

Kent Sewer Commission
Regular Meeting

March 10, 2015
4:30 P.M. Town Hall

Present: John Casey, Elissa Potts, Stan Jennings, Susi Williams, Virginia Bush-Suttman and Sal Lilenthal.

Also present: Bart Clark, Debbie Devaux, Butch Walsh and Jennifer Weigel.

Mr. Casey called the regular meeting of the Kent Sewer Commission to order at 4:43 p.m.

Pledge of Allegiance was recited.

Mr. Casey confirmed a quorum. No alternates needed to be elevated.

Amend agenda:

No changes were made to the agenda.

Approval of Minutes:

Mrs. Williams made a motion to approve the minutes of the regular Sewer Commission meeting of January 13, 2015, with the following amendment:

“As mentioned in December, Mr. Casey noted the need for a Benefit Assessment Committee for the properties on Maple Street Extension. Attorney Jeff Sienkiewicz and Consultant Bart Clark of Oakwood Environmental Associates would be retained to advise the committee. Elissa Potts and Susi Williams volunteered to serve on the committee.”

Ms. Potts seconded the motion and the motion carried.

Ms. Potts made a motion to approve the minutes of the regular Sewer Commission meeting of February 10, 2015, as submitted. Mr. Jennings seconded the motion and the motion carried.

Mrs. Williams made a motion to approve the minutes of the special Sewer Commission meeting of March 2, 2015, as submitted. Ms. Potts seconded the motion and the motion carried.

Public Communication:

Oral: None.

Written: None.

Report of Chairman:

Mr. Casey had nothing to report.

Report of Superintendent:

Mr. Walsh provided the following updates for the month of February:

2.5 million gallons passed through the plant.

- Repaired the tractor.
- Repaired the snow blower.
- Septage is down due to the weather.

- D.M.R. and O.M.R. completed for the month and sent to the State.
- Need to get additional equipment to prepare the quarterly reports (Mr. Clark offered to help identify and price equipment).

Report of Treasurer:

Ms. Weigel provided a check detail for February 11 – March 10, 2015. Mrs. Williams made a motion to approve the check detail for February 11 – March 10, 2015, as submitted. Mr. Jennings seconded the motion and the motion carried. Ms. Weigel also provided a Balance Sheet report as of February 28, 2015 and a Budget vs. Actual report for July 2014 – February 2015.

Ms. Weigel provided a draft 2015/2016 budget and identified the following lines as items to discuss:

- Health insurance - Lyle Sommers had inquired about changing his insurance to employee plus one.
- Health insurance has a 3.6% increase.
- Pension is a new line item – Lyle Sommers.
- Salaries reflect a 2% increase.

Ms. Weigel stated that she would continue to work the numbers and provide an update at the next meeting.

Report of Collector:

Ms. Devaux provided a Grand Rate book Balance Sheet Report, dated March 10, 2015. She confirmed that the third quarter bills went out on March 1st and the fourth quarter bills would go out on May 1st.

Smoke Testing:

Mr. Clark stated that some time ago the Sewer Commission discussed having a firm perform a “smoke” test on the collection system in an effort to discover where Storm water might be entering the system.

Mr. Clark provided estimates from two firms. The fees vary from \$12,590 to \$41,500. Neither price includes traffic control that may be needed when working on Rte. 7 and Rte. 341. An estimate for traffic control for one or two days would be approximately \$2,000 to \$3,000.

Mr. Clark explained that if the Commission moves forward with a “smoke” test, significant portions of the collection system are privately owned. The Commission would need to obtain permission to conduct the test on the private properties. Mr. Clark stated the private properties are: Kent School, The Kent Hills condos, Kent Green shopping center, Riverview Apartments, Kent Town Center, the Preston Shopping Center, and several small residential condo/apartment complexes.

Mr. Clark stated that the work should be planned during the summer, after school is out.

Planting around pump station:

Nothing to report.

Capital project:

Nothing to report.

Maple Street Ext. financing:

Mr. Clark reported that the additional funding for the Maple Street Ext. project is in question.

Benefit Assessments:

Ms. Potts stated that the Benefit Assessment sub-committee met and discussed two different approaches to calculating the benefit assessments for the properties on Maple Street Ext. She provided a spreadsheet outlining one method, which is based on the assessed value of the property. The sub-committee will be meeting again and will provide several options for the Sewer Commission to review.

Mr. Casey reviewed the spreadsheet and noted that the assessed values for the Casey Trust property need to be looked at, as t he feels they are much too low.

Ms. Williams made a motion to adjourn the meeting at 5:42 p.m. Ms. Potts 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.

