

KENT SEWER COMMISSION - DRAFT MINUTES - January 13, 2015

Present: John Casey, Chairman; Susi Williams, Elissa Potts, Virginia Bush-Suttman, Sal Lilienthal.

Also present: Plant Superintendent John Walsh, Collector Deborah Devaux, Bart Clerk (Oakwood).

Mr. Casey called the regular meeting to order at 4:30 p.m. The Pledge of Allegiance was recited.

Elevate alternates:

Mr. Casey elevated alternates Virginia Bush-Suttman and Sal Lilienthal to voting status.

Agenda: The agenda was approved as presented.

Approval of Minutes: Minutes of December 9, 2014 were approved as written on a motion by Susi Williams, seconded by Virginia Bush-Suttman; so voted unanimously.

Public communications: There were no public oral or written communications.

Report of Chairman:

- Mr. Casey read a letter from William R. Tobin, Jr., tendering his resignation from the Sewer Commission effective January 2015. Mr. Tobin has served on the Commission since its inception, including several years as chairman. Virginia Bush-Suttman moved to accept Mr. Tobin's resignation "with deep regret and great thanks for decades of service." Susi Williams seconded; so voted unanimously. There was discussion about filling the vacancy; Sal Lilienthal, alternate, will consider the position.
- As mentioned in December, Mr. Casey noted the need for a Benefit Assessment Committee for the properties on Maple Street Extension. Members will include attorney Jeff Sienkiewicz and Consultant Bart Clark of Oakwood Environmental Associates. Elissa Potts and Susi Williams volunteered to serve with them. Mr. Casey will arrange a meeting of the Committee. Deborah Devaux, Collector, would like to sit in on meetings in order to learn the process.
- The Ordinance Committee to update our Sewer Ordinance will be named at the February meeting. Mr. Casey will serve on that committee.

Report of Superintendent:

- Mr. Walsh reported that 1.73 million gallons went through the plant.
- The testing of water at the plant revealed that the water is "okay".
- Quarterly reporting, with assistance from Joe Traski of LEA, will begin at the end of the month.
- The locking of the gates is "going fine".

Report of the Treasurer:

- Jennifer Weigel presented the Check Detail for the month, as well as the Balance Sheet as of December 31, 2014 and the Budget vs. Actuals. Virginia Bush-Suttman made a motion to approve the Check Detail report; Susi Williams seconded; so voted unanimously.

Report of the Collector:

- Deborah Devaux presented the Rate Book Balance Sheet report of delinquents from 2011 (\$0) through 2014, showing a balance of uncollected taxes of \$9385.29.

New Business:

- Bart Clark of Oakwood Environmental Associates presented a preliminary report of a Capital Projects list, with all costs shown as "conceptual order of magnitude" which "will have to be revised once more data is obtained". The comprehensive list includes projects to be done within 5 years, 5 to 10 years, and more than 10 years in future. The projects will be reviewed and prioritized for the first 5 years, and the projects can be updated annually. Unknown at the moment is what new requirements that a revised discharge permit may place on plant operations and what improvements may be needed to meet those requirements. The preliminary report shall become attached to these minutes.
- Maple Street Ext. Financing – nothing new to report.
- Benefits Assessment – see above in Mr. Casey's report.
- Sewer Commission – resignation and appointment of replacement – see above in Mr. Casey's report. As Mr. Tobin was an elected Democrat, the Democratic Town Committee will be consulted as a matter of courtesy. Replacement members are not required to be of any particular political party.
- Ordinances Committee – to be named in February.

Old Business:

- Job Descriptions – to be addressed at next meeting
- LEA Proposal for Sampling and Reporting – see report of Superintendent.

The meeting was adjourned at 5:25 p.m.

