

Utility Advisory Board
April 10, 2023
5:30pm
DPW Conference Room
209 Chestnut Hill Road

MEMBERS PRESENT

Shawn Libby, Chairman

Ralph Sanders

Joe Boudreau

Brett Johnson

MEMBERS ABSENT

Eli Barnes

OTHERS PRESENT

Lisa Clark, DPW Deputy Director

Darcy Landry, Utility Billing Administrator

MINUTES

1. Call to order:

Mr. Libby called the meeting to order at 5:33pm.

2. Approval of March 20, 2023, Minutes

Mr. Libby requested a motion or comments on the minutes for the March 20, 2023, meeting. *Mr. Johnson made a motion to accept the March 20, 2023 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

3. Appeals

3.1 107 Eagle Dr. – Thomas Hansen

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for above average use due to frozen meter.

Mr. Johnson made a motion to abate 69 units of sewer at \$8.17 per unit for \$563.73 and 35 units of water at \$6.41 per unit for \$224.35, the total abate of \$788.08 if confirmed to apply once in 10 year abatement, plus accrued interest. Mr. Boudreau seconded the motion, the motion passed unanimously.

3.2 17 Hayes Hill Rd. – Kaitylin Knoff

The appellant was not present for the meeting. The appeal is for an emergency service call to home for frozen pipes..

Mr. Johnson made a motion to abate all charges. Mr. Libby seconded the motion; the motion passed unanimously.

3.3 14 Pierce Dr. – Christopher & Michelle Jones

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

Mr. Johnson made a motion to deny this appeal as the water was used and entered the City sewer system. Mr. Sanders seconded the motion; the motion passed unanimously.

3.4 39 Regency Ct. – Richard Souza

The appellant was not present for the meeting. The appeal request is for water and sewer abatement for two leaking toilets.

Mr. Johnson made a motion to deny this appeal as the water was used and entered the City sewer system. Mr. Libby seconded the motion; the motion passed unanimously.

3.5 4 Morgan Rd. – Lorraine Marshall

The appellant was not present for the meeting. The appeal request is for water and sewer for a frozen meter.

Mr. Johnson made a motion to abate 224 units of sewer at \$5.43 per unit \$1,216.32 and 112 units of water at \$2.77 per unit for \$310.24 for a total of \$1,526.56 plus all accrued interest, and a 25% hardship credit on the remaining balance. Mr. Boudreau seconded the motion, the motion passed unanimously.

3.6 3 Abbott St. – Carol Carbonneau

The appellant was not present for the meeting. The appeal request is for water and sewer for frozen pipe and leaking toilet.

Mr. Johnson made a motion to table this appeal for additional consumption history. Mr. Boudreau seconded the motion, the motion passed unanimously.

4. Financials

The board reviewed and briefly discussed financial reports.

5. Adjournment:

Mr. Libby made a motion to adjourn at 6:33 pm. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

Minutes respectfully submitted by Darcy Landry, Utility Billing Administrator