Kent Sewer Commission Regular Meeting February 14, 2017 4:30 P.M. Town Hall

Present: Elissa Potts, John Casey, Nicole Chase, Stan Jennings and Susi Williams.

Also present: Bart Clark, Debbie Devaux, Barbara Herbst and Butch Walsh.

Ms. Potts called the regular meeting of the Kent Sewer Commission to order at 4:30 p.m. The Pledge of Allegiance was recited.

Amend agenda/Approve agenda:

Mrs. Williams made a motion to approve the agenda, as submitted. Mr. Jennings seconded the motion and the motion carried.

Approval of Minutes:

Mrs. Williams made a motion to approve the Special Sewer Commission meeting minutes of January 10, 2017, as submitted. Mr. Jennings seconded the motion and the motion carried.

### **Public Communication:**

Oral:

None.

Written:

None.

### Report of Chairman:

Ms. Potts reported that Nicole Chase has resigned from the Sewer Commission effective immediately. She will forward Ms. Chase's letter to the Town Clerk. The Commission thanked Ms. Chase for her services.

### Report of Superintendent:

Mr. Walsh reported the following:

- 1.9 million gallons passed through the plant.
- Ordered the supplies to start the quarterly collections

### Report of Treasurer:

Ms. Herbst provided the following reports:

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

Mr. Casey made a motion to approve the Operating Account Ledger, as submitted. Mr. Jennings seconded the motion and the motion carried.

### Report of Collector:

Ms. Devaux provided the following reports:

- Benefit Assessments as of February 14, 2017
- Usage as of February 14, 2017

### Report of Consulting Engineer:

KECEIVED FOR RECORD
KENT TOWN CLERK
2017 FEB 2 | A | |: | |

Mr. Clark provided a status report. The Commission agreed to send the draft letter concerning toxic discharges.

### Public Restroom:

Ms. Potts stated that the Town has requested to connect the new Public Restroom/Visitor Center to the sewer. Ms. Potts stated that the commercial/industrial rate is \$20 per gallon, not to exceed \$2,865.00 per unit. The commission agreed to charge the Town \$2,865.00 for the connection of the new Public Restroom/Visitor Center.

Loureiro (LEA) - water testing:

Mr. Casey made a motion to approve the LEA contract, excluding the quarterly sampling collection; all other terms and conditions of the contract remain the same. Mrs. Williams seconded the motion and the motion carried.

### Blower project:

See Report of Consulting Engineer.

### Brookwoods:

Ms. Potts reported that a letter was sent to Mr. Rorke of Brookwoods in January. Ms. Potts added that Mr. Rorke had passed away earlier this week.

### Capital Plan:

No action.

### Website Update:

Nothing new to report.

Mrs. Williams made a motion to adjourn the meeting at 5:15 p.m. Ms. Chase seconded the motion and the motion carried.

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

FEBRUARY 14, 2017 4:00 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 January 10, 2017 Special 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 Public Restroom
- 12. Old Business
  - a LEA contract
  - b Blower project
  - c Brookwoods
  - d Capital Plan
  - e Website update
- 13. Adjourn

<sup>&</sup>quot;An equal opportunity employer and service provider."

