

**Utility Advisory Board
November 8, 2021 5:30pm
City Hall Council Chambers Conf. Room**

MEMBERS PRESENT

Brett Johnson

Joe Boudreau

Eli Barnes

Ralph Sanders

Shawn Libby, Chairman

OTHERS PRESENT

Lisa Clark, DPW & Utility Billing Administrative Supervisor

Michele Grant, Utility Billing Administrator

MINUTES

1. Call to order:

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

2. Approval of October 12, 2021 Minutes

Mr. Libby requested a motion or comments on the minutes for the October 12, 2021 meeting. *Mr. Johnson made a motion to accept the October 12, 2021 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

3. Tabled Appeals

None

4. Appeals

4.1 298 Salmon Falls Rd. – Richard Doyle

The appellant was present for the meeting. The appellant requested a sewer credit for outside watering.

Mr. Boudreau made a motion to abate 67 units of sewer at \$7.43 per unit for a total of \$497.81 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.

4.2 47 Pray St. – Andrew & Melissa Lederer

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 deny this appeal, appellant has a sewer deduct meter installed and sewer credit was given when billed. Mr. Boudreau seconded the motion, the motion passed unanimously.

4.3 40 Blair Dr. – Brendan Flint

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 4 units of sewer at \$7.43 per unit for a total of \$29.72 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.

4.4 46 Collins Circle – Sean Hogan

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 52 units of sewer at \$7.43 per unit for a total of \$386.36 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.

4.5 36 Laredo Lane – Benjamin & Ashley Higgins

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 70 units of sewer at \$7.43 per unit for a total of \$520.10 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.

4.6 7 Birch Drive – John Mersereau

The appellant was not present for the meeting. The appeal request is for a high bill, appellant is not aware of any leaks or excess watering.

Mr. Johnson made a motion to table the request until meter test results are received back. Mr. Barnes seconded the motion, the motion passed unanimously.

4.7 86 S. Main St. – RM Edgerly & Son

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside water that was used due to a leak in the irrigation system.

Mr. Johnson made a motion to abate 245 units of sewer at \$7.43 per unit for a total of \$1,820.35 plus any accrued interest. Mr. Boudreau seconded the motion, the motion passed unanimously.

4.8 10 Ida Circle – Craig Becker

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 table the request additional consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.

4.9 337 Portland St. – RNPD Properties LLC

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

Mr. Barnes made a motion to deny this appeal, per Water & Sewer policy a customer's excess consumption must exceed 46 units and be greater than 100% of their normal average consumption. Mr. Johnson seconded the motion, the motion passed unanimously.

4.10 6 Broad St. – Jessica Lee

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 table the request for additional consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.

5. Financials

The board reviewed and discussed financial reports.

6. Discussion

Mr. Sullivan attended the meeting to discuss financials and how to go forward at rate increases for the future. The Board discussed a 5% increase on the water rates and a 10% increase on sewer rates. An increase to the Service Charge rate was also discussed. Mr. Sullivan stated he would come back to the board in February with a rate impact evaluation as done previously and then the UAB could make its presentation to the Finance Committee in April. Mr. Sullivan stated that he wanted to have a discussion with City Manager in advance of this schedule to confirm that presentation with the annual budget was the desired approach.

7. Adjournment:

Mr. Libby made a motion to adjourn at 6:41pm. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant Utility Billing Administrator