



Joyce Kearns <adminassist@townofkentct.org>

**[Kent CT] ENERGY!! (Sent by Haley Prickett, Pricketth@kent-school.edu)**

1 message

Contact form at Kent CT <cmsmailer@civicplus.com>

Reply-To: Pricketth@kent-school.edu

To: adminassist@townofkentct.org

Mon, Oct 12, 2020 at 5:05 PM

Hello Selectmen,

Haley Prickett (Pricketth@kent-school.edu) has sent you a message via your contact form (<https://www.townofkentct.org/user/21/contact>) at Kent CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.townofkentct.org/user/21/edit>.

Message:

Greetings,

I think there might be something wrong with one (or both) of the EV chargers at town hall. I have used them in the past successfully. However, now the only way it seems to work is if I continually hold down the "ON" button.

Please help! Thank you!

All good things,  
Haley



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

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**[Kent CT] sidewalks (Sent by Jerry Tobin, jgtobin2@gmail.com)**

1 message

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**Contact form at Kent CT** <cmsmailer@civicplus.com>

Thu, Oct 15, 2020 at 9:19 AM

Reply-To: jgtobin2@gmail.com

To: adminassist@townofkentct.org

Hello Selectmen,

Jerry Tobin ([jgtobin2@gmail.com](mailto:jgtobin2@gmail.com)) has sent you a message via your contact form (<https://www.townofkentct.org/user/21/contact>) at Kent CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.townofkentct.org/user/21/edit>.

Message:

Please find attached a letter expressing my concern about the sidewalk project. The hard copy will follow.

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 **document\_11\_1.docx**  
14K

Joseph G. Tobin  
575 Skiff Mt. Road  
Kent, Ct. 06757  
860-927-3126  
jgtobin2@gmail.com

October 15, 2020

Re: Village Sidewalks

Dear Jean,

Thank you for your community email update.

I'm anxious to learn what, if anything, is happening with the long overdue sidewalk project? I am aware state funding disappears if the project is not completed very soon.

I hope an update will come from your office ?

A retired educator who served many years ago commented "If you look poor and act poor you will be treated very poorly". Our local schools, public and private, local businesses including restaurants deserve an attractive village to convince Kent is a special place.

Future generations will admire a job well done.

Thank you,

**Jerry Tobin**



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

**Fwd: Town of Kent Storm Water Management**

1 message

Jean Conlon Speck <firstselectman@townofkentct.org>  
To: Joyce Kearns <adminassist@townofkentct.org>

Fri, Nov 6, 2020 at 11:03 AM

**Jean Speck**

First Selectman, Town of Kent  
860.927.4627 | [firstselectman@townofkentct.org](mailto:firstselectman@townofkentct.org) |  
[www.townofkentct.org](http://www.townofkentct.org)

41 Kent Green Boulevard  
Kent, CT | 06757

[Click here to schedule a meeting with me!](#)

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

From: **MATHEW STARR** <[mstarr03@snet.net](mailto:mstarr03@snet.net)>

Date: Fri, Oct 30, 2020 at 12:04 PM

Subject: Town of Kent Storm Water Management

To: jean speck <[firstselectman@townofkentct.org](mailto:firstselectman@townofkentct.org)>, Edward Matson <[ematson@townofkentct.org](mailto:ematson@townofkentct.org)>, Chris Garrity <[cgarrity@townofkentct.org](mailto:cgarrity@townofkentct.org)>

Dear Board of Selectman,



I have contacted the First Selectman numerous times regarding the continual failure of the Town of Kent to comply with the Town of Kent inland Wetland Regulations and the State of CT Storm Water regulations at the 38 Maple Street location and well as the surrounding property it has expanded into. Now I see a recent approval to store sidewalk materials and processed gravel at the Town Park area that has never been completely cleaned up from prior storage of bank run gravel by the DPW. I get it spend the money so we don't loose it, yes the DPW has been doing this every year for years stockpiling materials at the end of the fiscal budget year so they can ask for the same or more the following year.