BY  JUDY DEHOOP
TOWN CLERK
2015 MAR 16 P 1:23
RECEIVED FOR RECORD
KENT TOWN CLERK

"An equal opportunity employer and service provider."

AGENDA

• Revised.
KENT SEWER COMMISSION
REGULAR MEETING

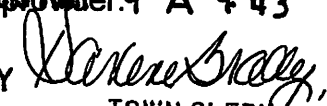
MARCH 10, 2015
4:30 P.M. TOWN HALL

Regular Meeting

1. Call to order and Pledge of Allegiance
2. Elevate alternate
3. Amend agenda
4. Approval of Minutes
 - a January 13, 2015 Regular meeting
 - b February 10, 2015 Regular meeting
 - c March 2, 2015 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. New Business
 - a Smoke testing
 - b Planting around pump station
11. Old Business
 - a Capital project
 - b Maple Street Ext. financing
 - c Benefit Assessments
12. Adjourn

RECEIVED FOR RECORD
KENT TOWN CLERK

"An equal opportunity employer and service provider."

2015 MAR 9 A 9:43
BY  TC
TOWN CLERK

03/07/15

Kent Sewer Commission

Check Detail

February 11 through March 10, 2015

Date	Num	Name	Memo	Account	Paid Amo...
02/19/15		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...	-2,996.04
TOTAL					-3,000.89
02/20/15	DD1057	Sommers, Lyle R	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,668.96
			Direct Deposit	Payroll Expenses	-185.44
			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
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	Federal Taxes Payable	26.33
			Direct Deposit	State Taxes Payable	83.11
			Direct Deposit	Direct Deposit Liabil...	1,324.05
TOTAL					0.00
02/20/15	DD1058	Walsh, John H.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-1,991.52
			Direct Deposit	Payroll Expenses	-221.28
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Federal Taxes Payable	360.00
			Direct Deposit	Payroll taxes	-134.81
			Direct Deposit	Federal Taxes Payable	134.81
			Direct Deposit	Federal Taxes Payable	134.81
			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...	1,543.55
TOTAL					0.00
02/20/15	DD1056	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

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Kent Sewer Commission

Check Detail

February 11 through March 10, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			Direct Deposit	Federal Taxes Payable	2.02
			Direct Deposit	Direct Deposit Liabil...	128.44
TOTAL					0.00
02/26/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 1 direct deposit(s) at \$...	Payroll Expenses	-1.60
			Sales Tax for CT	Payroll Expenses	-0.02
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-452.15
TOTAL					-453.77
02/27/15	DD1059	Devaux, Deborah J.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-525.33
			Direct Deposit	Federal Taxes Payable	33.00
			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...	452.15
TOTAL					0.00
02/27/15	9722	Aquarion Water Com...	Account 300012506	Union Bank DDA	
02/19/15	90017...		Q4 Meter Reads	Outside services-Ad...	-146.63
TOTAL					-146.63
02/27/15	9723	Eversource	51637296070	Union Bank DDA	
02/19/15	1/15-2...		Maple St pump station	Electricity	-78.05
TOTAL					-78.05
02/27/15	9724	FedEx	2432-7273-4	Union Bank DDA	
02/19/15	2-932-...		2-932-12169	Postage	-126.79
TOTAL					-126.79
02/27/15	9725	Frontier Communicat...	860-927-4075-102208-5	Union Bank DDA	
02/19/15	2/21-3...		860-927-4075-102208-5	Telephone	-121.11
TOTAL					-121.11

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Kent Sewer Commission

Check Detail

February 11 through March 10, 2015

Date	Num	Name	Memo	Account	Paid Amo...
02/27/15	9726	Jennifer Weigel	February	Union Bank DDA	
02/28/15	362		February	Accounting/Bookkee...	-550.00
TOTAL					-550.00
02/27/15	9727	John Walsh-Reimbur...		Union Bank DDA	
02/19/15	reimb...		Starter SBA	Parts & Repairs	-199.50
02/19/15	reimb...		Phone bill reimbursement	Telephone	-80.00
02/19/15	reimb...		Printer ink	Miscellaneous	-68.05
02/19/15	reimb...		ariens cab kit and bolts	Parts & Repairs	-192.00
TOTAL					-539.55
02/27/15	9728	Kent True Value	77016	Union Bank DDA	
01/31/15	January		January	Purchases & supplies	-51.97
TOTAL					-51.97
02/27/15	9729	Kinsley Power Systems	SVC000072998	Union Bank DDA	
02/19/15	SVC0...		Service Call	Parts & Repairs	-755.00
TOTAL					-755.00
02/27/15	9730	LEA		Union Bank DDA	
02/09/15	48KT...			Engineering fees	-2,932.17
TOTAL					-2,932.17
02/27/15	9731	Lyle Sommers - Reim...	reimbursement	Union Bank DDA	
02/19/15	reimb...		reimbursement	Telephone	-80.00
TOTAL					-80.00
02/27/15	9732	Santoro's Commercial...	February	Union Bank DDA	
02/28/15	Febru...		February	Uniforms	-100.00
TOTAL					-100.00
02/27/15	9733	Sienkiewicz & McKe...	Invoice 13032	Union Bank DDA	
02/19/15	13032		Benefit Assessments	Legal Expenses	-2,052.00

