Kent Sewer Commission
Regular Meeting

July 14, 2020
4:00 P.M. via Zoom

Members Present: Elissa Potts, Peter Gadiel, John Grant, Cathe Mazza and Rick Osborne.
Also, present: Bart Clark, Debbie Devaux, Barbara Herbst and Lyle Sommers.
Ms. Potts called the meeting to order at 4:02 p.m.

## Approval of Agenda:

Mr. Osborne made a motion to approve the agenda. Ms. Mazza seconded the motion and the motion carried.

## Approval of Minutes:

Mr. Gadiel made a motion to approve the March 10, 2020 Regular Sewer Commission meeting minutes, as submitted. Ms. Mazza seconded the motion and the motion carried.

## Public Communications:

Oral: None.
Written: None.

## Report of Chairman:

Ms. Potts stated there is a lot going on at the plant.

## Report of Superintendent:

Mr. Sommers provided a written report, attached.

## Report of Treasurer:

Mrs. Herbst provided the following reports:

- Outside Services Detail July 2019 through June 2020
- Operating Account Ledger March, April, May and June 2020
- Balance Sheet as of June 30, 2020
- Income and Expenses Actual vs. Budget

Ms. Mazza made a motion to approve the Operating Account Ledger for March, April, May and June 2020, as submitted. Mr. Osborne seconded the motion and the motion carried.

Mrs. Herbst stated she has received two quotes for the financing of the belt press:

- Webster Bank 3\% for 9 years
- National Iron Bank $2.5 \%$ for 10 years

She added Union Savings would provide a quote tomorrow. Mrs. Herbst had a telephone conversation with Municipal Lease and they think they can bet $2.5 \%$. Mrs. Herbst stated the Sewer Commission could also wait and roll the expense into the Streetscape funding. She agreed to have all the information to the Commission a few days prior to the next meeting.

## Report of Collector:

Ms. Devaux confirmed the new bills would be mailed on August 1, 2020.

## Report of Consulting Engineer:

Mr. Clark reported he has not reviewed the additional information submitted by High Watch yesterday for the proposed Cafe and grease trap.

## Plant Staff

Ms. Potts reported Jesse Warner accepted a position in Torrington and left the sewer plant several weeks ago. She noted several people have expressed interest in the position. Bart Clark, Peter Gadiel, Rick Osborne and Lyle Comers agreed to be on a sub-committee to conduct interviews.

## 2020/2021Budget:

Mrs. Herbst provided a draft 2020/2021 Budget. The proposed budget includes:

- 5\% Capital reserves
- 1.5\% Short-term Asset Reserves
- Increase in wages for the new hire
- Presents with a 7\% surplus

Ms. Mazza made a motion to approve the 2020/2021 budget, as submitted. Mr. Gadiel seconded the motion and the motion carried.

## 23 Maple Street:

Julie Butler of 23 Maple Street sent a letter requesting that the property be reclassified as residential and not commercial. Ms. Potts noted that the business has been closed since February of 2020and therefore the request should be granted. Ms. Devaux confirmed the August bill would be sent out reflecting 23 Maple Street as residential.

## Belt Press:

See Treasurer's Report.

## Ordinances:

Ms. Potts noted the ordinances are on hold until there can be a Town Meeting.
Mr. Osborne asked if the Sewer Commission would be interested in purchasing the town's old pay loader? He stated the Sewer Commission could purchase it for the trade-in price or even a little less. No action taken.

The meeting adjourned at 4:30 p.m.

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

# KENT SEWER COMMISSION AGENDA 4:00 P.M. TOWN HALL <br> Regular Meeting <br> July 14, 2020 

Zoom: $\quad$ https://us02web.zoom.us/j/86176999746
Meeting ID: $\quad 86176999746$
One tap mobile: 16465588656 US (New York)

1. Call to order
2. Amend agenda/approve agenda
3. Approval of Minutes
a March 10,2020 Special 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. Plant staff
b. 2020/2021 Budget
c. 23 Maple Street
11. Old Business
a Belt Press
b Ordinances
12. Adjourn
"An equal opportunity employer and service provider"

## Superintendents report for March thru July 2020

Good afternoon everyone.

