

**Utility Advisory Board
March 15, 2022 5:30pm
DPW Conference Room**

MEMBERS PRESENT

Joe Boudreau
Ralph Sanders
Shawn Libby, Chairman

MEMBERS ABSENT

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 February 15, 2022 Minutes

Mr. Libby requested a motion or comments on the minutes for the February 15, 2022 meeting. *Mr. Sanders made a motion to accept the February 15, 2022 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

3. Appeals

3.1 30 Leonard St. – Barbara Lemieux

The appellant was present for the meeting. The appellant requested a water and sewer credit for high bill. She stated she never found a reason for the increased usage.

Mr. Boudreau made a motion to abate 24 units of water at \$2.52 per unit for a total of \$60.48 and 24 units of sewer at \$4.94 per unit for a total of \$118.56, for a grand total on November invoice of \$179.04. Also abate 20 units of water at \$2.52 per unit for a total of \$50.40 and 20 units of sewer at \$4.94 per unit for a total of \$98.80, for a grand total on February invoice of \$149.20. Credit grand total of \$328.24 plus any accrued interest. The motion included an additional hardship credit of 25% for \$115.63. The motion was seconded by Mr. Sanders. The motion passed unanimously.

3.2 20B Trinity Circle – Mary Brentley

The appellant was not present for the meeting. The appeal request is for a sewer credit for an outside faucet leaking.

Mr. Boudreau made a motion to abate 38 units of sewer at \$7.43 per unit for a total of \$282.34 plus any accrued interest. Mr. Boudreau's motion included an additional hardship credit of 25% at \$101.80. Mr. Sanders seconded the motion, the motion passed unanimously.

4. Financials

The board reviewed and discussed financial reports.

5. Adjournment:

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

Minutes respectfully submitted by Michele Grant Utility Billing Administrator