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Kent Sewer Commission

Check Detail

February 11 through March 10, 2015

Date	Num	Name	Memo	Account	Paid Amo...
TOTAL					-2,052.00
02/27/15	9734	Superior Plus Energy	Inv. 723630	Union Bank DDA	
02/19/15	723630		Inv. 723630	Fuel	-1,045.24
TOTAL					-1,045.24
02/27/15	9735	Tunxis Laboratories, ...		Union Bank DDA	
02/19/15	15282...		1528201.0	Lab exams	-243.10
02/19/15	15281...		1528175.0	Lab exams	-243.10
TOTAL					-486.20
02/27/15	9736	Welsh Sanitation	Account 729570-000	Union Bank DDA	
02/19/15	January		January	Outside Services-Ope...	-63.81
TOTAL					-63.81
02/27/15	9737	Eversource	51041723065	Union Bank DDA	
02/19/15	1/16-2...		pump station	Electricity	-350.75
TOTAL					-350.75
03/03/15	E-pay	CT Commissioner of ...	7268998-000 QB Tracking # 1...	Union Bank DDA	
			7268998-000 QB Tracking # 1...	State Taxes Payable	-425.42
TOTAL					-425.42
03/03/15	E-pay	United States Treasury	06-1354645 QB Tracking # 17...	Union Bank DDA	
			06-1354645 QB Tracking # 17...	Federal Taxes Payable	-1,326.00
			06-1354645 QB Tracking # 17...	Federal Taxes Payable	-577.20
			06-1354645 QB Tracking # 17...	Federal Taxes Payable	-577.20
			06-1354645 QB Tracking # 17...	Federal Taxes Payable	-134.99
			06-1354645 QB Tracking # 17...	Federal Taxes Payable	-134.99
TOTAL					-2,750.38
03/05/15		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...	-2,996.03

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Kent Sewer Commission

Check Detail

February 11 through March 10, 2015

Date	Num	Name	Memo	Account	Paid Amo...
TOTAL					-3,000.88
03/06/15	DD1061	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	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	-26.34
			Direct Deposit	Federal Taxes Payable	26.34
			Direct Deposit	Federal Taxes Payable	26.34
			Direct Deposit	State Taxes Payable	83.11
			Direct Deposit	Direct Deposit Liabil...	1,324.04
TOTAL					0.00
03/06/15	DD1062	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	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
03/06/15	DD1060	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
03/06/15	9738	Eversource	Account 51545723082	Union Bank DDA	

03/07/15

Kent Sewer Commission
Check Detail
 February 11 through March 10, 2015

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
02/24/15	1/16-2...		Plant	Electricity	<u>-2,607.91</u>
TOTAL					-2,607.91
03/06/15	9739	Kent True Value	77016	Union Bank DDA	
02/28/15	Febru...		Account 77016	Purchases & supplies	<u>-190.84</u>
TOTAL					-190.84
03/06/15	9740	Napa Auto Parts	Account 1328	Union Bank DDA	
02/28/15	77794		Battery	Parts & Repairs	<u>-108.99</u>
TOTAL					-108.99
03/06/15	9741	Oakwood Environme...	2015-2	Union Bank DDA	
02/28/15	2015-2		Capital plan and Bene	Engineering fees	<u>-5,642.59</u>
TOTAL					-5,642.59
03/06/15	9742	Superior Plus Energy	Account 33051	Union Bank DDA	
02/28/15	723936		Account 33051	Fuel	<u>-1,090.00</u>
TOTAL					-1,090.00