Over the years the Town of Kent Department of Public works has grown from a once clean well kept facility with all trucks and machinery stored under cover and all salt, sand and deicing materials stored undercover to the just piles of raw, reclaimed, materials, roadway building products catch basins etc. just a real disaster area.

Ask yourself why the town and state highway facilities around Kent don't look the same? Its clear they are at least making an effort to be a good neighbor, have a clean visually appealing sites, care for the environment and comply with state regulations.

Kent's facility has a pond, a stream, wetlands, all being damaged by the failure of the Town of Kent to follow the State storm water manual and comply with the Storm water General Permit by allowing storm water to run off the site into watercourse and wetlands contaminated with sediment, oil, grease, salt, and roadway deicing products.

While the town of Kent First Selectman and Highway Forman think they can use the site for whatever they like you really need to ask is it necessary? Does the dumping of used roadway and building materials and on site processing really save the Town money? I have asked over the years and have never seen the numbers to prove it. Then you must also consider the eyesore to our beautiful town, the environmental damage caused by the storage, processing etc. is it really worth it? most of the uses it currently does, the Town is not except from the Town of Kent Wetland regulations and the State of CT Storm Water Regulations. This was the same story at the Transfer station, just let things go leave crap everywhere, say yes we can, no care or concerns for the environment and then get caught.....

Time to be proactive, do a inventory of the DPW facility before capital and annual budgets, review the equipment, review how many tons of all the materials, what project its for, when or if it will be used, is it really needed, how may years has it been sitting around, mark off the wetlands, mark off the wetland setbacks, make a plan to clean the place up. I see 70K in the capital plan for town garage parking lot, your not going to pave around all the piles are you?

Thanks Matt

#### Stormwater Manual



**Stormwater Manual**

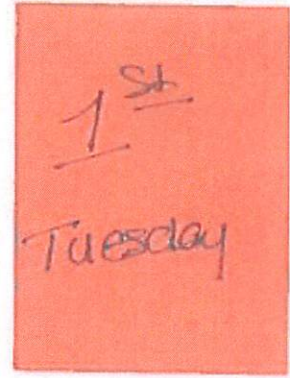
The Connecticut Stormwater Quality Manual provides guidance on the measures necessary to protect the waters of t

**November 2020 Tax Refunds**

<b>Lieber, Seth</b>	<b>\$15.97</b>
<b>Toyota Lease Trust</b>	<b>\$58.86</b>
<b>Uryadov, Andrey</b>	<b>\$29.07</b>
<b>Toyota Lease Trust</b>	<b>\$112.87</b>



TOWN OF KENT  
Board of Selectmen  
41 Kent Green Boulevard  
P.O. Box 678  
Kent, CT 06757



2021 Regular Meeting Schedule

Pursuant to CGS 1-225:

The Town of Kent Board of Selectmen's regular monthly meetings will be held on the first Tuesday of each month at 6:30 p.m. at Kent's Town Hall, 41 Kent Green Boulevard, Kent, CT 06757. Meetings in addition to these listed below will be considered Special and will follow the State Mandated guidelines for posting a Special meeting.

At the November 10, 2020 Regular Board of Selectmen meeting, the following dates were approved as regular meeting dates for 2021:

Tuesday, January 5, 2021

Tuesday, February 2, 2021

Tuesday, March 2, 2021

Tuesday, April 6, 2021

Tuesday, May 4, 2021

Tuesday, June 1, 2021

Tuesday, July 6, 2021

Tuesday, August 3, 2021

Tuesday, September 7, 2021

Tuesday, October 5, 2021

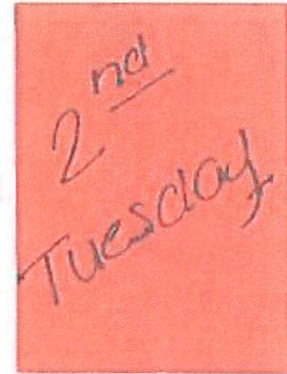
Wednesday, November 3, 2021 (Tuesday is Election day)

