

Kent Sewer Commission  
Regular Meeting

November 12, 2019  
4:30 P.M. Town Hall

Present: Elissa Potts, John Casey, John Grant and Jack Nelson.

Also present: Monica Brown, Bart Clark, Debbie Devaux, Barbara Herbst, Glen Kosinski, Lisa Kosinski, Scott Lukowski, Cathy Mazza, Bill Manasse, Lyle Sommers and Hiram Williams.

Ms. Potts called the regular meeting of the Kent Sewer Commission to order at 4:30 p.m.

The pledge was recited.

Mr. Grant made a motion to approve the Sewer Commission Regular meeting minutes of September 10, 2019, as submitted. Mr. Nelson seconded the motion and the motion carried.

**Public Communication:**

Oral: None.  
Written: None.

**Report of Chairman:**

Ms. Potts reported on the following:

- She attended an Inland/Wetland Meeting with David Schreiber of Club Getaway to discuss the proposed sewer lines on Aquarian Water property that is being sold.
- She has been working with Barbara Herbst on funding for the belt press.
- She welcomed newly elected member Cathy Mazza.

**Report of Superintendent:**

Mr. Sommers' report is attached.

**Report of Treasurer:**

Mrs. Herbst provided the following reports:

- Balance sheet as of October 2019
- Outside Services Detail July through October 2019
- Materials and Supplies Detail July through October 2019
- Operating Account Ledger as of September 30, 2019
- Operating Account Ledger as of October 31, 2019
- Actual vs. Budget as of October 2019

Mr. Grant made a motion to approve the Operating Account Ledger as of September 30 and October 31, 2019, as submitted. Mr. Nelson seconded the motion and the motion carried.

RECEIVED FOR RECORD  
KENT TOWN CLERK

2019 NOV 14 A 9:20

BY TOWN CLERK

*[Handwritten signature]*

**Report of Collector:**

Ms. Devaux did not provide a report. She stated that the 2<sup>nd</sup> quarter bills went out, and one user contacted her to ask if the Sewer Commission has ever adjusted an invoice due to outside watering and new pool. Ms. Potts stated she could not recall a time when the Sewer Commission has ever adjusted an invoice. She added that she would look into it and get back to Ms. Devaux.

**Report of Consulting Engineer:**

Mr. Clark stated that he has comments on some of the agenda items but nothing additional.

**7 Old Barn Road – 109 Cheese:**

Hiram Williams asked if the Sewer Commission would consider allowing an inside grease trap, a "Big Dipper," at 7 Old Barn Road or if an external grease trap would be required. Monica Brown, owner of 109 Cheese, provided a menu and assured the commission that nothing has been added to the menu. Mr. Manasse noted that, if an external grease trap has to be installed, it would not meet the set backs. Mr. Clark informed the commission that they have the authority to grant a variance if needed. Mr. Clark had informed the owner of 7 Old Barn Road the following:

- An ejector pump may be needed. Additional information should be submitted that shows whether it is needed or not and if needed design should be provided. It should be noted that any pump should be provided after the grease intercepto if feasible.
- The interceptor tank appears to be less the 5 ft. from the building. The tank location should comply with the DPH's "Technical Standards" the presence or lack of a footing drain for the building should be noted
- There is a stormwater catch basin that is within 25 ft. of the proposed interceptor. Again the tank location should comply with the "Technical Standards"

Ms. Potts asked what classification the restrauant would be operating under? Ms. Brown confirmed it has been classified as a level 3. Ms. Potts confirmed that the Sewer Commission has mandated that all restaraunts with a classification of 3 or 4 require an external grease trap. Ms. Potts stated that the Commission would review the information provided and make a decission at the next meeting.

**12 North Main Street:**

The owners of 12 North Main Street provided an updated plan (attached), per the

*"An equal opportunity employer and service provider."*

KENT SEWER COMMISSION REGULARL MEETING MINUTES, NOVEMBER 12, 2019

PAGE 2

Commission's request. Ms. Potts made a motion to approve the plans for 12 North Main Street, as submitted, pending Mr. Clark's approval of the physical inspection. Mr. Grant seconded the motion and the motion carried.

**Rate Increase:**

Ms. Potts stated that the Commission will continue to work on the rate increase.

**Belt Press:**

Ms. Potts and Ms. Herbst will continue to work on funding for the belt press.

**Ordinances:**

Ms. Potts noted the ordinances have been sent to Attorney Sinkiwicz for a few updates.

Mr. Grant made a motion to adjourn the meeting at 5:50 p.m.

  
Joyce Kearns  
Administrative Assistant

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

## **AGENDA**

**KENT SEWER COMMISSION  
REGULAR MEETING**

**NOVEMBER 12, 2019  
4:30 P.M. TOWN HALL**

### **Regular Meeting**

1. Call to order and Pledge of Allegiance
2. Amend agenda/approve agenda
3. Approval of Minutes  
a September 10, 2019 Regular meeting
4. Public Communication  
a Oral  
b Written
5. Report of Chairman
6. Report of Superintendent
7. Report of Treasurer
8. Report of Collector
9. Report of Consulting Engineer
10. New Business  
a 7 Old Barn Road - 109 Cheese  
b 12 North Main Street – J.P. Gifford's
11. Old Business  
a Rate Increase  
b Belt Press  
c Ordinances
12. Adjourn

**"An equal opportunity employer and service provider.**

# Superintendents report for September/October 2019

---

Good afternoon everyone.

2.3 million gallons total  
77k gallons per day average  
862k gallons came from Kent school  
Average BOD removal rate 97%  
Average TSS removal rate 95%  
Average influent PH 7.5

2.29 million gallons total  
74k average  
1.01 million gallons from /Kent School  
Average BOD removal rate 97%  
Average TSS removal rate 95%  
Average PH 7.5

The new RACO Alarm Agent panel is fully functional.

Waiting quotes from contractors for construction of sludge pump shed.

Number 4 effluent bed was cleaned for the third time this year and ready for use. Now each effluent bed has been cleaned at least 3 times this year.

The scum scraper on the # 2 clarifier is finished being rebuilt at Jesse's shop and reinstalled.

Billy Mcann harvested the sorghum from the fields.


Track loader was delivered today and cleanout of the lagoon started.

The plant needs a new flag pole due to storm damage.