Respectfully submitted,



M.C. (Susi) Williams, Clerk Pro Tem

RECEIVED FOR RECORD
KENT TOWN CLERK

2015 JAN 16 A 11: 58

BY  TOWN CLERK

“An equal opportunity employer and service provider”

AGENDA

KENT SEWER COMMISSION
REGULAR MEETING

JANUARY 13, 2014
4:30 P.M. TOWN HALL

Regular Meeting

1. Call to order and Pledge of Allegiance
2. Elevate alternate
3. Amend agenda
4. Approval of Minutes
 - a December 9, 2014 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. New Business
 - a Capital project
 - b Maple Street Ext financing
 - c Benefit Assessments
 - d Sewer Commission members – resignation and appointment
 - d Ordinances
11. Old Business
 - a Job Descriptions
 - b LEA Proposal for Sampling and Reporting
12. Adjourn

RECEIVED FOR RECORD
KENT TOWN CLERK

"An equal opportunity employer and service provider" 2015 JAN 12 A 9 23

BY 
TOWN CLERK

Town of Kent Sewer Commission

December 13, 2014

Dear John,

Here is my "Dear John". I've been on this commission since its inception in the 1960's era and I think that it's time for someone younger with the best interest of the town commission to take my place. Therefore I hereby give you my notice that I would like to resign from the commission as of January 2015 but I will remain as helpful as I can be for whatever the needs might be.

In the best interest of all, I thank the Town of Kent for all.

Best,

A handwritten signature in dark ink, appearing to read 'W. R. Tobin, Jr.', followed by the word 'Bill' written in a similar cursive style.

William R. Tobin, Jr.

October 13, 2014

Town of Kent Sewer Commission

Dear John,

Here is my "Dear John" letter. I've been on the commission since its inception in the 1980's and I think that it's time for someone younger with the best interest of the town commission to take my place. Therefore I hereby give you my notice that I would like to resign from the commission as of January 2018 but I will remain as helpful as I can be for whatever the board may decide.

In the best interest of all, thank the town of Kent for all.

Best

Kent Sewer Commission

Check Detail

01/11/15

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
12/11/14		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at \$...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,940.03
TOTAL					-2,944.88
12/11/14		Crystal Rock	Water including equipment pu...	Union Bank DDA	
12/14/14	Nove...		Water including equipment pu...	Purchases & supplies	-136.05
TOTAL					-136.05
12/11/14	9681	Frontier Communicat...	Landline	Union Bank DDA	
11/21/14	11/21-...		Landline	Telephone	-59.62
TOTAL					-59.62
12/11/14	9682	LEA	48KT3.04-16	Union Bank DDA	
12/11/14	48KT...		48KT3.04-16	Engineering fees	-2,958.70
TOTAL					-2,958.70
12/11/14	9683	Welsh Sanitation	November	Union Bank DDA	
12/14/14	Nove...		November	Outside Services-Ope...	-63.81
TOTAL					-63.81
12/11/14	E-pay	CT Commissioner of ...	7268998-000 QB Tracking # 2...	Union Bank DDA	
			7268998-000 QB Tracking # 2...	State Taxes Payable	-475.42
TOTAL					-475.42
12/11/14	E-pay	United States Treasury	06-1354645 QB Tracking # 21...	Union Bank DDA	
			06-1354645 QB Tracking # 21...	Federal Taxes Payable	-1,306.00
			06-1354645 QB Tracking # 21...	Federal Taxes Payable	-544.65
			06-1354645 QB Tracking # 21...	Federal Taxes Payable	-544.65
			06-1354645 QB Tracking # 21...	Federal Taxes Payable	-127.38
			06-1354645 QB Tracking # 21...	Federal Taxes Payable	-127.38
TOTAL					-2,650.06
12/12/14	DD1040	Sommers, Lyle R	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,483.52
			Direct Deposit	Payroll Expenses	-370.88
			Direct Deposit	Dental Insurance	2.27

