

Kent Sewer Commission  
Regular Meeting

September 10, 2019  
4:30 P.M. Town Hall

Present: Elissa Potts, John Casey, John Grant, Jack Nelson and Stan Jennings.

Also present: David Bjorklund, Bart Clark, Debbie Devaux, Barbara Herbst, Lyle Somers and Joe Wolinski.

Ms. Potts called the regular meeting of the Kent Sewer Commission to order at 4:30 p.m.

The pledge was recited.

Mr. Casey made a motion to amend the agenda to move Kent School as the first item.  
Mr. Jennings seconded the motion and the motion carried.

Mr. Grant made a motion to approve the Sewer Commission Regular meeting minutes of July 9, 2019, as amended. Mr. Nelson seconded the motion and the motion carried.

**Kent School:**

Joe Wolinski and David Bjorklund of Kent School attended the meeting to answer any questions regarding the June 28, 2019 letter (attached) regarding Kent School's water production and wastewater pumping data. The letter outlines area of concerns and resolution of issues.

Mr. Clark noted that Kent School's pool permit is not in compliance because the Town has not signed off on it to date. Mr. Wolinski agreed to look into the matter.

**Public Communication:**

Oral: None.  
Written: None.

**Report of Chairman:**

Ms. Potts reported on the following:

- She met with David Schreiber of Club Getaway and confirmed that Aquarian Water is in the process of obtaining three appraisals for a parcel of land potentially to sell to Club Getaway, which would allow them to have direct access to the sewer system.
- She confirmed that Birch Hill Recovery will be operation eventually.

**Report of Superintendent:**

Mr. Sommers' report is attached.

Mr. Sommers also provided an estimate (attached) from BL Gleason for the electric work associated with the Sludge Pump and Shed.

Mr. Clark noted that he received an estimate of approximately \$2,900 from Fenyes Plumbing for the plumbing work associated with the Sludge Pump and Shed. He also added that Tim Sneller submitted a \$29,000 estimate for construction of the shed. The commission agreed to obtain additional estimates for the shed.

Mr. Casey noted that Jessie Warner needs to bill the commission for time and materials for work he does in his personal shop.

RECEIVED FOR RECORD  
KENT TOWN CLERK

2019 SEP 13 A 9:29

BY *J. Bradley*  
TOWN CLERK

**Report of Treasurer:**

Mr. Casey made a motion to approve the revised budget that reflects the \$35,870 overage from last fiscal year. Mr. Jennings seconded the motion and the motion carried.

Mrs. Herbst did provided the following reports:

- Balance sheet as of August 2019
- Operating Account Ledger as of July 31, 2019
- Operating Account Ledger as of August 31, 2019
- Actual vs. Budget as of August 2019

Mr. Jennings made a motion to approve the Operating Account Ledger as of June 30, 2019, as submitted. Mr. Grant seconded the motion and the motion carried.

**Report of Collector:**

Ms. Devaux provided the Cash Report from July 1 – September 10, 2019 (attached).

**Report of Consulting Engineer:**

Mr. Clark reported on the following:

- Reviewing the proposed ordinances and regulations
- Working on additional estimates for the shed
- Working with DDP on confirming price for belt press – for financing request

**10 North Main Street:**

Mr. Clark confirmed speaking to Tim Sneller regarding 10 North Main Street and agreeing that the video confirmed that the laterals looked good, but Mr. Clark “suggested” getting them lined. He also advised them that, with the request to change the use to a restaurant, they would need to submit plans that show a grease trap.

**12 North Main Street:**

Mr. Clark noted that he has not heard any more from the owners of 12 North Main Street confirmed their future plans on the lateral shared with 10 North Main Street.

**16 North Main Street:**

Mr. Clark agreed to contact Ellen Corsell of 16 North Main Street to discuss the need to address the open vents under the front porch, if, for nothing else, to prevent vermin from entering the system.

**17 North Main Street:**

Ms. Potts noted that the owners of 17 North Main Street have not responded to the issues identified during the smoke test. She will send a follow-up letter.

**Rate Increase:**

Mr. Clark stated that rates are generally determined and justified by the income vs. expenses. He added that expenses should include upcoming capital projects. Mr. Casey asked Mrs. Herbst to put some numbers together.

**Kent Sewer Plant Land Lease:**

Mr. Casey made a motion to approve the following resolution:

*“An equal opportunity employer and service provider.”*

KENT SEWER COMMISSION REGULAR MEETING MINUTES, SEPTEMBER 10, 2019

The Kent Sewer Commission adopts this resolution noting the need for the Board of Selectmen to extend the May 11, 1970 lease(s) between The Kent School Corporation and The Town of Kent for the land the Kent Sewer Plant is physically located for an additional period of fifty (50) years, noting the intent, as well, that the GroundWater Monitoring Easement dated December 17, 1998 and the Pump Station Easement dated August 19, 2011 be continued, with the same terms and conditions.