Tuesday, December 7, 2021

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Administrative Assistant

TOWN OF KENT  
Board of Selectmen  
41 Kent Green Boulevard  
P.O. Box 678  
Kent, CT 06757



2021 Regular Meeting Schedule

Pursuant to CGS 1-225:

The Town of Kent Board of Selectmen's regular monthly meetings will be held on the second Tuesday of each month at 6:30 p.m. at Kent's Town Hall, 41 Kent Green Boulevard, Kent, CT 06757. Meetings in addition to these listed below will be considered Special and will follow the State Mandated guidelines for posting a Special meeting.

At the November 10, 2020 Regular Board of Selectmen meeting, the following dates were approved as regular meeting dates for 2021:

Tuesday, January 12, 2021

Tuesday, February 9, 2021

Tuesday, March 9, 2021

Tuesday, April 13, 2021

Tuesday, May 11, 2021

Tuesday, June 8, 2021

Tuesday, July 13, 2021

Tuesday, August 10, 2021

Tuesday, September 14, 2021

Tuesday, October 12, 2021

Tuesday, November 9, 2021

Tuesday, December 14, 2021

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Administrative Assistant

<b>Position</b>	<b>Name</b>	<b>Length of term</b>	<b>Term Expires</b>	<b>New Terms Expire</b>
<b>Conservation Commission</b>	<b>Connie Manes</b>	<b>3 years</b>	<b>12/6/20</b>	<b>12/4/23</b>
<b>Conservation Commission</b>	<b>Carol Franken</b>	<b>3 years</b>	<b>12/6/20</b>	<b>12/4/23</b>
<b>Conservation Commission - Alternate</b>	<b>Vacancy</b>	<b>1 year</b>	<b>12/7/20</b>	<b>12/6/21</b>
<b>Conservation Commission - Alternate</b>	<b>Vacancy</b>	<b>1 year</b>	<b>12/7/20</b>	<b>12/6/21</b>
<b>Animal Control Officer</b>	<b>Lee Sohl</b>	<b>1 year</b>	<b>11/30/20</b>	<b>11/30/21</b>
<b>Animal Control Officer - Assistant</b>	<b>James Sohl</b>	<b>1 year</b>	<b>11/30/20</b>	<b>11/30/21</b>
<b>Tree Warden</b>	<b>Bruce Bennett</b>	<b>1 year</b>	<b>11/30/20</b>	<b>11/30/21</b>
<b>Torrington Area Health District</b>	<b>Elliot Greenberg</b>	<b>3 years</b>	<b>12/31/20</b>	<b>12/31/23</b>
<b>Inland/Wetland Commission - Alternate</b>	<b>Vacancy</b>	<b>3 years</b>	<b>12/31/20</b>	<b>12/31/23</b>
<b>Inland/Wetland Commission</b>	<b>Lynn Werner</b>	<b>5 years</b>	<b>12/31/20</b>	<b>12/31/23</b>
<b>Inland/Wetland Commission - Alternate</b>	<b>Ken Johnson</b>	<b>3 years</b>	<b>12/31/20</b>	<b>12/31/23</b>
<b>Housatonic Res Rec Authority</b>	<b>Jean Speck</b>	<b>3 years</b>	<b>6/30/20</b>	<b>6/30/23</b>
<b>Housatonic Res Rec Authority - Alt</b>	<b>Delores Schiesel</b>	<b>3 years</b>	<b>6/30/20</b>	<b>6/30/23</b>



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

## guidance document

1 message

Jean Conlon Speck <firstselectman@townofkentct.org>  
To: Department Heads <departmentheads@townofkentct.org>

Thu, Nov 5, 2020 at 6:05 PM

Hi All,

Here is the guidance document for town employees - please share out to staff. With so much changing in the last few days, I'm sure this document will be changing as well. We've updated some signage around the building as well - as one can see by just driving down Main street, when signs are the same for too long, we can get desensitized to the messaging.

