

**Utility Advisory Board  
April 10, 2017 5:30 P.M.  
City Hall Council Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman

Eli Barnes

Ralph Sanders

Raymond Turner

**OTHERS PRESENT**

Lisa Clark, Utility Billing Office Supervisor

**MINUTES**

**1. Call to order:**

Chairman Libby called the meeting to order at 5:30 PM.

**2. Approval of the February 13, 2017 Minutes**

*Chairman Libby made a motion to accept the February 13, 2017 meeting minutes as presented. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

**3. Appeals -**

**3.1 11 Green St – Charles W. Cyr**

The appellant was not present for the meeting. Mr. Storer's recommendation is to deny the appeal. The appellant gave no explanation for the leak and the owner and city agree that the meter is functioning properly.

*Chairman Libby made a motion to deny the appeal based on Mr. Storer's recommendation and the Water & Sewer Adjustment Policy. Mr. Barnes seconded the motion. The motion passed unanimously.*

**3.2 4 Levi St – Scott Trafton**

The appellant was not present for the meeting. The homeowner had a leak at the water heater that did not enter the sewer system and was repaired.

*Mr. Barnes made a motion to abate per Mr. Storer's recommendation the above average use of 32 units of sewer. The total abatement is \$203.53 plus all accrued interest. Mr. Turner seconded the motion. The motion passed unanimously.*

**3.3 5A Janet St – Kelly & Erick Ickes**

The appellant was not present for the meeting. This appeal is due to increased usage from an outside spigot being left on. The water did go through a sewer deduct meter so the request was for abatement on water only. Mr. Storer's recommendation is to deny the water appeal. The denial is based on the Water & Sewer Adjustment Policy, in reference to an unfortunate circumstance.

*Mr. Barnes made a motion to deny the appeal. Mr. Sanders seconded the motion. The motion passed unanimously.*

**3.4 3 High St – Jacqueline Roy**

The appellant was not present for the meeting. Mr. Storer's recommendation was to abate the sewer only. The denial of the water portion of the abatement is based on the Water & Sewer Adjustment Policy in reference to failure to maintain plumbing from freezing.

*Chairman Barnes made a motion to abate 48 units of sewer per Mr. Storer's recommendation. The total abatement is \$309.04 plus all accrued interest. Mr. Turner seconded the motion. The motion passed unanimously.*

**3.5 57 Ledgeview Dr – Jon Clough**

The appellant was not present for the meeting. The recommendation is to abate the excess sewer caused by a leak due to a frozen meter where water did not enter the sewer system.

*Mr. Sanders made a motion to abate 30 units of sewer per Mr. Storer's recommendation. The total abatement is \$192.35 plus all accrued interest. Chairman Libby seconded the motion. The motion passed unanimously.*

**3.6 57 Rochester Hill Rd – Marla Roseberry**

The appellant was not present for the meeting. The recommendation is to abate all above average water and sewer charges. The recommendation was based on the possibility of faulty meter installation and the integrity of the Utility Billing process.

*Mr. Barnes made a motion to abate 74 units of sewer and water per Mr. Storer's recommendation. The total abatement is \$837.46 plus all accrued interest. Chairman Libby seconded the motion. The motion passed unanimously.*

**3.7 8 York St – Sulema Landry**

The appellant was not present for the meeting. The recommendation is to abate the excess sewer caused by a leak due to a frozen meter where the water did not enter the sewer system.

*Chairman Libby made a motion to abate 12 units of sewer per Mr. Storer's recommendation. The total abatement is \$78.24 plus all accrued interest. Mr. Barnes seconded the motion. The motion passed unanimously.*

**3.8 17 Winter St – MJC Seacoast Ventures 22 LLC**

The appellant was not present for the meeting. There was discussion regarding the recommendation for denial based on numerous references to the Water & Sewer Adjustment Policy.

*Chairman Libby made a motion to deny the appeal. Mr. Barnes seconded the motion. The motion passed unanimously.*

**4. Adjournment:**

*Mr. Turner made a motion to adjourn at 6:23PM. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

*Minutes respectfully submitted by Karen Bonneau, Utility Billing Administrator*