01/11/15

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	273.00
			Direct Deposit	Payroll taxes	-112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Payroll taxes	-26.34
			Direct Deposit	Federal Taxes Payable	26.34
			Direct Deposit	Federal Taxes Payable	26.34
			Direct Deposit	State Taxes Payable	133.11
			Direct Deposit	Direct Deposit Liabil...	1,271.04
TOTAL					0.00
12/12/14	DD1041	Walsh, John H.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,770.24
			Direct Deposit	Payroll Expenses	-442.56
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	363.00
			Direct Deposit	Payroll taxes	-134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Payroll taxes	-31.53
			Direct Deposit	Federal Taxes Payable	31.53
			Direct Deposit	Federal Taxes Payable	31.53
			Direct Deposit	State Taxes Payable	104.60
			Direct Deposit	Direct Deposit Liabil...	1,540.54
TOTAL					0.00
12/12/14	DD1039	Kearns, Joyce	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-139.08
			Direct Deposit	Payroll taxes	-8.62
			Direct Deposit	Federal Taxes Payable	8.62
			Direct Deposit	Federal Taxes Payable	8.62
			Direct Deposit	Payroll taxes	-2.01
			Direct Deposit	Federal Taxes Payable	2.01
			Direct Deposit	Federal Taxes Payable	2.01
			Direct Deposit	Direct Deposit Liabil...	128.45
TOTAL					0.00
12/17/14	9684	Town of Kent	Insurance July - December	Union Bank DDA	
12/02/14	14-149		Insurance July-August (billed ...	Medical	-2,541.24
			Insurance July-August (billed ...	Dental Insurance	-206.44
			Insurance July-August (billed ...	Life Insurance	-21.80
12/02/14	14-150		incorrect rate	Medical	-3,705.16
			Insurance Sept-Oct	Dental Insurance	-206.44
			Insurance Sept-Oct	Life Insurance	-21.80
12/02/14	14-151		Insurance Nov - December	Medical	-3,123.20
			Insurance Nov - December	Dental Insurance	-206.44

01/11/15

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Insurance Nov - December	Life Insurance	-21.80
TOTAL					-10,054.32
12/18/14		Frontier Communicat...	internet - Auto-pay	Union Bank DDA	
11/01/14	11/1/1...		November	Telephone	-30.00
TOTAL					-30.00
12/18/14	9685	Town of Kent	13-14 audit	Union Bank DDA	
12/02/14	14-152		13-14 audit	Audit	-3,169.00
			Federal single audit	Maple Street Extension	-4,440.00
TOTAL					-7,609.00
12/24/14		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at \$...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,940.02
TOTAL					-2,944.87
12/26/14	DD1043	Sommers, Lyle R	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,854.40
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	273.00
			Direct Deposit	Payroll taxes	-112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Payroll taxes	-26.33
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	State Taxes Payable	133.11
			Direct Deposit	Direct Deposit Liabil...	1,271.05
TOTAL					0.00
12/26/14	DD1044	Walsh, John H.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-2,212.80
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	363.00
			Direct Deposit	Payroll taxes	-134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Payroll taxes	-31.53
			Direct Deposit	Federal Taxes Payable	31.53
			Direct Deposit	Federal Taxes Payable	31.53

Kent Sewer Commission

Check Detail

01/11/15

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Direct Deposit	State Taxes Payable	104.60
			Direct Deposit	Direct Deposit Liabil...	1,540.54
TOTAL					0.00
12/26/14	DD1042	Kearns, Joyce	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-139.08
			Direct Deposit	Payroll taxes	-8.63
			Direct Deposit	Federal Taxes Payable	8.63
			Direct Deposit	Federal Taxes Payable	8.63
			Direct Deposit	Payroll taxes	-2.02
			Direct Deposit	Federal Taxes Payable	2.02
			Direct Deposit	Federal Taxes Payable	2.02
			Direct Deposit	Direct Deposit Liabil...	128.43
TOTAL					0.00
12/29/14	9686	CL&P-Pump	51041723065	Union Bank DDA	
12/16/14	11/14-...		51041723065	Electricity	-235.58
TOTAL					-235.58
12/29/14	9687	CL&P - Maple Street ...	51637296070	Union Bank DDA	
12/15/14	11/13-...		51637296070	Electricity	-61.63
TOTAL					-61.63
12/29/14	9688	FedEx	2432-7273-4	Union Bank DDA	
12/08/14	2-868-...		2-868-16466	Postage	-124.44
TOTAL					-124.44
12/29/14	9689	Tunxis Laboratories, ...		Union Bank DDA	
12/10/14	14279...		1427907.0	Lab exams	-243.10
12/10/14	14279...		1427925.0	Lab exams	-243.10
12/14/14	14278...		1427891.0	Lab exams	-243.10
12/16/14	14279...		1427965.0	Lab exams	-243.10
TOTAL					-972.40
12/29/14	9690	John Walsh-Reimbur...	Reimburse for December cell ...	Union Bank DDA	
12/29/14	Dece...		Reimburse for December cell ...	Telephone	-80.00
TOTAL					-80.00
12/30/14		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 1 direct deposit(s) at \$...	Payroll Expenses	-1.60