Mr. Jennings seconded the motion and the motion carried.

**8 (A) Bluff Road:**

Mr. Grant made a motion to approve the request for the installation of a toilet room in an existing garden storage building at 8(A) Bluff Road at approximately 440 square feet without incurring the sewer connection fee so long as the outbuilding does not contain a kitchen or is otherwise used as a dwelling unit. Mr. Jennings seconded the motion and the motion carried.

**Belt Press:**

Mr. Casey continues working on the funding options and will need the specs for the project from Mr. Clark. Ms. Potts added that further discussion on the funding of the belt press will be held until the next meeting.

**Ordinances:**

Ms. Potts asked the Commission to review the revised ordinance and regulations and be prepared to review them at the next meeting.

Mr. Grant made a motion to adjourn the meeting at 5:32 p.m. Mr. Nelson 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.*

## AGENDA

KENT SEWER COMMISSION  
REGULAR MEETING

SEPTEMBER 10, 2019  
4:30 P.M. TOWN HALL

### Regular Meeting

1. Call to order and Pledge of Allegiance
2. Amend agenda/approve agenda
3. Approval of Minutes
  - a July 9, 2019 Regular 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 Kent School
  - b 10 North Main Street
  - c 16 North Main Street
  - d Rate increase
  - e Kent Sewer Plant land lease
11. Old Business
  - a 8 (A) Bluff Road - Virginia Bush-Suttman - Connection
  - b Belt Press
  - c Ordinances
12. Adjourn

"An equal opportunity employer and service provider.



**Spath-Bjorklund Associates, Inc.**

593 Main Street, P.O. Box 324, Monroe CT 06468  
203 268 5216 • 800 246 7113 • fax 203 268 9492

e-mail: [sba@thesbgroup.com](mailto:sba@thesbgroup.com)  
website: [www.thesbgroup.com](http://www.thesbgroup.com)

June 28, 2019

Kent School  
Attn: Jeff Cataldo  
Kent, CT 06757

Re: Kent School Sewer System

Dear Mr. Cataldo:

We have conducted an inspection of portions of the school's sewer system, spoken to the maintenance staff and reviewed records regarding the school's water production and wastewater pumping data. Our analysis of the Kent School Sewer System (KSSS) is an effort to determine Infiltration and Inflow (I&I) that would adversely affect the Town of Kent water pollution control plant. Our data analysis spans the period from December 2017 through May 2019. Analysis of the data indicates that there were six times when the wastewater volume discharged to the Town of Kent Sewer System (TKSS) was higher, two of which were notably higher than the water production volume for the same period, as measured at the water supply wells. One of the periods of significant increase was January 2019 when the Housatonic River was temporarily dammed by ice. During this period, there are 11 months when the wastewater volume discharged to the TKSS was anywhere from 1-percent to 25-percent lower than the water production of the school. It is assumed that the lower discharges during these periods is due to consumptive losses expected at a learning institution. The periods of lower discharge indicate that there is not significant nor a consistent infiltration into the sewer system throughout the year. Inflow attributable to the KSSS is due primarily to building sump pumps and unprotected wastewater pump stations within the complex. Attached is a table that shows the water production, wastewater discharge and production as a percentage of the wastewater discharge, used for this analysis.

Periods when the wastewater discharge had exceeded water production are when there is surface flooding, when the groundwater table is high and subsequently flows into buildings basements. To combat groundwater inflow, buildings have been fitted with sump pump stations, many of the sump pump stations are connected to the KSSS. Groundwater inflow is known to be a significant issue within the gymnasium, as its basement is below seasonal high groundwater.

The gymnasium basement contains floor drains that are connected directly to the buildings wastewater pump station which is located in the rear basement of the building. Steps are already being taken to cut off the gymnasium's internal drainage and discharge it outside and away from the sewer system. It is our primary requirement that all sump pump stations be disconnected from the KSSS and redirected to the onsite stormwater drainage system or to the adjacent ground surface. Any surface discharge of pumped groundwater must be discharged in a manner that will cause the discharged water to flow away from any adjacent buildings.

It was noted during the inspection that smoke tests had been conducted at multiple locations on the main campus, by the Town of Kent Water Pollution Control Authority. Smoke testing at one location caused smoke to enter a building, this was only due to a dry sewer trap in a shower. At no time was smoke viewed to be exiting any of the stormwater drainage system components, indicating that no stormwater drainage system components are connected to the KSSS.

