

UTILITY ADVISORY BOARD MEETING
August 12, 2013
CITY COUNCIL CONFERENCE ROOM
5:30 P.M.

MEMBERS PRESENT

George Lewis
Shawn Libby
Sharon Parshley
Daniel Peterson
Arthur Hoffman

STAFF PRESENT

Blaine Cox, Deputy City Manager
Peter Nourse, DPW Director

GUESTS PRESENT

Heather Dillingham
Captain Frank Nataluk

MINUTES

I. Call to Order.

George Lewis called the meeting to order at 5:30 P.M.

II. Acceptance of July 8, 2013 Minutes

Daniel Peterson **MOVED** to accept the minutes of the July 8, 2013 as written. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote.

III. Appeals

A. Salvation Army Appeal

Captain Frank Nataluk explained the basis of his abatement request. The appellant seeks an abatement of \$10,541.26 due to a leak in one of the copper water lines that runs from the boiler room under the ground to the kitchen. None of the water leaked into the basement, all the water went into the ground.

Deputy City Manager Cox recommended an abatement of 780.5 units of sewer valued at \$4,870.32.

The above recommendation is based upon the following findings:

1. The current period usage of 793 units is 780.5 units above the estimated average of 12.5 units. $780.5 \text{ units} \times \$6.24/\text{unit sewer rate} = \$4,870.32$.
2. A review of the usage shows an escalation over the past three quarters, presumably from the leak that was repaired and documented. However, the Sewer Ordinance, Section 16.18 (a), requires that the customer contest any charges "before the next billing..." and, therefore, the prior two quarters are not eligible for abatement.

Sharon Parshley **MOVED** to abate 780.5 units of sewer of the current billing period at a value of \$4,870.32, plus a "hardship amount equaling 25% of the \$8,395.92 of the Salvation Army's request for the latest billing period, which equals \$2,098.98 for a total abatement of \$6,969.30 ($\$4,870.32 + \$2,098.98 = \$6,969.30$).

The motion was seconded and the **MOTION PASSED** on a unanimous voice vote.

B. Libby Appeal

UAB member Shawn Libby recused himself from the vote of the Board on this agenda item.

The customer seeks an abatement of \$162.24 in sewer fees for Pine View Mobile Home Park.

The recommendation of Deputy City Manager Cox is that no abatement be granted on this appeal.

The above recommendation is based upon the following:

Section 6 of the Agreement between Pine View Mobile Home Park and the City states that "If the master meter reading reflects higher water usage than is reflected by the sum of the individual manufactured housing park tenants' accounts....the Park Owner shall be responsible for paying the difference....."

Sharon Parshley **MOVED** to abate 26 units of sewer valued at \$162.24. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote.

The UAB by consensus requested that Deputy City Manager Cox draft a letter on behalf of the Board requesting that the City Council's Codes and Ordinances Committee amend the Sewer Ordinance and/or manufactured housing agreement document to prevent these fees in the future.

C. Dillingham Appeal

The appellant seeks an abatement of \$138.84 of sewer fees due to a broken outside spigot. Ms. Dillingham was present and explained the basis of her abatement request.

Deputy City Manager Cox recommended abatement of 17.75 units of sewer at a value of \$110.76.

The above recommendation is based upon the following findings:

1. The UAB at its May 2013 meeting granted an abatement based upon a leak that existed over the current and previous billing periods.
2. The UAB determined in May 2013 that the average usage for this customer is 21.25 units. The current usage of 39 units, therefore, exceeds the normal usage by 17.75 units. $17.75 \text{ units} \times \$6.24/\text{unit sewer rate} = \110.76 .

George Lewis **MOVED** to abate 17.75 units of sewer valued at \$110.76. The motion was seconded and the **MOTION PASSED** unanimously.

IV. Financial Statements

Arthur Hoffman asked about:

- a. Sewer Works revenue from "Homemakers"
- b. How encumbrances work

V. Water and Sewer Rates Proposal

Mr. Cox distributed and reviewed a draft of a Power Point presentation to be used by the Board to make their rates proposal to the City Council.

George Lewis **MOVED** to propose a Water rate of \$5.29/unit (a \$.69 cent increase over the current rate of \$4.60/unit), and a Sewer rate of \$6.84/unit (a \$.60 increase over the current rate of \$6.24/unit). The motion was seconded and the **MOTION PASSED** on a 4 to 1 vote. (Arthur Hoffman voting no).

After some discussion, Arthur Hoffman indicated his willingness to support the rates being proposed.

George Lewis **MOVED** to reconsider the previous vote. The motion was seconded and the **MOTION PASSED** on an unanimous voice vote.

George Lewis **MOVED** to propose a Water rate of \$5.29/unit, and a Sewer rate of \$6.84/unit. The motion was seconded and the **MOTION PASSED** unanimously.

VI. Waste Water I & I

DPW Director Nourse updated the Board on the City's plans to address Inflow and Infiltration issues of the sewer collection system, including a backflow survey and replacing the remaining 1500 Neptune water meters.

Director Nourse stated that I & I could be as much as 1 million gallons per day.

VII. Other

The October UAB meeting falls on Columbus Day, Monday, October 14, 2013. As a result the Board consensus was to meet on Tuesday, October 15, 2013.

VIII. Adjournment

George Lewis **MOVED** to adjourn the meeting. The motion was seconded and the **MOTION PASSED** on a unanimous voice vote. The meeting adjourned at 6:39 P.M.

Respectfully,

Blaine M Cox

Digitally signed by Blaine M Cox
DN: cn=Blaine M Cox, o=City of Rochester,
New Hampshire, ou=Deputy City Manager,
email=blaine.cox@rochesternh.net, c=US
Date: 2013.08.14 11:51:35 -0400

Blaine M. Cox
Deputy City Manager

BMC: sam