Also due to storm damage the generator was used heavily. It failed to start automatically due to a coolant issue. The thermostat has to be changed and a quote is being written up.

Sewer line from the main building is barely functional and is not shown on any prints at the plant.

Frontier has not fixed the phone or internet at the plant. Several calls. Several crews. No urgency by that company and when it does work. The internet is down frequently and we lose cameras.

Respectfully,  


Lyle Sommers  
Superintendent  
Kent WPCA

# Kent Sewer Commission

## Balance Sheet    October 2019

	<u>10/31/19</u>	<u>10/31/18</u>	<u>\$ Change</u>
Checking/Savings			
1 USB	22,873	85,802	-62,929
2 USB Septage MMA #8052	93,192	174,656	-81,464
3 USB Capital #3880	534,345	513,179	21,165
5 Brookwoods	32,679	32,324	354
6 Kent Affordable Housing	24,176	24,079	96
7 Saddle Ridge Estates	163,728	163,409	318
Total Checking/Savings	<u>870,991</u>	<u>993,450</u>	<u>-122,459</u>
Accounts Receivable	<u>1,748</u>	<u>11,940</u>	<u>-10,193</u>
Due from General Fund	<u>38,906</u>	<u>0</u>	<u>38,906</u>
Total Current Assets	<u>911,645</u>	<u>1,005,390</u>	<u>-93,746</u>
Fixed Assets			
Accumulated Depreciation	-1,573,344	-1,456,070	-117,275
Property and equipment	<u>4,964,900</u>	<u>4,813,633</u>	<u>151,267</u>
Total Fixed Assets	<u>3,391,555</u>	<u>3,357,563</u>	<u>33,992</u>
<b>TOTAL ASSETS</b>	<u><u>4,303,200</u></u>	<u><u>4,362,953</u></u>	<u><u>-59,753</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
Accounts Payable	-7	73,649	-73,656
Due To Brookwoods	32,679	32,324	354
Due To Kent Affordable Housing	24,176	24,079	96
Due to Saddle Ridge Estates	163,728	163,409	318
Federal Taxes Payable	2,477	1,872	606
State Taxes Payable	383	351	32
USDA Loan 92-04	460,601	468,446	-7,845
USDA Loan 92-06	805,897	818,200	-12,303
USDA Loan 92-08	75,486	76,794	-1,308
Total Liabilities	<u>1,565,419</u>	<u>1,659,126</u>	<u>-93,707</u>
Equity			
*Retained Earnings	1,637,091	1,741,256	-104,165
Opening Bal Equity	420,287	420,287	0
Retained Earnings	665,228	665,228	0
Net Income	<u>15,174</u>	<u>-122,944</u>	<u>138,118</u>
Total Equity	<u>2,737,781</u>	<u>2,703,827</u>	<u>33,953</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>4,303,200</u></u>	<u><u>4,362,953</u></u>	<u><u>-59,753</u></u>

11/08/19

Kent Sewer Commission  
Outside Services Detail  
July through October 2019

---

<u>Date</u>	<u>Num</u>	<u>Name</u>
Operating Expenses		
Outside Services-Operating		
07/31/19	729570	Welsh Sanitation
08/07/19	43333	US Environmental ...
08/13/19	2019...	Quality Data Servi...
08/29/19	2019...	Quality Data Servi...
08/31/19	729570	Welsh Sanitation
09/30/19	728570	Welsh Sanitation
10/04/19	0110...	Kinsley Power Sys...
10/04/19	0110...	Kinsley Power Sys...
10/11/19	14-296	Town of Kent
10/28/19	2019...	Quality Data Servi...
Total Outside Services-Operating		
Total Operating Expenses		
TOTAL		

11/08/19

Kent Sewer Commission  
Outside Services Detail  
July through October 2019

---

Memo	Debit
Commercial service: July 2019	71.25
7/31/19 - - Ysi 600XLM daily rental	288.83
July 2019: printing and processing sewer/water billing (29...	283.26
Final posted ratebook 2018	150.00
Commercial service: August 2019	71.25
Commercial service: September 2019	71.25
Annual Level II generator service - Judd Avenue pump Sta...	550.00
Annual Level II generator service - Schaghticoke pump St...	625.00
extinguishers inspected and tagged	11.85
October 2019: printing and processing sewer/water billing...	289.95
	<hr/>
	2,412.64
	<hr/>
	2,412.64
	<hr/>
	2,412.64
	<hr/>



11/08/19

Kent Sewer Commission  
Materials and Supplies Detail  
July through October 2019

---

<u>Date</u>	<u>Num</u>	<u>Name</u>
Operating Expenses		
Materials and supplies		
Purchases & supplies		
07/24/19	111005	ACE Hardware
08/31/19	111005	ACE Hardware
09/23/19	108936	Napa Auto Parts
09/24/19	111005	ACE Hardware
10/02/19	109131	Napa Auto Parts
10/04/19	109179	Napa Auto Parts
10/24/19	111005	ACE Hardware
Total Purchases & supplies		
Total Materials and supplies		
Total Operating Expenses		
TOTAL		

11/08/19

Kent Sewer Commission  
Materials and Supplies Detail  
July through October 2019

Memo	Debit
misc hardware, trimmer line, ppr towels	45.08
wire rope clips, ez start tape, cement primer, drill bit, hex bushing, link chai...	78.11
wheel charger (battery charger for portable generator)	189.99
193 pc mech tool set, ppr towels, drain cleaner, master plunger	188.44
T4 15W40 (2 gal)	49.98
two g al Prem TR HYD oil (for lawn mower maint)	39.98
3/4" elbow, pipe, gloves, starter fluid, ppr towels	51.88
	<u>643.46</u>
	<u>643.46</u>
	<u>643.46</u>
	<u>643.46</u>