I realize I sound like a broken record at this point but most importantly, **wear a mask, watch your distance and wash your hands**. If anyone needs masks or other supplies, please let Joyce know - we have plenty.

Thanks everyone for ongoing patience in this unique time we're living in, and for your continued service to the Kent community.

jean



### Jean Speck

First Selectman, Town of Kent

860.927.4627 | [firstselectman@townofkentct.org](mailto:firstselectman@townofkentct.org) |  
[www.townofkentct.org](http://www.townofkentct.org)

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 **ToKStaySafeWorkingGuidancev201105.pdf**  
806K





## Town of Kent Stay Safe Working Guidance



CORONAVIRUS

The following document was developed using federal, state and local public health guidance, in addition to federal and state employment laws and workplace safety standards.

*All guidance is subject to change based on new and evolving information.*

The Town of Kent continues to monitor the community impact of COVID-19 during this pandemic and is committed to maintain citizen access to municipal services while keeping employees and the public safe, and to slow the spread of the virus.

### What is known:

- ✦ The virus that causes COVID-19 is thought to spread mainly from person to person, mainly through respiratory droplets produced when an infected person coughs, sneezes, or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Spread is more likely when people are in close contact with one another (within about 6 feet).
- ✦ Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk.
- ✦ The virus that causes COVID-19 is still circulating in our communities.

Many resources were used in the development of this plan and are compiled in Annex B at the end of this document.

### GUIDANCE FOR ALL EMPLOYEES

The following are the minimum recommended health guidance for all employees and programmatic volunteers of the Town of Kent. This health guidance is not a limit on the health protocols an individual may choose to adopt. Individuals are encouraged to adopt additional guidance consistent with their specific needs and circumstances to help protect their health and safety.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect the individual's and the public's health.

### The Four Basics:



Physical  
Distancing



Mask/  
Facecovering



Hand-washing



Disinfecting

- ⚙️ If you feel ill, stay home and notify your supervisor.
- ⚙️ For contact tracing, all employees should sign in and out each day using the online form - <https://veoci.com/veoci/p/form/by472yp7rpm#tab=entryForm>
- ⚙️ Wear a mask if you are in a shared space and cannot maintain 6' distance, and anytime you leave your workspace. This includes in common areas of the building, when visiting other offices, and when interacting with the public.
- ⚙️ Maintain at least 6 feet distance from other individuals.
- ⚙️ Practice good hand hygiene - Wash hands or use hand sanitizer to disinfect hands often, including upon entering another office and after any interaction with employees, customers.
- ⚙️ Wipe down high touch surfaces frequently and at the start and end of each day. This includes keyboards, phones, desks, chair armrests, doorknobs.
- ⚙️ Wipe down shared equipment (copiers, microwave handles and buttons) after use.

If an employee tests positive for COVID19, they are not required to notify the employer, but for everyone's health and safety, we ask to be notified. Once notified, we will contact Torrington Area Health Department for contact tracing.

### **GUIDANCE FOR DEPARTMENT HEADS**

The priority for all employees working during pandemic conditions is to ensure the safest work environment possible for the employees and our community. Individual



responsibility – that is each one of us is responsible for doing our part – is paramount.

- ✦ Encourage employees to stay home if they are not feeling well, and to go home if they start to feel unwell during the work day.
- ✦ Encourage employees to perform a daily health check prior to coming to work, and keep a log.
- ✦ Consider continuation of working remotely.
- ✦ Review these guidelines with staff periodically and any time an update is published.
- ✦ Ask for staff input and suggestions for additional safety measures. Their input and work experience is valuable to help inform reasonable safety guidelines within individual departments.
- ✦ Evaluate staff schedules to manage alternative/staggered work schedules to lower congestion within offices.
- ✦ Ensure all staff have access to face masks, hand sanitizer (at their workstation), surface disinfecting supplies, gloves and eye protection (if needed).