During our site visit and site review the following was noted, along with our recommendations to address possible I&I:

1. Schaghticoke Road is the location of some school buildings that discharge by gravity to the Town of Kent Sewer System (TKSS) and not through the school's primary wastewater pump station. These buildings should be inspected for sump pump stations and below grade floor drains that may be connected to the TKSS. If any are found to be connected to the TKSS, steps shall be taken to redirect all below grade floor drains and sump pump stations to the ground surface adjacent to the building. Two buildings, the old boat house and a storage shed have no internal plumbing and therefore are not connected to the TKSS. All manhole covers along Schaghticoke Road that are under the control of Kent School, should be modified with rubber gaskets designed to reduce or stop inflow from the surrounding surface area. It is our recommendation that smoke testing and video inspection of this section of gravity sewer main be conducted.
2. Many buildings on the main campus, located between Macedonia and Schaghticoke Roads contain or did contain sump pump stations that discharge to the KSSS. Some have been disconnected and redirected to the ground surface or to an adjacent stormwater drainage system. Buildings that still contain sump pump stations and below grade floor drains that are connected to the KSSS must be disconnected and redirected to the stormwater drainage system. All manhole covers throughout the main campus should be modified with rubber gaskets designed to reduce or stop inflow from the surrounding area.

The pump station that is adjacent to the hockey rink is susceptible to surface water inflow to the pump station and the valve box covers. This is most notable when there is flooding of the fields adjacent to the hockey rink. It is recommended to construct an enclosed concrete levee wall around the pump station and adjacent control box to a minimum

height of 4 feet. As this walled enclosure will be constructed adjacent to active athletic fields it is recommended to round off all wall edges to minimize hazards to equipment and people.

3. Two homes, the Headmaster's house and a faculty home, north of Macedonia Road (CT Rt.341), discharge to a wastewater pump station located north of Macedonia Road. An enclosed concrete levee wall has been constructed surrounding the manholes and structures of this pump station to prevent water from entering this station during flooding events. Both homes should be inspected for sump pump stations within their basements as both are susceptible to flooding due to the adjacent Macedonia Brook. If sump pump stations are found to be connected to the sewer system within the homes, their discharge must be directed to the ground surface outside of the homes. Any discharges should be directed far enough away from any foundation so as to not cause discharged water to reenter the basements.
4. School buildings along Skiff Mountain Road consist of the gymnasium (w/pool); indoor tennis courts, squash courts as well as faculty housing. Primarily the gymnasium is the building that produces most of the sewer system inflow from this portion of the campus. Although the basement elevation is unknown, it is below the high groundwater table and is influenced by the elevation of the Housatonic river throughout the year. Evidence of basement flooding is noted in watermarks and peeling paint within the basement. Some floor drains throughout the basement discharge directly to the wastewater pump station located at the rear of the building in the basement. School maintenance staff have been actively cutting off the floor drain discharges, installing sump pump stations and directing discharge flows to adjacent stormwater structures. Discharges from existing sump pump stations are being disconnected from the KSSS and replumbed to stormwater structures adjacent to the building.

Both the indoor tennis court and squash ball court buildings do not have basements nor any sump pump stations that discharge to the sewer system. Maintenance staff has noted that all faculty housing along Faculty Drive are constructed without any sump pump stations. All manhole covers throughout this portion of the campus and along Skiff Mountain Road should be modified with rubber gaskets designed to reduce or stop inflow from the surrounding area. The pump station and valve box covers adjacent to the old boat house should be adjusted to stop surface inflow. If this cannot be accomplished, a continuous grassed soil levee should be constructed surrounding the manhole covers to a foot above the flood elevation.

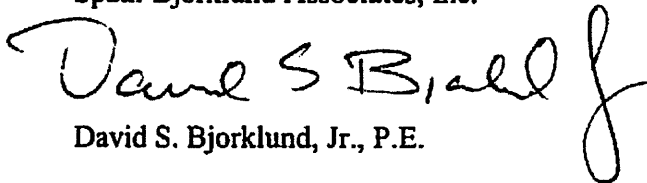
In conclusion, it is our opinion that, although sewer conveyance systems have I&I, our analysis shows that the infiltration appears minimal and the inflow is due to sump pump stations and groundwater infiltration within many building's foundations. Our proposed solution is to:  
1.) Permanently disconnect all sump pump stations and below grade floor drains from the KSSS.

r. Cataldo  
June 28, 2019  
Page 5 of 5

2.) In addition, modifications of existing sewer manholes and wastewater pump stations will decrease I&I throughout the Kent School Campus. Also, it is our recommendation that each building sewer connection be independently inspected with dye tests to confirm that no sump pump station is connected to the KSSS. 3.) An emergency management plan has to be developed to properly manage pumping of water from any of the buldings which are flooded by the Housatonic River or Macedonia Brook. The plan needs to make clear where the water from any pumping will be discharged. Once the prior items have been completed, we also recommend that all primary sewer mains be inspected with a camera system, noting structural deficiencies and infiltration. Areas where there are noted deficiencies should either be excavated and repaired or the pipe sleeved with a repair insert. We believe that the above recommendations will significantly decrease the infiltration and inflow that Kent School would potentially add to the TKSS in the future.