01/11/15

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Sales Tax for CT	Payroll Expenses	-0.02
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-451.15
TOTAL					-452.77
12/31/14	DD1045	Devaux, Deborah J.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-525.33
			Direct Deposit	Federal Taxes Payable	34.00
			Direct Deposit	Payroll taxes	-32.57
			Direct Deposit	Federal Taxes Payable	32.57
			Direct Deposit	Federal Taxes Payable	32.57
			Direct Deposit	Payroll taxes	-7.61
			Direct Deposit	Federal Taxes Payable	7.61
			Direct Deposit	Federal Taxes Payable	7.61
			Direct Deposit	Direct Deposit Liabil...	451.15
TOTAL					0.00
01/07/15	E-pay	CT Commissioner of ...	7268998-000 QB Tracking # 1...	Union Bank DDA	
			7268998-000 QB Tracking # 1...	State Taxes Payable	-475.42
TOTAL					-475.42
01/07/15	E-pay	United States Treasury	06-1354645 QB Tracking # 16...	Union Bank DDA	
			06-1354645 QB Tracking # 16...	Federal Taxes Payable	-1,306.00
			06-1354645 QB Tracking # 16...	Federal Taxes Payable	-544.66
			06-1354645 QB Tracking # 16...	Federal Taxes Payable	-544.66
			06-1354645 QB Tracking # 16...	Federal Taxes Payable	-127.37
			06-1354645 QB Tracking # 16...	Federal Taxes Payable	-127.37
TOTAL					-2,650.06
01/08/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at \$...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,946.03
TOTAL					-2,950.88
01/09/15	DD1047	Sommers, Lyle R	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,483.52
			Direct Deposit	Payroll Expenses	-370.88
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	270.00
			Direct Deposit	Payroll taxes	-112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Federal Taxes Payable	112.60
			Direct Deposit	Payroll taxes	-26.33

01/11/15

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	State Taxes Payable	133.11
			Direct Deposit	Direct Deposit Liabil...	1,274.05
TOTAL					0.00
01/09/15	DD1048	Walsh, John H.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,770.24
			Direct Deposit	Payroll Expenses	-442.56
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	360.00
			Direct Deposit	Payroll taxes	-134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Federal Taxes Payable	134.82
			Direct Deposit	Payroll taxes	-31.53
			Direct Deposit	Federal Taxes Payable	31.53
			Direct Deposit	Federal Taxes Payable	31.53
			Direct Deposit	State Taxes Payable	104.60
			Direct Deposit	Direct Deposit Liabil...	1,543.54
TOTAL					0.00
01/09/15	DD1046	Kearns, Joyce	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-139.08
			Direct Deposit	Payroll taxes	-8.62
			Direct Deposit	Federal Taxes Payable	8.62
			Direct Deposit	Federal Taxes Payable	8.62
			Direct Deposit	Payroll taxes	-2.02
			Direct Deposit	Federal Taxes Payable	2.02
			Direct Deposit	Federal Taxes Payable	2.02
			Direct Deposit	Direct Deposit Liabil...	128.44
TOTAL					0.00
01/09/15	9691	Custom Environment...	Invoice 2158	Union Bank DDA	
12/18/14	2158		polymer	Purchases & supplies	-1,186.36
TOTAL					-1,186.36
01/09/15	9692	Frontier Communicat...	landline	Union Bank DDA	
12/21/14	12/21-...		landline	Telephone	-59.76
TOTAL					-59.76
01/09/15	9693	Hydro Technologies	Invoice 14/4351	Union Bank DDA	
12/29/14	14/4351		Invoice 14/4351	Outside Services-Ope...	-63.00

