

Utility Advisory Board
January 8, 2023
5:30pm
DPW Conference Room
209 Chestnut Hill Road

MEMBERS PRESENT

Shawn Libby, Chairman
Brett Johnson
Ralph Sanders

ABSENT

Joe Boudreau
Eli Barnes

OTHERS PRESENT

Lisa Clark, DPW Deputy Director, Operations & Administration
Michele Grant, Utility Billing Administrator

MINUTES

1. Call to order:

Mr. Libby called the meeting to order at 5:30pm.

2. Approval of December 11, 2023 Minutes

Mr. Libby requested a motion or comments on the minutes for the December 11, 2023, meeting. *Mr. Johnson made a motion to accept the December 11, 2023, meeting minutes as presented. The motion was seconded by Mr. Sanders, the motion passed unanimously.*

3. Appeals

3.1 7 Harding St. – David & Marsha Miller

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for an unknown toilet running continuously.

Mr. Johnson made a motion to deny this appeal for it does not meet qualifications per Water & Sewer Policy, but did make a motion to grant a 25% hardship abatement for a total of \$87.48. Mr. Libby seconded the motion, the motion passed unanimously.

3.2 29 Walnut St. – Apollo Capital LLC

The appellant was not present for the meeting. The appeal is for water and sewer abatement for a leaking toilet.

Mr. Johnson made a motion to abate 69 units of water for a total of \$442.29 and abate 69 units of sewer for a total of \$563.73. This is a 1 in 10-year abatement. Mr. Libby seconded the motion, the motion passed unanimously.

3.3 65 Ida Circle – Jennifer Gullison

The appellant was not present for the meeting. The appeal is for a sewer abatement for outside watering.

Mr. Johnson made a motion to abate 18 units of sewer for a total of \$147.06. Mr. Sanders seconded the motion, the motion passed unanimously.

3.4 33 Bailey Drive – Anthony Coraine

The appellant was not present for the meeting. The appeal is for sewer abatement for outside watering.

Mr. Johnson made a motion to abate 25 units of sewer for a total of \$204.25. Mr. Libby seconded the motion, the motion passed unanimously.

4. Financials – Water & Sewer Revenue and Expense Reports

5. Adjournment:

Mr. Libby made a motion to adjourn at 6:07pm. The motion was seconded by Mr. Johnson, the motion passed unanimously.

Minutes respectfully submitted by Michele Grant, Utility Billing Administrator