### Balance Sheet as of Jan 2017

	1/31/17	1/31/16	\$ Change
Checking/Savings			
1 USB	64,355.90	92,626.25	-28,270.35
2 USB Septage MMA #8052	206,883.20	125,501.60	81,381.60
3 USB Capital #3880	637,882.84	625,478.07	12,404.77
4 USB Grant/Loan #8175	0.00	732.00	-732.00
5 Brookwoods	31,627.79	31,284.20	343.59
6 Kent Affordable Housing	23,916.65	23,808.88	107.77
7 Saddle Ridge Estates	163,085.88	162,877.56	208.32
Total Checking/Savings	1,127,752.26	1,062,308.56	65,443.70
Accounts Receivable	1,365.00	1,205.00	160.00
Due from General Fund	30,340.84	27.96	30,312.88
Total Current Assets	1,159,458.10	1,063,541.52	95,916.58
Fixed Assets			
Accumulated Depreciation	-1,244,154.05	-1,135,138.87	-109,015.18
Property and equipment	4,763,683.56	4,763,683.56	0.00
Total Fixed Assets	3,519,529.51	3,628,544.69	-109,015.18
TOTAL ASSETS	4,678,987.61	4,692,086.21	-13,098.60
· · · · · · · · · · · · · · · · · · ·			
LIABILITIES & EQUITY	£ 400 72	7,997.04	-2,596.31
Accounts Payable	5,400.73	7,997.04 31,284.20	343.59
Due To Brookwoods	31,627.79	23,808.88	107.77
Due To Kent Affordable Housing	23,916.65 163,085.88	162,877.56	208.32
Due to Saddle Ridge Estates	3,559.33	2,737.25	822.08
Federal Taxes Payable	519.00	389.56	129.44
State Taxes Payable USDA Loan 92-04	484,858.05	492,703.41	-7,845.36
USDA Loan 92-06	841,996.16	0.00	841,996.16
USDA Loan 92-08	80,012.07	81,320.13	-1,308.06
Total Liabilities	1,634,975.66	803,118.03	831,857.63
	.,		•
Equity	1 024 001 92	1 022 604 21	2 692 20
*Retained Earnings	1,924,901.82	1,927,584.21	<b>-2,682.39</b> 0.00
Opening Bal Equity	420,287.36	420,287.36	
Retained Earnings	665,227.72	1,518,401.72	-853,174.00
Net Income	33,595.05	22,694.89	10,900.16 -844,956.23
Total Equity	3,044,011.95	3,888,968.18	-13,098.60
TOTAL LIABILITIES & EQUITY	4,678,987.61	4,692,086.21	-12,070,00

### Kent Sewer Commission Income and Expense Actual vs. Budget

Budget amounts are through 1/31/17 not the total annual budget

	Jul - Jan 17	Budget	% of Budget
Income			
Septage Fees	42,748.75	42,120.00	101.5%
Sewer User Charges	150,644.06	138,000.00	109.2%
Total Income	193,392.81	180,120.00	107.4%
Expense			
General & Admin Expenses			
Accounting/Bookkeeping Services	3,850.00	3,850.00	100.0%
Audit	0.00	3,750.00	0.0%
Bank Service Charges	15.00		
Office Supplies	567.04	200.00	283.5%
Outside services-Admin	525.75	450.00	116.8%
Printing & Advertising	0.00	250.00	0.0%
Software/Licensing Fees	2,020.00	1,085.00	186.2%
Total General & Admin Expenses	6,977.79	9,585.00	72.8%
Operating Expenses			
Continuing Education	493.84		
Electricity	16,458.21	18,900.00	87.1%
Fuel	1,134.09	1,456.00	77.9%
Insurance			
Dental Insurance	463.50	680.00	68.2%
Liab Auto Prop Insura	816.75	817.00	100.0%
Life Insurance	54.50	76.00	71.7%
Medical	10,444.70	13,945.00	74.9%
Workman's Comp	3,709.50	3,709.00	100.0%
Total Insurance	15,488.95	19,227.00	80.6%
Internet	123.99	140.00	88.6%
Lab exams	8,177.00	7,375.00	110.9%
Materials and supplies	2,388.50	2,940.00	81.2%
Miscellaneous	0.00	70.00	0.0%
Outside Services-Operating	8,023.56	4,375.00	183.4%
Parts & Repairs	2,216.37	2,800.00	79.2%
Payroll Expenses	71,119.91	70,567.00	100.8%
Payroll taxes	5,342.31	5,399.00	99.0%
Pension	1,343.85	1,374.00	97.8%
Permit fees	2,278.44	2,279.00	100.0%
Postage	999.81	1,050.00	95.2%
Professional fees			
Engineering fees	8,713.71	10,500.00	83.0%
Legal fees	1,829.90	1,285.00	142.4%
Total Professional fees	10,543.61	11,785.00	89.5%
Telephone	1,704.08	1,750.00	97.4%