If you have any questions, please feel free to contact our office.

Very truly yours,  
Spath-Bjorklund Associates, Inc.

A handwritten signature in black ink that reads "David S. Bjorklund, Jr." with a stylized flourish at the end.

David S. Bjorklund, Jr., P.E.

cc: J. Wolinski



Kent School  
Kent, Connecticut

Attachment.  
Table of Water Production compared to  
Wastewater Discharge flows

Month - Year	Production - Supply K-gpd	Discharge - Wastewater Flow K-gpd	* Discharge as a percent of production that is over or under at sewer/discharge point. *
12/2017	698.7	723.04	3.48
01/2018	917.4	3536.22	285.46
02/2018	881.6	1128.24	27.98
03/2018	589.9	441.01	-25.24
04/2018	1143	1147.35	0.38
05/2018	1170.4	1112.98	-4.91
06/2018	547.9	535.57	-2.25
07/2018	583.8	607.61	4.08
08/2018	595.2	526.38	-11.56
09/2018	1065.4	1021.14	-4.15
10/2018	1294.8	1262.57	-2.49
11/2018	992.9	983.51	-0.95
12/2018	792.8	765.15	-3.49
01/2019	1181.3	1199.39	1.53
02/2019	1143.4	1087.54	-4.89
03/2019	No info from school	516.95	Unknown
04/2019	1181.5	986.47	-16.51
05/2019	1430.3	1113.71	-22.13

\* An increase in discharge compared to production indicates potential I&I.

# Superintendents report for July/August 2019

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Good afternoon everyone.

1.3 million gallons total  
44k gallons per day average  
443k gallons came from Kent school  
Average BOD removal rate 99%  
Average TSS removal rate 94%  
Average influent PH 7.3

1.6 Million gallons total  
52k gallons per day average  
k gallons came from Kent school  
Average BOD removal rate 98%  
Average TSS removal rate 94%  
Average influent PH 7.4

The new RACO Alarm Agent panel is installed. Unit is being fine-tuned.

Requested quotes from contractors for construction of sludge pump shed, plumbing and electrical work.

Number 3 effluent bed was cleaned for the second time this year and ready for use. Now each effluent bed has been cleaned at least once this year.

Blower filters were changed.

Jesse and I attended the ice jam workshop at the firehouse.

The scum scrapers on the clarifiers are being rebuilt at Jesse's shop saving the plant about \$3500

Respectfully,



Lyle Sommers  
Superintendent  
Kent WPCA

B L Gleason and Son Inc.  
PO Box 38  
Kent, CT. 06757  
Phone 860-927-3061

Electrical Contractors #122194  
24 South Main Street Unit D  
Est. 1942  
Fax 860-927-0036

9/9/19  
Town Of Kent  
Treatment Plant  
Re; electric estimate for Sludge Pump and Shed

Price as follows:  
Wire shed per plan and per specs  
Trench and back fill  
Wire sludge pump per plan  
Supply and install conduit  
Conduit through maintenance building for shed sub panel  
VFD to be powered from belt press control panel

Total material and labor for above 6950.00

Add alternate:  
Supply and install 4x4 pressure treated post for exterior light  
with LED wall pack to be controlled by photo eye 700.00

