

Kent Sewer Commission
Special Meeting

July 14, 2015
7:45 P.M. Town Hall

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

Also present: Edith Altvater, Bart Clark, Debbie Devaux, Jim Dilillo, Jim Dilillo Jr., Carnel O'Meara, Jeff Sienkiewicz, John Walker, Jennifer Weigel and Lynn Worthington.

As acting chairman, Ms. Potts called the special meeting of the Kent Sewer Commission to order at 7:45 p.m.

Ms. Potts elevated alternate Sal Lilenthal to voting status.

Benefit assessments for Maple Street Extension:

Mrs. Williams made a motion to defer taking any action on the Maple Street Extension Benefit Assessments until the next special Sewer Commission meeting, scheduled on Tuesday, July 28, 2015 at 4:30 p.m. Mr. Jennings seconded the motion and the motion carried. Mrs. Bush-Suttman did not vote on this item.

Check Detail:

Ms. Potts made a motion to approve the June 10 – July 14, 2015 check detail, as submitted. Mrs. Williams seconded the motion and the motion carried.

Mr. Jennings made a motion to adjourn the meeting at 8:05 p.m. Mrs. Williams 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.

RECEIVED FOR RECORD
KENT TOWN CLERK

2015 JUL 16 P 4: 21

"An equal opportunity employer and service provider."

BY 
TOWN CLERK



Kent Sewer Commission
Check Detail
June 10 through July 14, 2015

Date	Num	Name	Memo	Account	Paid Amo...
06/10/15	E-pay	CT Commissioner of ...	7268998-000 QB Tracking # 1...	Union Bank DDA	
			7268998-000 QB Tracking # 1...	State Taxes Payable	-563.13
TOTAL					-563.13
06/10/15	E-pay	United States Treasury	06-1354645 QB Tracking # 19...	Union Bank DDA	
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-1,923.00
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-800.68
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-800.68
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-187.26
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-187.26
TOTAL					-3,898.88
06/10/15	9794	Kent True Value	77016	Union Bank DDA	
05/31/15	May		May	Purchases & supplies	-16.93
TOTAL					-16.93
06/10/15	9795	Napa Auto Parts	Battery	Union Bank DDA	
05/31/15	79296		Battery	Parts & Repairs	-91.87
TOTAL					-91.87
06/10/15	9796	Santoro's Commercial...	25296,25482,25653,25842	Union Bank DDA	
05/31/15	May		25296,25482,25653,25842	Uniforms	-100.00
TOTAL					-100.00
06/10/15	9797	Town of Kent	CIRMA insurance	Union Bank DDA	
06/30/15	14-162		CIRMA insurance	Liab Auto Prop Insura	-1,112.00
			CIRMA insurance	Workman's Comp	-5,096.00
TOTAL					-6,208.00
06/10/15	9798	Tunxis Laboratories, ...		Union Bank DDA	
06/15/15	15287...		1528771.0	Lab exams	-243.10
06/15/15	15286...		1528685.0	Lab exams	-243.10
06/15/15	15286...		1528686.0	Lab exams	-243.10
TOTAL					-729.30

Kent Sewer Commission Check Detail June 10 through July 14, 2015

Date	Num	Name	Memo	Account	Paid Amo...
06/11/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at S...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,884.76
TOTAL					-2,889.61
06/12/15	DD1085	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	Payroll Liabilities	111.26
			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...	1,212.79
TOTAL					0.00
06/12/15	DD1086	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
06/12/15	DD1084	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

Kent Sewer Commission
Check Detail
 June 10 through July 14, 2015

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
			Direct Deposit	Direct Deposit Liabil...	128.43
TOTAL					0.00
06/12/15	9799	LEA	48KT3.04-22	Union Bank DDA	
06/12/15	48KT...		48KT3.04-22	Engineering fees	-1,528.50
TOTAL					-1,528.50
06/25/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at S...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,884.77
TOTAL					-2,889.62
06/26/15	DD1089	Walsh, John H.	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-663.84
			Direct Deposit	Payroll Expenses	-1,548.96
			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
06/26/15	DD1087	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
06/26/15	DD1088	Sommers, Lyle R	Direct Deposit	Union Bank DDA	

Kent Sewer Commission
Check Detail
June 10 through July 14, 2015

Date	Num	Name	Memo	Account	Paid Amo...
			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	Payroll Liabilities	111.26
			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...	1,212.79
TOTAL					0.00
06/26/15	9801	Town of Kent	041-66-2249	Union Bank DDA	
			041-66-2249	Payroll Liabilities	-222.52
TOTAL					-222.52
06/26/15	E-pay	CT Commissioner of ...	7268998-000 QB Tracking # 1...	Union Bank DDA	
			7268998-000 QB Tracking # 1...	State Taxes Payable	-375.42
TOTAL					-375.42
06/26/15	E-pay	United States Treasury	06-1354645 QB Tracking # 19...	Union Bank DDA	
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-1,293.00
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-544.66
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-544.66
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-127.37
			06-1354645 QB Tracking # 19...	Federal Taxes Payable	-127.37
TOTAL					-2,637.06
06/26/15	9803	All-State Scale Comp...	Clean and Calibrate Shimadzu	Union Bank DDA	
06/15/15	20150...		Clean and Calibrate Shimadzu	Parts & Repairs	-175.00
TOTAL					-175.00
06/26/15	9804	Crystal Rock	Account 50034792	Union Bank DDA	
06/18/15	May		Account 50034792	Purchases & supplies	-9.25
TOTAL					-9.25

