

Kent Sewer Commission
Regular Meeting

January 9, 2018
4:30 P.M. Town Hall

Present: Elissa Potts, John Casey, John Grant, Stan Jennings, Jack Nelson and Amy Voorhees.

Also present: Bart Clark, Barbara Herbst, Rick Osborne and Lyle Sommers.

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

The pledge of allegiance was recited.

Approval of Agenda/Minutes:

Mr. Casey made a motion to approve the Regular Sewer Commission meeting agenda of January 9, 2018, as submitted. Mr. Jennings seconded the motion and the motion carried.

Mr. Casey made a motion to approve the Regular Sewer Commission meeting minutes of December 12, 2017, as submitted. Ms. Voorhees seconded the motion and the motion carried.

Public Communications:

Oral: None.

Written: Ms. Potts reported that there was one written correspondence:
December 15, 2017 roof repair estimate from D.J. Hall

Report of the Chairman:

Ms. Potts reported the following:

- The plant continues to turn around
- The plant is no longer in danger of being in violation of the State permit
- A big thank you to Lyle Sommers and Bart Clark for all the work they have done

Report of the Superintendent:

Mr. Sommers provided a report (attached).

Mr. Sommers did ask if the Commission would approve the purchase of a new computer and printer for the plant. Mr. Nelson made a motion to authorize the purchase of a new computer and printer for the plant for an amount not to exceed \$1,500. Mr. Jennings seconded the motion and the motion carried. Mr. Sommers asked about have a window in the "old chlorine room" switched to a door to allow access to that room from inside the building. Ms. Potts stated that she would look at the window next time she is at the plant.

Report of Treasurer:

Received 1/15/18
@ 9:00 A.M.
Darlene Bradley, TZ

Ms. Herbst provided the following reports:

- **Income and Expenses Actual vs. Budget July 2016 through December 2017**
- **Balance Sheet as of December 2017**
- **Operating Account Ledger as of December 31, 2017**

Mr. Grant made a motion to approve the Operating Account Ledger as of December 31, 2017, as submitted. Mr. Casey seconded the motion and the motion carried.

Report of Collector:

Ms. Devaux was not at the meeting and did not provide a report.

Report of Consulting Engineer:

Mr. Clark provided a written report (attached).

Mr. Clark reported that Berkshire does not have the proper equipment to video the section of Route 7 (north) and would like authorization to contract with So. New England Pipe Cleaning Company for the increased amount of \$4,0000. Mr. Casey made a motion to authorize Berkshire to video the section of Route 7 (north) for an amount not to exceed \$4,000. Mr. Jennings seconded the motion and the motion carried.

New Equipment:

Ms. Potts stated that Mr. Sommers obtained estimates from Stanton Equipment for a John Deere tractor, manure spreader and a harrow. Mr. Nelson provided a spreadsheet to compare the proposed tractors. Mr. Nelson stated that based on his research, he feels that the Case tractor should receive serious consideration. Mr. Sommers and Mr. Nelson agreed to take a road trip and go look at the Case tractor and report back to the commission.

Review of Job Applications for Assistant Position:

Ms. Potts stated that she would contact the sub-committee: Mr. Nelson, Ms. Voorhees and Mr. Sommers to set-up a date and time to meet with the six applicants who applied for the assistant position.

Superintendent Position:

Mr. Casey made a motion to move to executive session to discuss the Superintendent Position at 5:30 p.m. and invited Lyle Sommers to join the executive session. Ms. Voorhees seconded the motion and the motion carried.

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KENT SEWER COMMISSION REGULAR MEETING MINUTES, JANUARY 9, 2018

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Ms. Potts made a motion to come out of executive session at 5:45 p.m. Mr. Grant seconded the motion and the motion carried.

Ms. Potts made a motion to promote Lyle Sommers to the Superintendent position retroactively back to January 1, 2018 with an annual salary of \$61,027.20. Mr. Nelson seconded the motion and the motion carried.

Work Schedule Calendar for Plant:

Ms. Potts stated that she would be meeting in the next few weeks with Mr. Clark and Mr. Sommers to complete a work schedule for the plant. After some discussion regarding repairing the roof based on the estimated received from D.J. Hall, Ms. Potts suggested looking at the roof again and request estimates to replace the roof.

Capital Plan:

Ms. Potts stated that the Capital Plan continues to be a work in progress.

Mr. Jennings made a motion to adjourn the meeting at 6:03 p.m. Mr. Grant seconded the motion and the motion carried.


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**

**JANUARY 9, 2018
4:30 P.M. TOWN HALL**

Regular Meeting

1. Call to order and Pledge of Allegiance
2. Elevate alternate
3. Amend agenda/approve agenda
4. Approval of Minutes
 - a December 12, 2017 Regular meeting
5. Public Communication
 - a Oral
 - b Written
6. Report of Chairman
7. Report of Superintendent
8. Report of Treasurer
9. Report of Collector
10. Report of Consulting Engineer
11. New Business
 - a New Equipment
 - b Review of Job Applicants for Assistant Position
 - c Superintendent position
12. Old Business
 - a Work Schedule Calendar for Plant
 - b Capital Plan
13. Adjourn

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D.J. HALL ROOFING, LLC

Quality Work at Competitive Prices

69 Ginger Lane • Torrington, CT 06790
(860) 496-7003 Phone, (866) 496-7003 Toll Free
(860) 496-1048 Fax
djhallroofing@optonline.net

**Ask about our lowest
price checklist and
cash referrals for even
more savings!**



State Lic. #HIC0523307
W.C. #30587510
GAF #ME24605

PROPOSAL

To: **Kent Sewer Plant**
125 Schaghticoke Road
Kent, CT 06757

Mailing: PO Box 144
Cell Phone: 203-313-2626
Email: egtpotts@snet.net

Date: December 15, 2017

We hereby submit specifications and estimates for: **Roof Coating**

- Install a skim metal sheet over the area that is leaking from the bottom to the top ~ approx. 9' x 20' will be covered
~ Bend approx. a 10' aluminum cap with break
- Minor repairs around a stove pipe through the roof ~ will flash with roofing cement

*We will be responsible for cleanup and removal of debris *

Note: After some research trying to find a place to purchase roof coating from as another method to try to stop the leak as we are unable to determine where the leak is exactly. Unfortunately, it is very difficult to purchase roof coating and especially at this time of the year. However, I was able to locate some panels to match the ones that are already installed on the roof. My suggestion would be to remove the screws and install the new panels over the existing panels. We are still pretty busy this year however we can squeeze it this in. The roof would need to be clear of snow in order for us to install the panels. This would be the most economical fix and the best way to stop this leak, coating the roof would be about 60% more costly and there would be no guarantee that it will stop the leak. With the panels, at least I can guarantee the leak will stop.

