

**Utility Advisory Board**  
**October 14, 2020 5:30 P.M.**  
**Annex Building Cocheco Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman  
Ralph Sanders  
Joe Boudreau  
Brett Johnson  
Eli Barnes

**OTHERS PRESENT**

Lisa Clark, Utility Billing Office Supervisor  
Kimberly Nickerson, Utility Billing Administrator  
Jamie Winn, 44 Meadow Lane

**MINUTES**

**1. Call to order:**

Mr. Libby called the meeting to order at 5:30 PM. This meeting was held in the Cocheco Conference Room of the City Hall Annex Building.

**2. Approval of September 14, 2020 Minutes**

Mr. Libby requested a motion or comments on the Minutes for the September 14, 2020 meeting.

***Mr. Boudreau made a motion to accept the September 14, 2020 meeting minutes as presented. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

**3. Appeals**

**3.18 44 Meadow Lane – Jamie Winn**

The appellant was present for the meeting. The appeal requested a water abatement and stated that she had a leak in her underground irrigation system.

***Mr. Johnson made a motion to abate the September 2020 invoice for 92 units of water, plus any accrued interest. He stated this motion is based on the Water & Sewer Adjustment Policy, and an additional 25% of the above average usage due to stated hardship. Mr. Johnson requested notes to include this is to be applied to the next invoices as well if there is above average use and that this is a once in 10 year adjustment. The motion was seconded by Mr. Barnes. The motion passed unanimously.***

### **3.1 97 Millers Farm Drive – Rachel Johnson**

This appeal request was for a sewer abatement due to watering a new lawn which needed frequent watering. Mr. Johnson recused himself from the discussion and vote.

***Mr. Barnes made a motion to abate the July 2020 invoice for 9 units of Sewer at \$6.75 in the amount of \$60.75. The motion was for a total abatement of \$60.75 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.2 38 Eastern Avenue – Chris & Mary Ballard**

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owner stated she had a new lawn which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 10 units of sewer at \$6.75 in the amount of \$67.50. The motion was for a total abatement of \$67.50 plus any accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.3 31 Prospect Street– Julio & Michelle Perez**

The appellant not present for the meeting. The appeal was for a water and sewer abatement. The owner stated they had a toilet running which is now shut off.

***Mr. Boudreau made a motion deny the abatement of water and sewer as the water was used and did enter the sewer system. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

### **3.4 117 Gear Road– Connor McGowan**

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owner stated he had a new lawn due which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 11 units of sewer at \$6.75 in the amount of \$74.25. The motion was for a total abatement of \$74.25 plus any accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.5 119 Fillmore Blvd– Rene Gingras**

The appellant was not present for the meeting. The appeal request is for a sewer abatement. The owner stated that a connection broke in his irrigation system.

***Mr. Libby made a motion to abate the August 2020 invoice for 25 units of Sewer at \$6.75 in the amount of \$168.75. The motion was for a total abatement of \$168.75 plus accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

### **3.6 32 Eagle Drive – Linda Cogdill**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she had a new lawn hydro-seeded which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 6 units of Sewer at \$6.75 in the amount of \$40.50. The motion was for a total abatement of \$40.50 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.7 76 Fillmore Blvd – Kenneth McMorris**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she had a new lawn and landscaping which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 65 units of Sewer at \$6.75 in the amount of \$438.75. The motion was for a total abatement of \$438.75 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.8 22 Regency Court – Donald Avery**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she had a new lawn which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 35 units of Sewer at \$6.75 in the amount of \$236.25. The motion was for a total abatement of \$236.25 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.9 12 Cleveland Street – Sandra Legendre**

The appellant was not present for the meeting. The appeal requested was for a water and sewer abatement. The owner stated that she had a leaking faucet in the basement which a plumber discovered and repaired. The appeal paper work stated that there is hardship involved and requests relief.

***Mr. Johnson made a motion to deny the requested abatement but to grant a hardship credit of 25% above average use. The 25% is equal to 10 units of water at \$5.55. is \$55.50 and 10 units of Sewer at \$6. is \$67.50. The motion was for a total abatement of \$123.00 plus accrued interest. The motion was seconded by Mr. Boudreau. The motion passed unanimously.***

### **3.10 7 Jan Court – Robert Lyness**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that he had a sewer deduct meter that was not connected properly by Tara Estates.

***Mr. Barnes made a motion to abate the August 2020 invoice of 13 units of Sewer at \$6.75 in the amount of \$87.75. The motion was for a total abatement of \$87.75 plus accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

### **3.11 93 Fillmore Blvd – Leandro Bueno**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she had the lawn hydro-seeded which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 42 units of Sewer at \$6.75 in the amount of \$283.50. The motion was for a total abatement of \$283.50 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.12 3 Lyons Street – Anna Lavertu**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she was renovating the house and the plumbing was not connected to the sewer and she was watering a new lawn.

***Mr. Johnson made a motion to abate the August 2020 invoice for 39 units of Sewer at \$6.75 in the amount of \$263.25. The motion was for a total abatement of \$263.25 plus accrued interest. The motion was seconded by Mr. Boudreau. The motion passed unanimously.***

### **3.13 11 Fairway Avenue – Sharon Reed-Erickson**

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she reseeded her lawn which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 40 units of Sewer at \$6.75 in the amount of \$270.00. The motion was for a total abatement of \$270.00 plus accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.14 21 Farmington Road– 21 Farmington Road LLC**

The appellant not present for the meeting. The appeal was for a sewer abatement. The owner stated they had a toilet running which is now repaired

***Mr. Johnson made a motion to deny the abatement of sewer as the water was used and did enter the sewer system. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.15 19 Rochester Hill Road – Denise Seminara**

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owner stated she had a new lawn which required frequent watering.

***Mr. Barnes made a motion to abate the August 2020 invoice for 9 units of sewer at \$6.75 in the amount of \$60.75. The motion was for a total abatement of \$60.75 plus any accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.16 101 Fillmore Blvd – Andrea & Scott Prieto**

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owner stated she had her lawn hydro-seeded which required frequent watering.

***Mr. Barnes made a motion to abate the July 2020 invoice for 19 units of sewer at \$6.75 in the amount of \$128.25. The motion was for a total abatement of \$128.25 plus any accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.***

### **3.17 15 Broad Street– Jill Rzasa**

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owner stated she had a water softener system that malfunctioned and leaked.

***Mr. Boudreau made a motion to abate the September 2020 invoice for 33 units of sewer at \$6.75 in the amount of \$222.75. The motion was for a total abatement of \$222.75 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

### **4.Additional Appeal**

#### **4.1 12 Blair Drive—Joanne Houston**

The appellant was not present for the meeting. The appeal was for water and sewer abatement. The owner stated she had a leak in her irrigation system.

***Mr. Barnes made a motion to abate the August 2020 invoice for 39 of water at \$5.55 in the amount of \$216.45 and 77 units of sewer at \$6.75 in the amount of \$519.75. Mr. Johnson's motion stated that the account and decision letter should note that is a once in 10 year abatement per Water and Sewer adjustment policy and that this abatement may carry into the next cycle. The motion was for a total abatement of \$736.20 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.***

#### **5. Financials**

The board reviewed and discussed financial reports.

#### **6. Adjournment:**

***Mr. Libby made a motion to adjourn at 6:09 PM. The motion was seconded by Mr. Boudreau. The motion passed unanimously.***

*Minutes respectfully submitted by Kimberly S. Nickerson Utility Billing Administrator*