

**Utility Advisory Board
February 15, 2022 5:30pm
DPW Conference 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 5:32pm.

2. Approval of January 10, 2022 Minutes

Mr. Libby requested a motion or comments on the minutes for the January 10, 2022 meeting. *Mr. Johnson made a motion to accept the January 10, 2022 meeting minutes as presented. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

3. Appeals

3.1 631 Salmon Falls Rd. – Robert Jenness

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

Mr. Johnson made a motion to abate 31 units of sewer at \$7.43 per unit for a total of \$230.33 plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.2 17 Franklin Heights – Eben Plese

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

Mr. Johnson made a motion to deny this appeal. Mr. Boudreau seconded the motion, the motion passed unanimously.

3.3 7 Birch Drive – John Mersereau

The appellant was not present for the meeting. The appeal request is for a water credit for a high bill. The meter was tested and passed.

Mr. Johnson made a motion to deny this appeal. Mr. Libby seconded the motion, the motion passed unanimously.

4. Tour of new DPW building

5. Financials

The board reviewed and discussed financial reports.

6. Adjournment:

Mr. Libby made a motion to adjourn at 6:27pm. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant Utility Billing Administrator