01/11/15

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

Date	Num	Name	Memo	Account	Paid Amo...
TOTAL					-63.00
01/09/15	9694	Jennifer Weigel	December	Union Bank DDA	
12/31/14	346		December	Accounting/Bookkee...	-550.00
TOTAL					-550.00
01/09/15	9695	John Walsh-Reimbur...	Calendars for office	Union Bank DDA	
01/06/15			Calendars for office	Purchases & supplies	-41.46
TOTAL					-41.46
01/09/15	9696	Kent True Value	77016	Union Bank DDA	
12/31/14			Account 77016	Purchases & supplies	-12.99
TOTAL					-12.99
01/09/15	9697	LEA	48KT3.04-17	Union Bank DDA	
12/31/14	48KT...		48KT3.04-17	Engineering fees	-319.00
TOTAL					-319.00
01/09/15	9698	Lyle Sommers - Reim...		Union Bank DDA	
12/29/14	11/12-...			Telephone	-80.00
TOTAL					-80.00
01/09/15	9699	Superior Plus Energy	723172	Union Bank DDA	
12/23/14	723172		723172	Fuel	-794.59
TOTAL					-794.59
01/09/15	9700	Tunxis Laboratories, ...	1428010.0	Union Bank DDA	
12/31/14	14280...		1428010.0	Lab exams	-243.10
TOTAL					-243.10
01/09/15	9701	US Postal Service	stamps	Union Bank DDA	
12/31/14	stamps		stamps	Miscellaneous Admi...	-49.00
TOTAL					-49.00
01/09/15	9702	Town of Kent	Maple Street Ext Connection ...	Union Bank DDA	
12/31/14	Conne...		MSE Connection fees due to ...	Connection Fees	-17,935.00

Kent Sewer Commission

Check Detail

December 10, 2014 through January 13, 2015

01/11/15

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
TOTAL					-17,935.00

01/11/15

Kent Sewer Commission

Balance Sheet

As of December 31, 2014

	Dec 31, 14
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Capital MMA	
Short-lived Asset Reserve	22,000.00
Union Bank Capital MMA - Ot...	476,269.26
Total Union Bank Capital MMA	498,269.26
Union Bank DDA	16,942.43
Union Bank Septage MMA	102,722.07
USB Grant/Loan Construction Acc	2,473.00
Total Checking/Savings	620,406.76
Accounts Receivable	
Septage Accounts Receivable	750.00
Total Accounts Receivable	750.00
Other Current Assets	
Accounts Receivable	9,110.41
Undeposited Funds	300.00
Total Other Current Assets	9,410.41
Total Current Assets	630,567.17
Fixed Assets	
Accumulated Depreciation	-1,040,088.41
Construction in Progress	
Maple Street Extension	1,223,925.86
Total Construction in Progress	1,223,925.86
Property and equipment	3,252,954.04
Total Fixed Assets	3,436,791.49
TOTAL ASSETS	4,067,358.66
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	21,292.80
Other Current Liabilities	
Federal Taxes Payable	2,649.99
State Taxes Payable	475.42
Total Other Current Liabilities	3,125.41
Total Current Liabilities	24,418.21
Long Term Liabilities	
USDA Loan 92-04	500,895.32
USDA Loan 92-06	864,000.00
USDA Loan 92-08	82,659.09
Total Long Term Liabilities	1,447,554.41
Total Liabilities	1,471,972.62

01/11/15

Kent Sewer Commission
Balance Sheet
As of December 31, 2014

	Dec 31, 14
Equity	2,595,386.04
TOTAL LIABILITIES & EQUITY	4,067,358.66

[illegible]