10/11/19

Kent Sewer Commission  
Operating Account ledger  
As of September 30, 2019

Date	Num	Name
1 USB		
Operating - 8044		
09/04/19	061961	Sewer Customers
09/06/19	10891	ABT
09/06/19	10892	Town of Kent
09/06/19	10893	Town of Kent
09/09/19	061969	Sewer Customers
09/11/19	061971	Sewer Customers
09/12/19		QuickBooks Payroll Service
09/13/19	DirDep	Kearns, Joyce
09/13/19	DirDep	Sommers, Lyle R
09/13/19	DirDep	Warner, Jesse T
09/13/19	E-pay	CT Commissioner of Revenu...
09/13/19	E-pay	United States Treasury
09/18/19	061970	Sewer Customers
09/26/19		QuickBooks Payroll Service
09/26/19	061972	Sewer Customers
09/27/19	DirDep	Kearns, Joyce
09/27/19	DirDep	Sommers, Lyle R
09/27/19	DirDep	Warner, Jesse T
09/27/19		QuickBooks Payroll Service
09/27/19	10881	Town of Kent
09/27/19	E-pay	CT Commissioner of Revenu...
09/27/19	10895	Town of Kent
09/30/19	DirDep	Devaux, Deborah J.
09/30/19	DirDep	Soule Jr., Milard L
09/30/19	061973	Sewer Customers
09/30/19	10896	ABT
09/30/19	10897	ACE Hardware
09/30/19	10898	Allingham & Readyoff, LLC
09/30/19	10899	Aramark Uniform & Career ( ...
09/30/19	10900	Eversource
09/30/19	10901	FedEx
09/30/19	10902	Frontier
09/30/19	10903	Napa Auto Parts
09/30/19	10904	Sommers, Lyle - Reimburse...
09/30/19	10905	Town of Kent
09/30/19	10906	Tunxis
09/30/19	10907	Welsh Sanitation
09/30/19	Trnsf	Kent Sewer Commission

Total Operating - 8044

Total 1 USB

TOTAL

10/11/19

Kent Sewer Commission  
Operating Account ledger  
As of September 30, 2019

---

Memo

---

August Bookkeeping Support

August Insurances

80% of all User fees collected from 4/1/19 through 8/14/19 on MSE properties

Direct Deposit for 9/13/19

Direct Deposit

Direct Deposit

Direct Deposit

CT payroll withholding for August

Payroll withholding and taxes for August

Direct deposit for 9/27/19

Direct Deposit

Direct Deposit

Direct Deposit

Direct Deposit for 9/30/19

Sommers: Roth IRA Withholding September 2019

CT payroll withholding for September

3rd Qtr 2019 - Pension Kent Sewer

Direct Deposit

Direct Deposit

September Bookkeeping Support

193 pc mech tool set, ppr towels, drain cleaner, master plunger

Legal: draft sewer use regulations / finalize and forward to client (21.2 hrs)

Uniform services: 9/6 - 9/13 - 9/20 - 9/27

#50 Maple St - 8/15 - 9/16 & Pump Station: 8/16 - 9/17 & Plant: 8/16 - 9/17

shipping to to Averill lab 8/14 - 8/21 - 8/28 - 9/4

Telephone and Internet service: 9/1 - 9/30

wheel charger (battery charger for portable generator)

Telephone reimbursement - September 2019

September Health and Dental Insurances & Quarterly invoice for WC and LAP insurance premium

Lab exams 9/9 - 9/13 - 9/26

Commercial service: August 2019

Transfer Capital Reserve and ST Asset reserve accruals to date

10/11/19

Kent Sewer Commission  
Operating Account ledger  
As of September 30, 2019

Amount	Balance
	68,819.80
	68,819.80
3,309.82	72,129.62
-566.50	71,563.12
-2,421.54	69,141.58
-1,104.71	68,036.87
1,050.64	69,087.51
712.04	69,799.55
-2,937.50	66,862.05
0.00	66,862.05
0.00	66,862.05
0.00	66,862.05
-571.59	66,290.46
-3,644.27	62,646.19
218.36	62,864.55
-2,937.52	59,927.03
614.65	60,541.68
0.00	60,541.68
0.00	60,541.68
0.00	60,541.68
-723.57	59,818.11
-249.04	59,569.07
-384.37	59,184.70
-921.35	58,263.35
0.00	58,263.35
0.00	58,263.35
417.70	58,681.05
-566.50	58,114.55
-188.44	57,926.11
-4,028.00	53,898.11
-172.12	53,725.99
-2,093.11	51,632.88
-123.99	51,508.89
-87.77	51,421.12
-189.99	51,231.13
-80.00	51,151.13
-3,626.54	47,524.59
-1,015.00	46,509.59
-71.25	46,438.34
-6,890.10	39,548.24
<u>-29,271.56</u>	<u>39,548.24</u>
<u>-29,271.56</u>	<u>39,548.24</u>
<u>-29,271.56</u>	<u>39,548.24</u>

11/08/19

# Kent Sewer Commission Operating Account ledger As of October 31, 2019

Date	Num	Name
1 USB		
Operating - 8044		
10/04/19	10908	Postmaster
10/04/19	10912	Warner, Jesse T
10/09/19	061982	Sewer Customers
10/10/19		QuickBooks Payroll Service
10/11/19	DirDep	Kearns, Joyce
10/11/19	DirDep	Sommers, Lyle R
10/11/19	DirDep	Warner, Jesse T
10/11/19	10909	Frontier
10/11/19	10910	Tunxis
10/11/19	10911	Welsh Sanitation
10/15/19	EFTPS	United States Treasury
10/16/19	061984	Sewer Customers
10/23/19	061983	Sewer Customers
10/24/19		QuickBooks Payroll Service
10/25/19	DirDep	Kearns, Joyce
10/25/19	DirDep	Sommers, Lyle R
10/25/19	DirDep	Warner, Jesse T
10/25/19	10894	Town of Kent
10/25/19	10913	Aramark Uniform & Career ( ...
10/25/19	10914	Eversource
10/25/19	10915	FedEx
10/25/19	10916	Kinsley Power Systems
10/25/19	10917	Napa Auto Parts
10/25/19	10918	Town of Kent
10/25/19	10919	Tunxis
10/25/19	10920	Sommers, Lyle - Reimburse...
10/25/19	E-pay	Administrator Unemployment...
10/30/19		QuickBooks Payroll Service
10/30/19	061993	Sewer Customers
10/31/19	DirDep	Soule Jr., Milard L
10/31/19	DirDep	Devaux, Deborah J.
10/31/19	10921	ABT
10/31/19	10923	ACE Hardware
10/31/19	10924	Aquarion
10/31/19	10925	Aramark Uniform & Career ( ...
10/31/19	10926	Eversource
10/31/19	10927	Quality Data Service Inc.
10/31/19	10928	Quill Corporation
10/31/19	10929	Town of Kent
10/31/19	10930	Tunxis