Tax not included  
Permit is included

Please contact me with any questions

Thank you



Kent Sewer Commission

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	FY 20 Proposed Budget	FY 19 Full Year Budget	FY 19 Actual to date
<b>Other Income</b>															
Investment Income	38	38	38	38	38	38	38	38	38	38	38	38	450	600	428
Transfers In (ToK)		38,906											38,906	38,906	38,906
<b>Total Other Income</b>	<b>38</b>	<b>38,944</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>30</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>30</b>	<b>39,356</b>	<b>39,506</b>	<b>39,334</b>
<b>Transfer Out</b>															
Capital Reserve 7%	578	4,416	1,170	774	4,171	652	840	4,192	1,016	1,467	4,290	703	(0)	24,311	33,699
MSE 80% of User Fees to ToK			775			975			600			675	3,025	3,025	10,773
ST Asset Reserve 1.5%	173	946	251	166	894	140	180	898	218	314	919	111	0	5,209	6,740
<b>Total Transfer Out</b>	<b>752</b>	<b>5,362</b>	<b>2,196</b>	<b>940</b>	<b>5,065</b>	<b>1,767</b>	<b>1,020</b>	<b>5,090</b>	<b>1,834</b>	<b>1,782</b>	<b>5,209</b>	<b>1,529</b>	<b>32,544</b>	<b>32,545</b>	<b>51,212</b>
USDA Loan Interest	26,990											14,995	41,985	41,985	42,423
<b>Net Income</b>	<b>-52,062</b>	<b>75,564</b>	<b>-8,090</b>	<b>-20,194</b>	<b>33,105</b>	<b>-17,664</b>	<b>-20,664</b>	<b>32,501</b>	<b>-11,074</b>	<b>-10,636</b>	<b>34,607</b>	<b>-29,044</b>	<b>6,351</b>	<b>(3,699)</b>	<b>(14,142)</b>

Notes

Three percent raise for all employees.  
 ONE YEAR STAY on transfers to the Capital reserve to facilitate budgeting a positive cash flow.  
 Belt Press debt service is NOT considered. Timing of production, delivery and installation will most likely be completed on or to FY '21  
 Income from "The Kent" is NOT considered, no indications as to when that will come back online.

total s/b 3,025  
 s/b

35,870.00

# Kent Sewer Commission

## Balance Sheet August 2019

	<u>8/30/2019</u>	<u>8/30/218</u>	<u>\$ Change</u>
<b>Checking/Savings</b>			
1 USB	69,971	140,767	-70,797
2 USB Septage MMA #8052	77,181	162,588	-85,408
3 USB Capital #3880	527,410	577,948	-50,538
5 Brookwoods	32,679	32,324	354
6 Kent Affordable Housing	24,151	24,055	96
7 Saddle Ridge Estates	163,728	163,409	318
<b>Total Checking/Savings</b>	<u>895,119</u>	<u>1,101,093</u>	<u>-205,974</u>
<b>Accounts Receivable</b>	<u>5,093</u>	<u>2,895</u>	<u>2,198</u>
<b>Due from General Fund</b>			<u>0</u>
<b>Total Current Assets</b>	<u>900,212</u>	<u>1,103,988</u>	<u>-203,776</u>
<b>Fixed Assets</b>			
Accumulated Depreciation	-1,573,344	-1,456,070	-117,275
Property and equipment	4,964,900	4,813,633	151,267
<b>Total Fixed Assets</b>	<u>3,391,555</u>	<u>3,357,563</u>	<u>33,992</u>
<b>TOTAL ASSETS</b>	<u>4,291,767</u>	<u>4,461,551</u>	<u>-169,784</u>
<b>LIABILITIES &amp; EQUITY</b>			
Accounts Payable	4,086	69,211	-65,125
Due To Brookwoods	32,679	32,324	354
Due To Kent Affordable Housing	24,151	24,055	96
Due to Saddle Ridge Estates	163,728	163,409	318
Federal Taxes Payable	3,644	2,781	863
State Taxes Payable	572	547	25
USDA Loan 92-04	460,601	468,446	-7,845
USDA Loan 92-06	805,897	818,200	-12,303
USDA Loan 92-08	75,486	76,794	-1,308
<b>Total Liabilities</b>	<u>1,570,843</u>	<u>1,655,768</u>	<u>-84,925</u>
<b>Equity</b>			
*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	-1,682	-20,989	19,306
<b>Total Equity</b>	<u>2,720,924</u>	<u>2,805,783</u>	<u>-84,859</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>4,291,767</u>	<u>4,461,551</u>	<u>-169,784</u>