[illegible]

						Jul - Aug 14		Budget	% of Budget
		Total Expense				160,441.46		372,200.00	43.11%
		Net Ordinary Income				24,575.08		100.00	24,575.08%

**RATEBOOK REPORT
TOWN OF KENT**

Delinquent, Active, Regular, Year: 2012 To 2013, Total: No, Flag: , Date: 01/13/2015, Time: 02:50:46 p
Conditions: Recap By Dist:No, Cycle: 00, Pay Date: 01/13/2015, Name: To , Dist: , Type: TOWN, Sort: Taxpayer Name

Page: 1

BILL # UNIQUE ID	D-S	TAXPAYER NAME ADDRESS	1ST INST/ADJ DATE PAID	2ND INST/ADJ DATE PAID	3RD INST/ADJ TAXES	4TH INST/ADJ INTEREST	Flag	BINT	LIEN	FEEs	BALANCE DUE
2013-06-6125267 00000800		ALLEY KENT D & FIACCO LAUREN L 80 NORTH MAIN ST KENT CT 06757 C: SEAN SCULLEY		217.00	146.80 P 03/11/2014	139.00 321.78	135.10 41.22				316.12
2013-06-6125392 00098800		CASEY J E TR BETWEEN G E CASEY DONOR & FINE ART CONSERVATION KENT CT 06757 C: CHRISTOPHER NAPLES		67.80	63.90 P 10/25/2013 P 08/04/2014 V 08/04/2014	63.90 67.80 191.70 -33.59	63.90 3.05 20.13		24.00		33.59
2013-06-6125784 00116300		CASEY JOHN E TR BETWEEN G E CASEY DONOR PO BOX 152 KENT CT 06757 C: % BRIAN CASEY		92.20	80.50 P 05/28/2014	80.50 46.14	80.50 27.11				287.56
2013-06-6125560 00047200		KNIGHT MARY BETH & ENIS BARRY 26 ELIZABETH ST KENT CT 06757		100.00	80.50 P 07/14/2014	100.00 82.63	100.00 42.37				297.87
2012-06-6125249 00001000		KOUBA CHRISTINA 25 OLD ROUTE 37 NEW FAIRFIELD CT 06812 C: RICHARD SMITH, ESQ		115.60	100.00	57.10	45.40				318.10
2013-06-6125249 00001000		KOUBA CHRISTINA 25 OLD ROUTE 37 NEW FAIRFIELD CT 06812 C: RICHARD SMITH, ESQ		45.40	41.50	41.50	41.50				169.90
2013-06-6123401 00114980		MOORE DAVID K 21 MEADOW ST KENT CT 06757		162.40	139.00	142.90	170.20				614.50
TOT M											
\$ ACCT: 7											
INST-1	800.40	BEG COLL	2,278.38	CURR TAX	240.74	PREV TAX	435.72				
INST-2	652.20	CURR ADJ	0.00	CURR INT	62.50	PREV INT	71.38				
INST-3	624.90	CURR TAX	240.74	CURR FEES	0.00	PREV FEES	0.00				
INST-4	636.60	CURR SUSP	0.00	CURR LIEN	24.00	PREV LIEN	0.00				
B-INT	0.00	CURR BINT	0.00	CURR BINT	0.00	PREV BINT	0.00				
PREV ADJ	0.00	NET BAL	2,037.64	CURR REF	0.00	PREV REF	0.00				
PREV TAX	435.72	RECV BAL:	2,037.64	CURR R INT	0.00	PREV R INT	0.00				
PREV BINT	0.00	REFUND BAL	0.00	CURR RLIN	0.00	PREV RLIN	0.00				
PAY OFF	0.00	DISCOUNT	0.00	CURR R FEE	0.00	PREV R FEE	0.00				
BEG COLL	2,278.38			CURR RBINT	0.00	PREV RBINT	0.00				