A 20% deposit will secure this price and the job will be completed as soon as possible.

Prices are good for thirty days from the date of this contract.

Please be sure your Roofer has Worker's Compensation Insurance as D.J. Hall Roofing, LLC does!

Did you know that workers' compensation not only protects our employees, it also protects you as the homeowner from any liability claims. (In case of an accident and/or injuries sustained while on their property.)

We hereby propose to furnish material and labor, complete in accordance with the above specifications, for the sum of

\$2,800.⁰⁰ (Two Thousand Eight Hundred Dollars)

Plus, CT Sales Tax 6.35% \$177.⁰⁰ (One Hundred Seventy-Seven Dollars & Eighty Cents)

\$2,977.⁰⁰ (Two Thousand Nine Hundred Seventy-Seven Dollars & Eighty Cents)

We try to give the lowest prices. Should you receive a lower written estimate, please call to compare.

When comparing estimates please be sure Worker's Compensation is included!

Payment to be made as follows:

20% at acceptance / Balance upon completion / Ask about financing!

****Please sign this proposal and return with down payment****

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications involving will become an extra charge above and beyond the original estimate.

Our workers are fully covered by Workers Compensation Insurance.

Please feel free to call me anytime. All my phone lines ring to my cell phone. I will respond promptly.

*****Price includes all taxes*****

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. D.J. Hall Roofing, LLC is authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature _____ Date _____

*** If you have a lower estimate please give me a call. I will guarantee the lowest pricing on an estimate as long as we are comparing the other contractors in our area carry workers compensation and are a GAF Master Elite installer. I will match the price as long as you can provide to me a copy of their workers compensation coverage and a copy of their GAF Master Elite installer certificate. ***

Superintendents report for December 2017

Good afternoon everyone and Happy New Year everyone:

1.86 million gallons total

60,000 gallons per day average

Did not receive Kent schools flow reading yet

Average BOD removal rate 83%

Average TSS removal rate 87%

Both are violations for the monthly average but the last few weeks have been over 97% on both the BOD and TSS removal rates.

We made it through the snow and the cold snap well.

Effluent lagoon # 2 is keeping up with the plant flows.

Septage lagoon #2 is cleaned out. Rick Osbourne put the bank back in. We have the replacement valve for the lagoon. I hope to have it installed in the next week

Gleeson ordered new office building lights and quoting automatic restart system for the clarifiers.

DJ Hall quoted maintenance barn roof repair.

Bart and I are implementing a new record keeping system. It will streamline things and reduce the time it takes to do my monthly state report.


Signs have been installed on the plant fences.

Fencing needs to be installed where there is none around septage lagoons.

Revisit the HVAC system for the plant.

Butch Soule continues to help me a few hours a week

Respectfully,



Lyle Sommers
Superintendent
Kent WPCA

EMAIL ADDRESS ?
COMPUTER + PRINTER ?
FED EX ?
OLD CHLORINE ROOM ?

Kent Sewer Commission

Income and Expense

Actual vs. Budget

Budget figures are "to date"

| | <u>Jul -Dec 17</u> | <u>Budget</u> | <u>% of Budget</u> |
|---|--------------------|----------------|--------------------|
| Income | | | |
| Septage Fees | 51,128 | 40,500 | 126.2% |
| Sewer User Charges | 127,524 | 139,000 | 91.7% |
| Total Income | <u>178,651</u> | <u>179,500</u> | <u>99.5%</u> |
| Expense | | | |
| General & Admin Expenses | | | |
| Accounting/Bookkeeping Services | 3,300 | 3,300 | 100.0% |
| Audit | 2,460 | 3,500 | 70.3% |
| Bank Service Charges | 0 | | |
| Office Supplies | 1,860 | 600 | 310.0% |
| Outside services-Admin | 296 | 375 | 79.0% |
| Printing & Advertising | 0 | | 0.0% |
| Software/Licensing Fees | <u>1,050</u> | <u>2,020</u> | <u>52.0%</u> |
| Total General & Admin Expenses | <u>8,966</u> | <u>9,795</u> | <u>91.5%</u> |
| Operating Expenses | | | |
| Continuing Education | 75 | 500 | |
| Depreciation | 0 | | |
| Electricity | 12,834 | 13,300 | 96.5% |
| Fuel | 1,183 | 500 | 236.5% |
| Insurance | | | |
| Dental Insurance | 617 | 644 | 95.8% |
| Liab Auto Prop Insura | 1,089 | 550 | 198.0% |
| Life Insurance | 65 | 66 | 99.8% |
| Medical | 13,643 | 13,320 | 102.4% |
| Workman's Comp | <u>4,836</u> | <u>2,480</u> | <u>195.0%</u> |
| Total Insurance | <u>20,249</u> | <u>17,059</u> | <u>118.7%</u> |
| Internet | 1,163 | 104 | 1118.6% |
| Lab exams | 6,337 | 7,710 | 82.2% |
| Materials and supplies | 7,716 | 510 | 1512.9% |
| Miscellaneous | 0 | | 0.0% |
| Outside Services-Operating | 44,006 | 7,630 | 576.7% |
| Parts & Repairs | 2,849 | 1,008 | 282.6% |
| Payroll Expenses | 63,805 | 63,571 | 100.4% |
| Payroll taxes | 4,805 | 4,863 | 98.8% |
| Pension | 740 | 1,395 | 53.1% |
| Permit fees | 2,011 | 2,300 | 87.4% |
| Postage | 682 | 902 | 75.7% |
| Professional fees | | | |
| Engineering fees | 10,216 | 7,360 | 138.8% |
| Legal fees | <u>627</u> | | <u>100.0%</u> |
| Total Professional fees | <u>10,843</u> | <u>7,360</u> | <u>147.3%</u> |