## March

1.66 million gallons total

54 k gallons per day average
483 k gallons came from Kent school
Average BOD removal rate 99\%
Average TSS removal rate $99 \%$
Average influent PH 7.7
May
2.8 million gallons total

91 k per day average
319k gatlons per day came from Kent school
Average BOD removal rate 98\%
Average TSS removal rate $98 \%$
Average influent PH 7.5

## April

2 million gallons total
68k gallons per day average
276 k gallons came from Kent school
Average BOD removal rate $99 \%$
Average TSS removal rate $99 \%$
Average influent PH 7.5
June
2.6 Million Gallons per day

87 k per day average
304k gallons came from Kent school
Average BOD removal rate 98\%
Average TSS removal rate 99\%
Average influent PH 7.5

All the effluent beds have been cleaned once and 2 are currently in use.
Jesse is no longer employed at the plant. He left for a job in Torrington citing decreased travel time and higher wages.

The water meter at 100 N . Main St. for irrigation is installed and inspected.
$100 \%$ of the field was harrowed this year. It's the first time that's been accomplished due to the center section usually being wet.

Billy Mcann planted sorghum on the upper and part of the lower field.
I need to order some replacement discharge hoses for the Godwin pump estimated cost to be about $\$ 500$.

John Gleason is scheduling the replacement wire installation for blower number 2
Respectfully,

Lyle Sommers<br>Superintendent<br>Kent WPCA

| Date | Num | Name | Memo | Debit |
| :---: | :---: | :---: | :---: | :---: |
| Operating Expenses |  |  |  |  |
| Outside Services-Operating |  |  |  |  |
| 07/31/19 | 729570 | Welsh Sanitation | Commercial service: July 2019 | 71.25 |
| 08/07/19 | 43333 | US Environmental ... | 7/31/19-- Ysi 600XLM daily rental | 288.83 |
| 08/13/19 | 2019-... | Quality Data Servic... | July 2019: printing and processing sewer/water billing (296 bills) | 283.26 |
| 08/29/19 | 2019-... | Quality Data Servic... | Final posted ratebook 2018 | 150.00 |
| 08/31/19 | 729570 | Welsh Sanitation | Commercial service: August 2019 | 71.25 |
| 09/30/19 | 728570 | Welsh Sanitation | Commercial service: September 2019 | 71.25 |
| 10/04/19 | 0110... | Kinsley Power Syst... | Annual Level II generator service - Judd Avenue pump Station Kohler ... | 550.00 |
| 10/04/19 | 0110... | Kinsley Power Syst... | Annual Level II generator service - Schaghticoke pump Station CAT 1... | 625.00 |
| 10/11/19 | 14-296 | Town of Kent | entinguishers inspected and tagged | 11.85 |
| 10/28/19 | 2019-.. | Quality Data Servic... | October 2019: printing and processing sewer/water billing (302 bills) | 289.95 |
| 10/31/19 | 29570 | Welsh Sanitation | Commerclal service: October 2019 | 142.50 |
| 12/31/19 | 729570 | Welsh Sanitation | Commerclal service: December 2019 | 71.25 |
| 01/22/20 | 2019-.. | Quality Data Servic... | October 2019: printing and processing sewer/water billing (302 bills) | 193.07 |
| 01/31/20 | 729570 | Welsh Sanitation | Commercial service: January 2020 | 71.25 |
| 02/28/20 | 729570 | Welsh Sanitation | Commercial service: February 2020 | 71.25 |
| 03/31/20 | 729570 | Welsh Sanitation | Commercial service: March 2020 | 71.25 |
| 04/17/20 | 840A... | RACO Manufaturin. . | Annual Renewal - alarm monitoring and services H02264 (Segar Mtn ... | 855.00 |
| 04/21/20 | 2019... | Quality Data Servic... | April 2020: printing and processing sewer/water bllling ( 320 bllls ) | 200.60 |
| 04/24/20 | 729570 | Welsh Sanitation | Commercial service: April 2020 | 71.25 |
| 05/31/20 | 729570 | Welsh Sanitation | Commercial service: May 2020 | 71.25 |
| 06/30/20 | 729570 | Welsh Sanitation | Cornmercial service: June 2020 | 71.25 |
| Total Outside Services-Operating |  |  |  | 4,302.56 |
| Total Operatin | $g$ Expens |  |  | 4,302.56 |
| TOTAL |  |  |  | 4,302.56 |