GRAND RATEBOOK BALANCE SHEET REPORT
TOWN OF KENT
GRAND LIST YEAR 2013

Year: 1998 To 2014, Pay Date: 01/13/2015, Time: 01/13/2015 02:39:55 pm All

Page: 1

Conditions: Recap By Year:Yes Recap By Dist:No Act/Susp: Active, Cycle: 00 To 00, Type: TOWN, Bill Type: 06 SU

YEAR/TYPE	ACTS	BEGINNING BALANCE	LAWFUL INC.	CORRECTIONS DEC.	TAXES COLLECTABLE	CURRENT SUSPENSE	TAXES/BINT PAID	INTEREST PAID	L+FEES PAID	TOTAL PAID	OVER PAID	UNCOLLECTED TAXES
SU	305	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YR: 2011	305	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SU	307	318.10	0.00	0.00	318.10	0.00	0.00	0.00	0.00	0.00	0.00	318.10
YR: 2012	307	318.10	0.00	0.00	318.10	0.00	0.00	0.00	0.00	0.00	0.00	318.10
SU	307	8,792.31	0.00	0.00	8,792.31	0.00	7,072.77	1,281.23	336.00	8,690.00	0.00	1,719.54
YR: 2013	307	8,792.31	0.00	0.00	8,792.31	0.00	7,072.77	1,281.23	336.00	8,690.00	0.00	1,719.54
SU	312	143,539.56	628.10	-296.10	143,871.56	0.00	136,523.91	596.16	0.00	137,120.07	-1,548.77	7,347.65
YR: 2014	312	143,539.56	628.10	-296.10	143,871.56	0.00	136,523.91	596.16	0.00	137,120.07	-1,548.77	7,347.65
Grand Total	1,231	152,649.97	628.10	-296.10	152,981.97	0.00	143,596.68	1,877.39	336.00	145,810.07	-1,548.77	9,385.29

MEMORANDUM

Date: December 18, 2014, rev 1/12/15

TO: Kent Sewer Commission

From: Bart Clark

Re: Preliminary Capital Projects List

The Sewer Commission is developing a significant balance in its Short Lived Capital Assets and Capital Reserve Accounts. The Commission had an interest in understanding what large projects/equipment purchases are expected in the next 5 years, 5-10 yr, and more than 10 yr periods. This memo starts a list of projects for the Commission's consideration.

Once a list of potential capital projects has been assembled, the Commission can consider prioritizing the projects in the first five years and putting conceptual costs estimates on the project. The Capital Project Plan can be updated every year to take projects off that are completed and add new projects. **All cost currently shown are conceptual "order of magnitude" and will have to be revised once more data is obtained to more closely estimate the project costs.**

Some projects will not be able to be foreseen. The biggest question mark at the moment is what new requirements that a revised discharge permit will place on the plant operations and what improvements may be needed to meet these requirements.

1.0 Within 5 years

Item No.	Title	Description	Anticipated Costs	Funding Source
1.01	Roof on Office/Lab building			
1.02	Upgrade Heating and Air conditioning system		\$4 – 5,000	
1.03	Gutters on both Office and Maintenance Barn	Existing Gutters need repair/ replacement	\$2 – 3,000	
1.04	Roof Repairs Maintenance Barn	Roof needs inspection and repairs to flashing, possibly needs coating		
1.05	Septage Pit security fencing	Security fence surrounds only 3 sides with no gate on north side at septage drop-off.	\$2-3,000	
1.06	Slopes around infiltration basins	Reduce slope to minimize weed whacking and improve safety	\$3-4,000	
1.07	New Filter Sand for Infiltration Basins	Sand is lost from surface every time it is cleaned. Sand may be needed to replace lost sand to meet requirements of DEEP for infiltration.	\$5-10,000	
1.08	Video Inspection and	Only gravity line that hasn't been	3-4,000	

