leasing Consultants, its Agents or Assignee

LESSEE: Town of Kent, CT

EQUIPMENT: One (1) Sewer Belt Press

EQUIPMENT COST: \$500,000.00 approximate

PAYMENT STRUCTURES:

Option 1: Tax-Exempt Lease Purchase
Five (5) Years – Annual/Arrears
Five (5) Annual Payments of \$109,770.26
First payment of \$109,770.26 due one year from closing and Annual thereafter
(i.e. \$500,000.00 x .219541 = \$109,770.26)

RATE: 3.19%

Option 2: Tax-Exempt Lease Purchase
Seven (7) Years – Annual/Arrears
Seven (7) Annual Payments of \$81,132.59
First payment of \$81,132.59 due one year from closing and Annual thereafter
(i.e. \$500,000.00 x .162265 = \$81,132.59)

RATE: 3.29%

Option 3: Tax-Exempt Lease Purchase
Ten (10) Years – Annual/Arrears
Ten (10) Annual Payments of \$59,787.82
First payment of \$59,787.82 due one year from closing and Annual thereafter
(i.e. \$500,000.00 x .119576 = \$59,787.82)

RATE: 3.39%



203 E. PARK AVENUE, LIBERTYVILLE, ILLINOIS 60048



847-247-0771



847-247-0772



www.taxexemptleasing.com

April 1, 2019

VIA E-MAIL: jecasey2@gmail.com

John Casey, Sewer Commissioner
Town of Kent
Kent, Connecticut

Dear John:

I am pleased to provide the following quote for Town of Kent for the financing of a new dump press. This quote is valid for 14 days and is subject to credit review and proper documentation.

Equipment Cost (Approximate):	\$300,000.00	\$400,000.00
Down Payment:	\$0.00	\$0.00
Financed Amount:	\$300,000.00	\$400,000.00
Payment Frequency:	Annual, in arrears (first payment due one year from lease date)	
Term:	10-years	10-years
Rate*:	3.48%	3.48%
Payment*:	\$36,036.06	\$48,048.07
Factor^:	.12012	.12012

* Rate and payment assumes that the Customer is a tax-exempt entity and the purchase of the equipment falls within the type of equipment allowed as tax-exempt under the I.R.S. Code. In the event this purchase is not exempt, the rate and payments will be adjusted accordingly. Further, it is assumed that the transaction will be "bank-qualified" and that the customer will not issue more than \$10 million in tax-exempt leases or bonds in the current calendar year.

^ Factor is based on quoted rates. If the equipment cost changes or a down payment is made, the new payment amount can be calculated by multiplying the new financed amount by the rate factor.

Note: If the equipment will require a "build-out period", the financed amount will be placed into an escrow account at lease signing and funds disbursed as instructed by the customer.

I have attached an application that must be completed in order to proceed with the credit process. In addition, we will need copies of the Town's last 2-years of audited financial statements, along with a copy of its current interim financial statement. Once these items are gathered, please fax all of the information to 866-2-FAX-APP (866-232-9277) or e-mail to markz@taxexemptleasing.com.

I appreciate this opportunity and look forward to proceeding. Please let me know if I can answer any questions. I can be reached at 847-247-0771.

Kind Regards,

Mark M. Zaslavsky
President

Town of Kent CT Opt 1

Compound Period : Annual

Nominal Annual Rate : 3.190 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	05/03/2019	500,000.00	1		
2 Payment	05/03/2020	109,770.26	5	Annual	05/03/2024

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 05/03/2019				
2019 Totals	0.00	0.00	0.00	500,000.00
1 05/03/2020	109,770.26	15,950.00	93,820.26	406,179.74
2020 Totals	109,770.26	15,950.00	93,820.26	
2 05/03/2021	109,770.26	12,957.13	96,813.13	309,366.61
2021 Totals	109,770.26	12,957.13	96,813.13	
3 05/03/2022	109,770.26	9,868.79	99,901.47	209,465.14
2022 Totals	109,770.26	9,868.79	99,901.47	
4 05/03/2023	109,770.26	6,681.94	103,088.32	106,376.82
2023 Totals	109,770.26	6,681.94	103,088.32	
5 05/03/2024	109,770.26	3,393.44	106,376.82	0.00
2024 Totals	109,770.26	3,393.44	106,376.82	
Grand Totals	548,851.30	48,851.30	500,000.00	

Town of Kent CT Opt 2

Compound Period : Annual

Nominal Annual Rate : 3.290 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	05/03/2019	500,000.00	1		
2 Payment	05/03/2020	81,132.59	7	Annual	05/03/2026