| Date | Num | Name | Memo | Ambunt | Balance |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 1 USB |  |  |  |  | 112，159．50 |
| Operating－ 8044 |  |  |  |  | 117.159 .50 |
| 03／02／20 | 062050 | Benefit Assessments |  | 421.46 | 112，580．96 |
| 03／03／20 | 10986 | Allingham A Readyoft，LLC | Legal：ordinances and requiations $11 / 12$－ $2 / 13$（5．4 hris） | －817．00 | 111，763．96 |
| 01／03／20 | 10987 | Repubilcan Amertion | NC ER19354 | － 116.00 | 111，647．96 |
| 09／04／20 | 062051 | Sewer Cuthomers |  | 1，523．58 | 113，171．54 |
| 03／06／20 | 21003 | $4 \mathrm{~A}_{\text {P }}$ | February Eookkaeping Support | －566．50 | 112，605，04 |
| 03／06／20 | 17000 | Eversource | － 50 Maple St＝1／15＝ $2 / 13$ | ＋87．10 | 112，517．94 |
| 03／06／70 | 11005 | Town of Kent | voia： | 0.00 | 122，517．94 |
| 03／06／20 | 11007 | Town of kent | March［nsurances－ 91.81 gal gasoine and 36.83 gal diesel from $8 / 21 / 19-2 / 20 / 20-100 \%$ of alar | －3，087．06 | 109，430，88 |
| 03／11／20 | 062073 | Sewer Customert |  | 266.20 | 109，697．08 |
| 03／12／20 |  | QuickEooks Payroll Service | Direct Deposit for 3／13／20 | －3，035，32 | 106，661．76 |
| 03／12／20 | 062062 | Sewte Customers |  | 4，354，69 | 111，016．45 |
| 03／13／20 | Dirdep | Kearns，Joyca | Direct Deposit | 0.00 | 111，016，45 |
| 03／13／20 | Dirbep | Sommers，Lyla A | Direct Depost | 0.00 | 111，016．45 |
| 03／13／20 | Dirdep | Warner，Jesse 5 | Direct Depasit | 0.00 | 111，016．45 |
| 03／13／20 | CTEFTPS | ¢¢ Cormmisuoner of Revenus ．．． | CT payrolll wuthhelding for Fsebruary | －383．67 | 110，632．78 |
| 03／13／20 | EFIPS | Uniled States Transury | payrail withholding and laxes for February | －2，477，38 | 108， 155.46 |
| 03／18／20 | 062074 | Sawer Customers |  | 363.20 | 108，518．66 |
| 03／18／20 |  | United Renials | Quick Books generated zero amounl transaction for bill payment stub | 0.00 | 108，518．66 |
| 03／24／20 | 062075 | Sewer Custorners |  | 460.67 | 108，979，33 |
| 03／26／20 |  | QuikkBooks Payroll Serylce | Direct deposilt for 3／28／20 | －3，035．33 | 105，94，00 |
| 03／27／20 | DirDep | Kearns，Joyce | Direct Deposit | 0.00 | 105，944．00 |
| 03／27／20 | Dirbep | Sommers，Lyle R | Direct Deport | 0.00 | 105，944．00 |
| 03／27／20 | Dirbep | Wamer，隹se T | Direct Deposit | 0.00 | t65，944．00 |
| 61／27／20 | 11010 | ACE Hardmare | ppe toweth，hyd comit，glover，buth tissue， | －95．15 | 105， 848.85 |
| 03／27／20 | 11011 | Allingham a Readyoff，LLC |  | －2，394，00 | 101，454．65 |
| 03／27720 | 11012 | Arammik Unitorm A Career（ $1 . .$. | weatly unitionm services： $3 / 6 \cdot 3 / 13-3 / 20-3 / 27$ | －197．40 | 103，257．45 |
| 03／27／20 | 11013 | Eversource | Pump Station：2／14＝3／16（31 days）－Plant：－－2／14－3／16 | －2，289．51 | 100，967．94 |
| 03／27／20 | 11014 | Fedex | sipping costs：to Averill lst $2 / 12-2 / 19-2 / 26-3 / 4$ | －256．09 | 100，711．85 |
| 03／27／20 | 11015 | Frantler | Telephorne and internet service： $3 / 1 / 20-3 / 31 / 20$ | －88．52 | 100，623．33 |
| 03／27／20 | 11016 | Oskwood Envionmental Aswoc．u＊ | Engineting Services：（ 79 hrs ） $6 / 25-12 / 15$ plus supplies for alarm systemp（genefal assistanca） | －11，219．22 | 89，404．11 |
| 03／27／20 | 11017 | Sommers，Lyle－Reimbursement | Talephene relmbursement－Mareh 2020 | －80．00 | 89，324．11 |
| 03／27／20 | 11018 | Superior Pius Energy | 312.7 gal heating fuel | －489．25 | 88，834．86 |
| 03／27／20 | 11019 | Town of Kent | Quarterly invoice for WC and LAP Imsuramca premium | －1，205．00 | 07，629．86 |