03/06/15

Kent Sewer Commission

Balance Sheet

As of February 28, 2015

	Feb 28, 15
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Capital MMA	
Short-lived Asset Reserve	22,000.00
Union Bank Capital MMA - Other	426,290.41
Total Union Bank Capital MMA	448,290.41
Union Bank DDA	63,316.46
Union Bank Septage MMA	83,725.53
USB Grant/Loan Construction Acc	2,473.00
Total Checking/Savings	597,805.40
Accounts Receivable	
Septage Accounts Receivable	975.00
Total Accounts Receivable	975.00
Other Current Assets	9,525.41
Total Current Assets	608,305.81
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	4,045,097.30
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	9,640.33
Other Current Liabilities	
Federal Taxes Payable	2,750.31
State Taxes Payable	425.42
Total Other Current Liabilities	3,175.73
Total Current Liabilities	12,816.06
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

03/06/15

Kent Sewer Commission

Balance Sheet

As of February 28, 2015

	Feb 28, 15
Total Liabilities	<u>1,460,370.47</u>
Equity	<u>2,584,726.83</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,045,097.30</u></u>

[illegible]

[illegible]

					Jul '14 - Feb 15	Budget 2014-2015	Proposed 2015-2016	% Increase
Ordinary Income/Expense								
Income								
		Investment income			189.96	300.00	300.00	0.0%
		Septage Fees			48,391.72	74,000.00	74,000.00	0.0%
		Sewer User Charges						
		Connection Fees			0.00			
		User Charges			193,156.11	298,000.00	298,000.00	0.0%
		Sewer User Charges - Other			0.00	0.00	0.00	
		Total Sewer User Charges			193,156.11	298,000.00	298,000.00	0.0%
		Total Income			241,737.79	372,300.00	372,300.00	0.0%
Expense								
		General & Admin Expenses						
		Accounting/Bookkeeping Services			4,400.00	7,000.00	7,000.00	0.0%
		Audit			3,169.00	3,500.00	3,500.00	0.0%
		Miscellaneous Admin Expense			379.75	500.00	500.00	0.0%
		Office Supplies			200.00	500.00	500.00	0.0%
		Outside services-Admin			441.33	750.00	750.00	0.0%
		Printing & Advertising			0.00	500.00	500.00	0.0%
		Software/Licensing Fees			1,096.00	1,450.00	1,450.00	0.0%
		Total General & Admin Expenses			9,686.08	14,200.00	14,200.00	0.0%
		Operating Expenses						
		Electricity			22,275.42	35,000.00	35,000.00	0.0%
		Fuel			3,844.42	7,000.00	7,000.00	0.0%
		Insurance						
		Dental Insurance			748.58			
		Liab Auto Prop Insura			0.00	7,250.00		
		Life Insurance			87.20	150.00		
		Medical			14,267.44	20,000.00		
		Total Insurance			15,103.22	27,400.00	28,386.40	3.6%
		Lab exams			8,270.45	13,500.00	13,500.00	0.0%
		Materials and supplies						
		New Equipment			7,024.99	1,500.00	1,500.00	0.0%
		Purchases & supplies			3,631.61	6,000.00	6,000.00	0.0%
		Total Materials and supplies			10,656.60	7,500.00	7,500.00	0.0%
		Miscellaneous			188.05	500.00	500.00	0.0%
		Outside Services-Operating			2,169.67	5,000.00	5,000.00	0.0%
		Parts & Repairs			7,202.38	10,000.00	10,000.00	0.0%
		Payroll Expenses			73,453.08	117,000.00	119,340.00	2.0%
		Payroll taxes			5,597.90	8,900.00	9,117.58	2.4%
		Pension			1,019.92		2,500.00	
		Permit fees			2,011.25	2,200.00	2,200.00	0.0%
		Postage			965.12	1,700.00	1,700.00	0.0%
		Professional fees						
		Engineering fees			39,328.91	36,000.00	36,000.00	0.0%
		Legal fees			0.00	10,000.00	10,000.00	0.0%
		Total Professional fees			39,328.91	46,000.00	46,000.00	0.0%
		Telephone			1,930.53	3,000.00	3,000.00	0.0%
		Uniforms			1,395.50	1,300.00	1,300.00	0.0%
		Total Operating Expenses			195,412.42	286,000.00	292,043.98	2.1%
		Total Expense			205,098.50	300,200.00	306,243.98	2.0%
		Net Ordinary Income			36,639.29	72,100.00	66,056.02	-8.4%
Other Income/Expense								
		Other Expense						
		Short-lived Asset				7,000.00	7,000.00	
		Capital Reserve			20,000.00	40,000.00	40,000.00	
		USDA Loan Interest 92-04			0.00	25,000.00	25,000.00	
					Jul '14 - Feb 15	Budget 2014-2015	Proposed 2015-2016	% Increase
		Total Other Expense			20,000.00	72,000.00	72,000.00	
		Net Income			16,639.29	100.00	-5,943.98	