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 05/03/2019				
2019 Totals	0.00	0.00	0.00	500,000.00
1 05/03/2020	81,132.59	16,450.00	64,682.59	435,317.41
2020 Totals	81,132.59	16,450.00	64,682.59	
2 05/03/2021	81,132.59	14,321.94	66,810.65	368,506.76
2021 Totals	81,132.59	14,321.94	66,810.65	
3 05/03/2022	81,132.59	12,123.87	69,008.72	299,498.04
2022 Totals	81,132.59	12,123.87	69,008.72	
4 05/03/2023	81,132.59	9,853.49	71,279.10	228,218.94
2023 Totals	81,132.59	9,853.49	71,279.10	
5 05/03/2024	81,132.59	7,508.40	73,624.19	154,594.75
2024 Totals	81,132.59	7,508.40	73,624.19	
6 05/03/2025	81,132.59	5,086.17	76,046.42	78,548.33
2025 Totals	81,132.59	5,086.17	76,046.42	
7 05/03/2026	81,132.59	2,584.26	78,548.33	0.00
2026 Totals	81,132.59	2,584.26	78,548.33	
Grand Totals	567,928.13	67,928.13	500,000.00	

Town of Kent CT Opt 3

Compound Period : Annual

Nominal Annual Rate : 3.390 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	05/03/2019	500,000.00	1		
2 Payment	05/03/2020	59,787.82	10	Annual	05/03/2029

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 05/03/2019				
2019 Totals	0.00	0.00	0.00	500,000.00
1 05/03/2020	59,787.82	16,950.00	42,837.82	457,162.18
2020 Totals	59,787.82	16,950.00	42,837.82	
2 05/03/2021	59,787.82	15,497.80	44,290.02	412,872.16
2021 Totals	59,787.82	15,497.80	44,290.02	
3 05/03/2022	59,787.82	13,996.37	45,791.45	367,080.71
2022 Totals	59,787.82	13,996.37	45,791.45	
4 05/03/2023	59,787.82	12,444.04	47,343.78	319,736.93
2023 Totals	59,787.82	12,444.04	47,343.78	
5 05/03/2024	59,787.82	10,839.08	48,948.74	270,788.19
2024 Totals	59,787.82	10,839.08	48,948.74	
6 05/03/2025	59,787.82	9,179.72	50,608.10	220,180.09
2025 Totals	59,787.82	9,179.72	50,608.10	
7 05/03/2026	59,787.82	7,464.11	52,323.71	167,856.38
2026 Totals	59,787.82	7,464.11	52,323.71	
8 05/03/2027	59,787.82	5,690.33	54,097.49	113,758.89
2027 Totals	59,787.82	5,690.33	54,097.49	
9 05/03/2028	59,787.82	3,856.43	55,931.39	57,827.50
2028 Totals	59,787.82	3,856.43	55,931.39	
10 05/03/2029	59,787.82	1,960.32	57,827.50	0.00
2029 Totals	59,787.82	1,960.32	57,827.50	
Grand Totals	597,878.20	97,878.20	500,000.00	

Town of Kent CT Opt 4

Compound Period : Annual

Nominal Annual Rate : 3.490 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	05/03/2019	500,000.00	1		
2 Payment	05/03/2020	51,711.53	12	Annual	05/03/2031

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

Date	Payment	Interest	Principal	Balance
Loan 05/03/2019				
2019 Totals	0.00	0.00	0.00	500,000.00
1 05/03/2020	51,711.53	17,450.00	34,261.53	465,738.47
2020 Totals	51,711.53	17,450.00	34,261.53	
2 05/03/2021	51,711.53	16,254.27	35,457.26	430,281.21
2021 Totals	51,711.53	16,254.27	35,457.26	
3 05/03/2022	51,711.53	15,016.81	36,694.72	393,586.49
2022 Totals	51,711.53	15,016.81	36,694.72	
4 05/03/2023	51,711.53	13,736.17	37,975.36	355,611.13
2023 Totals	51,711.53	13,736.17	37,975.36	
5 05/03/2024	51,711.53	12,410.83	39,300.70	316,310.43
2024 Totals	51,711.53	12,410.83	39,300.70	
6 05/03/2025	51,711.53	11,039.23	40,672.30	275,638.13
2025 Totals	51,711.53	11,039.23	40,672.30	
7 05/03/2026	51,711.53	9,619.77	42,091.76	233,546.37
2026 Totals	51,711.53	9,619.77	42,091.76	
8 05/03/2027	51,711.53	8,150.77	43,560.76	189,985.61
2027 Totals	51,711.53	8,150.77	43,560.76	
9 05/03/2028	51,711.53	6,630.50	45,081.03	144,904.58
2028 Totals	51,711.53	6,630.50	45,081.03	
10 05/03/2029	51,711.53	5,057.17	46,654.36	98,250.22
2029 Totals	51,711.53	5,057.17	46,654.36	
11 05/03/2030	51,711.53	3,428.93	48,282.60	49,967.62
2030 Totals	51,711.53	3,428.93	48,282.60	