| 03／27／20 | 11020 | Tunals | Lat exarns：2／27－3／02－3／09－3／18－3／24 | －1，285．00 | 36，344，86 |
| 03／27／20 | 11021 | Welsh Sanitation | Commercial service：Merch 2020 | －71．25 | 86，273．61 |
| 03／30／20 |  | QuickBooks Payroll Service | Direct deposit for 3／31／20 | －723．56 | 85，550．05 |
| 03／31／20 | Dirpep | Devaux，Deborah J． | Direct Deposit | 0.60 | 85，550，05 |
| 03／31／20 | Dirbep | Soulim Jr．，Milard L | Olrect Deposit | 0.00 | 85，550．05 |
| 03／31／20 | 11000 | Town of Keat | Sommers：Roth IRA Withholding March 2020 | －249．04 | 85，301．01 |
| 03／31／20 | 11009 | Town of Kent | $13 t$ Qtr 2020 －Penston Kent Sewer | －925．47 | 84，374，54 |
| 04／09／20 |  | QukkBooks Payroill Service | Direct deposit for4／50／20 | －3，035．33 | 81.339 .71 |
| 04／10／20 | DirDep | Kearns，Joyce | Direct Deposit | 0.00 | $81,339.21$ |
| 04／10／20 | DirDep | Sormmers，Lyle R | Dirat Depont | 0.00 | 81.339 .21 |
| 04／10／20 | Dirop | Whaner，petie $T$ | Direct Depost | 0.00 | 81，339．21 |
| 04／15／20 | 062072 | 5 Swer Cutiomers |  | 384，83 | 81，724．04 |
| 04／17／120 | ctertps | ci Commisiontr of Revenue ．，． | CT payroll withholding March | －383．67 | 01，340．37 |
| $04 / 17 / 20$ | EfTP5 | Unlled States Treasury | payroil withtolding and laxes march | －2，477．34 | 78， 663.03 |
| 04／17／20 | 11022 | ABT | March Bookkeeping Support | －566．50 | 78，296，53 |
| 04／17／20 | 11023 | Eversource | －50 Maple St－2／13－3／13（29 days） | ＋181．66 | 78，214，87 |
| 04／17／20 | 11024 | Fasi，Joseph Fasi LLC | Bond counsel wervice：Bell Press Firancing（3．6 his Marth） | －1，080．00 | 77，134．87 |
| 04／17／20 | 11025 | Prontiar | Telephone and Internet service： $4 / 1 / 20-4 / 30 / 20$ | －80．68 | 77，046．19 |
| 04／17／20 | 11026 | R．aćo Mmutaturing a Enplnes．．． | Annuai Renewal－alarm monitoring and sarvices | －855．00 | 76， 191.19 |
| 04／17／20 | 11027 | Tunxis | Lab exams： $4 / 2+4 / 9$ | －463．00 | 75，728，19 |
| 04／17／20 | 11028 | Welsh Sunitation | Commercial servicr：April 2020 | －71．25 | 75，656．94 |
| 04／23／20 |  | QuickBook』 Payroll Service | Direct deposit 4／24／20 | －3，035．33 | 72，621．61 |
| 04／24／20 | DirDep | keamis，loyce | Direct Deposit | 0.00 | 72，621．61 |
| 04／24／20 | Cirbep | Sommers，Lyle R | Direct Deposit | 0.00 | 72，621．61 |
| 04／24／20 | DirDep | Warner，Jesse T | Direct Depont | 0.00 | 72，621．61 |
| 04／28／20 | 19029 | Postrmaster |  | －165．00 | 72，456．61 |
| 04／20／20 | 062079 | Benefit Assesmments |  | 537.92 | 72，994．53 |
| 04／29／20 |  | QuickBooks Payroll service | Durect deposit 4／30／20 | －701．24 | 72， 293.29 |
| 04／30／20 | DarDep | Soule Jf．，Mllarai L | Direct peposit | 0.00 | 72，793．79 |
| 04／30／20 | Dirdep | Deveux，Daborath 1. | Direct Dapoit | 0.00 | 72，293．29 |
| 04／30／20 | 11030 | Town of Kant | Sominers：Reth IRA Wutholaling April 2020 | － 249.04 | 72，044．25 |
| 04／30／20 | 11031 | ACE Hardmar | brakd cleaner，hose nozzie，gloves，trash bags，ppr towalk，amber lens，hitchtall，metal staples | －109．40 | 71，934．85 |
| 04／30／20 | 11032 | Aquarion | WREA／SEWER 日llmNGS（350 © ．43）－15t Cir 2020 | －150．50 | 71，784．35 |
| 04／30／20 | 11033 | \＃ramark Uniform a Career \｛ $1 .$. | Weakly unitorm sarvices $4 / 3$ 4／10－4／17－4／24 | －199．42 | 71，504．93 |
| 04／30／20 | 11034 | Eversourca | Pump Station：3／16－4／15（30 days）al Plant－－3／16－4／15 | －2，076．24 | 69，500．69 |
| 04／30／20 | 11035 | FedEx | Shipping ecosts to Averill lab $1 / 11-3 / 18-3 / 25-4 / 1-4 / 8-4 / 15-4 / 22-4 / 29-5 / 6$ | －234．74 | 69，223．95 |