Kent Sewer Commission

Income and Expense

Actual vs. Budget

Budget figures are "to date"

| | <u>Jul -Dec 17</u> | <u>Budget</u> | <u>% of Budget</u> |
|--|--------------------|---------------|--------------------|
| Telephone | 1,036 | 1,740 | 59.5% |
| Uniforms | 577 | 650 | 88.8% |
| Total Operating Expenses | 180,912 | 131,102 | 138.0% |
| Total Expense | 189,878 | 140,897 | 134.8% |
| Investment income | 230 | 240 | 96.0% |
| Transfers In | 38,906 | 38,906 | |
| Other Expense | | | |
| Capital Reserve | 18,052 | 14,250 | 126.7% |
| Short Term Asset Reserve | 3,610 | 2,805 | 128.7% |
| Maple Street Extension | | | |
| 100% of Connection Fees | | | |
| 80% of User Fees Collected | 1,871 | 1,900 | |
| Total Maple Street Extension | 1,871 | 1,900 | 98.4% |
| USDA Loan Interest (92-06) (92-04) (92-08) | 27,365 | 27,728 | |
| Net Income and Expense | <u>-22,989</u> | <u>31,065</u> | <u>-74.0%</u> |

Transfers to Capital and ST Asset Reserve of 21,663
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 -9,896

For Fiscal year end, Depreciation Expense of 0
has been booked however, that is an expense
on paper only.

By adding that back in, the report net income is -22,989

Including amounts sequestered to Capital
the net income is actually -11,222

Kent Sewer Commission

Balance Sheet as of Dec 2017

| | <u>12/31/17</u> | <u>12/31/16</u> | <u>\$ Change</u> |
|---------------------------------------|------------------|------------------|------------------|
| Checking/Savings | | | |
| 1 USB | 21,849 | 74,241 | -52,392 |
| 2 USB Septage MMA #8052 | 239,412 | 200,445 | 38,967 |
| 3 USB Capital #3880 | 681,029 | 637,268 | 43,761 |
| 5 Brookwoods | 31,974 | 31,628 | 346 |
| 6 Kent Affordable Housing | 23,983 | 23,899 | 84 |
| 7 Saddle Ridge Estates | 163,204 | 163,041 | 163 |
| Total Checking/Savings | <u>1,161,452</u> | <u>1,130,521</u> | <u>30,931</u> |
| Accounts Receivable | <u>2,115</u> | <u>2,848</u> | <u>-733</u> |
| Due from General Fund | <u>0</u> | <u>30,341</u> | <u>-30,341</u> |
| Total Current Assets | <u>1,163,567</u> | <u>1,163,710</u> | <u>-142</u> |
| Fixed Assets | | | |
| Accumulated Depreciation | -1,352,787 | -1,244,154 | -108,633 |
| Property and equipment | 4,763,684 | 4,763,684 | 0 |
| Total Fixed Assets | <u>3,410,896</u> | <u>3,519,530</u> | <u>-108,633</u> |
| TOTAL ASSETS | <u>4,574,464</u> | <u>4,683,239</u> | <u>-108,775</u> |
| LIABILITIES & EQUITY | | | |
| Accounts Payable | 204 | -229 | 432 |
| Due To Brookwoods | 31,974 | 31,628 | 346 |
| Due To Kent Affordable Housing | 23,983 | 23,899 | 84 |
| Due to Saddle Ridge Estates | 163,204 | 163,041 | 163 |
| Federal Taxes Payable | 1,547 | 2,766 | -1,219 |
| State Taxes Payable | 226 | 405 | -179 |
| USDA Loan 92-04 | 476,797 | 484,858 | -8,061 |
| USDA Loan 92-06 | 830,455 | 841,996 | -11,541 |
| USDA Loan 92-08 | 78,668 | 80,012 | -1,344 |
| Total Liabilities | <u>1,607,057</u> | <u>1,628,376</u> | <u>-21,318</u> |
| Equity | | | |
| *Retained Earnings | 1,893,114 | 1,924,902 | -31,788 |
| Opening Bal Equity | 420,287 | 420,287 | 0 |
| Retained Earnings | 665,228 | 665,228 | 0 |
| Net Income | -11,222 | 44,447 | -55,669 |
| Total Equity | <u>2,967,407</u> | <u>3,054,863</u> | <u>-87,457</u> |
| TOTAL LIABILITIES & EQUITY | <u>4,574,464</u> | <u>4,683,239</u> | <u>-108,775</u> |