Town of Kent CT Opt 4

Date	Payment	Interest	Principal	Balance
12 05/03/2031	51,711.53	1,743.91	49,967.62	0.00
2031 Totals	51,711.53	1,743.91	49,967.62	
Grand Totals	620,538.36	120,538.36	500,000.00	

Option 4: Tax-Exempt Lease Purchase
Twelve (12) Years – Annual/Arrears
Twelve (12) Annual Payments of \$51,711.53
First payment of \$51,711.53 due one year from closing and Annual thereafter
(i.e. $\$500,000.00 \times .103423 = \$51,711.53$)

RATE: 3.49%

Please initial and circle the desired option.

As part of the proposal process, we encourage you to contact us to discuss the intricacies of our proposal and your specific goals. There are many variations available to our proposed financing structure, which can be "fine-tuned" as our dialog progresses.

The preceding costs are estimates and thus, the payment amount would be changed in proportion to the actual cost. The Vendor(s) will be paid upon the Lessee's authorization and the execution of mutually acceptable documentation.

THE ABOVE QUOTES ARE FIXED FROM APRIL 5, 2019 TO MAY 3, 2019 IN ANTICIPATION OF CLOSING / FUNDING BY THIS DATE. THEREAFTER, THE RATE WILL FLOAT AND NOT BE LOCKED IN UNTIL DOCUMENTS ARE PREPARED FOR CLOSING AND WILL BE BASED ON THE LIKE TERM SWAP RATES.

EQUIPMENT ACCEPTANCE DATE:

This proposal is based on both the assumption and the condition that any and all equipment will be delivered to and accepted by Lessee prior to April 5, 2020.

OPTION AT LEASE EXPIRATION:

At the lease expiration, the Lessee shall have the right to purchase the equipment for One dollar (\$1.00), assuming the lease is not in default and all terms and conditions of the lease have been met.

NET LEASE:

This lease will be a net lease transaction with maintenance, acceptable insurance coverage, taxes and any legal fees the responsibility of the Lessee.

LEASE AMORTIZATION SCHEDULE:

Amortization schedules with separate principal and interest cost breakdown will be provided with the final documentation.

WARRANTIES:

Lessor is bidding only as to the provision of lease purchase financing for the purchase cost of the equipment and will have no responsibility to the Lessee or any other person for the selection, furnishing, delivery, servicing or maintaining of the equipment. All equipment manufacturer or vendor warranties will be passed to the Lessee under the agreement.

NON-APPROPRIATION:

The lease payments shall be subject to annual appropriation for each fiscal year.

BANK OR NON-BANK QUALIFICATION:

Lessee reasonably anticipates the total amount of tax-exempt obligations (other than private activity bonds) to be issued by Lessee during calendar year 2019, will not exceed ten million (\$10,000,000.00) dollars.

FINANCIAL STATEMENTS:

If applicable, Lessee shall furnish Lessor with its financial statement for the last three (3) fiscal years and its current year fiscal budget.

AUTHORIZED SIGNORS:

The Lessee's governing board shall provide MLC with its resolution or ordinance authorizing this Agreement and shall designate the individual(s) to execute all necessary documents used therein.

LEGAL OPINION:

The Lessee's counsel shall furnish MLC with an opinion of counsel letter covering this transaction and the documents used herein.

REIMBURSEMENT:

If Lessee intends to be reimbursed for any equipment cost associated with this agreement, intent for reimbursement from the proceeds of this Agreement must be evidenced, and must qualify under the Treasury Regulation Section 1.150.2.

DOCUMENTATION:

All documentation will be provided by Lessor, its Agents or Assignee, and must be satisfactory to all parties concerned.

ESCROW FUNDING:

- *If applicable*, an interest bearing escrow account will be established to make disbursements. The proceeds of the lease will be deposited into an Escrow Account. The fee on this account will be \$250.

We will need the following prior to disbursements from escrow:

1. Payment Request and Acceptance Certificate signed by authorized signer
2. Vendor Invoice with payment instructions (wire or check)
3. W-9 for Vendor
4. Insurance Certificate – Listing the applicable property and liability coverage and listing the lease number, equipment and any VIN#'s or serial numbers.