July through January 2017

### Kent Sewer Commission Income and Expense Actual vs. Budget

Budget amounts are through 1/31/17 not the total annual budget

	Jul - Jan 17	Budget	% of Budget
Uniforms	700.00	750.00	93.3%
Total Operating Expenses	148,536.52	152,237.00	97.6%
Total Expense	155,514.31	161,822.00	96.1%
Investment income	290.83	210.00	138.5%
Transfers In	50,919.00		
Other Expense			
Capital Reserve	18,011.00	18,011.00	100.0%
Short Term Asset Reserve	3,602.00	3,602.00	100.0%
Maple Street Extension			
100% of Benefit Assessment Fees	4,355.00		
80% of User Fees Collected	1,797.12		
Total Maple Street Extension	6,152.12		
USDA Loan Interest 92-06	27,728.16		
Net Income and Expense	33,595.05	-3,105.00	-1082.0%

This is operating budget only, Engineering Capital Expense of \$9,600 was paid with Capital Funds and is only reflected on the Balance sheet

# Kent Sewer Commission Operating Account ledger

As of January 31, 2017

Dato	Num	Name	Memo	Amount	Batance
1 USB					74,240.75
Operating - 8	1044				74,240.75
01/05/17	ACH	QuickBooks Payrell Service	Direct deposits for 1/6/2017	-4,129.06	70,111.69
01/06/17	DirDep	Kearns, Joyce	Includes catch-up for 3% raise retroactive to 7/1/16	0,00	70,111.69
01/05/17	DirDep	Sommers, Lyle R	Includes catch-up for 3% raise retroactive to 7/1/16 (Hollday hrs 12/26	0.00	70,111.69
01/05/17	DirDep	Walsh, John H.	Includes catch-up for 3% raise retroactive to 7/1/16 (Holiday hrs 12/26	0.00	70,111.69
01/06/17	01/06/17	Sewer Customers		324.65	70,436.34
01/13/17	E-pay	CT Commissioner of Revenue	7266998-000 QB Tracking # 397590997	-404.60	70,031.54
01/13/17	E-pay	United States Treasury	06-1354645 QB Tracking # 397591337	-2,765.92	67,265,62 67,322,42
01/13/17	01/13/17	Sewer Customers		\$6.80	72,237.89
01/17/17	01/17/17	Sewer Customers		4,915.47	
01/19/17	ACH	QuickBooks Payroll Service	Direct deposits for 1/20/2017	-3,091.61	69,144.28
01/20/17	DirDep	Kearns, Joyce	Direct Deposit	0.00	69,144.28 69,144.28
01/20/17	DirDep	Sommers, Lyle R	1/16/17 MLK holiday	0.00	
01/20/17	DirDep	Walsh, John H.	1/16/17 MLK holiday	0.00	69,144.28 69,347.71
01/20/17	01/20/17	Sewer Customers		203,43	69,347,71
01/20/17		Frontier	Quiddicoks generated zero amount transaction for bill payment stub	0.00	69,191.71
01/20/17	10213	BMAS	Sv cell: refrig quit, refont timer	•156.00 •105.14	69,086.57
01/20/17	10214	FedEx	shipping to Averili lab 12/15 - 12/22 - 12/29 - 1/5		68.772.38
01/20/17	10215	Fenyes Plumbing & Heating LLC	Sv Call: replace 7" smoke pipe on furnace	-314.19 -68.91	68,703,47
01/20/17	10216	Frontier	Billing 1/1/17 - 1/31/17	-08,91 -350.00	68,353.47
01/20/17	10217	Morosky Septic Service	hauled one load of studge from Litchfield to Kent	-350.00 -50.00	68,303,47
01/20/17	10218	Santoro's Commercial Laundr	Uniform service 1/4 & 1/11	-50.00	68,223,47
01/20/17	10219	Sommers, Lyle - Relmbursem	Telephone reimbursement - December	-669.78	67,553,69
01/20/17	10220	Superior Plus Energy	314.6 gat heating fuel	-867.18	66,686,51
01/20/17	10221	USA Blue Book	24° curved squeegee, Hatch pH buffer,(s), driente indicating dessicant	-80.00	66,606,51
01/20/17	10222	Walsh, John-Relmbursement	Telephone reimbursement - December	-42.54	66,563.97
01/20/17	10223	Welsh Sanitation	Commercial service: December 2016	0.00	66,563.97
01/20/17	E-pay	Administrator Unemployment	00-022-B2 QB Tracking # 416252517	-S60.43	65,003.54
01/30/17	ACH	QuickBooks Payroli Service	Direct deposit for 1/31/2017	0.00	66,003.54
01/31/17	DirDep	Devaux, Deborah J.	Includes catch-up for 3% raise retroactive to 7/1/16	•117.16	65,886.38
01/31/17	10201	Town of Kent	Sommers ROTH IRA withholding Jan 2017	138.52	65,024.90
01/31/17	01/31/17	Sewer Customers		-509.00	65,515.90
01/31/17	10224	Kent Sawer Commission	Transfer Capital Reserve and ST Asset reserve accruals to date		17****
Total Operat	ing - 8044			-8,724.85	65,515.90
Total I USB				-8,724.85	65,515.90
TOTAL				-8,724.85	65,515.90