09/10/19

Kent Sewer Commission  
Operating Account ledger  
As of July 31, 2019

Date	Num	Name	Memo	Amount	Balance
1 USB					37,166.38
Operating - 8044					37,166.38
07/01/19	10830	CT DEEP	Permit # SP0000424 - WPCA permit and annual fee & Permit # UI000311, UIC annual fee, septic sy...	-2,011.25	35,155.13
07/01/19		Yucatech Inc	credits applied from prior period \$850	0.00	35,155.13
07/01/19	10849	ABT	June bookkeeping support	-550.00	34,605.13
07/03/19		QuickBooks Payroll Service	Direct Deposits for 7/5	-2,829.79	31,775.34
07/05/19	10842	Yucatech Inc	Google: 1 yr subscription, 12 users and Mail archiving subscription 11 users	-327.00	31,448.34
07/05/19	DirDep	Kearns, Joyce	Direct Deposit	0.00	31,448.34
07/05/19	DirDep	Sommers, Lyle R	40hrs vacation 6/24 - 6/28	0.00	31,448.34
07/05/19	DirDep	Warner, Jesse T	40 hrs vacation 6/17 - 6/21	0.00	31,448.34
07/09/19	061929	Sewer Customers		618.05	32,066.39
07/15/19	E-pay	CT Commissioner of Revenue ...	CT payroll withholding for June	-353.28	31,713.11
07/15/19	E-pay	United States Treasury	Payroll withholding and taxes for June	-2,341.96	29,371.15
07/17/19	061930	Sewer Customers		43.64	29,414.79
07/18/19		QuickBooks Payroll Service	Direct Deposits for 7/19	-2,891.22	26,523.57
07/19/19	DirDep	Sommers, Lyle R	Direct Deposit	0.00	26,523.57
07/19/19	DirDep	Warner, Jesse T	Direct Deposit	0.00	26,523.57
07/19/19	DirDep	Kearns, Joyce	Direct Deposit	0.00	26,523.57
07/24/19	AWD	USDA-Rural Development	Annual pmt on Loan 92-06	-38,906.00	-12,382.43
07/25/19			Funds Transfer	60,000.00	47,617.57
07/26/19	10862	FedEx	Shipping costs to Averill lab 6/12, 6/19, 6/26	-92.97	47,524.60
07/26/19	10863	Oakwood Environmental Asso...	Engineering Services: (23.25 hrs) 2/8 - 6/11 plus relays for blowers (general assistance)	-3,538.71	43,985.89
07/26/19	10864	Welsh Sanitation	Commercial service: June 2019	-71.25	43,914.64
07/26/19	10865	Aquarion	wPCA / SEWER BILLINGS (349 @ .43) - 2nd Qtr 2019	-150.07	43,764.57
07/26/19	10866	Aramark Uniform & Career ( I...	Uniform services 7/5 - 7/12 - 7/19 - 7/26	-172.12	43,592.45
07/26/19	10867	Eversource	#50 Maple St - 4/14 - 7/16 and Pump Station: 6/17- 7/17 (30 days)	-143.82	43,448.63
07/26/19	10868	Frontier	Telephone and Internet service: 7/1 - 7/30	-76.81	43,371.82
07/26/19	10869	Stamp Fulfillment Services	one box of 500 pre-stamped envelopes	-334.50	43,037.32
07/26/19	10870	Tunxis	Lab exams 7/15 & 7/22	-489.00	42,548.32
07/26/19	10872	Sommers, Lyle - Reimburse...	Telephone reimbursement - July 2019	-80.00	42,468.32
07/26/19	E-pay	Administrator Unemployment ...	00-022-82 QB Tracking # 1324102930	0.00	42,468.32
07/30/19		QuickBooks Payroll Service	direct Deposit for 7/31	-701.23	41,767.09
07/31/19	DirDep	Soule Jr., Milard L	Direct Deposit	0.00	41,767.09
07/31/19	DirDep	Devaux, Deborah J.	Direct Deposit	0.00	41,767.09
07/31/19	10852	Town of Kent	Employee withholding for Roth 401k Emp.	-244.03	41,523.06
Total Operating - 8044				4,356.68	41,523.06
Total 1 USB				4,356.68	41,523.06
TOTAL				4,356.68	41,523.06