PREPAYMENT OPTION:

The Lessee will have the option to prepay on any payment date for 102% of the remaining balance.

BASIS OF PROPOSAL:

This proposal is based upon financing being provided by Lessor and should not be construed nor relied upon as a commitment. Such a commitment is subject to formal credit review, approval and execution of mutually acceptable documentation. The contract, and not the proposal, will set forth the agreement between the parties.

We appreciate the opportunity to provide this proposal and look forward to working with you in the future. If the foregoing meets with the Town's approval, please date and sign the acceptance below and return the signed proposal to the undersigned via email or fax to 802-372-4775 and subsequently remit payment of \$695.00 for the Documentation Fee. Failure to consummate this transaction once credit approval is granted will result in a \$695.00 fee being assessed to the Town. Formal credit approval will be pursued upon receipt of the signed proposal and complete credit package. Credit approval normally takes ten (10) to fourteen (14) business days.

If you have any questions or need further information, please do not hesitate to contact me at 802-372-8435.

The foregoing is acknowledged and accepted as of the _____ day of _____, 2019.

Town of Kent, CT

By: _____

Title: _____

Sincerely,
Reneé

Reneé M. Piché
President

*Kent Village Housing
for the Elderly, Inc.*

P. O. Box 404, Kent, CT 06757

April 11, 2019

Kent Board of Selectmen
Town Hall
PO Box 678
Kent, CT 06757

Dear Board of Selectmen,

The Kent Village Housing for the Elderly, Inc. respectfully asks for a special meeting in executive session with the Board of Selectmen to discuss the 2018 property tax assessment of Templeton Farm Apartments and the Barn.

Our taxes have once again been doubled as a result of the new assessment by the town of Kent. We have appealed the assessment, which appeal was denied by the Board of Assessment Appeals on March 20, 2019.


You probably are aware that our taxes more than doubled two years ago, and we went through the process of appeal. When that was unsuccessful, we were compelled to file suit against the Town, which was then resolved by a negotiated settlement before trial. That negotiated settlement was unanimously approved by the Board of Selectmen. We are requesting the special meeting in executive session to discuss how we can all avoid a second lawsuit.

There are several avenues that we could pursue. KVHE would need financial assistance in order to pay the new tax bill. We would also like to explore a partial abatement of the taxes in the future.

We are on a timetable to resolve this before mid-May in accordance with state statute.

KVHE thanks you in advance for the opportunity to work with the selectmen to resolve this issue.

Sincerely,



Tegan Gawel
President
Kent Village Housing for the Elderly
Board of Directors

Cc: Board of Finance

TAX ABATEMENT AGREEMENT

THIS AGREEMENT is made this ____ day of May, 2019 by and between the Town of Kent, Connecticut (“Town”) and Kent Village Housing for the Elderly, Inc. (“KVHE”).

WHEREAS KVHE provides 24 residential units of low and moderate income housing within the Town for eligible elderly persons at below market rates, and

WHEREAS on May 14, 1976 the Town’s legislative body has enacted Section 18-3 of the Kent Code of Ordinances entitled “Tax Abatement to Low and Moderate Income Housing” (“Ordinance”) which authorizes the Board of Selectmen (“Board”) to enter into real estate tax abatement contracts with owners of low and moderate income housing, and,

WHEREAS KVHE has requested abatement and appears to be eligible for such relief pursuant to the terms of the Ordinance, and

WHEREAS KVHE intends to continue to provide and maintain such housing, and

WHEREAS in recognition of the importance of affordable elderly housing within the Town the Board desires to provide abatement assistance as authorized by the General Statutes and the Ordinance,

NOW, THEREFORE, in consideration of the covenants and promises herein set forth, the parties agree as follows:

- 1. KVHE shall continue to keep all residential units as elderly, low and moderate income housing, as defined by statute as amended from time to time, and shall maintain those restrictions for the entire term hereof;**
- 2. Only the residence units shall be subject to abatement and the tax attributable to the barn on the KVHE premises shall not be subject to abatement;**
- 3. The taxes attributable to the KVHE residential units shall be partially abated each year for a term of ten (10) Fiscal Years (“FY”) commencing July 1, 2019 (FY 2019-2020) and continuing through July1, 2027 (FY 2027-2028), ending June 30 2028 (“Term”), which abatement shall be calculated as a percentage of the whole attributable to the residential units for each year of this Agreement and shall be calculated on an annual basis as set forth below.**
- 4. The abatement shall be pro-rata over the Term, and shall result in the following annual abatements in the KVHE tax liability from the gross annual tax liability that would be fully due and payable but for this Agreement:**

- a. 70% reduction for the first FY (2019-2020).
- b. 70% reduction for the second FY (2020-2021).
- c. 70% reduction for the third FY (2021-2022)
- d. 60% reduction for the fourth FY (2022-2023).
- e. 50% reduction for the fifth FY (2023-2024).
- f. 40% reduction for the sixth FY (2024-2025).
- g. 30% reduction for the seventh FY (2025-2026).
- h. 20% reduction for the eighth FY (2026-2027).
- i. 10% reduction for the ninth FY (2027-2028).