| 04／30／20 | 11036 | Quality Data Servica Jne． | Aprid 2020：printing and processing sewer／water billing（ 320 bills ） | －200．60 | 69，023．35 |
| 04／30／2 | 11037 | Superior Plias Energy | 220.1 gal healling huel | －212．44 | $68,810.91$ |
| 04／30／20 | 11038 | Town of kent | 100\％of ati Benefit Assessment fees collected on MSE propertes－batch 6.3 | －537．92 | 68，272．99 |
| 04／30／20 | 11039 | Turxis | Lab exams： $4 / 20=4 / 22-4 / 29$ | .771 .00 1.868 .90 | 67.501 .99 69.370 .89 |
| 05／06／20 | 062080 | Sewer Customers |  | 1，868．90 | 69，370．89 |
| 05／07／20 |  | Qulckflooks Payroll Service | Direct deposil for paychecks dated 5／8 | －3，035．32 | $66,335.57$ |
| 05／07／20 | 062098 | Sewer Customers |  | 1，381．01 | 67.717 .38 |
| 05／03／20 | Dirdep | Kearms，joyce | Oirect Deposit | 0.00 | 67，717．38 |
| 05／08／20 | Dirder | Somimers，tyla R | Direct Deponit | 0.00 | 67.717 .38 |
| 05／08／20 | Dirdep | Worner，Jesse T | Drect Deporit | 0.00 | 67.717 .38 |
| 05／13／20 | 062076 | Sewer Customers |  | 2，874．70 | 70，592．08 |
| 05／13／20 | 062077 | Sewer Cutbomers |  | 4，092．96 | 74，685．04 |
| 05／13／20 | 062078 | Sewer Customers |  | 4，068．49 | 78，753．53 |
| 05／15／20 | CTEFTPS | CT Commithoner of Revenue ．．． | CT payroll withhoking fior April | －382．92 | 78，370．61 |
| 05／15／20 | EFTPS | Unilted States Trabsury | puyroil withhoiding and layes for April | $-2,473.46$ | 75，897．15 |
| 05／15／20 | E．pay | Administrator Unemployment ．．． | 00－022－82 Q8 Tracking a 2075071142 | 0.00 | 75，697．15 |
| 05／15／20 | 11040 | Commissioner of Revenut | CT payrail witthoiding March | －42．21 | 75，854．94 |
| 05／15／20 | 11041 | ABT | Aprin prokketeping Support | － 56550 | 75，288．44 |
| 05／15／20 | 11042 | Aramath Uniliorm a cineer（ $1 . .$. | weekly uniform servica $5 / 9$ | －55．63 | 75，212．81 |
| 05／15／20 | 11043 | Eversource | 550 maple $\mathrm{St}-3 / 13-4 / 14$（ 32 days） | －76．74 | 75，156．0才 |
| 05／15／20 | 11094 | Fronter | Telephone and Intersel service：5／1／20－5／31／20 | －77．69 | 75，078，38 |
| 05／15／20 | 11045 | Sommers，Lyld－Reimburs ement | Tolephane reimbursement－April 2020 | －80．00 | 74，998，38 |
| $05 / 15 / 20$ $05 / 20 / 20$ | 11046 062085 | Tunyls Sewer Customers | Lab exams：4／30／20 | 26700 2.19110 | $74,731.38$ $76,922.48$ |
| 05／20／20 | 062086 | Sewer Customers |  | 8，166，70 | 85，089．18 |
| 05／20／20 | 062087 | Sewer Customers |  | 25，220．42 | 150.309 .60 |
| 05／21／20 |  | QuickBooks Payroll Service | Difect deposit for paychecks dated 5／22 | －3，035，33 | 107，274．27 |
| 05／22／20 | OfrDep | Kaarn3，Joyce | Dipect Depasit | 0.00 | 107，274．27 |
| 05／22／20 | Pricep | Sommers，Lyle R | Vacation hours 5／12－5／15 | 0.00 0.00 | 107.274 .27 $107,274.27$ |
| 05／22／20 | Oirsep | Warner，Jesse T | Direct Deposit | ${ }^{0.00}$ | 107．274．27 |
| 05／27／20 | 062101 | Sewer Customers |  | 1，263．20 | $108,537.47$ $110,186.90$ |
| $05 / 27 / 20$ $05 / 27 / 20$ | 062102 062103 | Sewer Customers |  | $1,669.43$ 216.24 | $110,186.90$ $110,403.14$ |
| 05／27820 $05 / 28 / 20$ | 062103 |  | Direct cepoult for paycheeks dited 5／29 | －745．91 | $110,4057.14$ $109,65.23$ |
| 05／29／20 | Ofrpep | Sould JP，．Mlare L | Direa peposit | 0.00 | 109，657． 23 |
| $05 / 29 / 20$ $05 / 29 / 20$ | Purpep | Devaux，Paborah）． Sewer Customurs | Direct Deposit | 3，47710 | $109,657.23$ 113134.33 |
| 05／29／20 | 062111 | Sewer Custorners | Fedey－refund ov overpayment | $3,477.10$ 128.87 | $113,134.33$ $113,263.20$ |