GRAND RATEBOOK BALANCE SHEET REPORT KENT GRAND LIST YEAR 2015

Year: 2000 To Conditions: YEAR/TYPE	Recap B	Year: 2000 To 2017, Pay Date: 02/14/2017, Time: 02/14/2017 01:14 Conditions: Recap By Year:Yes Recap By Dist:No Act/Susp: Active, YERR/TYPE ACTS BEGINNING LIMFUL CORRECTIONS	Dist:No LAMFUL	Time: 02/14/2017 5C:No Act/Susp: Ac	<u> </u>	ALL To 00, Type: CURRENT	TOTA, BALL TY TAKES/BINT	11 pg A11 Cycle: 00 To 00, Type: YORM, B111 Type: 05 BENEFIT AGGESSARIT TAXES CURRENT TAXES/BINT INTEREST LAFTES	ABBESCARET L+FEES	TOTAL	Page: 1	
		TOWN THE T	TUC:	DEC.	COLLECTABLE	SUSPENSE	PATD	PAID	PAID	PATD	PAID	TAXES
Benefit As	11	7,308.66	0.00	0.00	7,308.66	0.00	18,305.34	40.60	24.00	22, 878, 73	0.00	00.0
TR: 2016	17	7,308.66	0.00	0.00	***PAY OFF PRINC*** 7,308.66	0.00	15,505.47 18,305.34 4,508.79	40.60	24.00	22,678.73	0.00	0.00
				•	***PAY OFF PRINC***	•	15,505,47					
BENEFIT AS	11	6, 610.90	0.00	0.00	6, 610.90	0.00	3,003.70 519.28	0.00	0.00	3,522.98	0.00	5, 615.89
IR: 2017	=	6,610.90	0.00	00.0	*** PAY OFF PRINC*** 6,610.90	0.00	2,527.97 3,003.70 519.28	0.00	0.00	3,522.98	0.00	5,615.89
				ě	***PAY OFF PRINC***		2,527.97					
Grand Total	11	13,919.86	0.00	0.00	13,919.56	0.00	21,309.04 5,028.07	40.60	24.00	26,401.71	0.00	5,615.89
				•	***PAY OFF FRINC***		18,033.44					

Benefix assessmest

# KENT GRAND LIST YEAR 2015

	to 2017, Pa	y Date: 02/14/2	017, Time:	02/14/2017	01:06:06 pm	All	mans 2433	Type: 06 SU			Page: 1	
Conditions: YEAR/TYPE	ACTS	BEGINNING BALANCE	LAMFUL INC.	CORRECTIONS DEC.	TAXES COLLECTABLE	00 to 00, typo: Current Suspense	TAXES/BINT PAID	INTEREST PAID	L+FEES PAID	TOTAL PAID	OVER PAID	UNCOLLECTED TAXES
SU	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TR: 2011	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
sc	2	912.37	0.00	0.00	912.37	0.00	0.00	0.00	0.00	3.00	0.00	912.37
YR: 2013	2	912.37	0.00	0.00	912.37	0.00	0.00	0.00	0.00	0.00	0.00	912.37
SU	3	1,242.35	0.00	0.00	1,242.35	0.00	0.00	0.00	0.00	0.00	0.00	1,242.35
YR: 2014	3	1,242.35	0.00	0.00	1,242.35	0.00	0.00	0.00	0.00	0.00	0.00	1,242.35
su	314	6,322.96	0.00	0.00	6,322.96	0.00	4,759.56	332.10	0.00	5,091.66	0.00	1,563.40
YR: 2015	314	6,322.96	0.00	0.00	6,322.96	0.00	4,759.56	332.10	0.00	5,091.66	0.00	1,563.40
SU	315	228,479.79	0.00	-1,453.30	227,026.49	0.00	190,469.35	583.14	15.00	191,067.49	-97.43	36,557.14
YR: 2016	315	228,479.79	0.00	-1,453.30	227,026.49	0.00	190,469.35	593.14	15.00	191,067.49	-97.43	36,557.14
Grand Total	635	236,957.47	0.00	-1,453.30	235,504.17	0.00	195,228.91	915.24	15.00	196,159.15	-97.43	40,275.26