The abatement shall terminate on June 30, 2028 .

- 5. KVHE shall and does hereby waive and forego any tax appeal for each tax year of the Term, including the year of inception, and the Town shall continue the abatement for the entire Term provided all 24 HVHE residential units and occupants remain eligible under the Ordinance and state mandated income and rental parameters are complied with by KVHE.
- 6. The Town shall have the right, upon reasonable notice, to inspect KVHE books of account to ensure continued residents' and rental guideline eligibility for low and moderate income elderly housing.

Dated at Kent this _____ day of May, 2019

Witnesses

Kent Village Housing for the Elderly, Inc.

By _____
Tegan Gawel, Its President

Town of Kent

By _____
Bruce Adams, First Selectman

**LEGAL NOTICE
WARNING
TOWN OF KENT
ANNUAL BUDGET MEETING – MAY 17, 2019**

The electors of the Town of Kent and those qualified to vote in the Town Meeting of the Town of Kent are hereby warned and notified that the Annual Budget Meeting of the Town of Kent will be held on Friday, May 17, 2019 at 7:00 p.m. at Kent Town Hall, 41 Kent Green Boulevard, Kent, CT for the following purposes:

1. To authorize the Board of Selectmen or other Town officials, in accordance with the Kent Policy and Procedure Manual, to apply for, accept and expend funds or grants including, but not limited to, Town Aid Road up to \$500,000 for general municipal purposes for the fiscal year 2019-2020. Said appropriation is in addition to grant expenditures listed on the May 17, 2019 Town Meeting agenda, item number 5.
2. To authorize the Board of Education or other Town Officials to apply for, accept and expend funds of any federal, state or other funds or grants up to \$200,000 for educational purposes for the fiscal year 2019-2020. Said appropriation is in addition to grant expenditures listed on the May 17, 2019 Town Meeting agenda, item number 5.
3. To appropriate from Reserve Fund for Capital and Nonrecurring Expenditures an amount equal to the expenditures approved in the Fiscal Year 2019-2020 column of the Five-Year Capital Plan.
4. To consider and act upon the recommendations of the Board of Finance for a Five-Year Capital Plan.
5. To consider and act upon the recommendation of the Board of Finance for Fiscal Year July 1, 2019 to June 30, 2020 inclusive and appropriate money to defray the expenses of the Town in accordance with said budget as finally accepted and established as follows:

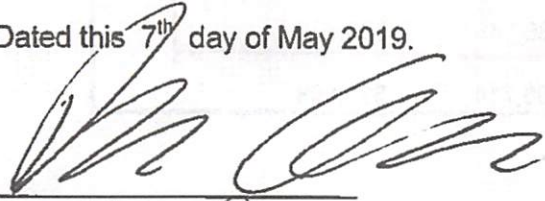
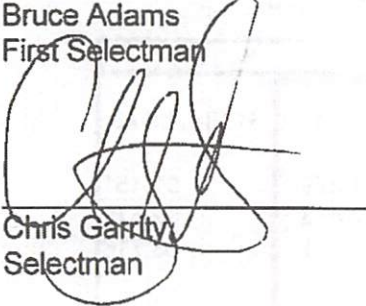
Board of Selectmen Operating Budget	\$ 3,837,778
Transfer to Capital Fund for Future Projects	831,847
Transfer to Dog Fund	7,500
Debt Service	450,469
Appropriations from Capital for current year	535,000
Board of Education Operating Budget	4,621,871
BOF Adjustment to BOE Budget	-25,000
Region 1 Budget	2,610,567

Total Expense	\$12,870,032
---------------	--------------

6. Upon the 10/16/18 recommendation of the Board of Finance; to rename Bridges 17-20 & 22 in the Five-Year Capital Plan to Carter Road #15

Any disabled person requiring special assistance should contact Bruce Adams, First Selectman, for A.D.A. coordination at 860-927-4627 or firstselectman@townofkentct.org at least five days prior to this meeting.

Dated this 7th day of May 2019.