Kent Sewer Commission
Operating Account ledger
As of December 31, 2017

01/09/18

| Date | Num | Name | Memo | Amount | Balance |
|------------------|-----------|----------------------------------|--|------------|-----------|
| 1 USB | | | | | 84,162.78 |
| Operating - 8044 | | | | | 84,162.78 |
| 12/04/17 | | QuickBooks Payroll Service | Direct Deposit payroll | -561.23 | 83,601.55 |
| 12/04/17 | 12/04/... | Sewer Customers | | 2,994.00 | 86,595.55 |
| 12/05/17 | DirDep | Soule Jr., Milard L | Direct Deposit | 0.00 | 86,595.55 |
| 12/06/17 | 12/06/... | Sewer Customers | | 63.90 | 86,659.45 |
| 12/06/17 | 10413 | ABT | November bookkeeping support | -550.00 | 86,109.45 |
| 12/06/17 | 10414 | Allingham & Readyoff, LLC | Legal: 3.3 hrs 10/24 - 11/8 General matters, employment | -627.00 | 85,482.45 |
| 12/06/17 | 10415 | D&S Auto Repair | replace flat on tractor / install light bar and strobe lights on 2011 Chevy K | -1,124.12 | 84,358.33 |
| 12/06/17 | 10416 | Eversource | #50 Maple St - 10/13 - 11/13 (31 days) - Pump Station: 10/16 - 11/14 (29 days) | -490.26 | 83,868.07 |
| 12/06/17 | 10417 | FedEx | to Averill lab 10/11 - 10/18 - 10/25 - 11/1 - 11/8 | -136.49 | 83,731.58 |
| 12/06/17 | 10418 | Frontier | Telephone Services: October and November | -153.51 | 83,578.07 |
| 12/06/17 | 10419 | Gawel, William C. | 116 N Main: repair crushed sewer main, replace one manhole cover | -1,361.00 | 82,217.07 |
| 12/06/17 | 10420 | Harlem Valley Sand & Gravel, ... | 29.68 ton 2" dry screened gravel / 19.31 ton 1 3/4" washed crushed gravel | -670.66 | 81,546.41 |
| 12/06/17 | 10421 | HI Stone | 26,000 gal vac sludge loaded and unloaded (11/1 and 11/2) | -3,360.00 | 78,186.41 |
| 12/06/17 | 10422 | Louelro - LEA | 10/1 - 10/31 (.5 hrs labor) | -60.50 | 78,125.91 |
| 12/06/17 | 10423 | Morosky Septic Service | hauled sludge from Uitchfield to Kent 11/3 - 11/21 and 11/30 | -1,400.00 | 76,725.91 |
| 12/06/17 | 10424 | Pupper Septic Inc. | 10/31 to 11/6: 22.5 hrs man and truck - pump sludge pond and spread on fields - 11/30: full tru... | -3,875.00 | 72,850.91 |
| 12/06/17 | 10425 | Quill Corporation | one HP 933 cym/932XI blk combo 4pk | -70.99 | 72,779.92 |
| 12/06/17 | 10426 | Santoro's Commercial Laundr... | Uniform Services: 10/25 - 10/31 - 11/1 - 11/8 - 11/23 - 11/30 | -150.00 | 72,629.92 |
| 12/06/17 | 10427 | Sommers, Lyle - Reimburse... | Telephone reimbursement - November | -80.00 | 72,549.92 |
| 12/06/17 | 10428 | Town of Kent | November Insurances (Health and Dental) & balances on LAP and WC annual premiums | -5,001.48 | 67,548.44 |
| 12/06/17 | 10429 | Tunxis | Operating Expenses: Lab exams 11/8 - 11/14 - 11/21 - 12/6 | -1,028.00 | 66,520.44 |
| 12/06/17 | 10430 | UCONN | ATSSA Flagger Certification Training (L Sommers) | -75.00 | 66,445.44 |
| 12/06/17 | 10431 | USA Blue Book | one "Flagger Ahead 36 x 36 Night sign w 2 flags | -145.95 | 66,299.49 |
| 12/06/17 | 10432 | Welsh Sanitation | Commercial service: October 2017 | -44.67 | 66,254.82 |
| 12/06/17 | 10433 | Yucatech Inc | 10/13/17: google updates | -21.25 | 66,233.57 |
| 12/07/17 | | QuickBooks Payroll Service | Direct Deposit payroll | -1,502.90 | 64,730.67 |
| 12/08/17 | DirDep | Kearns, Joyce | Direct Deposit | 0.00 | 64,730.67 |
| 12/08/17 | DirDep | Sommers, Lyle R | Direct Deposit | 0.00 | 64,730.67 |
| 12/08/17 | 10434 | ACE Hardware | 111005 | -255.40 | 64,475.27 |
| 12/13/17 | 11/30/... | Sewer Customers | | 257.39 | 64,732.66 |
| 12/15/17 | E-pay | CT Commissioner of Revenue ... | 7268998-000 QB Tracking # 526172527 | -700.78 | 64,031.88 |
| 12/15/17 | E-pay | United States Treasury | 06-1354645 QB Tracking # 526172787 | -4,055.14 | 59,976.74 |
| 12/15/17 | 10438 | BL Gleason & Son | service call: pump station t;hermostat, panel at plant, outlets at lagoon | -1,155.00 | 58,821.74 |
| 12/15/17 | 10439 | Eversource | | -325.61 | 58,496.13 |
| 12/15/17 | 10440 | FedEx | Postage : to Averill lab 11/15 - 11/21 - 11/29 - 12/6 | -107.78 | 58,388.35 |
| 12/15/17 | 10441 | Haymore Services | Excavator 3 hrs, Labor 9 hrs , 11 bags Concrete, Brush hog 6 hrs, (October 27) repair discharge... | -4,558.00 | 53,830.35 |
| 12/15/17 | 10442 | HI Stone | 52,000 gal vac sludge loaded and unloaded (11/13 - 11/15) -16.25 dry tons disposal | -11,835.00 | 41,995.35 |
| 12/15/17 | 10443 | John Casey | Reimbursement: Markettriville - two "Danger" signs | -743.00 | 41,252.35 |
| 12/15/17 | 10444 | Napa Auto Parts | headlight for snowpolow | -238.57 | 41,013.78 |
| 12/15/17 | 10445 | Pupper Septic Inc. | 12/11: 5.5 hrs man and truck - clean out lagoon pit and 12/15: 1.5 hrs man and truck - clean o... | -1,050.00 | 39,963.78 |
| 12/15/17 | 10446 | Santoro's Commercial Laundr... | weekly uniform service 12/14/17 | -13.00 | 39,950.78 |
| 12/15/17 | 10447 | Superior Plus Energy | 211.7 gal heating fuel | -499.21 | 39,451.57 |
| 12/15/17 | 10448 | Town of Kent | gasoline 9/9 - 10/27 (28.17 gal), December Insurances and 80% of all fees collected from 7/1/17... | -5,525.13 | 33,926.44 |
| 12/15/17 | 10449 | Tunxis | Lab exams: 11/30 & 12/7 | -514.00 | 33,412.44 |
| 12/15/17 | 10450 | United Rentals | Skid Steer track loader 12/6 - 12/13 - (401 per day) plus delivery and pickup and rental protection | -1,627.52 | 31,784.92 |
| 12/15/17 | 10451 | Welsh Sanitation | Commercial service: November 2017 | -44.67 | 31,740.25 |
| 12/21/17 | | QuickBooks Payroll Service | Direct Deposit payroll | -1,502.91 | 30,237.34 |
| 12/22/17 | DirDep | Kearns, Joyce | Direct Deposit | 0.00 | 30,237.34 |
| 12/22/17 | DirDep | Sommers, Lyle R | Direct Deposit | 0.00 | 30,237.34 |
| 12/28/17 | | QuickBooks Payroll Service | Direct Deposit Payroll | -493.90 | 29,743.44 |
| 12/29/17 | DirDep | Devaux, Deborah J. | Direct Deposit | 0.00 | 29,743.44 |
| 12/29/17 | 12/29/... | Sewer Customers | | 531.94 | 30,275.38 |
| 12/31/17 | 10412 | Town of Kent | Sommers: payroll withholding for Roth 401k Emp. | -101.36 | 30,174.02 |
| 12/31/17 | 10452 | ABT | December bookkeeping support | -550.00 | 29,624.02 |
| 12/31/17 | 10453 | ACE Hardware | 1Shovel, Power washer, nuts, bolts, 5 pc screwdriver set, adapters,coupler , torch kit, spout div... | -612.49 | 29,011.53 |