GRAND RATEBOOK BALANCE SHEET REPORT
KENT
GRAND LIST YEAR 2013

Year: 1998 To 2014, Pay Date: 03/10/2015, Time: 03/10/2015 02:36:09 pm All

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

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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	7,388.89	1,331.37	360.00	9,080.26	0.00	1,403.42
YR: 2013	307	8,792.31	0.00	0.00	8,792.31	0.00	7,388.89	1,331.37	360.00	9,080.26	0.00	1,403.42
SU	312	220,438.79	628.10	-350.70	220,716.19	0.00	194,588.54	686.62	0.00	195,275.16	-234.22	26,127.65
YR: 2014	312	220,438.79	628.10	-350.70	220,716.19	0.00	194,588.54	686.62	0.00	195,275.16	-234.22	26,127.65
Grand Total	1,231	229,549.20	628.10	-350.70	229,826.60	0.00	201,977.43	2,017.99	360.00	204,355.42	-234.22	27,849.17



BERKSHIRE

INDUSTRIAL SERVICES, LLC

2/9/15

3595 Winsted Road • Torrington, CT 06790

Quote # BIS018-15

Oakwood Environmental Associates
Attn. Bart Clark
27 Reverie Lane
Warren, Connecticut 06754-1513

Berkshire Industrial Services, L.L.C. is pleased to submit pricing for your project:

Project: Kent Sewer Commission – Smoke Testing Project

Berkshire Industrial Services shall provide labor and equipment to perform smoke testing of approx. 33,000 LF of primarily 8" and 10" sewer lines throughout the Town of Kent, CT. Berkshire's proposal is based on the requirements specified in the Kent Sewer Commission's specification manual, Section 33 01 30.13 – Collection Systems Smoke Testing.

Key items to be provided:

1. Provide labor and materials to notify all affected system users, as well as local agencies from two weeks to 24 hours before testing is performed using a variety of notification procedures.
2. Provide a three man crew with equipment to perform daily testing and data recording.
3. Coordinate and provide traffic control measures as required. Berkshire shall provide a reasonable amount of traffic control signs and cones each day. Direct costs of police and/or certified traffic control personnel shall be reimbursed, with mark up. (See additional notes below)
4. Provide daily and final reporting of the test findings.

Pricing:

1. The lump sum cost to smoke test 33,000 LF of sewer lines, not including the cost of traffic control is: \$41,250.00
2. Traffic control costs for items such as state police and/or certified traffic control personnel shall be reimbursed to Berkshire with a 10% mark up for administrative costs of any invoiced amount. Copies of all invoices shall be provided.

Private Sewers:

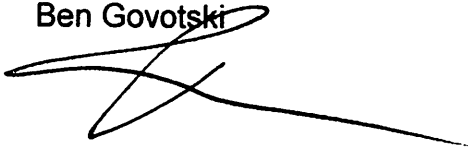
In the event that private sewer lines are excluded from this project. A per foot price of \$1.00 per foot will be used as a credit for any private lines not tested as part of this project, up to a maximum amount of 15% of the total amount of testing to be performed. Or approximately 4,950 LF of pipe. If more than 15% of the total pipe is not tested due to private ownership issues or other project conditions out of Berkshires control. The lump sum amount shall be renegotiated before the start of the project.

Job Conditions:

- The Sewer commission shall ensure safe and adequate access for Berkshire's employees and equipment to all sewers and manholes, as well as right of ways and private properties associated with this project.
- In the event of onsite project delays through no fault of Berkshire's employees and/or equipment. A per hour charge of \$275.00 per hour will be charged, not including any applicable overtime.
- The customer will not withhold retainage.
- This quote is valid for 30 days only.

Thank you for considering Berkshire Industrial Services, L.L.C. if you have any questions or would like to schedule this project please let us know.

Ben Govotski



Payment to be made as follows:

Payment of invoice(s) is due NET 30 days on all materials and/or labor. Interest will be charged at 1 ½% per month on all amounts. The customer will pay all legal fees incurred for collection of this contract.

Acceptance of this proposal:

The above prices, specifications and conditions have been read and are satisfactory and are hereby accepted. Berkshire Industrial Services, LLC is authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____ **Date of acceptance:** _____
(Must be an officer of the company)



Heitkamp, Inc.
99 Callender Road
P.O. Box 730
Watertown, CT 06795 - 0730

Phone: 860-274-5468
Fax: 860-274-5619

February 04, 2015

Original

Kent Sewer Commission
41 Kent Green Boulevard
Kent, CT 06757

Attn: John Casey, Chairman

Ref: Smoke Testing 2015
Location: Kent CT

Heitkamp, Inc., PRD □ North is pleased to offer this quotation for the above referenced project

Item	Description	Qty	Units	Price	Estimated Total
1	Mobilization and Notifications	1	LS	\$5,000.00	\$5,000.00
2	Smoke Testing	33,000	LF	\$.23	\$7,590.00
Estimated Total					\$12,590.00

These prices are valid for 30 days only.