Bruce Adams
First Selectman
Chris Garity
Selectman
Jeff Parkin
Selectman

Compilation

COST TO TOWN				
		% of Increase over current Costs	Total Cost To Town	Savings to Town if selecting Plan
Current Aetna Plan		20.18%	\$320,583	
UHC	(3.5K & 7K)	1.99%	\$272,067	\$48,517
BCBS	(2K & 4K)	7.57%	\$286,948	\$33,635
BCBS	(1.5K & 3K)	8.98%	\$290,714	\$29,869

COST TO EMPLOYEE				
	AETNA	UHC	BCBS 2 / 4	BCBS 1.5 / 3
Town Hall Employee				
Single	\$1,637	\$1,061	\$1,379	\$1,451
EE + 1	\$2,934	\$2,046	\$2,483	\$2,612
Family	\$4,186	\$3,013	\$3,531	\$3,716
Union Employee				
Single	\$655	\$424	\$552	\$581
EE + 1	\$2,082	\$1,508	\$1,765	\$1,858
Family	\$3,458	\$2,571	\$2,919	\$3,071

NOTES

The % of increase is calculated as if the same level of coverage was provided during this FY per employee (Single or EE +1 or Family)

The % of increase is calculated as if the \$15,000 cap on the opt-out was in place this FY.

This comparison is ONLY Health Insurance
it does NOT include Dental insurance



Joyce Kearns <adminassist@townofkentct.org>

Anthem Rates - Leveled Tiering

1 message

Sarah Kelly <sarah.kelly@konahr.com>

Wed, Apr 24, 2019 at 6:35 PM

To: Bruce Adams <firstselectman@townofkentct.org>

Cc: Joyce Kearns <adminassist@townofkentct.org>, "HR@KonaHR.Com" <HR@konahr.com>

Bruce and Joyce –

I finally received the leveled rates. They look much more fair and relative to current tiering.

I also got a quote for a \$1500/\$3000 for Litchfield and plugged in your comparison – I gave you both with and without Litchfield though there's not much difference.

2000/4000

Aetna					BCBS		BCBS with Litchfield		BCBS \$1500/\$3000		BCBS \$1500/\$3000 w/Litchfield	
HSA 016 Town of Kent		Current Rates	Proposed Rates	% Change								
EE	6	\$1,088.90	\$1,364.39	25.30%	\$1,149.32	6%	\$1,136.60	4.38%	\$1,209.44	11%	\$1,196.15	9.85%
EE + 1	2	\$1,951.43	\$2,445.14	25.30%	\$2,068.77	6%	\$2,045.87	4.84%	\$2,176.98	12%	\$2,152.88	10.32%
Family	3	\$2,783.68	\$3,487.95	25.30%	\$2,942.60	6%	\$2,910.02	4.54%	\$3,096.51	11%	\$3,062.23	10.01%
Total	11	\$18,787.30	\$23,540.47	25.30%	\$19,861.26	6%	\$19,641.40	4.55%	\$20,900.13	11%	\$20,669.35	10.02%

Let's touch base tomorrow. I think we're almost there.

Regards,

Sarah

KONA HR CONSULTING

Kona Consulting Group, LLC

Tel (203) 659-7373 (office)

Tel (203) 987-4989 (direct/fax)

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: Kent Board of Selectmen

From: Lesly Ferris



Date: April 24, 2019

Re: Park and Recreation director job description

The Kent Park and Recreation Commission at its April 22, 2019 made the following motion regarding the Park and Recreation director's job description:

"... made a motion to reaffirm the Park and Recreation director's job description without the responsibilities at the Monday and Wednesday Elderly Nutrition Program" (attached).

Thank you.

will take place at Kent Common Park. Mrs. Everett made a motion to accept the proposed Summer Concert Agreement (attached). Ms. McMahon seconded the motion, and the motion was approved unanimously.

2019-2020 Budget Proposal: Mrs. Ferris noted the budget proposal goes to the Town Budget Hearing May 3. The Park and Recreation budget proposal is unchanged.

Emery Park swimming area cleaning proposal: Mrs. Ferris shared proposal for cleaning of the swimming area from Haymore Services, the same company used last year (attached). Mr. Grant said he feels Haymore Services did a great job with the cleaning. Mrs. Everett made a motion to accept the proposal from Haymore Services, dated March 26, 2019, in the amount of \$2,150 for the cleaning of the Emery Park swimming area. Ms. Smith Hanby seconded the motion, and the motion was approved unanimously.