Kent Sewer Commission Operating Account ledger

As of December 31, 2017

01/09/18

| Date | Num | Name | Memo | Amount | Balance |
|------------------------|-------|--------------------------------|--|------------|-----------|
| 12/31/17 | 10454 | Eversource | Plant: 10/16 - 11/14 (29 days) | -4,032.57 | 24,978.96 |
| 12/31/17 | 10455 | Fenyas Plumbing & Heating LLC | Sv Call: fixed air line | -227.19 | 24,751.77 |
| 12/31/17 | 10456 | Hach Company | LDO calibration cap, HWD series LDO and Sensor cap replacement HQd series | -151.39 | 24,600.38 |
| 12/31/17 | 10457 | Pupper Septic Inc. | 12/19: 4 hrs man and truck - 12/20 3.5 hrs man and truck - clean out lagoon pit | -1,125.00 | 23,475.38 |
| 12/31/17 | 10458 | Santoro's Commercial Laundr... | Uniform Services 12/7 - 12/21 - 12/28 | -39.00 | 23,436.38 |
| 12/31/17 | 10459 | Town of Kent | gasoline 9/26 - 11/9 (25.45 gal) and 80% of all fees collected from 10/1/17 - 12/31/17 on MSE p... | -942.76 | 22,493.62 |
| 12/31/17 | 10460 | Tunxis | 12/14/17 | -257.00 | 22,236.62 |
| 12/31/17 | | Kent Sewer Commission | Transfer Capital Reserve and ST Asset reserve accruals to date | -387.37 | 21,849.25 |
| 12/31/17 | 10435 | void | | 0.00 | 21,849.25 |
| 12/31/17 | 10436 | void | | 0.00 | 21,849.25 |
| 12/31/17 | 10437 | void | | 0.00 | 21,849.25 |
| Total Operating - 8044 | | | | -62,313.53 | 21,849.25 |
| Total 1 USB | | | | -62,313.53 | 21,849.25 |
| TOTAL | | | | -62,313.53 | 21,849.25 |

MEMORANDUM

From: Bart Clark

Date: January 6, 2018

TO: Kent Sewer Commission

Re: Status Report January 2018

Septage Lagoons:

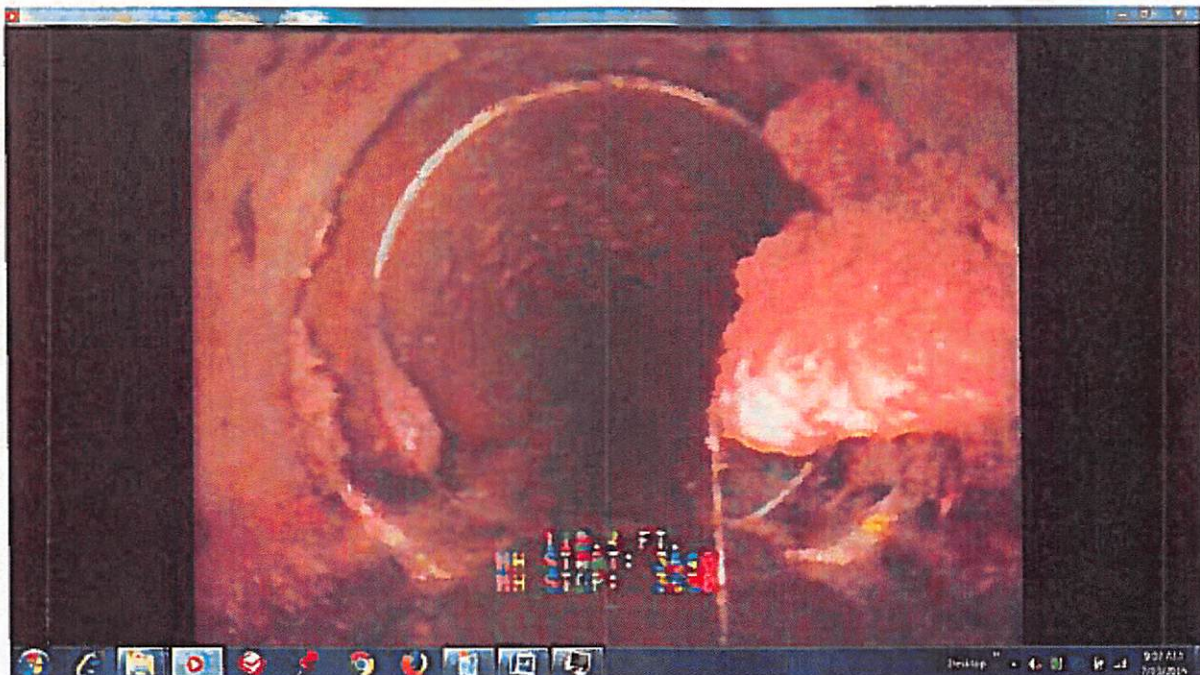
Replacement decant Valve was order and, finally, received. Additional parts were ordered and are expected soon. We are working with the Superintendent to schedule a date to install.

