

**Utility Advisory Board
October 12, 2021 5:30pm
City Hall Council Chambers Conf. Room**

MEMBERS PRESENT

Brett Johnson

Joe Boudreau

Eli Barnes

Shawn Libby, Chairman

MEMBERS ABSENT

Ralph Sanders

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor

Michele Grant, Utility Billing Administrator

MINUTES

1. Call to order:

Mr. Libby called the meeting to order at 5:35pm.

2. Approval of September 13, 2021 Minutes

Mr. Libby requested a motion or comments on the minutes for the September 13, 2021 meeting. *Mr. Johnson made a motion to accept the September 13, 2021 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

3. Tabled Appeals

None

4. Appeals

4.1 47 Eagle Drive – Kevin Howard

The appellant was not present for the meeting. The appellant requested a sewer credit for some outside watering.

Mr. Johnson made a motion to abate 15 units of sewer at \$7.43 per unit for a total of \$111.45 plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

4.2 25 Knobby Way – Susan Pike

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

Mr. Johnson made a motion to abate 13 units for sewer at \$7.43 per unit for a total of \$96.59 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.

4.3 10 Washington St. – Bernie Bennett

The appellant was not present for the meeting. The appeal request is for a sewer credit for filling pool and some outside watering.

Mr. Barnes made a motion to abate 40 units of sewer at \$7.43 per unit for a total of \$297.20 plus any accrued interest. Mr. Johnson seconded the motion, the motion passed unanimously.

4.4 203 S. Main St. – Kristina Wentworth

The appellant was not present for the meeting. The appeal request is for a water and sewer for a toilet that was running non-stop.

Based on the Water & Sewer Adjustment Policy Mr. Barnes made a motion to abate 29 units of sewer at \$7.43 per unit for \$215.47 and 29 units of water at \$5.83 per unit for \$169.07 for a total of \$384.54 plus any accrued interest. This is a 1 in 10 year abatement as approved by Ms. Wentworth. Mr. Boudreau seconded the motion, the motion passed unanimously.

4.5 9 Temple Drive – John Almond

The appellant was present for the meeting. The appeal request is for a sewer credit for outside watering.

Mr. Boudreau made a motion to abate 26 units of sewer at \$7.43 per unit for a total of \$193.18 plus any accrued interest. Mr. Johnson seconded the motion, and made a motion to give appellant a 25% hardship credit of \$87.22, motion passed unanimously.

4.6 9 Nature Lane – Norman & Joanne Beaulieu

The appellant was not present for the meeting. The appeal request is for a sewer credit for watering new lawn.

Mr. Johnson made a motion to table the request for more consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.

5. Financials

The board reviewed and discussed financial reports.

6. Discussion

Mr. Sullivan will attend the November meeting to review the water and sewer fund.

7. Adjournment:

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

Minutes respectfully submitted by Michele Grant Utility Billing Administrator