09/10/19

Kent Sewer Commission  
Operating Account ledger  
As of August 31, 2019

Date	Num	Name	Memo	Amount	Balance
1 USB					41,523.06
Operating - 8044					41,523.06
08/01/19		QuickBooks Payroll Service	Direct Deposit for 8/2	-2,891.21	38,631.85
08/02/19	DirDep	Kearns, Joyce	Direct Deposit	0.00	38,631.85
08/02/19	DirDep	Sommers, Lyle R	Direct Deposit	0.00	38,631.85
08/02/19	DirDep	Warner, Jesse T	Direct Deposit	0.00	38,631.85
08/02/19	10871	ABT	July bookkeeping support	-566.50	38,065.35
08/02/19	061953	Sewer Customers		3,308.69	41,374.04
08/07/19	061954	Sewer Customers		1,146.74	42,520.78
08/13/19	061955	Sewer Customers		7,389.69	49,910.47
08/14/19	061956	Sewer Customers		2,300.95	52,211.42
08/15/19	E-pay	CT Commissioner of Revenue ...	July payroll withholding	-364.32	51,847.10
08/15/19	E-pay	United States Treasury	July payroll withholding and taxes	-2,407.50	49,439.60
08/15/19		QuickBooks Payroll Service	Direct deposit for 8/15	-2,974.72	46,464.88
08/16/19	DirDep	Warner, Jesse T	Includes raise retroactive to 7/10/19	0.00	46,464.88
08/16/19	DirDep	Kearns, Joyce	Direct Deposit	0.00	46,464.88
08/16/19	DirDep	Sommers, Lyle R	Direct Deposit	0.00	46,464.88
08/16/19	10874	ACE Hardware	misc hardware, trimmer line, ppr towels	-45.08	46,419.80
08/16/19	10875	Aramark Uniform & Career ( I...	Uniform services 8/2	-112.11	46,307.69
08/16/19	10876	Eversource	Plant: 6/17 - 7/17 (30 days)	-1,958.50	44,349.19
08/16/19	10877	Frontier	Telephone and Internet service: 8/1 - 8/31	-87.60	44,261.59
08/16/19	10878	Quality Data Service Inc.	July 2019: printing and processing sewer/water billing (296 bills)	-283.26	43,978.33
08/16/19	10879	Tunxis	Lab exams 7/30 - 8/5 - 8/10 - 8/14	-978.00	43,000.33
08/16/19	10880	Welsh Sanitation	Commercial service: July 2019	-71.25	42,929.08
08/20/19	061957	Sewer Customers		6,157.41	49,086.49
08/21/19	061958	Sewer Customers		592.39	49,678.88
08/26/19	061959	Sewer Customers		31,695.90	81,374.78
08/28/19	10873	Town of Kent	Employee withholding for Roth 401k Emp.	-373.56	81,001.22
08/28/19	061960	Sewer Customers		2,396.83	83,398.05
08/29/19		QuickBooks Payroll Service	Direct Deposit for 8/30	-3,647.49	79,750.56
08/30/19	DirDep	Warner, Jesse T	Direct Deposit	0.00	79,750.56
08/30/19	DirDep	Kearns, Joyce	Direct Deposit	0.00	79,750.56
08/30/19	DirDep	Sommers, Lyle R	Direct Deposit	0.00	79,750.56
08/30/19	DirDep	Soule Jr., Milard L	Direct Deposit	0.00	79,750.56
08/30/19	DirDep	Devaux, Deborah J.	Direct Deposit	0.00	79,750.56
08/31/19	10882	ACE Hardware	wire rope clips, ez start tape, cement primer, drill bit, hex bushing, llonk chain, pipe wrench,...	-78.11	79,672.45
08/31/19	10883	Aramark Uniform & Career ( I...	Uniform Services 8/9 - 8/16 - 8/23	-129.09	79,543.36
08/31/19	10884	Eversource	Plant: 7/17 - 8/16 (30 days) and Pump Station: 7/17 - 8/16 (30 days) and #50 Maple St - 7 ...	-1,938.76	77,604.60
08/31/19	10885	FedEx	shipping for to Averill lab 7/10 - 7/17 - 7/24 - 8/7	-124.43	77,480.17
08/31/19	10886	Quality Data Service Inc.	Final posted ratebook 2018	-150.00	77,330.17
08/31/19	10887	Tunxis	Lab exams 8/27 & 8/30	-514.00	76,816.17
08/31/19	10888	US Environmental Rental Corp	7/31/19 - - Ysi 600XLM daily rental	-288.83	76,527.34
08/31/19	10889	Sommers, Lyle - Reimbursem...	Telephone reimbursement - August 2019	-80.00	76,447.34
08/31/19	10890	Town of Kent	Quarterly Invoice for WC and LAP Insurance premium & July Insurances and H.S.A. funding	-7,627.54	68,819.80
Total Operating - 8044				27,296.74	68,819.80
Total 1 USB				27,296.74	68,819.80
TOTAL				27,296.74	68,819.80