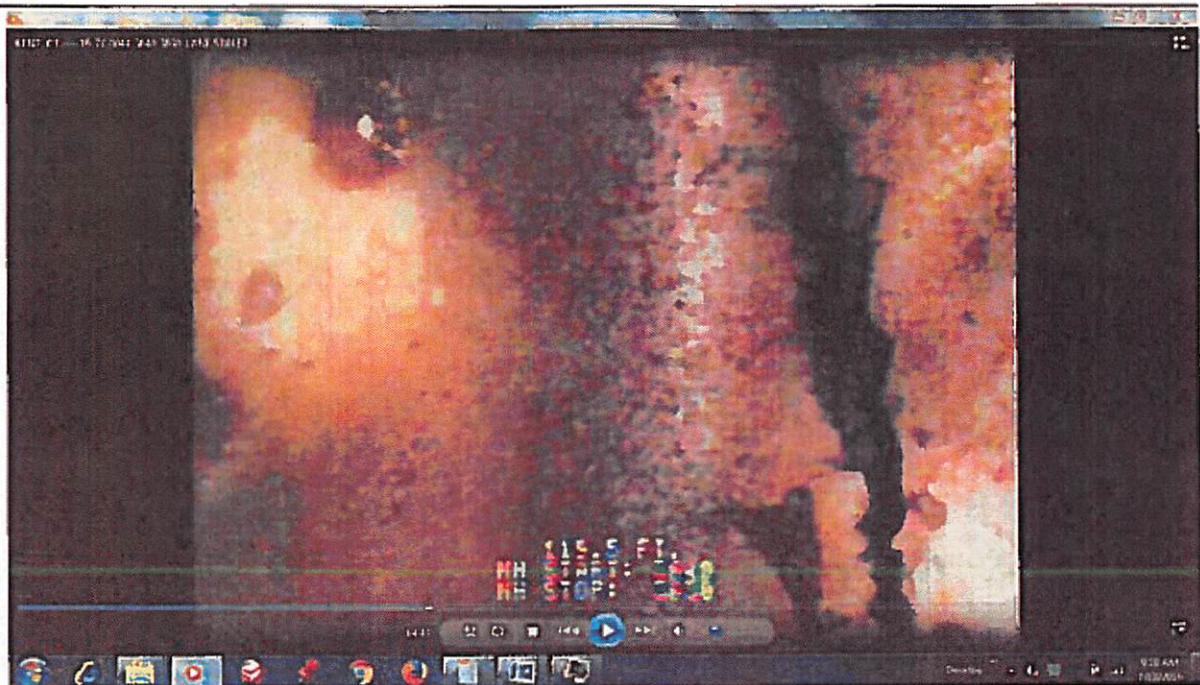
Septage Lagoon 1 was cleaned and assistance was provided during this process.

N. Main St Sewer Inspection:

Berkshire Industrial Services was contacted concerning the inspection. They felt that another contractor could be better suited to inspect the 6" diameter line that has bends in it. So, New England Pipe Cleaning Company was contacted. They indicate that the line can be inspected with their equipment. They can also perform the repair on Lane Street can be performed. If the inspection and repair are scheduled at the same time, the can both be done for approximately \$4,000. They will prepare a proposal, if the Commission wishes to move ahead.

Here are pictures of the pipe in Lane St that needs repair:





Monitoring Reports and Daily Operation Logs

A finished draft of the reporting form was completed and it will be used for the Monthly State Reports in December. The Daily Reports should help more information be collected and recorded. The Daily Reports will also provide a list of the tasks that need to be done regularly.

Asset Management Program (CUPSS):

This free program from USEPA has an acceptable Operation and maintenance scheduler but other aspects of the program are not very useful compared with paid for programs, i.e. development of capital management plan and budgeting. Even with its limitations, this program could work in combination with the Daily Operations logs. Further discussion and review with the Chief operator.

Aeration Project

The materials supplier has been contacted again and we have requested a formal sales contract, again. I will continue to follow through with this until one is provided.

The contractor that will install these materials has been provided a draft contract. They are reviewing it. The Commission should get a review of the Contract by the Commission's attorney.

12/19/2107

Dear Mr. Sommers,

The cost of the proposed equipment purchase,including the JD 4066r tractor /loader,the H&S 2117 spreader and the Landpride 2596 Harrow would be \$52138.- We have the tractor ordered for stock due in 2/10/18 but may it arrive sooner.We would commit that tractor as sold to you and order the implements with a purchase order from the Water Pollution Control and a ten percent down payment should you decide to proceed with the purchase.If you should decide to add any features or implements before the delivery date we would gladly order or install them with just a email request and no additional money down would be necessary .If you have any questions give me a call.

Thank you,

Will Kennedy

Stanton Equipment

2 GONDOLFO DR

Canaan,ct 06018

**JOHN DEERE**

Stanton Equipment - (Cedar)

Selling Equipment

Tractor

Quote Id: 16521462

| JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp) | | | | |
|--|---|-----|---------------|---------------|
| Hours: | | | | |
| Stock Number: | | | | |
| | | | Selling Price | |
| | | | \$ 45,258.95 | |
| Code | Description | Qty | Unit | Extended |
| 0382LV | 4066R Compact Utility Tractor (52 PTO hp) | 1 | \$ 39,421.00 | \$ 39,421.00 |
| Standard Options - Per Unit | | | | |
| 0202 | United States | 1 | \$ 0.00 | \$ 0.00 |
| 0409 | English Operator's Manual and Decal Kit | 1 | \$ 0.00 | \$ 0.00 |
| 1520 | eHydro | 1 | \$ 0.00 | \$ 0.00 |
| 1701 | Factory Installed Loader with Bucket | 1 | \$ 6,685.00 | \$ 6,685.00 |
| 2060 | Deluxe Cab with Air Ride Seat | 1 | \$ 9,166.00 | \$ 9,166.00 |
| 2650 | Less Radio | 1 | \$ 0.00 | \$ 0.00 |
| 4061 | Less iMatch Quick Hitch Category 1 | 1 | \$ 0.00 | \$ 0.00 |
| 5090 | Less Wheel Spacer | 1 | \$ 0.00 | \$ 0.00 |
| 5240 | 16.90-24 (6PR, R4 Industrial, 2 Position) | 1 | \$ -40.00 | \$ -40.00 |
| 6240 | 10-16.5 (6PR, R4 Industrial, 2 Position) | 1 | \$ 135.00 | \$ 135.00 |
| Standard Options Total | | | | \$ 15,946.00 |
| Dealer Attachments | | | | |
| BLV10640 | Engine Coolant Heater Kit (110 Volt) | 1 | \$ 73.92 | \$ 73.92 |
| BLV10763 | Electrohydraulic Third SCV Kit with Rear Tubing (Cab Only) | 1 | \$ 1,092.78 | \$ 1,092.78 |
| SWJHD1630 | Stereo with AM/FM, Weatherband, SIRIUS Satellite and iPod Ready | 1 | \$ 272.84 | \$ 272.84 |
| Dealer Attachments Total | | | | \$ 1,439.54 |
| Value Added Services Total | | | | \$ 0.00 |
| Other Charges | | | | |
| | Freight | 1 | \$ 390.00 | \$ 390.00 |
| | Setup | 1 | \$ 700.00 | \$ 700.00 |
| Other Charges Total | | | | \$ 1,090.00 |
| Suggested Price | | | | \$ 57,896.54 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ -12,637.59 | \$ -12,637.59 |