Total Operating - 8044

Total 1 USB

TOTAL

11/08/19

Kent Sewer Commission  
Operating Account ledger  
As of October 31, 2019

---

Memo

---

PO Box renewal ~ 12 months PO Box 144  
Reimbursement: Spring 2019 training Course and Exam application,

Direct Deposit for 10/11/19  
Direct Deposit  
Vacation 9/30 - 10/2 (24 hrs)  
Direct Deposit  
Telephone and Internet service: 10/1 - 10/31  
Lab exams 9/19/19  
Commercial service: September 2019  
payroll withholding and taxes for September

Direct Deposit for 10/25/19  
Direct Deposit  
Direct Deposit  
Direct Deposit  
Sommers: Roth IRA Withholding October 2019  
Uniform services 8/30, 10/11, 10/18  
Pump Station: 9/17 - 10/16 (29 days) & #50 Maple St - 9/16 - 10/15  
Lab exams to Averill lab 9/11 - 9/18 - 9/25 - 10/2 - 10/9  
Annual Level II generator service - Judd Avenue pump Station Kohler 40KW unit & Schaghticoke...  
T4 15W40 (2 gal) & two gal Prem TR HYD oil  
extinguishers inspected and tagged  
Lab exams 10/10 - 10/16 - 10/23  
Telephone reimbursement - September 2019  
3rd Qtr SUTA  
Direct Deposit for 10/31/19

Direct Deposit  
Direct Deposit  
October Bookkeeping Support  
3/4" elbow, pipe, gloves, starter fluid, ppr towels  
wpca / SEWER BILLINGS (346 @ .43) -3rd Qtr 2019  
Uniform services 10/25/19  
Plant: - 9/17 - 10/16  
October 2019: printing and processing sewer/water billing (302 bills)  
color toner cartridges for printer and black toner cartridge for printer  
October Insurances  
Lab exams 10/28 - 10/30

11/08/19

Kent Sewer Commission  
Operating Account ledger  
As of October 31, 2019

Amount	Balance
	39,548.24
	39,548.24
-56.00	39,492.24
-610.00	38,882.24
595.39	39,477.63
-1,274.80	38,202.83
0.00	38,202.83
-1,658.54	36,544.29
0.00	36,544.29
-88.27	36,456.02
-257.00	36,199.02
-71.25	36,127.77
-2,487.50	33,640.27
537.07	34,177.34
231.07	34,408.41
-2,933.32	31,475.09
0.00	31,475.09
0.00	31,475.09
0.00	31,475.09
-249.04	31,226.05
-134.23	31,091.82
-251.80	30,840.02
-155.30	30,684.72
-1,175.00	29,509.72
-89.96	29,419.76
-11.85	29,407.91
-746.00	28,661.91
-80.00	28,581.91
0.00	28,581.91
-701.23	27,880.68
97.80	27,978.48
0.00	27,978.48
0.00	27,978.48
-566.50	27,411.98
-51.88	27,360.10
-148.78	27,211.32
-44.17	27,167.15
-1,523.72	25,643.43
-289.95	25,353.48
-295.96	25,057.52
-2,421.54	22,635.98
-514.00	22,121.98
-17,426.26	22,121.98
-17,426.26	22,121.98
-17,426.26	22,121.98



# Kent Sewer Commission

## Income and Expense

### Actual vs. Budget

	<u>Jul -Oct 19</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Income</b>			
Septage Fees	29,664	31,500	94.2%
Sewer User Charges	<u>63,435</u>	<u>70,924</u>	<u>89.4%</u>
<b>Total Income</b>	<b>93,099</b>	<b>102,424</b>	<b>90.9%</b>
<b>Expense</b>			
<b>General &amp; Admin Expenses</b>			
Accounting/Bookkeeping Services	2,266	2,266	100.0%
Audit			0.0%
Bank Service Charges			
Office Supplies	355	350	101.6%
Outside services-Admin	299	150	199.2%
Printing & Advertising			0.0%
Software/Licensing Fees	<u>1,177</u>	<u>2,220</u>	<u>53.0%</u>
<b>Total General &amp; Admin Expenses</b>	<b>4,097</b>	<b>4,986</b>	<b>82.2%</b>
<b>Operating Expenses</b>			
Continuing Education	610	500	122.0%
Depreciation			0.0%
Electricity	7,910	10,800	73.2%
Fuel	-	550	0.0%
Insurance			
Dental Insurance	448	475	94.3%
Liab Auto Prop Insura	534	600	88.9%
Life Insurance	44	43	101.4%
Medical	12,164	9,612	126.5%
Workman's Comp	<u>1,878</u>	<u>2,200</u>	<u>85.3%</u>
<b>Total Insurance</b>	<b>15,066</b>	<b>12,930</b>	<b>116.5%</b>
Internet	108	100	108.3%
Lab exams	4,917	4,504	109.2%
Materials and supplies	643	500	128.7%
Miscellaneous		43	0.0%
Outside Services-Operating	2,413	8,650	27.9%
Parts & Repairs	-	4,700	0.0%
Payroll Expenses	41,758	40,479	103.2%
Payroll taxes	3,111	3,097	100.5%
Pension	921	1,396	66.0%
Permit fees	2,011	2,500	80.5%
Postage	331	660	50.2%
Professional fees			
Engineering fees	-	10,000	0.0%
Legal fees	<u>4,028</u>	<u>2,500</u>	<u>161.1%</u>
<b>Total Professional fees</b>	<b>4,028</b>	<b>12,500</b>	<b>32.2%</b>

# Kent Sewer Commission

## Income and Expense

### Actual vs. Budget

	Jul -Oct 19	Budget	% of Budget
Telephone	552	600	92.0%
Uniforms	764	664	115.0%
Total Operating Expenses	85,143	105,173	81.0%
Total Expense	89,241	110,159	81.0%
Investment income	118	146	80.5%
Transfers In	38,906	38,906	
Other Expense			
Capital Reserve	5,674	6,938	81.8%
Short Term Asset Reserve	1,216	1,536	79.2%
Maple Street Extension			
100% of Connection Fees	-		
80% of User Fees Collected	1,105	775	
Total Maple Street Extension	1,105	775	142.5%
USDA Loan Interest (92-06) (92-04) (92-08)	26,603	26,603	
Net Income and Expense	8,284	(4,535)	-182.7%

Budget is only to date

Transfers to Capital and ST Asset Reserve of 6,890  
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.