Lebruary 1, 2017 31d quarter billing

\$79,228.34

(860)868-1367

### **MEMORANDUM**

From: Bart Clark Date: February 14, 2017

TO: Sewer Commissioners

Re: Kent Sewer Commission, Monthly Status Report

This is a brief review of efforts made in the past Month:

### 1. Operations Assistance

Casey Trust Parcel - Answered a few questions about capacities of the Sewer Plant and Collection system for a potential developer.

Kent Public Restrooms/Welcome Center - Reviewed shop drawings for sewer connection provided by contractor.

Quarterly Sampling - Discussed arrangements for sampling with the Operators.

Letter concerning toxic Discharges - Prepared draft for review by Commission members. Drraft is attached.

### 2. Aeration upgrade project

Contacted DEEP to determine the status of their review. There does not appear to be any meaningful progress from their end.

January 18, 2017

Joseph Wolenski, Director of Facilities-Maintenance Kent School I Macedonia Road PO Box 2006 Kent, CT 06757

Kent Center School,

Kent Volunteer Fire Department

Town of Kent, Public Works

The Kent Health Care Facility

Kent Barns (Anne Bass)

Kent Town Center

Kent Green Shopping Center, Housatonic Enterprises

Re: Toxic Discharges to the Sewer System

#### Dear:

As you know, the Kent Sewer Commission has an on-going problem with someone in the system discharging toxic substances into the sewer collection system. During the week of January 2, 2017, our operator reported that a white substance was seen entering the plant causing significant effort to preserve the proper digestion of waste at the Treatment Plant. Discharges like this are not allowed by the Sewer Use Ordinance.

It is extremely difficult for the Commission to find who is doing an intermittent discharge like this. So, the Commission is contacting all of its large and institutional users to remind them that what is poured down the drain has a significant impact to the health of the Wastewater Treatment system.

The Sewer Commission is asking two things of Kent School:

- 1. During any recent activities, has maintenance, the faculty or any of your Vendors been using latex paint, wax, emulsified degreasers, or other material that when washed away have a milky appearance? If so, we would greatly appreciate it if you could let us know what the substance was and when it was used.
- 2. Please remind the Staff and Faculty that what goes down the drain has a significant impact on the Wastewater System, the health of the environment and the safety of the people treating wastewater at Kent Wastewater Treatment Plant.

If you have any discharges to report, we are not trying to assess fines or other enforcement actions. The Commission would like to know what has been discharged and help educate people why discharge of toxic levels of materials is harmful.

Please contact our Chief Operator, Butch Walsh, \* if you would like to discuss further.