The client will not withhold retainage.

All work is subject to a 6.35% CT State sales tax unless a tax exempt certificate is provided.

Any standby, delay time due to no fault of our own is billable at \$295.00 per hour.

In order to complete this work we will need the following:

1. Access to all relevant manholes and structures.
2. Any permitting required.
3. Any police detail / traffic flaggers needed.
4. Our price(s) are predicated on providing our standard insurance.

Regardless of Owner's bid items, our pricing is stand-alone and not considered incidental.

Re-mobilization(s) if required (not for convenience) are billable.

Our linear footage measured is payable based on our footage wheel, not based on any other information, including but not limited to installation of lining footages, scaled drawing footages, etc.

Work we are directed to do is payable regardless if Prime Contractor is paid or not paid by the Owner.



If the agreement is terminated for any reason, Heitkamp is to be paid for all work done up to the time of termination. The Client can pursue any balance of work as it deems necessary, but Heitkamp is not responsible for any costs of any kind incurred in completing the work after the termination date.

We will make every reasonable effort to perform the work described above, however; unknown field conditions and the unique nature of the task may prevent total completion of the project. The prices quoted above apply regardless of project completion. The client will provide a representative who will act as a liaison between Heitkamp, Inc. and the client. This individual is to have the authority to make decisions and to sign Heitkamp, Inc.'s daily work reports. Work reports are to be signed at the end of each shift.

The Client also agrees that in the event of default, the Client will pay reasonable collection charges, attorney's fees, and court costs where applicable.

Heitkamp will initiate this project upon agreement to the Terms and Conditions of our quote.

Performance and Payment Bond information must be provided prior to work being scheduled.

Proposal is contingent upon mutually acceptable contract language and terms.

Payment Terms:

Net 30 Days

Thank you for the opportunity of quoting this work.

ACCEPTED BY THE CLIENT:

Signature

Date

Name and Title

ACCEPTED BY: Heitkamp, Inc. – PRD North

Signature

Date

Jonathan Regan

Project Engineer

Name and Title

NOTICE : Smoke Testing of Sewer Lines

The Department of Public Works is about to begin a smoke testing program to locate places where storm water or other surface water is capable of entering the sewer collection system. This investigation will occur in the Byram, Glenville, Pemberwick, and Central Greenwich areas. Once the sources are located, the Town can properly design their methods of removal. By removing these flows the Town will avoid sewer overflows, which have a negative economic and environmental impact.

The investigation involves forcing a non-toxic smoke into the sewer collection system. The smoke is almost odorless, quickly dissipates, and is non-staining; it is not harmful to people, pets, plants, or furnishings. The smoke will be forced through the sewer and any outlets connected to the sewer will vent the smoke; outlets are typically identified as roof stacks on buildings, catch basins, and sewer manhole covers. Other outlets for the smoke include gutters, catch basins, and cracks in the road or even landscaping.



While most people will not notice the smoke the Town would like for you to have as much information as possible about the program. Internal building plumbing is always designed with a water trap at all sinks, toilets, and shower drains; properly functioning traps will prevent smoke from entering the house. To ensure that your trap is full please pour about one gallon of water into all drains that have not been used recently.

Smoke testing will take place in your area within the next week, weather permitting. If you have any questions, comments, or concerns please call 877-402-6847 and a representative from the Town will speak with you, or you can find out more online at www.greenwichct.org/sewer. Your cooperation is very important for the success of this program and we are very thankful for those who have helped us so far.

Naugatuck Smoke Testing

Veolia Water crews will be smoke testing sanitary sewers as part of the Borough's ongoing sanitary sewer inspection program. **The following sewers in the streets below will be smoke tested beginning Tuesday, Sept 6, 2011 through Friday Sept. 16, 2011 from 7:00 AM to 3 PM: Hoadley, Street, Aetna Street, Galpin Street, Beebee Street, Highland Street and Homestead Street.**

The smoke testing helps to identify areas where "clear" water is entering the system and could cause sanitary sewer backups. If smoke should enter your building during the test, it probably means that there are defects in the plumbing that could allow dangerous sewer gas to enter your home. This testing cannot be conducted during rainy periods or windy conditions. If you have any questions, or desire more information, if people in your building have asthma, emphysema or some other respiratory conditions and are planning to stay in the building during the testing, if you have dogs, birds, or pets that will be confined alone in the building, any person who is alone and is an invalid and may be sleeping, elderly persons who may be alone and might be alarmed or confused if they see smoke, notify the waste water facility at 203-723-1433 from 7 AM to 4 PM so that we can discuss your case in further detail or answer any questions.