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
06/26/15	9805	Eversource	51041723065	Union Bank DDA	
06/18/15	05/15 ...		Pump stn	Electricity	-122.74
TOTAL					-122.74
06/26/15	9806	FedEx	2432-7273-4	Union Bank DDA	
06/18/15	5-056-...		Account 2432-7273-4	Postage	-126.58
TOTAL					-126.58
06/26/15	9807	Lyle Sommers - Reim...	Reimburse for cell phone usage	Union Bank DDA	
06/15/15			Reimburse for cell phone usage	Telephone	-80.00
TOTAL					-80.00
06/26/15	9808	Sienkiewicz & McKe...	Benefit Assessments	Union Bank DDA	
06/23/15	13176		Benefit Assessments	Legal Expenses	-1,000.00
TOTAL					-1,000.00
06/26/15	9809	Town of Kent	Fuel use 12/30 - 6/8/15	Union Bank DDA	
06/12/15	14-164		gas	Fuel	-76.85
TOTAL					-76.85
06/26/15	9810	Eversource	51637296070	Union Bank DDA	
06/18/15	5/14-6...		MSE pump stn	Electricity	-48.89
TOTAL					-48.89
06/28/15		USDA-Rural Develop...	Annual debt service	Union Bank DDA	
06/28/15	92-04		Annual debt service	USDA Loan Interest ...	-21,394.00
TOTAL					-21,394.00
06/28/15		USDA-Rural Develop...	Annual Debt Service	Union Bank DDA	
06/28/15	92-08		Annual Debt Service	USDA Loan Interest ...	-3,531.00
TOTAL					-3,531.00
06/29/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	

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Date	Num	Name	Memo	Account	Paid Amo...
			Fee for 1 direct deposit(s) at S...	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
06/30/15	9800	Santoro's Commercial...	June Uniforms	Union Bank DDA	
06/30/15	June		June Uniforms	Uniforms	-100.00
TOTAL					-100.00
06/30/15	DD1090	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
06/30/15	9802	Town of Kent	Pension contribution Q2 2015	Union Bank DDA	
06/30/15			2015 Q2	Pension	-649.05
TOTAL					-649.05
06/30/15	9811	Frontier Communicat...	860-927-4075-102208-5	Union Bank DDA	
06/21/15	6/21-7...		6/21-7/20	Telephone	-120.51
TOTAL					-120.51
06/30/15	9812	Jennifer Weigel	June	Union Bank DDA	
06/30/15	395		June	Accounting/Bookkee...	-550.00
TOTAL					-550.00
07/09/15		QuickBooks Payroll ...	Created by Payroll Service on ...	Union Bank DDA	
			Fee for 3 direct deposit(s) at S...	Payroll Expenses	-4.80
			Sales Tax for CT	Payroll Expenses	-0.05
		QuickBooks Payroll ...	Created by Payroll Service on ...	Direct Deposit Liabil...	-2,884.77

Kent Sewer Commission Check Detail June 10 through July 14, 2015

Date	Num	Name	Memo	Account	Paid Amo...
TOTAL					-2,889.62
07/09/15	E-pay	Administrator Unemp...	00-022-82 QB Tracking # 271...	Union Bank DDA	
TOTAL					0.00
07/10/15	DD1093	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	-134.82
			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
07/10/15	DD1091	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
07/10/15	DD1092	Sommers, Lyle R	Direct Deposit	Union Bank DDA	
			Direct Deposit	Payroll Expenses	-927.20
			Direct Deposit	Payroll Expenses	-741.76
			Direct Deposit	Payroll Expenses	-185.44
			Direct Deposit	Dental Insurance	2.27
			Direct Deposit	Medical	36.04
			Direct Deposit	Payroll Liabilities	111.26
			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

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
			Direct Deposit	State Taxes Payable	83.11
			Direct Deposit	Direct Deposit Liabil...	1,212.78
TOTAL					0.00
07/13/15		Eversource	51545723082	Union Bank DDA	
06/23/15	5/15 - ...		51545723082	Electricity	-2,207.87
TOTAL					-2,207.87
07/13/15	9814	Frontier Communicat...	860-927-4075-102208-5	Union Bank DDA	
06/21/15	06/21-...		860-927-4075-102208-5	Telephone	-120.51
TOTAL					-120.51
07/13/15	9815	Kent True Value	77016	Union Bank DDA	
06/30/15	June		Wheelbarrow and mower	Purchases & supplies	-615.92
TOTAL					-615.92
07/13/15	9816	LEA	48KT3.04-23	Union Bank DDA	
06/30/15	48KT...		48KT3.04-23	Engineering fees	-843.75
TOTAL					-843.75
07/13/15	9817	Quality Data Service ...	Inv. 032865-4143	Union Bank DDA	
07/01/15	03286...		Billing software	Software/Licensing F...	-975.00
TOTAL					-975.00
07/13/15	9818	Town of Kent	Reimburse Town for Legal no...	Union Bank DDA	
06/30/15			reimburse for legal notice	Printing & Advertising	-214.62
TOTAL					-214.62
07/13/15	9819	Tunxis Laboratories, ...		Union Bank DDA	
06/19/15	15288...		1528837.0	Lab exams	-243.10
06/23/15	15288...		1528859.0	Lab exams	-243.10
06/23/15	15288...		1528858.0	Lab exams	-243.10
06/23/15	15288...		1528857.0	Lab exams	-243.10
06/26/15	15288...		1528884.0	Lab exams	-243.10
TOTAL					-1,215.50