# Kent Sewer Commisslon 

March, April, May and June 2020

| Dute | Num | Namm | Memo | Amourt | Easarce |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 05/31/20 | 11059 | Town of Kent | Sorumers: Roth IRA Wuthholding May 2020 | . 24904 | 113,014:46 |
| 06/01/20 | 11047 | A日t | May Bookkeeping Support | -566.50 | 112,447,66 |
| 06/01/20 | 11048 | All-State Scale Company | clean and callibrate wale - NIST tracasble certilicit. | 22500 | 112,222.66 |
| 06/01/20 | 11049 | Aramark Unilorm a Career ( I ... | Weakly uniliom rervicer 5/日 - 5/15.5/22 | -166.89 | 112,055.77 |
| 06/01/20 | 11050 | Crybal fock |  | -4208 | 112,012.94 |
| 06/01/20 | 11051 | Evertourte | Pump 5tation: $4 / 15 \cdot 5 / 15$ B $\quad 50 \mathrm{Maple} 5$ - $4 / 14=5 / 14$ | -321.93 | 111,691.01 |
| 06/01/20 | 11052 | Fedex | volb; 2432.7273 -4 | 0.00 | 111,691.01 |
| 06/01/20 | ${ }^{18053}$ | RACO Mamulauring A Enginea... | Alarmagent service SCADA 2 yr 8/1/20-8/1/22 (H04965) | 79200 | 110,899.01 |
| 06/01/20 | 11054 | Stioguard | 500 Lutwr chetky | 23219 | 110,666.82 |
| 06/01/20 | 11055 | Sorthimeri, Lylt - Refimbursement | Telephont remmbursement - May 2020 | 80.00 | 110,566,82 |
| 06/0t/20 | 11056 | Town of kent | 100\% of all Benefl Assessment fees collected on MSE properties - batch 72 | 216.24 | 110,370.58 |
| 06/0 $1 / 20$ | 11057 | Tunxis | Lut exams: 5/26-5/29 | 514.00 | 109.856 .58 |
| 06/01/20 | 11058 | uS Environmental Rental Corp | 5/8/20 YSI Pro + quatro , (prount water testing equipment rental) | -299.22 | 109,557.36 |
| 06/03/20 | 062113 | Sewer Customers |  | 405.06 | 109,962.42 |
| 06/04/20 |  | QuickBooks Payroll Servke | Direct depout for paychecks dated 6/5 | -2,241,08 | 107,721.34 |
| 06/09/20 |  | QuickBooks Payroill Service | Created by Payroll 5ervice on 05/29/2020 | -868.06 | 106.853 28 |
| 06/05/20 | Dirbup | keams, Jayee | Direct Deposil | 0.00 | 106,853.28 |
| 06/05/20 | DirDep | $5 \mathrm{mmmers}, \mathrm{Ly/te} \mathrm{R}$ | Direa Deposil | 0.00 | 106,853.28 |
| 06/05/20 | Dirpep | Warner, Jessa T | Direct Deposit | 0.00 | 106,853.28 |
| 06/705/20 | Dirdep | Sommers, Lyle R | Drect Deposit | 0.00 | 106,853.78 |
| 06/10/20 | 062110 | Sewer Customers |  | 2,73354 | 109,586.82 |
| 06/11/20 | 062123 | Sewer Customera |  | 1,662.28 | 311,249.10 |
| 06/12/20 | 11062 | Aramark Uniform \& Career ( $1 . .$. | Uniform service 5/29 | -56.41 | 111,192.69 |
| 06/12/20 | 11063 | Frontier | Telephone and Internet servke: 6/1/20-6/31/20 | -7769 | 111,115.00 |
| 06/12/20 | 11064 | Mapad Auto Parts | Patth for equlpment maint | -43999 | 111.071.01 |
| 06/12/20 | 11065 11066 | ${ }_{\text {Tuncts }}$ Postmaster | Antupl renawal - PO Box 311 | .56.00 $-1,015.00$ | $111,015.01$ 110,000 |