Park and Recreation director job description: Mrs. Ferris said she believes the Board of Selectmen has requested clarification from the commission about the director's job duties at the Monday and Wednesday elderly nutrition program. Ms. Smith Hanby said she feels Lynn Harrington made a solid argument for these responsibilities to be reassigned to the Social Services director. Ms. McMahon made a motion to reaffirm the Park and Recreation director's job description without the responsibilities at the Monday and Wednesday Elderly Nutrition Program. Mr. Grant seconded the motion and the motion was approved. Mrs. Ferris will send a memo to the Board of Selectmen.

New Business: Before-School Care Proposal: Mrs. Ferris said she brought up the topic because there had been conversation about the future of the nursery school, and she wanted to ask the commission its thoughts on offering before-school care should the nursery school close. Ms. McMahon said she would be interested in such a program. Mr. Grant commented he feels the commission needs to support these programs.

Summer employee hirings/interviews: Mrs. Ferris first noted there is an opening for a summer camp counselor which she is advertising. The director said she is planning to interview lifeguard and summer camp counselor applicants May 15. Ms. Smith Hanby said she could be available to participate in the interviews.

The next Kent Park and Recreation Commission meeting is Monday, May 20, 2019 at 7 p.m. Ms. McMahon made a motion to adjourn the meeting at 7:50 p.m.

**Lesly Ferris
Director**

Minutes are not considered final until approved. Refer to the minutes from ensuing meeting for any changes and/or corrections.

January 29, 2019

Bruce Adams, First Selectman
PO Box 678
Kent, CT 06757

Dear Bruce,

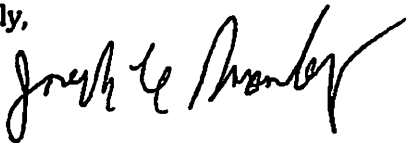
I want to inform you that I would like to continue serving as the Kent Building Official, and would like to negotiate the next 4-year contract. Here are two options for your consideration:

Option 1: Raise the permit fees to \$30 for the first \$1,000 of value and \$8 for additional thousand dollars, and I receive 85% of the fees.

Option 2: Raise the permit fees to \$30 for the first \$1,000 of value and \$10 for additional thousand dollars, and I receive 75% of the fees.

It is my hope that you will consider one of these options. Please let me know your thoughts, as I would appreciate an opportunity to discuss this at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph Manley", written in a cursive style.

Joseph Manley

113 Above All Road
Warren, CT 06754
manleyj2@optonline.net
(860) 868-9321 home
(860) 248-1122 cell

Building Inspector										
3 Yr Analysis										
								Construction Value	Bldg Insp renumeration	
	Gross Receipts	Bldg Insp Share 74%	Town Share 26%	First \$1,000	Per \$1,000 after first 1,000		Contribution to State Education Fund			# of Permits
FY 16	124,391	92,476	31,915	\$20	\$6	0.02%	4,899	23,701,168	0.39%	518
FY 17	122,723	92,363	30,360	\$20	\$6	0.02%	4,727	18,906,718	0.49%	495
FY 18	131,562	97,553	34,009	\$20	\$6	0.02%	5,096	20,383,462	0.48%	490
	378,676	282,392	96,284				\$14,721.75			
Option 1										
		Bldg Insp Share 75%	Town Share 25%							# of Permits
FY 16	247,371	185,528	61,843	\$30	\$10			\$23,701,168		518
FY 17	198,967	149,225	49,742	\$30	\$10			\$18,906,718		495
FY 18	213,635	160,226	53,409	\$30	\$10			\$20,383,462		490
	659,973	494,980	164,993							
Option 2										
		Bldg Insp Share 85%	Town Share 15%							# of Permits
FY 16	201,005	170,855	30,151	\$30	\$8			\$23,701,168		518
FY 17	162,144	137,822	24,322	\$30	\$8			\$18,906,718		495
FY 18	173,848	147,771	26,077	\$30	\$8			\$20,383,462		490
	536,997	456,447	80,550							

1. Treasurer Office Activities April:

- a. Prepare / submit renewal application for ***Town Employee Crime Policy***.
- b. Prepare / submit renewal application for ***CIRMA LAP and W/C insurance*** policies.
- c. Prepared requested ***additional schedules*** for BoF meeting – associated with proposed budget.
- d. Compiled for BoS a ***Building Inspection schedule*** showing compensation comparisons and Town revenue comparisons associated with changing building permit fees as requested by current Building Inspector.
- e. Prepare / submit ***USDA Annual Compliance Reporting*** report.
- f. Reconcile ***KCS expenditures*** to GF FY to date.
- g. Prepare / submit ***Appointment of Auditor*** to OPM.
- h. Prepare / submit ***COG survey*** of GF Balance, budgets, and % of budget.
- i. Prepare multiple ***Health Insurance Schedules*** to demonstrate cost savings of different options presented by KONA.
- j. Reconciled and ***posted expense to BoE, WPCA and KVFD*** for fuel use for the period of 1/22 through 4/26/19.
- k. Issued ***68 accounts payable*** checks and ***42 tax refunds***.
- l. Issued ***109 payroll and payroll liability*** checks.
- m. Recorded ***67 transactions initiated by BoE***.
- n. Updated, compiled and issued multiple documents and schedules for the Budget ***Hearing*** on May 3rd.

