

RECEIVED

By Darlene Brady at 10:00 am, Feb 14, 2022



Kent Sewer Commission
Regular Meeting

February 8, 2022
4:00 P.M. via Zoom

Members: Elissa Potts, Barry Enis, John Grant, Cathe Mazza, and Stephen Robey.

Alternates: Rick Osborne and Vince Roberti.

Also present: Debbie Devaux, Barbara Herbst and Lyle Sommers.

Ms. Potts called the meeting to order at 4:00 p.m.

Approval of the agenda:

Cathe Mazza made a motion to approve the agenda, as submitted. Stephen Robey seconded the motion and the motion carried.

Approval of Minutes of January 11, 2022 Meeting:

Cathe Mazza made a motion to approve the January 11, 2022 Regular Sewer Commission meeting minutes, as submitted. Stephen Robey seconded the motion

Report of Chairman:

Elissa Potts:

- Contacted Shawna Salato from Aquarian Water Company regarding a Notice of Dispose of Land, Assessor Parcel 10-40-1, Segar Mountain Road, Kent, CT.
- Discussed possible uses of the piece of property, possible easement for Club Getaway to connect to sewer.
- The property currently has conservation easements that would make it very difficult to get a sewer easement.
- Club Getaway working with engineers to connect to sewer.
- Glen Chalder provided a copy of the Infrastructure Report for the POCD being prepared by P&Z, which included plans for the sewer plant on pages 15-17.

Report of Superintendent:

Mr. Sommers provided a written report, attached.

Report of Treasurer:

Mrs. Herbst provided the following reports:

- Income and Expenses Actual vs. Budget
- Balance Sheet January 2022
- Operating Account Ledger for January 2022

Cathe Mazza made a motion to approve the Operating Account Ledger for January 2022, as submitted. Stephen Robey seconded the motion and the motion carried.

Report of Collector:

Ms. Devaux:

- First quarterly bills sent out.
- Annual Maple Street Ext. bills sent out.

Report of Consulting Engineer:

Mr. Clark did not attend the meeting and did not provide a report.

Adjourn:

Ms. Potts made a motion to adjourn the meeting at 4:23 p.m.


Joyce Kearns
Administrative Assistant

These are draft minutes and the Kent Sewer Commission at subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.



KENT SEWER COMMISSION AGENDA

Regular Meeting
February 8, 2022
4:00 P.M.

Zoom: <https://us02web.zoom.us/j/89395808646>

Meeting ID: 893 9580 8646

One tap mobile: +1 646 558 8656 US (New York)

-
1. Call to order
 2. Approve agenda
 3. Approval of Minutes
January 11, 2022
 4. New Business
 5. Old business
 6. Report of Chairman
 7. Report of Superintendent
 8. Report of Treasurer
 9. Report of Collector
 10. Report of Consulting Engineer
 11. Adjourn

"An equal opportunity employer and service provider"



AQUARION
Water Company

Stewards of the Environment™

September 27, 2021

**Via Certified Mail
Return Receipt Requested*

Ms. Darlene F. Brady
Town Clerk
Town of Kent
P.O. Box 843
Kent, CT 06757

Re: Notice of Intent to Dispose of Land
Assessor Parcel 10-40-1
Segar Mountain Road
Kent, Connecticut

Dear Ms. Brady:

In accordance with Section 16-50c(b) of the Connecticut General Statutes, notice is hereby given that Aquarion Water Company of Connecticut ("Aquarion") intends to dispose of land it owns on Segar Mountain Road, Kent, Connecticut, known as Assessor Parcel 10-40-1 (the "Property").

The Property contains 8.30 acres of land and hosted the former Kent System Well 1.

Additional information about the intended disposition, including a map of the Property, may be obtained by contacting the undersigned at 203-362-3066.

Sincerely yours,

Shawna Salato

Shawna Salato
Manager, Real Estate

SNS/aym

RECEIVED FOR RECORD
KENT TOWN CLERK

2021 OCT -5 P 2:49

BY *J. Brady*
TOWN CLERK

Superintendents report for February 2022

Good afternoon,

1.9 million gallons total
63k gallons per day average
880k gallons came from Kent school
Average BOD removal rate 90%
Average TSS removal rate 90%
Average influent PH 7.6

The plant process continues to recover from the upset.

Quarterly samples were sent to the lab.

New blower contactors were installed by Gleason Electric.

Excelsior Blower Systems completed the assessment of the blowers.

One effluent bed is drying, one is cleaned and ready and two are currently in use.