| 06/12/20 $05 / 12 / 20$ | ${ }_{11067}^{11066}$ | Tunxis ${ }_{\text {Welsh }}$ Santiation | LLb exams: $5 / 29-6 / 3-6 / 10$ Comanercial ervice: May 2020 | $\begin{array}{r}1,015,00 \\ \hline 7125\end{array}$ | 110,00001 $109,928.76$ |
| 06/12/20 06/15/20 | ${ }_{\text {ct }}^{11067}$ |  |  | 78125 .384 .42 | $109,928.76$ $109,54.34$ |
| 06/15/20 | EFTPS | Uniled Stutes Treasury | payroil withnoluing and qaxes for May | -2,481.14 | 107,063 20 |
| 06/17/20 | 062124 | 54wet Cuthomets |  | 72.70 | 107,135.90 |
| 06/18/20 |  | Quichbooks Payroll Service | Direct daposil for paychecks dated 6/19 | -2,24109 | 104,894, 81 |
| 06/18/20 |  | Quekeiooks Payroll Servica | Direct Dispost for cheeks dated 6/19/20 | 868.08 | 101,026.73 |
| 06/19/20 | Dirdep | Koams, joyce | Direct Deposit | 0.00 | 104,076,73 |
| 06/19/20 | Dirdep | Sommers, Lyier | Difect Daposit | 0.00 | 104,026,73 |
| 06/19/20 | Dirmep | Warner, hesse $\dagger$ | Direct Depasit | 0.00 | 104,026.73 |
| 05/19/20 | Dirdep | Sornmers, Lyle a | Direct Deposit | O.00 1.076 .15 | 104,026.73 |
| 06/24/20 | 062120 | Sawer Customers | Direct deposil for paychecke dated 6/30 | $\begin{array}{r}1.076 .15 \\ \hline 701.23\end{array}$ | $105,102.88$ $100,401.65$ |
| 06/29/20 | 062122 | 5 ewer Customers |  | 4,179.87 | 108,581.52 |
| 06/29/20 | ACH | USDA-Rural Development | Annual Dabt Service pmt | -3,571,00 | 105,050,52 |
| 06/29/20 | ACH | USDA-hural Developrment | Annual Debt Service on ${ }^{\text {a }} 92.04$ | -71,394.00 | 83,656,52 |
| 06/30/20 | OtrDep | Soule Ir., Mlurd $L$ | Direa Deposit | 0.00 0.00 |  |
| 06/30/20 | Dirdep 11060 | Devaux, Deborah J . | Direct Deposit Sommers Roth IRA Withholiling June 2020 | -249.00 | 83, 87.6567 .52 |
| 06/30/20 | 11061 | Town of Kent | 2nd Otr 2020 - Penslon Kent Semer | -794.12 | 82,613,36 |
| 06/30/20 | 11068 | Aramark Unilorm © Career ( l ... | Unltomn servkes - June | -222.52 | 82,390.04 |
| 06/30/20 | 11069 | Crystal Rock | two 5gal bottes drinking water And !wo returns (ineludes luet turcharge) | 27.73 | 82,361,11 |
| 06/30/20 | ${ }^{11070}$ | Eversource | Pump Stulion: 5/15-6/16-s50 Maple 5t - 5/14-6/15 - Plant; - d/15-5/15 | -3,590.76 | 78,77235 |
| 06/30/20 | 11071 | Fedex | 2432-7273-4.4. | $\begin{array}{r}244.01 \\ \hline 80.00\end{array}$ | 78,520,34 |
| 06/30120 | 11072 11073 | Somimers, Lith - Replmburtement | Telephone relmbursement - June 2020 Lab exams: $6 / 19=6 / 25=6 / 30$ | -871.00 | 76,44834 77,67734 |
| 06/30/20 | 11074 | Weish Sanitation | commerial service: June 2020 | .71.25 | 77,605,09 |
| Total Operating - 8 ga4 |  |  |  | -34,553.41 | 77,606.09 |
| Total 1 USB |  |  |  | -34,553.41 | 77,606.09 |
| тоtal |  |  |  | -34,553.41 | 77.606.09 |