JOHN DEERE

Quote Summary

Prepared For:
Kent Sewer
CT

Prepared By:
William Kennedy
Stanton Equipment Inc.
2a Gandolfo Drive
Canaan, CT 06018
Phone: 860-824-1161
creamhillveal@yahoo.com

INCLUDES DELIVERY, TIRE LOADING AND STROBE LIGHT. ALL
DISCOUNTS AND PROGRAMS APPLIED

Quote Id: 16521462
Created On: 13 December 2017
Last Modified On: 13 December 2017
Expiration Date: 31 January 2018

| Equipment Summary | Selling Price | Qty | Extended |
|---|----------------|-----|--------------|
| JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp) | \$ 45,258.95 X | 1 = | \$ 45,258.95 |

| | |
|------------------------|---------------------|
| Equipment Total | \$ 45,258.95 |
|------------------------|---------------------|

| Trade In Summary | Qty | Each | Extended |
|-----------------------|-----|-------------|--------------------|
| 2006 NEW HOLLAND TC35 | 1 | \$ 8,500.00 | \$ 8,500.00 |
| PayOff | | | \$ 0.00 |
| Total Trade Allowance | | | \$ 8,500.00 |
| Trade In Total | | | \$ 8,500.00 |

| Quote Summary | |
|----------------------------|---------------------|
| Equipment Total | \$ 45,258.95 |
| Trade In | \$ (8,500.00) |
| SubTotal | \$ 36,758.95 |
| Est. Service Agreement Tax | \$ 0.00 |
| Total | \$ 36,758.95 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| Balance Due | \$ 36,758.95 |

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

Stanton
Selling Equipment
Spreader

Quote Id: 16521692

2017 H&S MANUFACTURING CO. S2117

Hours: 0

Stock Number:

| | | | | Selling Price |
|---------------------------------|---|-----|----------------|---------------------|
| | | | | \$ 11,140.00 |
| Code | Description | Qty | Unit | Extended |
| 67554 | 175 BUSHEL CHAIN MANURE SPREADER W/HYDRAULIC TAILGATE | 1 | \$ 11,140.00 | \$ 11,140.00 |
| Suggested Price | | | | \$ 11,140.00 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ 0.00 | \$ 0.00 |



JOHN DEERE

Quote Summary

Prepared For:
Kent Sewer District
CT
Home: 860-309-7535

Prepared By:
William Kennedy
Stanton Equipment Inc.
2a Gandolfo Drive
Canaan, CT 06018
Phone: 860-824-1161
creamhillveal@yahoo.com

PRICE INCLUDES DELIVERY

Quote Id: 16521692
Created On: 13 December 2017
Last Modified On: 13 December 2017
Expiration Date: 31 January 2018

| Equipment Summary | Selling Price | Qty | Extended |
|-------------------------------------|----------------------|------------|---------------------|
| 2017 H&S MANUFACTURING CO. S2117 | \$ 11,140.00 X | 1 = | \$ 11,140.00 |
| Equipment Total | | | \$ 11,140.00 |

Quote Summary

| | |
|-----------------------------------|---------------------|
| Equipment Total | \$ 11,140.00 |
| SubTotal | \$ 11,140.00 |
| Est. Service Agreement Tax | \$ 0.00 |
| Total | \$ 11,140.00 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| Balance Due | \$ 11,140.00 |

Salesperson : X _____

Accepted By : X _____

Confidential



JOHN DEERE

3

Stanton
Selling Equipment

Harrow

Quote Id: 16525138

2018 LANDPRIDE 2596-72-11-20

Hours: 0

Stock Number:

| | | | | Selling Price |
|--------------------------|--------------------------|-----|-------------|---------------|
| | | | | \$ 4,240.00 |
| Code | Description | Qty | Unit | Extended |
| 38775 | 8' TOW DISC HARROW W/22" | 1 | \$ 0.00 | \$ 0.00 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ 4,240.00 | \$ 4,240.00 |



Quote Summary

Prepared For:
Kent Sewer
CT

Prepared By:
William Kennedy
Stanton Equipment Inc.
2a Gandolfo Drive
Canaan, CT 06018
Phone: 860-824-1161
creamhillveal@yahoo.com

PRICE IS SET UP AND DELIVERED

Quote Id: 16525138
Created On: 13 December 2017
Last Modified On: 13 December 2017
Expiration Date: 31 January 2018

| Equipment Summary | Selling Price | Qty | Extended |
|------------------------------|---------------|-----|-------------|
| 2018 LANDPRIDE 2596-72-11-20 | \$ 4,240.00 X | 1 = | \$ 4,240.00 |
| Equipment Total | | | \$ 4,240.00 |

Quote Summary

| | |
|----------------------------|-------------|
| Equipment Total | \$ 4,240.00 |
| SubTotal | \$ 4,240.00 |
| Est. Service Agreement Tax | \$ 0.00 |
| Total | \$ 4,240.00 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| Balance Due | \$ 4,240.00 |