	repairs for Sewer Line in Schaghticoke Rd Sewer	inspected. It was installed in 1970's		
1.09	Smoke Testing Sewers to identify Inflow	Current flows show inflow during rain storm is a big problem. The system needs to be inspected to meet terms of permit. Only Sanitary wastewater is to be treated.	\$10-15,000	
1.10	Lawn Mower	Existing Mower is nearing end of useful life.	\$15-20,000	
1.11	Tractor	Tractor is getting older may need replacement soon.	\$25-30,000	
1.12	Manure Spreader	Repairs have been made to the manure spreader, but, it will need replacement soon.	\$10,000	
1.13	Aeration Diffuser Upgrade	Address low d.o. in aeration. More diffusers may be needed to insure the proper amount of air is being delivered in order to achieve the design capacity of the treatment system.	\$25-50,000	
1.14	Sludge/septage Stabilization system	Current Federal regs require sludge be stabilized to prevent odor and minimize chance of disease.	\$100,000	
1.15	Tank Painting and Anode Replacement	Tanks are getting older need painting. Anode minimize corrosion in tanks should be replaced at regular intervals.	\$10,000?	
1.16	Sewer User Billing System Upgrade	20 yr old system.	?	

2.0 Projects for 5 to 10 yr period

Item No.	Title	Description	Anticipated Costs	Funding Source
2.01	Headworks upgrade for Grit removal and screenings removal	Rags are a significant problem in the treatment system. The existing manual screen and "grinder" are old and will need upgrading to minimize problems in treatment system and improve quality of sludge to allow land disposal to continue.	\$50,000-80,000	
2.02	Septage Receiving Station Upgrade	The septage station should contain a screening mechanism to prevent large/visible objects from entering the septage pits	\$100,000	

		and being disposed of on the land.		
2.03	Septage Pit refurbishment Septage Decant water Disposal System	The septage pits do not infiltrate the water in the discharge septage which requires the operators to pump the water to the fields. The septage pits should have adequate area and conditions to allow this water to be infiltrated into the ground or the practice of pumping onto the fields needs to be changed to incorporate the water directly into the soil.	\$100,000	
2.04	Portable Generator Replacement	The generator is getting older and should be scheduled for replacement to maximize reliability.	\$25,000	
2.05	Aeration Blower Upgrade	The existing blowers could be upgraded to a more efficient system.	\$100,000	
2.06	Sampler Replacement	Automatic samplers are more than 10 yrs old. Replacement should be scheduled.	\$5,000	
2.07	Truck Replacement	The existing truck was used when bought, but, its age will make it a candidate for replacement to maximize reliability.	\$30,000	

3.0 Projects More than 10 yrs in future

Item No.	Title	Description	Anticipated Costs (today's dollars not adjustment for inflation)	Funding Source
3.01	Sludge dewatering equipment replacement	The existing equipment is 20 yrs old at the time of this memo. This equipment last a long time, but, it should be scheduled for replacement	\$150,000	
3.02	Judd Ave Pump Replacement/ Rebuild	Pump replacement should be anticipated in 15 to 20 years from installation.	\$10,000	
3.03	Relining Force main Under Housatonic River	The sewer force main is approx. 45 yrs old. It should be expected to require some maintenance.	\$60,000	

3.04	Relining Schaghticoke Rd Sewer Line	The sewer main is approx. 45 yrs old. It should be expected to require some maintenance.	\$60,000	
3.05	Johnson Rd Sewer Line Extension	Several homes at the end of Johnson Rd are in a flood zone and have minimal area for repairing existing septic systems. A sewer line extension should be planned for in this area.	\$200,000	
3.06	Relining Elizabeth and Lane St Sewer	Portions of these lines have not been relined.	\$70,000	
3.07	Relining sewer from Bridge St to Judd Ave Pump Station	Some repairs have never been made but full relining will be needed.	\$70,000	
3.08	Relining Sewers in Elizabeth St (south) and Judd Ave	Relining will be needed at some point in the future.	\$80,000	
3.09				

RECEIVED FOR RECORD
KENT TOWN CLERK

2015 JAN 16 A 11: 59

Oakwood Environmental Associates
27 Reverie Lane
Worcester, MA 01604

BY *Vernon Brady, Jr.*
TOWN CLERK