## Balance Sheet June 2020

|  | 6/30/20 | 6/30/19 | \$ Change |
| :---: | :---: | :---: | :---: |
| Checking/Savings |  |  |  |
| 1 USB | 83,459 | 38,817 | 44,642 |
| 2 USB Septage MMA \#8052 | 59,351 | 122,224 | -62,873 |
| 3 USB Capital \#3880 | 593,448 | 527,366 | 66,083 |
| 5 Brookwoods | 32,679 | 32,679 | 0 |
| 6 Kent Affordable Housing | 24,248 | 24,151 | 97 |
| 7 Saddle Ridge Estates | 163,728 | 163,728 | 0 |
| Total Checking/Savings | 956,913 | 908,965 | 47,948 |
| Accounts Receivable | 2,124 | 3,023 | -899 |
| Due from General Fund | 0 | 0 | 0 |
| Total Current Assets | 959,037 | 911,987 | 47,050 |
| Fixed Assets |  |  |  |
| Accumulated Depreciation | -1,573,344 | -1,573,344 | 0 |
| Property and equipment | 4,964,900 | 4,964,900 | 0 |
| Total Fixed Assets | 3,391,555 | 3,391,555 | 0 |
| TOTAL ASSETS | 4,350,592 | 4,303,542 | 47,050 |
| LIABILITIES \& EQUITY |  |  |  |
| Accounts Payable | 431 | 3,396 | -2,965 |
| Due To Brookwoods | 32,679 | 32,679 | 0 |
| Due To Kent Affordable Housing | 24,248 | 24,151 | 97 |
| Due to Saddle Ridge Estates | 163,728 | 163,728 | 0 |
| Federal Taxes Payable | 2,244 | 2,342 | -98 |
| State Taxes Payable | 348 | 353 | ${ }^{-6}$ |
| USDA Loan 92-04 | 451,856 | 460,601 | -8,745 |
| USDA Loan 92-06 | 805,897 | 818,200 | -12,303 |
| USDA Loan 92-08 | 74,028 | 75,486 | -1,458 |
| Total Liabilities | 1,555,458 | 1,580,936 | -25,478 |
| 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 | 72,527 | -104,165 | 176,692 |
| Total Equity | 2,795,134 | 2,722,606 | 72,527 |
| TOTAL LIABILITIES \& EQUITY | 4,350,592 | 4,303,542 | 47,050 |

FY 20
Actual to
date



| 哭 | 号 | 号 | $\stackrel{8}{6}$ | $\underset{\sim}{\text { N }}$ | 易 | 呂 | 号 | － | N | 号 | $\cdots$ | 吻 | － |  | 产 | aid | 亭家 | 虽 | 呂 | 管 | 7 | 喜 | 需 | \％ | 訔 | 9 | 8 | m | O | 8 | 8 | \％ | N |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |

FY 21
FY＇21 Proposed Budget

|  | ल | 号 | （1） | － | 筐荗 | 咢 | 閏 | $\begin{aligned} & \text { M } \\ & \text { ल } \\ & \hline \end{aligned}$ | $\begin{aligned} & \text { N } \\ & \underset{\sim}{0} \\ & \text { vin } \end{aligned}$ |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{aligned} & \text { 只敀菏 } \\ & 亡 心 \end{aligned}$ | 9 | 号 | 告 | 哭 | $\begin{array}{\|c\|} \hline \left.\begin{array}{c} e \\ \text { in } \end{array} \right\rvert\, \end{array}$ | 気 | \％ | 忽 | 告 |  |  |
|  | 5 | 各 | 管 | 呂 | 気 | － | 7 | 管 | $\begin{aligned} & \text { n } \\ & \\ & \end{aligned}$ |  |  |

[^0]Dear Jebbie,
As diseusend, effectire 2/15/20 I closed my Jurewis.
Thesefou, sence twouiss $\leftrightarrow$ done, do not reed to pay gewn emmesinil rate. Pleace switer Aomil to reserdenteail Mate effectivi, numetaikey as of 2/15/20.

Ps.
Pleane seendirmista - A thes charge.


$$
\text { allos's. } 9
$$


[^0]:    Three percent raise for all staff
    Raise Joyce to 16 hrs per month vs 13 per request－raise Jasse replaceent to to $\$ 24$
    Bett Press debr service is considered．Timing of production，delivery and installation will mast ine

