

**Utility Advisory Board
October 11, 2022
5:30pm
DPW Training Room
209 Chestnut Hill Road**

MEMBERS PRESENT

Shawn Libby, Chairman

Ralph Sanders

Joe Boudreau

Eli Barnes

MEMBERS ABSENT

Brett Johnson

OTHERS PRESENT

Lisa Clark, DPW & Utility Billing Administrative Supervisor

Michele Grant, Utility Billing Administrator

Darcy Landry, Utility Billing Administrator

Richard Doyle, Property Owner

MINUTES

1. Call to order:

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

2. Approval of September 12, 2022 Minutes

Mr. Libby requested a motion or comments on the minutes for the September 12, 2022 meeting. *Mr. Barnes made a motion to accept the September 12, 2022 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

3. Appeals

3.1 26 Juniper St. – Fred & Maria Daggett

The appellant was not present for the meeting. The appellant requested a sewer abatement.

Mr. Boudreau made a motion to deny this appeal because the appeal was received after the invoice due date, per Ordinance 17.20(a) the appellant shall file an appeal to the UB office in writing prior to the payment due date. The motion was seconded by Mr. Sanders. The motion passed unanimously.

3.2 21 S. Main St. – Stephen Brown

The appellant was not present for the meeting. The appeal request is for a water and a sewer abatement. The water was used and did enter the City Sewer System.

Mr. Barnes made a motion to deny this appeal because it does not qualify for the Water & Sewer Adjustment Policy Abatement and motioned for a 25% hardship credit. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.3 59 Maple St. – Shiela Washburn

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for broken toilet. The water was used and did enter the City Sewer System.

Mr. Boudreau made a motion per the Water & Sewer Adjustment Policy to abate 38 units of water at \$5.83 per unit for a total of \$221.54 and abate 38 units of sewer at \$7.43 per unit for a total of \$282.34 for a grant total of \$503.88 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.

3.4 25 Knobby Way – Susan Pike

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

Mr. Barnes made a motion to abate 14 units of sewer at \$7.43 per unit for a total of \$104.02 plus accrued interest. Mr. Sanders seconded the motion, the motion passed unanimously.

3.5 54 Ebony Dr. – Kiernan & Lori Gordon

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

Mr. Barnes made a motion to deny this appeal because it does not qualify per Water & Sewer Adjustment Policy Abatement. The motion was seconded by Mr. Boudreau, the motion passed unanimously.

3.6 10 Smoke St. – Nancy Gowell

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

Mr. Barnes made a motion to table this appeal for more consumption history. Mr. Boudreau seconded the motion, the motion passed unanimously.

3.7 170 S. Main St. – Americo Real Estate

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for broken irrigation.

Mr. Barnes made a motion to abate 166 units of water at \$5.83 per unit for a total of \$967.78 and abate 332 units of sewer at \$7.43 per unit for a total of \$2466.76 for a grand total of \$3434.54 plus accrued interest contingent on proof of repair received by Utility Billing office. Mr. Libby seconded the motion, the motion passed unanimously.

3.8 17 Ida Circle – Adam Campbell

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

Mr. Barnes made a motion to table this appeal for more consumption history. Mr. Boudreau seconded the motion, the motion passed unanimously.

3.9 298 Salmon Falls Rd. – Richard Doyle

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

Mr. Boudreau made a motion to abate 73 units of sewer at \$7.43 per unit for a total of \$542.39 plus accrued interest. Mr. Libby seconded the motion, the motion passed unanimously.

4. Financials

The board reviewed and briefly discussed financial reports.

5. Adjournment:

Mr. Barnes made a motion to adjourn at 5:56 pm. The motion was seconded by Mr. Sanders. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant, Utility Billing Administrator