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

	<u>Jul -Aug 19</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Income</b>			
Septage Fees	17,011	17,500	97.2%
Sewer User Charges	55,650	57,148	97.4%
<b>Total Income</b>	<b>72,662</b>	<b>74,648</b>	<b>97.3%</b>
<b>Expense</b>			
<b>General &amp; Admin Expenses</b>			
Accounting/Bookkeeping Services	1,133	1,133	100.0%
Audit			0.0%
Bank Service Charges			
Office Supplies	60	175	34.0%
Outside services-Admin	150	150	100.0%
Printing & Advertising			0.0%
Software/Licensing Fees	1,177	2,220	53.0%
<b>Total General &amp; Admin Expenses</b>	<b>2,520</b>	<b>3,678</b>	<b>68.5%</b>
<b>Operating Expenses</b>			
Continuing Education		250	
Depreciation			
Electricity	4,041	5,400	74.8%
Fuel	-	-	0.0%
<b>Insurance</b>			
Dental Insurance	224	237	94.5%
Liab Auto Prop Insura	267	300	89.1%
Life Insurance	22	21	103.8%
Medical	7,990	4,806	166.3%
Workman's Comp	939	1,100	85.3%
<b>Total Insurance</b>	<b>9,442</b>	<b>6,464</b>	<b>146.1%</b>
Internet	54	50	107.6%
Lab exams	2,105	2,250	93.6%
Materials and supplies	123	250	49.3%
Miscellaneous		22	0.0%
Outside Services-Operating	793	5,075	15.6%
Parts & Repairs	-	2,350	0.0%
Payroll Expenses	22,942	20,240	113.4%
Payroll taxes	1,706	1,548	110.2%
Pension	-	-	0.0%
Permit fees	2,011	2,500	80.5%
Postage	275	330	83.3%
<b>Professional fees</b>			
Engineering fees	-	5,000	0.0%
Legal fees	-	1,250	0.0%
<b>Total Professional fees</b>	<b>-</b>	<b>6,250</b>	<b>0.0%</b>



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

	<u>Jul -Aug 19</u>	<u>Budget</u>	<u>% of Budget</u>
Telephone	271	300	90.2%
Uniforms	413	330	125.2%
<b>Total Operating Expenses</b>	<b>44,177</b>	<b>53,609</b>	<b>82.4%</b>
<b>Total Expense</b>	<b>46,697</b>	<b>57,287</b>	<b>81.5%</b>
Investment income	60	70	85.5%
Transfers In	-	-	
<b>Other Expense</b>			
Capital Reserve	-	-	0.0%
Short Term Asset Reserve	-	-	0.0%
<b>Maple Street Extension</b>			
100% of Connection Fees	-		
80% of User Fees Collected	1,105	-	
<b>Total Maple Street Extension</b>	<b>1,105</b>	<b>-</b>	<b>100.0%</b>
USDA Loan Interest (92-06) (92-04) (92-08)	26,603	26,603	
<b>Net Income and Expense</b>	<b>(1,682)</b>	<b>(9,172)</b>	<b>18.3%</b>

Budget is only to date

Transfers to Capital and ST Asset Reserve of 0  
are only posted to show amounts sequestered.  
These amounts are not technically an expense and  
are included as part of the net income on the Balance Sheet.

Capital Expenses pd w/ Capital Funds 0 Aeration equipment and Aeration System upgrade  
Engineering Costs for Aeration project

by including these items  
the net income is actually -1,682

**CASH REPORT  
KENT**

MONTHLY SUMMARY REPORT BY BILLING YEAR      CASE: TOWN    Date: 09/10/2019    Pay Date: 07/01/2019 To 09/10/2019    Time: 11:18:48    Page: 1  
 Condition: Year From: 2003 TO 2019    District: All Term#    Total Only: YES    Bill Type: 06 SU    Susp/Credit: ALL    Cycle #: 00 TO 00  
 Recap Option: Year Type

BILL #	S-D	TOWN Gross	INTEREST Exmpt	LIEN Net	FEES Tax	BINT	TOTAL	DATE PAID	K	TP	OVR	BATCH	TRANS#	TERM#	NAME
TOT SU		359.90	79.72	0.00	0.00	0.00	439.62								
TOT YR 2017		359.90	79.72	0.00	0.00	0.00	439.62								
TOT SU		4,073.83	717.82	0.00	0.00	0.00	4,791.65								
TOT YR 2018		4,073.83	717.82	0.00	0.00	0.00	4,791.65								
TOT SU		54,773.20	6.28	0.00	0.00	0.00	54,779.48								
TOT YR 2019		54,773.20	6.28	0.00	0.00	0.00	54,779.48								
TOT CUR/YR COLL.		58,847.03	724.10	0.00	0.00	0.00	59,571.13								
TOT BACK/YR COLL.		359.90	79.72	0.00	0.00	0.00	439.62								
TOT ACTIVE		59,206.93	803.82	0.00	0.00	0.00	60,010.75								
GRAND TOTAL		59,206.93	803.82	0.00	0.00	0.00	60,010.75								
TOWN		CURRENT:	59,571.13	BACK :	439.62										
RECEIPT TOTAL		60,010.75													

*Lawer*

*July 1, 2019  
September 10, 2019*

RECEIVED FOR RECORD  
KENT TOWN CLERK

2019 SEP 13 A 9:29

BY *S. Brody*  
TOWN CLERK