Respectfully,

Lyle Sommers
Superintendent
Kent WPCA

Kent Sewer Commission

Income and Expense

Actual vs. Budget

	<u>7/1 - 1/31</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
Septage Fees	104,419	104,300	100.1%
Sewer User Charges	142,774	129,700	110.1%
Total Income	247,193	234,000	105.6%
Expense			
General & Admin Expenses			
Accounting/Bookkeeping Services	4,166	4,166	100.0%
Audit	-	-	0.0%
Bank Service Charges			
Office Supplies	198	600	33.0%
Outside services-Admin	1,026	450	227.9%
Printing & Advertising	-	-	0.0%
Software/Licensing Fees	2,338	2,350	99.5%
Total General & Admin Expenses	7,728	7,566	102.1%
Operating Expenses			
Continuing Education	-	500	0.0%
Depreciation			0.0%
Electricity	19,758	20,200	97.8%
Fuel	2,399	2,300	104.3%
Insurance			
Dental Insurance	336	384	87.4%
Liab Auto Prop Insura	794	900	88.2%
Life Insurance	33	76	42.8%
Medical	7,911	15,005	52.7%
Workman's Comp	2,600	3,300	78.8%
Total Insurance	11,673	19,666	59.4%
Internet	191	280	68.1%
Lab exams	9,640	8,400	114.8%
Materials and supplies	1,966	30,866	6.4%
Miscellaneous	155	-	100.0%
Outside Services-Operating	6,774	7,100	95.4%
Parts & Repairs	15,411	5,550	277.7%
Payroll Expenses	72,517	73,396	98.8%
Payroll taxes	5,479	5,615	97.6%
Pension	2,763	4,050	68.2%
Permit fees	2,011	2,400	83.8%
Postage	3,215	3,155	101.9%
Professional fees			
Engineering fees	1,380	11,900	11.6%
Legal fees	2,090	3,750	55.7%
Total Professional fees	3,470	15,650	22.2%

Kent Sewer Commission

Income and Expense

Actual vs. Budget

	<u>7/1 - 1/31</u>	<u>Budget</u>	<u>% of Budget</u>
Telephone	1,029	1,460	70.5%
Uniforms	1,385	1,460	94.9%
Total Operating Expenses	159,835	202,048	79.1%
Total Expense	167,563	209,614	79.9%
Investment income	224	260	86.0%
Transfers In	38,906	38,906	
Other Expense			
Capital Reserve	12,262	11,700	104.8%
Short Term Asset Reserve	3,679	3,509	104.8%
Maple Street Extension			
100% of Connection Fees	-	-	
80% of User Fees Collected	-	-	
Total Maple Street Extension	-	-	0.0%
USDA Loan Interest (92-06) (92-04) (92-08)	26,603	26,990	
Net Income and Expense	76,217	21,353	356.9%

Budget is YTD

Transfers to Capital and ST Asset Reserve of 15,940
are only posted to show amounts sequestered.
These amounts are not technically an expense and
are included as part of the net income on the Balance Sheet.

Belt Press and Altoz XP610HDI 61" Aero Deck 28 0 enter as a -

by including these items
the net income is actually 92,157

Kent Sewer Commission

Balance Sheet Jan 2022

	<u>1/31/22</u>	<u>1/31/21</u>	<u>\$ Change</u>
Checking/Savings			
1 USB	52,611	84,606	-31,995
2 USB Septage MMA #8052	126,791	104,407	22,384
3 USB Capital #3880	598,258	569,665	28,593
5 Brookwoods	33,037	33,037	0
6 Kent Affordable Housing	24,297	24,297	0
7 Saddle Ridge Estates	164,115	164,115	0
Total Checking/Savings	<u>999,110</u>	<u>980,128</u>	<u>18,982</u>
Accounts Receivable	<u>1,418</u>	<u>518</u>	<u>900</u>
Due from General Fund	<u>38,906</u>	<u>0</u>	<u>38,906</u>
Total Current Assets	<u>1,039,433</u>	<u>980,645</u>	<u>58,788</u>
Fixed Assets			
Accumulated Depreciation	-1,819,840	-1,693,891	-125,949
Property and equipment	<u>5,330,037</u>	<u>5,290,499</u>	<u>39,538</u>
Total Fixed Assets	<u>3,510,196</u>	<u>3,596,607</u>	<u>-86,411</u>
TOTAL ASSETS	<u>4,549,630</u>	<u>4,577,253</u>	<u>-27,623</u>
LIABILITIES & EQUITY			
Accounts Payable	497	61,887	-61,390
Due To Brookwoods	33,037	33,037	0
Due To Kent Affordable Housing	24,297	24,297	0
Due to Saddle Ridge Estates	164,115	164,115	0
Federal Taxes Payable	2,386	2,389	-3
State Taxes Payable	34	366	-332
Due to GF (Town of Kent)	240,459	239,760	699
USDA Loan 92-04	444,011	451,856	-7,845
USDA Loan 92-06	781,290	793,593	-12,303
USDA Loan 92-08	<u>72,570</u>	<u>74,028</u>	<u>-1,458</u>
Total Liabilities	<u>1,762,696</u>	<u>1,845,328</u>	<u>-82,633</u>
Equity			
*Retained Earnings	2,274,489	2,246,888	27,601
Opening Bal Equity	420,287	420,287	0
Net Income	<u>92,157</u>	<u>64,749</u>	<u>27,409</u>
Total Equity	<u>2,786,934</u>	<u>2,731,924</u>	<u>55,010</u>
TOTAL LIABILITIES & EQUITY	<u>4,549,630</u>	<u>4,577,253</u>	<u>-27,623</u>