Smoke testing safety: During the testing, a special, non-toxic smoke is forced into the sewer lines in your neighborhood. This smoke leaves no residuals or stains and has no effect on plants or animals. Direct contact with the smoke may cause minor respiratory irritation in some people.

Testing notification: Veolia Water, the operator of the wastewater treatment facility will perform the smoke testing. Crew members wear uniforms and will drive vehicles identified with the Veolia emblem. The crewmembers will not request entry into your home, but will be available in the neighborhood to assist you if you have any questions about the process. Signs will also be placed in the right-of-way areas of the streets to identify smoke testing areas.

Smoke in your home or building: To keep smoke from unnecessarily entering your structure, run water into all of your drains for one minute, especially those used infrequently. Smoke should not enter your structure unless:

- Vents connected to your building's sewer pipe are inadequate, defective or improperly installed;
- Traps under sinks, tubs, basins, showers and other drains are dry, defective, improperly installed or missing; or
- Pipe, connections and seals of the wastewater drain system in and under your building are damaged, defective, have clean out plugs missing or are improperly installed.
- Do not be concerned if you see testing smoke coming from your rooftop sewer vents; this is normal.

If you do see or smell smoke in your structure, immediately report it to the testing crew: This may mean that harmful gases from the sewer are entering your structure. Location, identification of the smoke entering your house is strongly recommended.

The following are numbers of the crew members that will be performing the testing: 203-509-6012, or 203-509-6011.

How does smoke testing work? Smoke testing forces smoke-filled air through a sanitary sewer line. The smoke under pressure will fill the main line plus any connections and then follow the path of any leak to the ground surface, quickly revealing the source of the problem. Only enough force to overcome atmospheric pressure is required. As long as openings exist for the smoke to follow, smoke tests are effective, regardless of surface type, soil type and depth of lines.

Why should we smoke test? Smoke testing is the most efficient and cost effective way to locate and identify where clear water is entering the sewer system. Smoke testing is becoming a requirement nationwide for locating clear water problems that are threatening the ability to properly treat wastewater and costing millions of dollars to wastewater treatment facilities. Smoke testing will also help identify plumbing leaks in buildings. Sewer gases can cause health problems for building occupants.

Smoke testing FAQ

Q. Will smoke testing of the sewers allow smoke to get into my home?

A. No, provided that your plumbing drains "traps" are not dry. Drains that are used once every several weeks should be okay. If you are not sure, simply run water down the drain for a minute to ensure that the trap is not dry. It is important to locate dry traps as they could allow sewer gas to enter the home.

Q. Is the smoke harmful?

A. No, this process is endorsed by the Environmental Protection Agency and has been safely used for more than 20 years. The "smoke" is not true smoke, but rather a mist containing a large percentage of atmospheric moisture that is highly visible at low concentrations. It will not harm your health or leave a stain and will disappear rapidly without leaving an odor. Material safety data sheets will be available upon request. Since any smoke can be an irritant, direct contact with the smoke may cause minor respiratory irritation in some people. Individuals with respiratory problems such as chronic asthma, emphysema or other respiratory conditions should avoid direct exposure to the smoke. Please contact Drew Young or Jeff Zimmerman at 513-858-7760 to discuss your situation in further detail.

Q. What should I do if smoke gets into the house?

A. Contact a field crew member working in the area at 203-509-6012, 203-509-6011. Open windows for ventilation. The smoke will soon dissipate.

Q. If smoke gets into the house, how long does it take the smoke to dissipate?

A. The smoke will dissipate quickly with adequate ventilation.

Q. What is the purpose of smoke testing?

A. The main purpose of smoke testing is to locate areas where clear water may be entering the sanitary system.

Q. How will I know when the testing is scheduled to occur?

A. Notice will be placed in the local newspaper, and information will be provided in the Borough's web site. Signs will also be placed along the roadways during the testing.

Q. I will not be at home during smoke testing and have pets in the house. What should I do?

A. The smoke is not harmful to pets. It would be a good idea to leave several windows partially open for ventilation, should any smoke enter the building.

Q. Can smoke plug the sewer?

A. There is no way smoke can plug the sewer. The smoke is made up of a vaporized substance.

Q. Where does the smoke appear?

A. Smoke may be seen coming from roof vents, building foundations, manhole covers or yard cleanouts. Smoke coming from roof vents on the roof of homes is a normal occurrence and indicates to the crews that smoke has filled all sewers.