2. Actual vs Budget

Revenue

Revenue is strong, 97.6% of budgeted revenue has been received through 4.30.19

Received \$46,779 of tax revenue in April

Expense

Expenses are at 79.8% of budgeted amounts

Most overages are within department lines and will be offset by other lines within the same department.

However, the following departments will need YE budget transfers from **Contingency** to cover small overages.

- a. **BoS:** *Supplies, Discretionary and Telephone* are all over, currently totaling **\$360**
- b. **RoV:** *Workers, Refreshments and Supplies* are all over, currently totaling **\$1,500**
- c. **Treasurer:** *Computer Services* line is over budget, currently totaling **\$2,700**
- d. **Town Clerk:** *Assistant* line will go over, projected amount **\$1,500**
- e. **Senior Center:** *Maintenance and utilities* are over, projected amount **\$1,000**

3. Following is a summary actual vs budget through 5.7.19

TOWN OF KENT
Profit & Loss Budget vs. Actual
July 1, 2018 through May 7, 2019

	<u>Jul 1, '18 - May 7, 19</u>	<u>Budget</u>	<u>Variance</u>
Total Income	12,570,089.00	12,869,312.00	-299,223.00
Expense			
Board of Selectmen	144,198.38	180,743.00	-36,544.62
Probate	4,495.40	4,500.00	-4.60
Registrar of Voters	26,482.97	29,939.00	-3,456.03
Board of Finance	20,493.53	25,231.00	-4,737.47
Treasurer	41,794.27	47,279.00	-5,484.73
Tax Assessor	69,012.52	86,387.00	-17,374.48
Tax Collector	59,065.29	74,690.00	-15,624.71
Board of Assessment Appeals	114.75	2,761.00	-2,646.25
Conservation	985.60	2,775.00	-1,789.40
Town Clerk	108,179.69	125,094.00	-16,914.31
Planning and Zoning	61,772.95	76,673.00	-14,900.05
Zoning Board of Appeals	1,648.51	2,322.00	-673.49
Inland / Wetlands	31,162.32	34,849.00	-3,686.68
Building Inspection	10,909.79	13,949.00	-3,039.21
Town Hall	72,849.95	78,500.00	-5,650.05
Attorney Fees	12,158.27	26,000.00	-13,841.73
Grants	261,310.00	260,320.00	990.00
Fire Marshal	23,262.88	34,430.00	-11,167.12
Police Protection	1,448.99	180,550.00	-179,101.01
Litchfield County Dispatch	32,164.79	32,626.00	-461.21
Civil Preparedness	2,559.25	3,210.00	-650.75
Town Garage Building	14,035.17	20,410.00	-6,374.83
Highway Department	849,144.14	1,275,439.00	-426,294.86
Town Aid Road	50,850.51	285,338.00	-234,487.49
Lighting - Town Utility	6,204.07	12,000.00	-5,795.93
Water - Town Utility	30,537.51	35,000.00	-4,462.49
Tree Work	20,692.50	22,640.00	-1,947.50
Tree Warden	75.00	0.00	75.00
Social Services	49,218.46	57,871.00	-8,652.54
Senior Center	17,712.34	17,650.00	62.34
Welcome Center Public Restrooms	6,917.23	7,000.00	-82.77
Dir of Health/Hlt Dist.	18,910.12	18,910.00	0.12
Park and Recreation	111,119.55	155,284.00	-44,164.45
Community House	21,432.25	22,749.00	-1,316.75
Swift House	3,976.60	6,300.00	-2,323.40
KCS Ballfield Maintenance	3,050.00	4,000.00	-950.00
Transfer Station	90,395.39	113,935.00	-23,539.61
Landfill Monitoring	0.00	2,000.00	-2,000.00
Total G - Board of Education	5,915,963.27	7,294,308.00	-1,378,344.73
Total H - Debt Service	625,486.00	625,486.00	0.00
Total I - Transfer to Capital	758,700.00	758,700.00	0.00
K - Current Year Capital Projects	636,500.00	636,500.00	0.00
Total Expense	10,376,934.30	12,869,312.00	-2,492,377.70