Capital Expenses pd w/ Capital Funds 0 Aeration equipment and Aeration System upgrade  
Engineering Costs for Aeration project

by including these items  
the net income is actually 15,174

## MEMORANDUM

From: Bart Clark, P.E.

Date: October 5, 2019

TO: Kent Sewer Commission

Re: Grease Interceptor Plans for Kent Barns

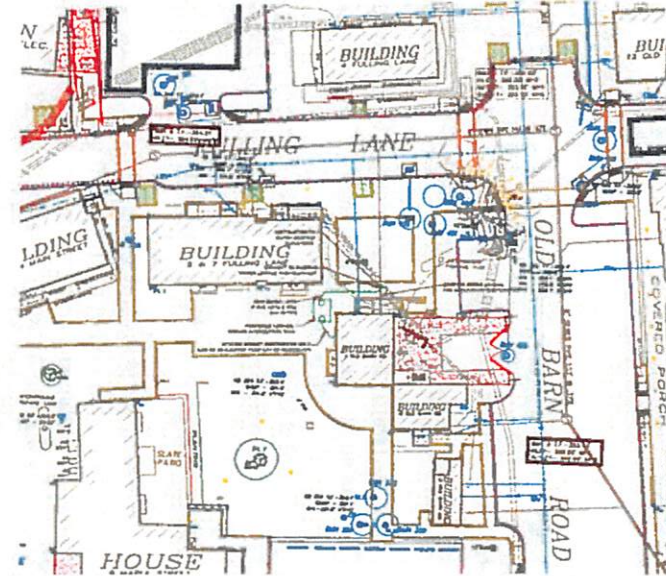
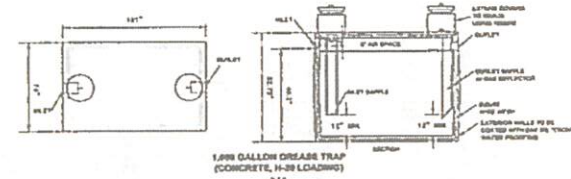
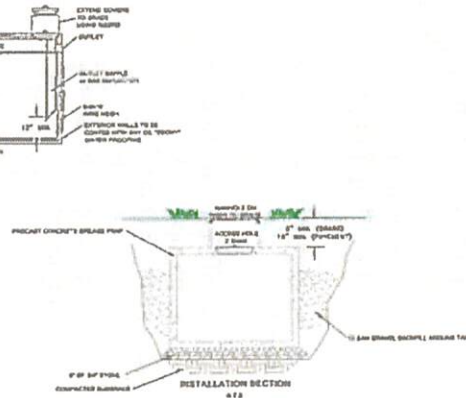
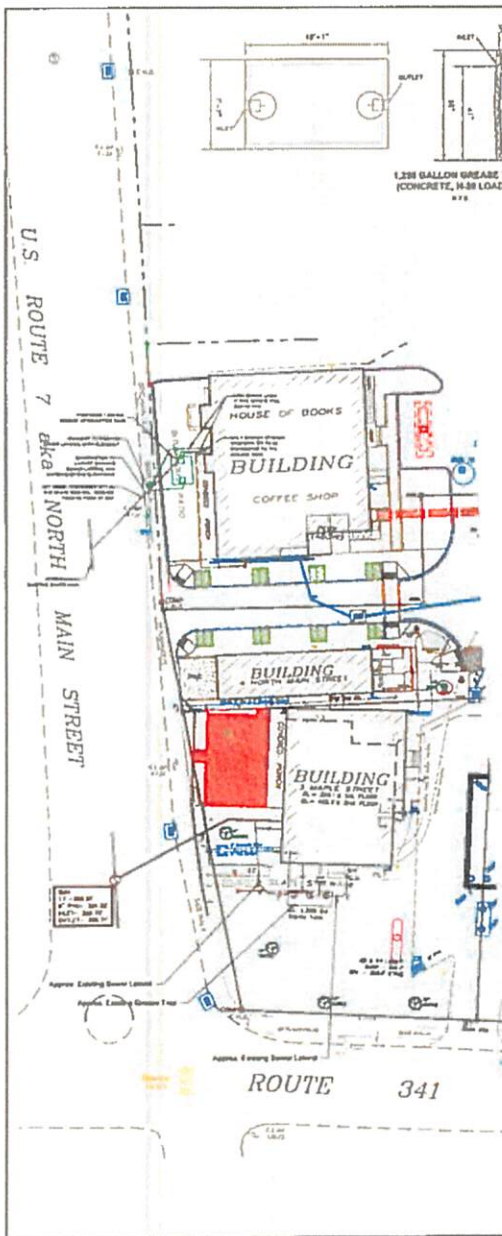
---

Corporate Construction submitted plans for a Grease Interceptors for 7 Old Barn Rd and 10 N. Main St. The plan submitted is described below:

- Sheet U.2, titled "Proposed Grease Interceptor Plan for Kent Barns: 7 Old Barn Rd and 10 N. Main St," prepared by Arthur H. Howland and Associates, dated August 29, 2019.

Based on a review of these plans, I have the following Comments:

1. Separate plans and applications should be submitted for each building;
2. A description of the proposed use of each building should be provided including menus if available and a determination relative to how the General permit is triggered;
3. A floor/plumbing plan should be provided for each building showing which fixtures are to be connected to the grease line;
4. Cast iron manhole covers should be provided for both tanks. The details should indicate that positive drainage away from the access manholes should be provided or bolted and sealed covers should be provided;
5. Additional clean-outs are necessary on the influent lines to meet code requirements. Clean-outs should be provided with a cast-iron cover to protect the removable cover;
6. At 7 Old Barn Rd, these comments apply:
  - a. A note indicates that an ejector pump may be needed. Additional information should be submitted that shows whether it is needed or not and if needed a design should be provided. It should be noted that any pump should be provided after the grease interceptor if feasible.
  - b. The interceptor tank appears less than 5 ft from the building served. The tank location should comply with the DPH's "Technical Standards" the presence or lack of a footing drain for the building should be noted;
  - c. There is a stormwater Catch basin that is within 25 ft of the proposed Interceptor. Again the Tank location should comply with the "Technical Standards."
7. At 10 N. Main St, these comments apply:
  - a. Prior to work beginning, the Commission should be provided with an encroachment permit for installation of the tank and sewers;
  - b. The interceptor tank appears less than 5 ft from the building served. The tank location should comply with the DPH's "Technical Standards" the presence or lack of a footing drain for the building should be noted;
  - c. The sewer lines that enter the building from the rear, witnessed during a site inspection in June, should also be shown with details concerning which buildings are served by the sewer;
  - d. Pavement details should be provided for sidewalk repair.