Salesperson : X _____

Accepted By : X _____

Confidential

Kent Sewer Commission

Tractor Purchase 1/9/2018

| Dealer, Mfg, Model no. Price | Origin | Engine HP | Torque lb-ft | PTO HP | Engine Block Heater | Tires Front | Tires Rear |
|--|--------|-----------|--------------|--------|---------------------|-------------|------------|
| Price assumes \$8500 trade | | | | | | | |
| Stanton Equipment | | | | | | | |
| William Kennedy 860-824-1161 | | | | | | | |
| John Deere | | 65.9 HP | | 52 HP | | 8-16. | 13.6-28 |
| Model no. 4066R | | | | | | 6PR (R1) | 4PR (R1) |
| \$36,758.95 | | | | | | | |
| Pine Plains Tractor & Equipment | | | | | | | |
| Brian Pinkey 518-398-7107 | | | | | | | |
| New Holland | | 55 HP | | 44 HP | | 9.5 x 16 | 13.6-24 |
| Boomer 55 | | | | | | | |
| \$30,106.16 | | | | | | | |
| New Holland | | | | | | | |
| Power Star T4.75 | | 74 HP | 228.6 | | | | |
| \$38,056.20 | | | | | | | |
| MacFadden & Sons, Inc | | | | | | | |
| Jim MacFadden 518-284-2090 | | | | | | | |
| Landini | | | | | | | |
| model no. 4-060 | | 61/64 HP | 180 lb-ft | 51 HP | | | |
| \$35,500 | | | | | | | |
| Landini | | | | | | | |
| model no. 4-080 | | 75/79 HP | 211 lb-ft | 63 HP | | | |
| \$40,500 | | | | | | | |
| Ruwett Sibley Equipment Corp | | | | | | | |
| Nick Downes 860-354-9336 | | | | | | | |
| Kubota | | | | | | | |
| model L6060 HST/HSTC | | 60 HP | | 52 HP | yes | | |
| \$37,905 | | | | | | | |
| Kubota | | | | | | | |
| Model M7060 | | 72 HP | | | yes | | |
| Ag Utility Tractor | | | | | | | |
| \$36,170 | | | | | | | |
| Woodbury Tractor Co. | | | | | | | |
| 203-266-4845 | | | | | | | |
| CASE IH | | 74 | | 65 | | 11.2 R24 | 16.9 R30 |
| Farmall 75C | | | | | | R1W | R1W |
| \$38,500 | | | | | | AG | AG |

| Rear Tires Loaded | Height Cab inches | Wheel Base inches | Overall Length inches | Turn Radius feet | Weight Pounds | Trans mission | Engine Heater | Radio | Battery Cold Amp |
|-------------------------|-------------------------|-------------------------|-----------------------------|------------------------|------------------|------------------|------------------|-------|------------------------|
|-------------------------|-------------------------|-------------------------|-----------------------------|------------------------|------------------|------------------|------------------|-------|------------------------|

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| | | | | 9.19 | 4675 | eHydro | yes | | 770 amps |
|--|--|--|--|------|------|--------|-----|--|----------|

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| | | | | | 4194 | ? | | | |
|--|--|--|--|--|------|---|--|--|--|

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| | 97.6 | | 149.3 | 12.5 | 10,580 | 12x12 power | | | |
|--|------|--|-------|------|--------|----------------|--|--|--|

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| | 97.2 | 82.7 | 165 | | 71300 | 12Fx12R mech. shuttle | yes | | |
|--|------|------|-----|--|-------|-----------------------------|-----|--|--|

| | | | | | | | | | |
|--|------|------|-----|--|------|-----------------|-----|--|--|
| | 97.2 | 82.7 | 165 | | 7130 | 12Fx12R Hyd. | yes | | |
|--|------|------|-----|--|------|-----------------|-----|--|--|

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| | | | | 9.2 | 4376 | | yes | yes | |
|--|--|--|--|-----|------|--|-----|-----|--|

| | | | | | | | | | |
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| yes | | | | | | | | | |
|-----|--|--|--|--|--|--|--|--|--|

| | | | | | | | | | |
|-----|-----|------|--|--|------|------------------|--|--|--|
| yes | 101 | 83.1 | | | | Power Shuttle | | | |
| | | | | | 5280 | 12x12 | | | |

| | | | | | | | | | |
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| Yes | 98 | 83.9 | 153 | | 9000 + | 12 x 12 Power Shuttle | | | |
|-----|----|------|-----|--|--------|-----------------------------|--|--|--|

| Hitch Category | Hitch Assist | Hitch lift capac at pin | Pump Flow gpm | flow | pump flow steering | pump flow implement | Loader type | Loader Height to pin inches | lift to full height at pin pounds |
|----------------|--------------|-------------------------|---------------|------|--------------------|---------------------|-------------|-----------------------------|-----------------------------------|
|----------------|--------------|-------------------------|---------------|------|--------------------|---------------------|-------------|-----------------------------|-----------------------------------|

Cat 1
3 point

| | | | | | | | | | |
|----|------|-----|--|--|--|--|--|-----|------|
| no | 2116 | 8.2 | | | | | | 109 | 2317 |
|----|------|-----|--|--|--|--|--|-----|------|

| | | | | | | | | | |
|--|---------|-------|------|--|--|--|--|-------|-------|
| | 8.2 gpm | 12.55 | 7.63 | | | | | 126.3 | 2,478 |
|--|---------|-------|------|--|--|--|--|-------|-------|

| | | | | | | | | | |
|--|----------|---------|--|--|--|-----------|--|-----|--|
| | 12.9 gpm | 7.4 gpm | | | | McCormick | | 122 | |
|--|----------|---------|--|--|--|-----------|--|-----|--|

| | | | | | | | | | |
|--|------|--|--|--|--|-----------|--|-----|--|
| | 5962 | | | | | McCormick | | 122 | |
|--|------|--|--|--|--|-----------|--|-----|--|

| | | | | | | | | | |
|--|----------|--|--|--|-----------------------|--|--|-------|------|
| | 3307/24" | | | | 16.2 Kubota LA1154 | | | 132.7 | 2469 |
|--|----------|--|--|--|-----------------------|--|--|-------|------|

3 point
CAT 2/1

12.5

Received 1/15/18 @
9:00 A.M.
Dariusz Smolczyk, IT