Kent Sewer Commission Operating Account ledger

02/08/22

January 2022

Date	Name	Memo	Amount	Balance
1 USB				
Operating - 8044				63,468.39
01/09/22	CT Commissioner of Revenue...	CT payroll withholding December 2021	-560.31	63,468.39
01/09/22	United States Treasury	payroll withholding and taxes December 2021	-3,181.07	62,908.08
01/09/22	Administrator Unemploymentmen...	00-022-82 QB Tracking # -1696156930	0.00	59,727.01
01/11/22	ABT	December Bookkeeping Support	-595.16	59,727.01
01/12/22	Sewer Customers		773.29	59,131.85
01/13/22	QuickBooks Payroll Service	Direct deposit for 1/14	-3,251.69	59,905.14
01/14/22	Crockett, Peter W	Direct Deposit	0.00	56,653.45
01/14/22	Kearns, Joyce	Direct Deposit	0.00	56,653.45
01/14/22	Sommers, Lyle R	Direct Deposit	0.00	56,653.45
01/19/22	Sewer Customers		771.35	57,424.80
01/26/22	Sewer Customers		166.19	57,590.99
01/27/22	QuickBooks Payroll Service	Direct Deposit for 1/28	-3,251.67	54,339.32
01/28/22	Crockett, Peter W	Direct Deposit	0.00	54,339.32
01/28/22	Kearns, Joyce	Direct Deposit	0.00	54,339.32
01/28/22	Sommers, Lyle R	Direct Deposit	0.00	54,339.32
01/28/22	QuickBooks Payroll Service	Direct deposit for 1/31	-801.78	53,537.54
01/28/22	Aramark Uniform & Career (...)	weekly uniform services 1/7	-36.71	53,500.83
01/28/22	Crystal Rock	two 5gal bottles drinking water and two returns (includes fuel surcharge)	-25.11	53,475.72
01/28/22	Eversource	Pump Station: 12/15 - 1/17 (33 days) & #50 Maple St - 5163 729 6070 12/14 - 1/14 (31 d...	-431.29	53,044.43
01/28/22	FedEx	to Averill lab 12/22	-85.42	52,959.01
01/28/22	Frontier	Telephone and Internet service: 1/1/22 - 1/31/22	-97.21	52,861.80
01/28/22	Superior Plus Energy	330 gal heating fuel	-1,007.82	51,853.98
01/28/22	Tunxis	Lab exams 1/13, 1/18, 1/26	-958.00	50,895.98
01/28/22	USA Blue Book	blower coupling hose, 83E coupling insert, filter element paper, universal silencer, woods 8JE c...	-587.12	50,308.86
01/28/22	Welsh Sanitation	Commercial service Dec 2021	-150.43	50,158.43
01/31/22	Soule Jr., Milard L	Direct Deposit	0.00	50,158.43
01/31/22	Devaux, Deborah J.	Direct Deposit	0.00	50,158.43
01/31/22	Town of Kent	Sommers: Roth IRA Withholding January 2022	-261.60	49,896.83
01/31/22	ACE Hardware	ext cord, toilet gasket, ice melt, ppr towels, gloves, lubricants, gloves, trask bags, disp masks	-251.15	49,645.68
01/31/22	Aramark Uniform & Career (...)	weekly uniform service 1/14	-36.71	49,608.97
01/31/22	Electric Snake Sewer and Dra...	pulled toilet and snaked 100' of sewer line	-275.00	49,333.97
01/31/22	Eversource	Plant: - 11/15 - 12/15 (30 days)	-5,578.90	43,755.07
01/31/22	FedEx	to Averill lab 1/3 & 1/10	-182.48	43,572.59
01/31/22	Quality Data Service Inc.	320 increase assessor notices	-133.33	43,439.26
01/31/22	Sommers, Lyle - Reimburse...	Telephone reimbursement - January 2022	-80.00	43,359.26
01/31/22	Kent Sewer Commission	Deposit	2,592.50	45,951.76
01/31/22		Transfer Capital Reserve and ST Asset reserve accruals to date	-333.36	45,618.40
Total Operating - 8044			-17,849.99	45,618.40
Total 1 USB			-17,849.99	45,618.40
TOTAL			-17,849.99	45,618.40