

**Utility Advisory Board  
March 12, 2018 5:30 P.M.  
City Hall Council Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman  
Joe Boudreau  
Eli Barnes  
Ralph Sanders

**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 February 12, 2018 Minutes**

*Mr. Boudreau made a motion to accept the February 12, 2018 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3. Appeals –**

**2.1 26 River Road – Jamey R & Katherine M Beland**

The appellants were not present for the meeting. The appeal is for above average usage due to a toilet leak that a tenant did not notify them about.

*Chairman Libby made a motion to abate 46 units of water at \$243.34 and 46 units of sewer at \$299.92 for a total abatement of \$543.26 plus accrued interest. The motion stated that the decision letter and account would note that this is a once in ten year abatement. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**2.2 17 Farmington Road – BFG Realty LLC**

The appellant was not present for the meeting. The appeal is for above average usage due to a toilet leak in a tenant's unit.

*Mr. Barnes made a motion to abate 144 units of water at \$761.76 and 134 units of sewer at \$873.68 for a total abatement of \$1,635.44 plus accrued interest. The motion stated that the decision letter and account would note that this is a once in ten year abatement. The motion was seconded by Chairman Libby. The motion passed unanimously.*

#### **4. Financials**

Mr. Boudreau made inquiries regarding the financial reports. Ms. Clark responded.

#### **5. Adjournment:**

*Chairman Libby made a motion to adjourn at 6:07PM. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

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