- NOTES**
1. THE CONTRACTOR IS TO REPLACE OR REPAIR THE EXISTING GREASE TRAP TO THE DESIGN SHOWN.
  2. EXISTING LINES ARE TO BE OF PVC, HDPE OR POLYETHYLENE GLASS REINFORCED (GFRP) PIPE. ALL LINES ARE TO BE 12\"/>
  - 3. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN.
  - 4. ALL EXCAVATION SHALL BE TO THE DESIGN SHOWN. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN.
  - 5. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN.
  - 6. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN. THE CONTRACTOR IS TO PROVIDE THE NECESSARY EXCAVATION AND BACKFILL TO THE DESIGN SHOWN.
  - 7. A FINAL AS-BUILT IS TO BE PROVIDED BY THE CONTRACTOR FOR THE PROJECT.

**LEGEND**

- 1. EXISTING GREASE TRAP
- 2. PROPOSED GREASE TRAP
- 3. EXISTING SANITARY LINE
- 4. PROPOSED SANITARY LINE
- 5. EXISTING SEWER LINE
- 6. PROPOSED SEWER LINE
- 7. EXISTING WATER LINE
- 8. PROPOSED WATER LINE
- 9. EXISTING GAS LINE
- 10. PROPOSED GAS LINE
- 11. EXISTING ELECTRICAL LINE
- 12. PROPOSED ELECTRICAL LINE
- 13. EXISTING TELEPHONE LINE
- 14. PROPOSED TELEPHONE LINE
- 15. EXISTING CABLE TV LINE
- 16. PROPOSED CABLE TV LINE
- 17. EXISTING FIBER OPTIC LINE
- 18. PROPOSED FIBER OPTIC LINE
- 19. EXISTING RAILROAD TRACK
- 20. PROPOSED RAILROAD TRACK
- 21. EXISTING HIGHWAY
- 22. PROPOSED HIGHWAY
- 23. EXISTING AIRPORT
- 24. PROPOSED AIRPORT
- 25. EXISTING MARINA
- 26. PROPOSED MARINA
- 27. EXISTING PORT
- 28. PROPOSED PORT
- 29. EXISTING CANAL
- 30. PROPOSED CANAL
- 31. EXISTING LAKE
- 32. PROPOSED LAKE
- 33. EXISTING RIVER
- 34. PROPOSED RIVER
- 35. EXISTING OCEAN
- 36. PROPOSED OCEAN
- 37. EXISTING MOUNTAIN
- 38. PROPOSED MOUNTAIN
- 39. EXISTING HILL
- 40. PROPOSED HILL
- 41. EXISTING VALLEY
- 42. PROPOSED VALLEY
- 43. EXISTING PLAIN
- 44. PROPOSED PLAIN
- 45. EXISTING DESERT
- 46. PROPOSED DESERT
- 47. EXISTING TUNDRA
- 48. PROPOSED TUNDRA
- 49. EXISTING SAVANNAH
- 50. PROPOSED SAVANNAH
- 51. EXISTING JUNGLE
- 52. PROPOSED JUNGLE
- 53. EXISTING STEPPE
- 54. PROPOSED STEPPE
- 55. EXISTING PRAIRIE
- 56. PROPOSED PRAIRIE
- 57. EXISTING MOUNTAIN RANGE
- 58. PROPOSED MOUNTAIN RANGE
- 59. EXISTING HILLS
- 60. PROPOSED HILLS
- 61. EXISTING VALLEY
- 62. PROPOSED VALLEY
- 63. EXISTING PLAIN
- 64. PROPOSED PLAIN
- 65. EXISTING DESERT
- 66. PROPOSED DESERT
- 67. EXISTING TUNDRA
- 68. PROPOSED TUNDRA
- 69. EXISTING SAVANNAH
- 70. PROPOSED SAVANNAH
- 71. EXISTING JUNGLE
- 72. PROPOSED JUNGLE
- 73. EXISTING STEPPE
- 74. PROPOSED STEPPE
- 75. EXISTING PRAIRIE
- 76. PROPOSED PRAIRIE
- 77. EXISTING MOUNTAIN RANGE
- 78. PROPOSED MOUNTAIN RANGE
- 79. EXISTING HILLS
- 80. PROPOSED HILLS
- 81. EXISTING VALLEY
- 82. PROPOSED VALLEY
- 83. EXISTING PLAIN
- 84. PROPOSED PLAIN
- 85. EXISTING DESERT
- 86. PROPOSED DESERT
- 87. EXISTING TUNDRA
- 88. PROPOSED TUNDRA
- 89. EXISTING SAVANNAH
- 90. PROPOSED SAVANNAH
- 91. EXISTING JUNGLE
- 92. PROPOSED JUNGLE
- 93. EXISTING STEPPE
- 94. PROPOSED STEPPE
- 95. EXISTING PRAIRIE
- 96. PROPOSED PRAIRIE
- 97. EXISTING MOUNTAIN RANGE
- 98. PROPOSED MOUNTAIN RANGE
- 99. EXISTING HILLS
- 100. PROPOSED HILLS

**ARTHUR H. HOWLAND & ASSOCIATES P.C.**  
 CIVIL ENGINEERS - LAND SURVEYORS  
 SOIL SCIENTISTS - LAND PLANNERS

**Proposed Grease Interceptor Tank Plan**

for  
**Kent Barns**

10 North Main Street  
 &  
 7 Old Barn Road  
 Town of Kent  
 County of Litchfield  
 State of Connecticut

DATE: August 29, 2019  
 SCALE: 1" = 20'  
 SHEET: U.2



109 Danbury Road Ridgefield CT 06877 T 203 438 5757  
14 North Main Street Kent CT 06784

## **Description:**

### **Gourmet Retail Food Market**

**Featuring Artisan Cheese, gourmet pantry items, gifts, frozen appetizers and breads, sandwiches, salads and soups.**

109 Cheese Market

Menu of items prepared:

Cheese blend grated

Roasted tomato with garlic and a touch of red pepper flakes

Mushroom roasted with shallot & thyme

House made Soups:

Mostly vegetarian selection and Chicken Soup

Other gourmet to go items for retail fridge and freezer:

Bolognese, Mac and Cheese, Mini Tarts (mushroom, spinach feta, ham and cheese) Pigs in a blanket, Buttermilk biscuits, Flatbread pizza, pimento cheese spread, salad dressings

Origin: ingredients are purchased thru licensed distributors

Equipment: electric induction burners, electric convection oven, stainless steel counters, under counter refrigeration, refrigerated sandwich station, electric Panini for sandwiches, commercial 2 door refrigeration, cutting boards, knives, spoons, pots and pans, robot coupe grater/dicer, immersion stick blender and one bay prep sink.

Clean up: 3 bay sink, rinse, wash, sanitize, drip dry

## **Sandwich Menu:**

### **Grilled Cheese**

109 Signature Cheese blend on sourdough  
Vermont Sharp Cheddar, Gruyere, Emmenthaler  
\$8.50

#### **Additions**

Prosciutto + \$2.00

Fresh sliced Tomato + 1.50

Spinach + 1.00

Apple + 1.00

Roasted tomato w/garlic and a touch of red pepper \$1.75

Mushroom roasted w/shallot & thyme \$2.50

½ grilled cheese \$4.50

### **Baguette Sandwiches**

**The Big Ed \$9.50** what's not to love! North country Award winning smoked turkey, Saxon Big Ed gouda from Wisconsin, Mama Lil's goathorn peppers (sweet and spicy), bread and butter pickles, tomato and lettuce with a smear of Kozliks Amazing maple Mustard



**The Parisian \$8.75** reminds us of the simplest baguette sandwich you can get anywhere in France

Prosciutto di Parma, Gruyere, Vermont Butter and Arugula on a French baguette.



**Salami D'Affinois \$9.25** what could be better than salami on a baguette smeared with the creamiest brie and a touch of arugula to give it a nice bite, olive oil and arugula.



**The Bocadillo \$9.25**

Roasted tomatoes with garlic and red pepper flakes local goat cheese marcona almonds baby spinach on a french baguette with a drizzle of olive oil

**Turkey Fig and Brie \$8.95**

Smoked Turkey from North Country fig jam brie olive oil arugula on a French baguette

### **Salad & Soup**

Local organic greens with EVOO and aged balsamic \$4

Kale shaved Brussels sprouts beets with marcona almonds Piave cheese and maple tahini dressing \$8.75

Cup of house made soup \$5.95

### **Cheese Plate of the day \$mkt**

3 cheeses apricots and fig jam sliced baguette

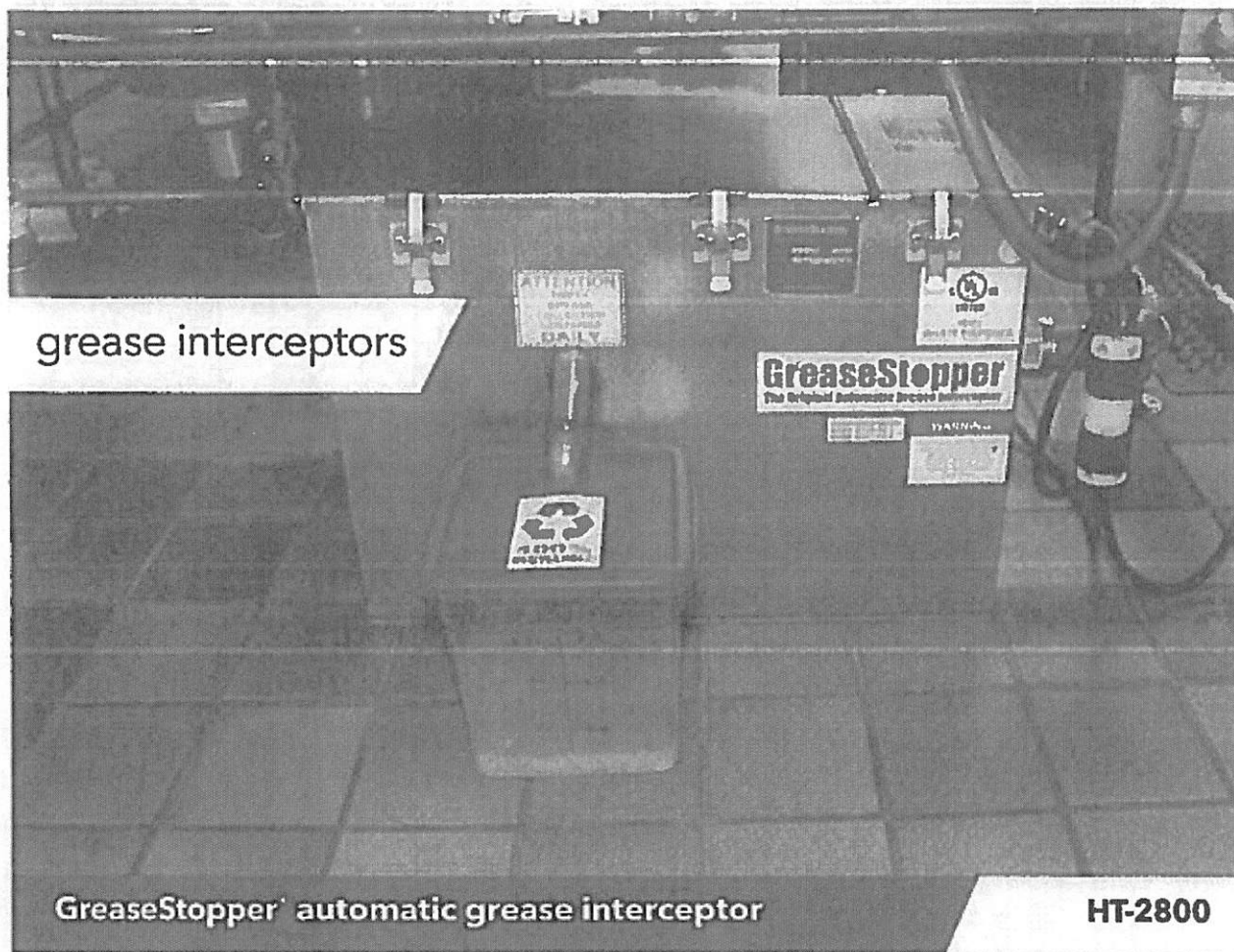
Please contact Monica Brown 203 438 5757 [monica@109cheeseandwine.com](mailto:monica@109cheeseandwine.com)







count on our products. trust in our people.



