

**Utility Advisory Board
May 14, 2018 5:30 P.M.
City Hall Council Conference Room**

MEMBERS PRESENT

Shawn Libby, Chairman

Joe Boudreau

Eli Barnes

Ralph Sanders

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor

George Kelly – 10 North Main Street

MINUTES

1. Call to order:

Chairman Libby called the meeting to order at 5:30 PM.

2. Approval of March 12, 2018 Minutes

Chairman Libby made a motion to accept the March 12, 2018 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3. Appeals –

3.1 10 North Main Street – George Kelly

The appellant George Kelly was present for the meeting. The appeal is for above average water and sewer usage due to a burst pipe in the basement of the property. The leakage did not enter the sewer system. Mr. Kelly explained that the leak happened while the building was vacant and the water has been turned off at the street. He also stated that the City has classified the building unsafe and entry is restricted, so repairs have not been made. The board discussed the Water and Sewer Adjustment Policy and the City Ordinances. Staff confirmed that there is or will be a lien placed on the property and staff stated that a note would be placed on the account stating that the appellant can come back for consideration of the water portion of the bill if repairs are made. Mr. Kelly stated that he has been in discussions regarding property status with the City Attorney. Ms. Clark stated that the City Attorney would be notified of the UAB Boards decision, and the attorney will be kept informed of the current balance due on the account. There was additional discussion regarding the sewer abatement, as the water did not enter the sewer system. Ms. Clark explained to Mr. Kelly that the water would not be reinstated until repairs were completed and water invoice was either appealed or paid in full.

Chairman Libby made a motion to abate 716 units of sewer, plus accrued interest and to table the above average water adjustment for proof of repairs. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.2 26 Lafayette Street – James & Jessica Winiarski

The appellant was not present for the meeting. The appeal is for above average usage due to leaking toilet and faucets in a tenant's apartment.

Mr. Barnes made a motion to abate 57 units of water at \$301.53 and 57 units of sewer at \$371.64 for a total abatement of \$673.17 plus accrued interest. The motion stated that the decision letter and account would note that this is a once in ten year abatement. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.3 16 Dublin Way – Paul & Diana Couture

The appellant was not present for the meeting. The appeal is for above average usage due to a leaking outdoor hose.

Chairman Libby made a motion to abate 14 units of sewer at \$91.28 plus accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.4 647 Salmon Falls Road – Leonard Daigle

The appellant was not present for the meeting. The appeal is for above average usage due to a leaking outdoor hose.

Mr. Barnes made a motion to abate 13 units of sewer at \$87.75 plus accrued interest. The motion was seconded by Chairman Libby. The motion passed unanimously.

3.5 5 Daniel Court – Lorraine Mackenzie

The appellant was not present for the meeting. The appeal is for the service fee for non-payment door tag as the meter technician made an attempt to terminate services. The customer was out of town and had stopped his mail from delivery.

Chairman Libby made a motion to deny this appeal citing the ordinance for water shut off and mailing. The motion was seconded by Mr. Sanders. The motion passed unanimously.

3.6 325 Salmon Falls Road – Paul Miller

The appellant was not present for the meeting. The appeal is for above average usage of water and sewer due to a frozen meter. The customer requested the one in ten-year water and sewer abatement. Mr. Boudreau asked about the policy on negligence. Ms. Clark read the policy out loud to the Board.

Mr. Boudreau made a motion to deny the one in ten-year abatement but to approve an abatement on 185 units of sewer at \$1,206.20 plus accrued interest and request that they are notified of the policy on negligence. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.7 2 Second Street – Kevin Ashley

The appellant was not present for the meeting. The appeal is for two service fees for non-payment door tags as the meter technician made attempts to terminate services. The customer was out of town.

Chairman Libby made a motion to deny this appeal citing the ordinance for water shut off and mailing. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.8 76 Moose Lane – Claire Fogarty

Chairman Libby recused himself from this appeal as Ms. Fogarty is a tenant of his. The appellant was not present for the meeting. The appeal is for above average usage due to a leak behind the shower. The leak did not enter the sewer system and was repaired.

Mr. Barnes made a motion to abate 15 units of sewer at \$66.30 plus accrued interest. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.9 78 Franklin Heights – Amy Callahan

The appellant was not present for the meeting. The appeal is for the above average usage due to a burst pipe. The water did not enter the sewer system. The above average usage will carry over into the next bill. Proof of repair was provided.

Mr. Boudreau made a motion to table the appeal until the July UAB meeting to accumulate all above average usage for this leak. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.10 38 Silver Street – John Raymond Adams

The appellant was not present for the meeting. The appeal is for above average usage for pipes that had burst in the basement. The water did not enter the sewer system.

Chairman Libby made a motion to abate 38 units of water at \$201.02 and 76 units of sewer at \$495.52 for a total abatement of \$696.54 plus accrued interest. The motion stated that the decision letter and account would note that this is a once in ten year abatement. The motion was seconded by Mr. Sanders. The motion passed unanimously.

3.11 29A High Street – Edward & Deborah Seavey

The appellant was not present for the meeting. The appeal is for above average usage due to a hot water tank. The water did not enter the sewer system and the leak was repaired.

Mr. Barnes made a motion to abate 15 units of sewer at \$97.80 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.

4. Financials

Mr. Boudreau made inquiries regarding the financial reports. Ms. Clark responded.

5. Adjournment:

Chairman Libby made a motion to adjourn at 6:28PM. The motion was seconded by Mr. Barnes. The motion passed unanimously.

Minutes respectfully submitted by Samantha Juneau, Utility Billing Administrator