

**Utility Advisory Board
June 14, 2021 5:30 P.M.
Annex Building Cocheco Conference Room**

MEMBERS PRESENT

Brett Johnson
Joe Boudreau
Ralph Sanders

MEMBERS ABSENT

Shawn Libby, Chairman
Eli Barnes

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor
Michele Grant, Utility Billing Administrator

MINUTES

1. Call to order:

Mr. Boudreau called the meeting to order at 5:32pm.

2. Approval of May 10, 2021 Minutes

Mr. Boudreau requested a motion or comments on the minutes for the May 10, 2021 meeting. *Mr. Johnson made a motion to accept the May 10, 2021 meeting minutes as presented. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

3. Tabled Appeals

3.1 1 Willow Brook Dr. (#3) – Willowbrook Realty Trust

This appeal remains table from the April 2021 meeting. Meter test results still pending.

4. Appeals

4.1 21 Salmon Falls Rd. – Charles Lockhart

The appellant was not present for the meeting. The appellant requested water and sewer abatement and cited a leak under the home that did not enter the sewer system. The appeal also noted that there were hardships associated with paying the invoice.

Mr. Johnson made a motion to abate 18 units of sewer at \$7.43 per unit for a total of \$133.74 and a 25% hardship credit of \$62.70 totaling \$196.44 plus any accrued interest. The motion was seconded by Mr. Boudreau, motion passed unanimously.

4.2 46 Big Bear Rd. – Don & Hope Silver

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement. Overage was due to a leak in the irrigation system.

Mr. Johnson made a motion to abate 30 units of water at \$5.55 per unit for a total of \$166.50 on the Nov. invoice. And 52 units of water at \$5.83 per unit for a total of \$303.16 and 103 units of sewer at \$7.43 per unit for a total of \$765.29 on the Feb. invoice. Grand total \$1234.95 plus any accrued interest. Mr. Sanders seconded the motion, motion passed unanimously.

Mr. Boudreau noted that there were several recent issues with home in Tara Estates and suggested sending a letter to the management to remind them of their responsibilities.

5. Rate Discussion

The Board requested that the July 12 5:30PM meeting be held at the Water Treatment Facility and also requested to invite Mr. Sullivan to attend there and give his presentation on the status of the Water and Sewer Fund.

6. Financials

The board reviewed and discussed financial reports.

7. Adjournment:

Mr. Johnson made a motion to adjourn at 6:25pm. The motion was seconded by Mr. Sanders. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant Utility Billing Administrator