	11/30	ιn.	16			2:3	READING	130 IM PROPED	WASTE	DISPOSAL	244 )S OCCURING		11/30	S.
(STAMPED)	•	4	3			2.7	: 1	11/23 11	- (	1900	3600	2016	11/23 11	4
DATE RECEIVED (STAMPED)  Entered QA'd	II.79 11/16 11/23	E	3			3.0	NOVEMBER	11/16	E	240	170	NOVEMBER	11/16	9
; ;	MONTH	14.	3			1.2	SAMPLE MONTH:	11/9	2	160	06	SAMPLE MONTH:	11/9	1 2
Logge	SAMPLE 11/2	-	8			2	SAMPLE	11/2		190	230	SAMPLE	11/2	1
LOC: 001	SAMPLE WEEKS:	MUM FREQ	÷ 01/07		1,11	. 01/07		SAMPLE WEEKS:	MUM FREQ	. 01/07	- 01/07		SAMPLE WEEKS:	MUM FREQ
DIST: S1 TOWN: 068 LOC: 001 Contact: BUTCH WALSH PHONE: 203-927-4075	GPD	AVERAGE MAXIMUM	5.6 16.0		XXXX	2.28 3.0	GPD		AVERAGE MAXIMUM	532.0 1900	866.80 3600	GPD		AVERAGE MAXIMUM
DIST: Contact: B PHONE: 2	, 142000 GROUND WTR	MINIMUM	XXXXXXXX	XXXX	1	XXXXXXXX	9 142000 GROUND WIR		MINIMUM	XXXXXXXX	XXXXXXX	O.		MINIMUM
	EXPIRE: 071209 Average Flow: 142000 SAN SEWAGE TO GROUND		() DEC C)	JERAGE DAILY		C SUSPENDED	EXPIRE: 071209 Average Flow: 142000 SAN SEMAGE TO GROUND			0 DEG C)	L SUSPENDED	EXPIRE: 071209 Average Flow: 142000 SAN SEWAGE TO GROUND		
3.2	ISSUE: 071299	PARAMETER	BOD 5 DAY (20 DEG C)	FLOW RATE, AVERAGE DAILY	Н	SOLIDS, TOTAL SUSPENDED	ISSUE: 071299		PARAMETER	BOD 5 DAY (20 DEG C)	SOLIDS, TOTAL SUSPENDED	ISSUE: 071299 ic: K		PARAMETER
311 MIN Y: KENT WPCF N: KENT	1 ISSUE Mon Loc: 1	S/M TYP UNIT	DC MG/L	T GPD	08 9	DC MG/L	I ISSUE Mon Loc: G		S/M TYP UNIT	DC MG/L	DC MG/L	ISSUE Mon Loc: K		S/M TYP UNIT
FERMIT:UI0000311 Faclity: TOWN:	KEY: UI0000311 ISSUE: 071299	CODE START S/M	00310 071299 0/0 DC	00056 071299 0/0	00400 071299 0/0	00530 071299 0/0 DC	KEY: UI0000311 ISSUE: 071299 EXPIRE: 07120: Discharge: 301 1 Mon Loc: G SAN SEWAGE TO		CODE START S/M	00310 071299 0/0	00530 071299 0/0 DC	KEY: U10000311 ISSU Discharge: 301 1 Mon Loc: K		CODE START S/M

## KENT SEWER COMMISSION NOTICE OF ADOPTION OF RATES AND CHARGES

Notice is hereby given that the following rates and charges for use and/or connection to the Kent Sewer System were adopted by the Kent Sewer Commission on April 9, 2013. Said rates and charges shall be effective as of May 1, 2013, and shall become due and payable as billed by the Commission in accordance with its standard, periodic billing procedures.

### Sewer Use Charges:

A. Basic Charge:

Residential: \$ 166.00 per year Commercial: \$ 240.00 per year Restaurant: \$ 350.00 per year

Basic Charges - Special Users:

Kent School \$33,654.00 per year The Kent: \$5,408.00 per year

B. Use Charge: \$39.00 per 1,000 cubic feet

Septage Disposal Fees:

Septage originating within Kent: \$ 75.00 per 1,000 gallons Septage originating outside of Kent \$ 115.00 per 1,000 gallons

### Connection Fees:

Residential (including multifamily)

 1 Bedroom Unit:
 \$ 2,865.00

 2 Bedroom Units:
 \$ 4,355.00

 3 Bedroom Units:
 \$ 5,627.00

 Each additional bedroom:
 \$ 733.00

### Commercial / Industrial

\$20.00 per gallon, not to exceed \$2,865.00 per unit.

Any person aggrieved by the establishment of said rates and charges must appeal in the manner prescribed by Section 7-255 of the General Statutes within twenty-one (21) days of the date of filing of this notice (April 10, 2013) with the office of the Town Clerk.

KENT SEWER COMMISSION

BY:

John Casey, Chairman