Q. What happens if you find a bad sewer connector or leak?

A. This information will be documented for further investigation.

Q. Will rodents be smoked out?

A. No. However, the smoke may detect broken building sewers where there is a potential for rodent access. Owners will be notified to repair broken building sewers.

Jan-11

18% of loan \$862500.

Target

Property	Name	Acres	Street #	Address	USE	Vision ID	Map ID
1	Casey Trust	8.64		Maple St Ext	Farm Land	286	4/42/1
2	Braden Family	78.66		Maple St Ext	Single Family	1127	10/42/9
3	Gatto	2	9	Maple St Ext	Single Family	287	4/42/2
4	Duchacek	5.38	13	Maple St Ext	3 Family	1124	10/42/3
5	Kent Affordable Housing	2.02	15	Maple St Ext	Multi Family	289	4/42/4
6	Aurora (Crew)	1.93	16	Maple St Ext	Comm/Res	291	4/44/1
7	Bank of NY (Alderman)	1	19	Maple St Ext	Single Family	290	4/42/5
8	Kent Mews (Frank)	1	20	Maple St Ext	Comm/Res	292	4/44/2
9	Nelson	1		Maple St Ext	Ind Vacant Lan	294	4/44/4
10	Kent Craft (Justin)	1		Maple St Ext	Ind Vacant Lan	293	4/44/3
11	Weeks	0.3	39	Maple St Ext	Single Family	1128	10/42/7
12	Altwater	0.21	43	Maple St Ext	Single Family	1129	10/42/8
13	Altwater	0.63	45	Maple St Ext	Single Family	1130	10/42/9
14	Altwater	0.77	47	Maple St Ext	3 Family	1132	10/42/11
15	Dilillo	0.66	49	Maple St Ext	Single Family	1133	10/42/12
16	Dalla Riva	0.3	51	Maple St Ext	Single Family	1134	10/42/13
17	PE Corp	5.12	3	Segar Mt	Industrial	295	4/44/5
18	Carr / Sohl	0.3	9	Segar Mt	Single Family	1136	10/42/15
19	KLT						

\$155,250

Appraised Value	Assessed Parcel Value	Appraised %	Assessed %	Benefit Assessment Appraised
\$ 177,600	\$ 2,500	0.03739	0.000903996	\$ 5,805
\$ 783,800	\$ 110,600	0.16501	0.039992768	\$ 25,618
\$ 235,400	\$ 164,800	0.04956	0.059591394	\$ 7,694
\$ 323,600	\$ 226,600	0.06813	0.081938167	\$ 10,577
\$ 452,100	\$ 316,400	0.09518	0.114409691	\$ 14,777
\$ 599,200	\$ 419,500	0.12615	0.151690472	\$ 19,584
\$ 194,900	\$ 136,500	0.04103	0.049358163	\$ 6,370
\$ 296,300	\$ 207,400	0.06238	0.07499548	\$ 9,684
\$ 80,600	\$ 56,400	0.01697	0.020394142	\$ 2,634
\$ 80,600	\$ 56,400	0.01697	0.020394142	\$ 2,634
\$ 118,600	\$ 83,100	0.02497	0.030048816	\$ 3,876
\$ 132,700	\$ 92,900	0.02794	0.033592479	\$ 4,337
\$ 189,100	\$ 132,400	0.03981	0.04787561	\$ 6,181
\$ 292,100	\$ 204,600	0.06149	0.073983005	\$ 9,547
\$ 183,200	\$ 128,300	0.03857	0.046393057	\$ 5,988
\$ 216,100	\$ 151,300	0.04549	0.054709817	\$ 7,063
\$ 238,700	\$ 167,000	0.05025	0.06038691	\$ 7,802
\$ 155,400	\$ 108,800	0.03272	0.039341891	\$ 5,079
\$ 4,750,000	\$ 2,765,500			\$ 155,250

Benefit Assement Assessed		Average Benefit Assessment
\$	140	2,973
\$	6,209	15,913
\$	9,252	8,473
\$	12,721	11,649
\$	17,762	16,269
\$	23,550	21,567
\$	7,663	7,017
\$	11,643	10,664
\$	3,166	2,900
\$	3,166	2,900
\$	4,665	4,271
\$	5,215	4,776
\$	7,433	6,807
\$	11,486	10,516
\$	7,203	6,595
\$	8,494	7,778
\$	9,375	8,588
\$	6,108	5,593
\$	155,250	155,250