## **GUIDANCE FOR DPW CREWS**

Due to the nature of work and tasks conducted by Public Works employees, keep in mind differences in working environments. When traveling with other employees in trucks, masks should be worn. When working solo (ex. mowing), a mask is not required.

## **WHEN TRAVELLING OUT OF STATE**

Pursuant to Governor Lamont's **Executive Order No. 7III**, anyone traveling into Connecticut from a **red** state as identified on the map on the COVID19 Travel Advisory page of the CT Coronavirus website, *must* fill out a travel health form upon arrival. **Travelers must fill out the form online at [ct.gov/travelform](https://ct.gov/travelform).**

- ✦ If you are planning travel to an affected state, be prepared to self-quarantine for the 14-day period upon return, or have testing completed in the 72 hours prior to arrival in Connecticut.
- ✦ If a family member is visiting from a state on the Advisory, refer to the guidance on the CT Coronavirus website.

## **RETURN TO WORK GUIDANCE**

In the case of an employee who was diagnosed with COVID-19, the individual may return to work in accordance with current CDC guidelines:

- ✦ **In the case of an employee who tests positive for COVID-19 and is symptomatic** and were directed to care for themselves at home, they may discontinue isolation under the following conditions:
  - ✓ At least 10 days have passed since symptom onset and
  - ✓ At least 24 hours have passed since resolution of fever without the use of fever-reducing medications and
  - ✓ Other symptoms have improved.
- ✦ **In the case of an employee who *is symptomatic* that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19**, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
- ✦ **If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period**, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- ✦ **In the case an employee is *asymptomatic* but tests positive for COVID-19**, the individual may not return to work until at least 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.
- ✦ **If an employee's family member tests positive and the family member has had close prolonged contact**, the employee should quarantine for 14 days from their last direct contact with the positive COVID-19 individual.



## **ANNEX A - CONDUCTING IN-PERSON BUSINESS AT TOWN HALL**

While the building will remain closed to the general public for the time being, those needing to conduct in-person business in Town Hall may do so by scheduling an appointment directly and conducting business outside. Departments should work together, use common sense and wise judgement to ensure everyone's safety. **Remote methods for conducting town hall business remain the preferred method whenever possible.** This has been working well and will help limit the number of individuals in the building.

### **Personal / Building Precautions:**

- ✦ Masks/face coverings are required for anyone entering the building. A limited supply of masks will be available in the lobby in case someone needs one. If someone is unable to wear a mask, staff will provide information on how to assist customer with remote services.
- ✦ 6ft distancing shall be maintained whenever possible.
- ✦ Hand sanitizer is available throughout building
- ✦ The building will continue to be cleaned twice a week.

### **Entry/Exit/Usage:**

- ✦ Stairwell doors will be left opened during day to reduce potential for contact (the last person at the end of the day on each floor should close door to hallway prior to leaving).
- ✦ In-person appointments should not be used for socializing.
- ✦ When possible, open windows to increase ventilation.

## ANNEX B – RESOURCE REFERENCES

While not inclusive of every resource in the development of this document, this annex includes many useful links.

### \* CDC:

- <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html>
- CDC updated definition of “close contact”: *Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period\* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.*  
*\* Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes). Data are limited, making it difficult to precisely define “close contact;” however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity (closer distance likely increases exposure risk), the duration of exposure (longer exposure time likely increases exposure risk), whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding), if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting), and other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors) Because the general public has not received training on proper selection and use of respiratory PPE, such as an N95, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE. At this time, differential determination of close contact for those using fabric face coverings is not recommended*
- <https://www.cdc.gov/coronavirus/2019-ncov/faq.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- [https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html?deliveryName=USCDC\\_2067-DM27395](https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html?deliveryName=USCDC_2067-DM27395)