**GreaseStopper® automatic grease interceptor**

**HT-2800**

## **PRODUCT DETAILS | 15-100 GPM MODELS**

GreaseStopper® Automatic Grease Interceptors (AGI) are designed to intercept and remove large quantities of fats, oils and grease (FOG) discharged from FSE and large commercial/institutional kitchens, which might interfere with the proper drainage and treatment of municipal wastewater.

These high-performance GRD are suitable for aboveground or underground vaulted installations and conform to most municipal sewer pretreatment programs. Point-source units are relatively small,

allowing installation in a kitchen under a sink or other limited space. They are typically connected to the drain lines between the pot washing sink, the dishwasher pre-rinse sink and the sewer drain.

Larger volume end-of-pipe units are usually installed in the building's basement and service an entire facility's kitchen fixtures, including all floor drains. Either style incorporates our patented, electrically powered mechanical grease-skimming device.

***Intercept and  
Remove Large  
Quantities of FOG***

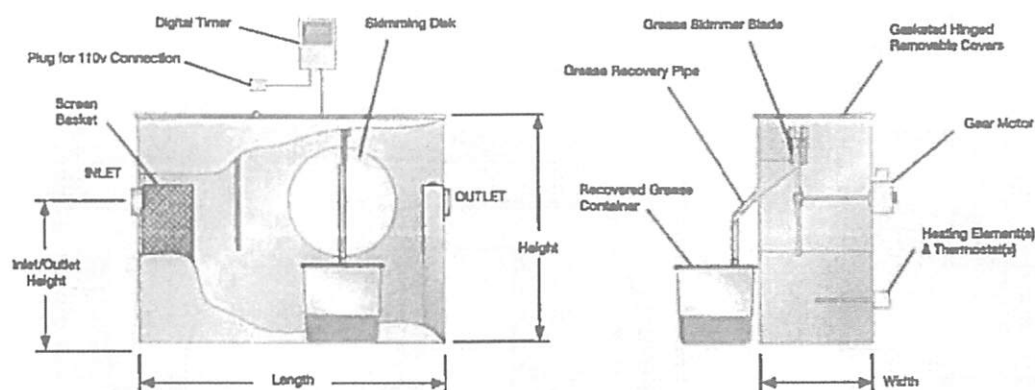
***UL Listed;  
PDI Certified***



# GreaseStopper<sup>®</sup> sizing guide

HT-2800

## AGI 15-100



### Proven Performance

- » Recovers, removes and recycles nearly 100% of the FOG from restaurant kitchen drains – recovered grease can be utilized as a valuable feedstock for Biodiesel production
- » Removes oily food solids before blockages occur in pipes
- » Removes grease automatically on a preprogrammed, timed basis using digital technology
- » Minimizes the daily routine of grease interceptor cleaning – a substantial cost savings
- » With only one moving part, the GreaseStopper<sup>®</sup> requires little maintenance
- » Equipped with reliable, heavy-duty direct-drive electric motors for long-term use without overheating
- » Designed and constructed in accordance with Underwriters' Laboratories, Inc. UL 430 Standard (Control Number 1D42)
- » Conforms to PDI G101 and certified to ASME A112.14.3 & 14.4
- » IAPMO Research and Testing, Inc. Certificate of Listing (UPC)

Model	Static	Grease Holding	Dimensions			Inlet & Outlet	Inlet & Outlet
FlowRate	Water	Capacity <sup>†</sup>	Length	Width	Height	Diameter	Height
Gal/Min	Gallons	Pounds					
AGI - 15	9	30	23"	12"	17"	2 1/2"	9" / 9"
AGI - 20	13	40	27"	14"	18"	2 1/2"	9" / 9"
AGI - 25	17	50	33"	16"	18"	3 1/3"	9" / 9"
AGI - 25L	13	50	36"	16"	17"	2 1/2"	6" / 6"
AGI - 30	23	60	36"	17"	19"	3 1/3"	10" / 10"
AGI - 35	44	70	36"	18"	26"	3 1/3"	17" / 17"
AGI - 50	51	100	40"	18"	32"	3 1/3"	18" / 18"
AGI - 75	75	150	48"	18"	36"	4 1/4"	22" / 22"
AGI - 100	104	200	60"	20"	35"	4 1/4"	22" / 22"

<sup>†</sup>National plumbing codes require a minimum 2lbs. of grease retention for each gal./min. of flow. Grease holding capacity at breakdown is determined by a minimum 90% efficiency rating in real life applications and installed according to specification. Series "L" units are designed with low height dimensions to fit under commercial sink fixtures. Contact Highland Tank for more information.



**Highland Tank**

Stoystown, PA  
One Highland Road  
Stoystown, PA 15563-0338  
814.893.5701

Manheim, PA  
4535 Elizabethtown Road  
Manheim, PA 17545-8410  
717.664.0600

Watervliet, NY  
958 19th Street  
Watervliet, NY 12189-1752  
518.273.0801

Greensboro, NC  
2700 Patterson Street  
Greensboro, NC 27407-2317  
336.218.0801

Lebanon, PA  
2225 Chestnut Street  
Lebanon, PA 17042-2504  
717.664.0602

Friedens, PA  
1510 Stoystown Road  
Friedens, PA 15541-7402  
814.443.6800

Clarkston, MI  
4701 White Lake Road  
Clarkston, MI 48348-2554  
248.625.8700

Mancelona, MI  
9517 Lake Street  
Mancelona, MI 49659-7968  
231.587.8412



PROUDLY MADE IN AMERICA

© Highland Tank - HT-2800 - 01/2019

המחשבה /