

**Utility Advisory Board  
November 14, 2022  
5:30pm  
DPW Conference Room  
209 Chestnut Hill Road**

**MEMBERS PRESENT**

Shawn Libby, Chairman

Ralph Sanders

Joe Boudreau

Eli Barnes

Brett Johnson

**OTHERS PRESENT**

Lisa Clark, DPW & Utility Billing Administrative Supervisor

Darcy Landry, Utility Billing Administrator

Raymond Wayman, Property Owner

**MINUTES**

**1. Call to order:**

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

**2. Approval of October 11, 2022 Minutes**

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

**3. Appeals**

**3.1 55 Ida Circle – Raymond Wayman**

The appellant was present for the meeting and explained the usage due to new lawn and necessary watering. The appellant requested a sewer abatement for outside watering.

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

### **3.2 717 Portland St. – Rebecca & Tylor Kelly**

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

*Mr. Johnson made a motion to abate 25 units of sewer at \$7.43 per unit for a total of \$185.75 plus accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

### **3.3 40 Murray Dr. – Roy & Kathleen Bremner**

The appellant was not present for the meeting. The appeal request is for a sewer abatement 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 accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.4 32 Murray Dr. – Lisa Marie Descoleaux**

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

*Mr. Johnson made a motion to abate 33 units of sewer at \$7.43 per unit for a total of \$245.19 plus accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.5 4 Birch Hollow Ln. – Steve Pepin**

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

*Mr. Johnson made a motion to abate 17 units of sewer at \$7.43 per unit for a total of \$126.31 plus accrued interest. The motion was seconded by Mr. Barnes, the motion passed unanimously.*

### **3.6 10 Cortland St. – Braeburn Ltd. Partnership**

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 219 units of sewer at \$7.43 per unit for a total of \$1627.17 plus accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.7 10 Sandina Dr. – Fred & Helen Leonard**

The appellant was not present for the meeting. The appeal request is for a sewer rate relief as he has a private sewer holding tank that requires pumping and transportation cost to the WWTP.

*Mr. Johnson made a motion to deny this appeal, per Ordinance 200-6.B the property owner is responsible for the costs incurred for the repair & maintenance of all existing sewer services from property line to the building. And the city does waive the septic dumping fee. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.8 18 Bovee Ln. – Katrina Parsons**

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

*Mr. Johnson made a motion to abate 41 units of sewer at \$7.43 per unit for a total of \$304.63 plus accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.9 12 Bovee Ln. – Jennifer Widmark**

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

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

### **3.10 20 Murray Dr. – Eugene & Erina Healey**

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

*Mr. Barnes made a motion to deny the appeal per Ordinance 260-19A the appellant shall file an appeal to the UB office in writing prior to the payment due date. But did motion for a 25% hardship credit. Mr. Johnson seconded the motion, the motion passed unanimously.*

### **3.11 14 Smoke St. – Joshua Valliere**

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

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

### **3.12 71 Ida Circle – Murtagh Family Trust**

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

*Mr. Johnson made a motion to table this appeal for more consumption history.*

*Mr. Boudreau seconded the motion, the motion passed unanimously.*

### **3.13 11 Magic Ave. – Scott McNamara**

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

*Mr. Barnes made a motion to deny the appeal as the water was used and did enter the City Sewer System. The motion was seconded by Mr. Libby, the motion passed unanimously.*

### **3.14 10 Smoke St. – Nancy Gowell**

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

*Mr. Johnson made a motion to abate 142 units of sewer at \$7.43 per unit for a total of \$1055.06 plus accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **3.15 17 Ida Circle – Adam Campbell**

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

*Mr. Johnson made a motion to abate 44 units of sewer at \$7.43 per unit for a total of \$326.92 plus accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.*

## **4. Financials**

The board reviewed and briefly discussed financial reports.

## **5. Other – Water / Sewer Ordinance Appeal submission dates.**

The UAB discussed the appeal submission dates per ordinance. The Committee decided that the Water Ordinance has consistently been used for UAB decision. The Water ordinance allows appellants to submit appeals prior to the due date on invoice.

## **6. Adjournment:**

*Mr. Libby made a motion to adjourn at 6:20 pm. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

*Minutes respectfully submitted by Darcy Landry, Utility Billing Administrator*