### \* CT.gov:

- <https://portal.ct.gov/Coronavirus>
- <https://portal.ct.gov/Coronavirus/Covid-19-Knowledge-Base/Latest-Guidance>
- <https://portal.ct.gov/Coronavirus/travel>
- <https://portal.ct.gov/Coronavirus/COVID-19-Data-Tracker>

\* ADA: [https://www.ada.gov/emerg\\_prep.html](https://www.ada.gov/emerg_prep.html)

\* OSHA: <https://www.osha.gov/SLTC/covid-19/>

\* TAHD: <https://www.tahtd.org/>





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

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**Re: Good News and Bad**

1 message

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Jean Conlon Speck <firstselectman@townofkentct.org>  
To: Wendy Murphy <wmurphy@pobox.com>  
Cc: Joyce Kearns <adminassist@townofkentct.org>

Wed, Nov 4, 2020 at 2:34 PM

Hi Wendy,  
Thank you for all this information. It is unfortunate that the other buildings don't meet the qualifications. Cc'ing Joyce to share with the BoS.  
Thank you for your diligence and hard work!

Stay well,

Jean

On Wed, Nov 4, 2020 at 11:11 Wendy Murphy <wmurphy@pobox.com> wrote:  
Hi Jean,

Please convey to the Board of Selectmen that I heard from Emily Basham last week regarding the solar potential of the various buildings the Green Bank Engineers have inspected and their findings. Only one of our buildings--Kent Center School--qualified on the basis of Return on Investment (ROI) for the Green Bank MAP program. This is because the Green Bank sets its baseline at systems that consume 50 Kw or more; the other buildings on our list even if capable of generating lots of juice do not use nearly that much electricity currently which makes the costs of putting in a system to handle that usage and guarantee if for 25 years or more unworkable.

Here is the simple report Emily gave me:

1. Kent Volunteer Fire House- front bldg [Route 341 \(28 Maple Street\)](#)/ Yes passed Rooftop est. system size 40.3 kWac

No Kent Volunteer Fire House- rear bldg [Route 341 \(28 Maple Street\)](#)/ No Low consumption (max system 6 kWac) As two separate entities meterwise, however, the rear building does not qualify.

2. No Kent Town Hall [41 Kent Green Blvd](#) /No Low consumption (max system 25 kWac)

3. No Sewer Treatment Pump/Plant (2 bldgs) [125 Schaghticoke Road](#)/ No because of Low Consumption but figure not given

4. Yes Siting limitation N Kent Center School 9 Judd Ave Y Rooftop est. system size 155.3 kWac

5. Yes to siting Town Garage Route 341 (38 Maple Street)/ No to Low consumption (max system 12 kWac)

I am happy to report that Matt Starr for KVFD is now planning to investigate other means of acquiring a leased or purchased solar system for the Firehouse given that the building's exposure and condition make it a perfect candidate for some other grant source to consider.

And Kent Center School will definitely be offered a program, very likely involving panels on its newer roof sections, using the Green Bank's Municipal Assistance dollars.

Disappointing as the failure of the other buildings to qualify at this time, it is still worth noting that a fair amount of data collection and analysis has been done by Green Bank and will be useful data to retain in our files in case other opportunities arise to get some financial assistance. Also keep in mind that KW rates are bound to climb year after year. Emily Basham commented that because of Kent's small and compact size and its current low consumption of KWs, the town is already relatively efficient as compared with some older town municipal plants. But as prices for solar systems continue to fall--dramatically in some cases--we should not abandon this idea especially for Town Hall.

The Green Bank will be contacting the team at Kent Center School with a more specific description of the installation proposed and the terms of a contract that they will work out for their consideration, but probably not until after January 1, 2021.

Wendy Murphy

KCC

--

Jean Conlon Speck  
First Selectman  
Town of Kent