

**Utility Advisory Board
May 9, 2022 5:30pm
DPW Conference Room**

MEMBERS PRESENT

Shawn Libby, Chairman
Joe Boudreau (via Zoom)
Ralph Sanders
Brett Johnson
Eli Barnes

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 April 11, 2022 Minutes

Mr. Libby requested a motion or comments on the minutes for the April 11, 2022 meeting. *Mr. Johnson made a motion to accept the April 11, 2022 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

3. Appeals

3.1 34 Chestnut St. – 34 Chestnut St. Realty Trust

The appellant was not present for the meeting. The appellant requested a sewer credit for pipes were broken.

Mr. Barnes made a motion to abate 504 units of sewer at \$7.43 per units for a total of \$3,744.72 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.

3.2 15 Watson Drive – Lydia Toland

The appellant was present for the meeting. The appeal request is for a water and sewer credit for a toilet running.

Mr. Libby made a motion to deny this appeal for the water was used and did enter the sewer system. Mr. Johnson seconded the motion, the motion passed unanimously.

3.3 369 Portland St. – Sharon Holt

The appellant was not present for the meeting. The appeal request is for sewer only, the owner had a water pipe that froze and broke.

Mr. Barnes made a motion to abate 5 units of sewer at \$7.43 per unit for a total of \$37.15 plus accrued interest. Mr. Libby seconded the motion, the motion passed unanimously.

4. Rate Discussion

The board will present their rate recommendations to the finance committee at the June 14th meeting.

5. Financials

The board reviewed and discussed financial reports.

6. Adjournment:

Mr. Libby made a motion to adjourn at 6:12 pm. The motion was seconded by Mr. Libby. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant Utility Billing Administrator