

**Utility Advisory Board
September 10, 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

Beatrice Ball – 1 Leonard St

Jeffrey Cole – 7 Gagne St

MINUTES

1. Call to order:

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

2. Appeals –

2.1 1 Leonard St – Beatrice Ball

The appellant was present for the meeting. The appellant was told by Elf's Landscaping to water her new lawn two times a day. She stated that as she plans to continue watering next year, she will be looking into the installation of a sewer deduct meter for next season. The usage will carry over into the November bill.

Mr. Barnes made a motion to abate the above average sewer usage and any accrued interest on the August invoice and the upcoming November invoice. The motion was seconded by Mr. Sanders. The motion passed unanimously.

2.2 7 Gagne St – Jeffrey Cole

The appellant was present for the meeting. The appellant stated that he inherited tenants when he purchased this duplex. He stated that he is a plumber and has checked the property and found no leaks. He also stated that the increased usage occurred after he gave his tenants notice to leave and then the consumption returned to normal. Mr. Boudreau discussed the once in 10 year abatement policy. The appellant stated he understood the policy.

Mr. Boudreau made a motion based on the abatement policy to abate ½ of the above average use, or 39 units of water at \$216.45 and 39 units of sewer at \$216.45 for a total abatement of \$479.70 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. Sanders. The motion passed unanimously.

2.3 74 Winter St – SRJ Lou Holdings LLC

The appellant was not present for the meeting. Ms. Clark notified the Board that the appellant had a family matter and could not make the meeting. The appellant requested the appeal be tabled to the October meeting so he could attend.

Mr. Barnes made a motion to table the appeal until the October meeting. The motion was seconded by Mr. Sanders. The motion passed unanimously.

2.4 36 River St – James K Brennan

The appellant was not present for the meeting. The appeal was for \$1.70 in interest. The appeal form stated that the owner did not receive his water bill.

Chairman Libby made a motion to deny the appeal citing the ordinance. The motion was seconded by Mr. Barnes. The motion passed unanimously.

2.5 104A Trinity Cir – Julie Nicholson

The appellant was not present for the meeting. The appeal is for above average sewer usage due to a spigot that had been running. The appellant had the spigot repaired and tightened. The usage will carry over into the October bill.

Chairman Libby made a motion to abate the above average sewer usage on the July invoice and upcoming October invoice plus any accrued interest. The motion was seconded by Mr. Sanders. The motion passed unanimously.

2.6 52 Salmon Falls Rd – Heidi & Brodie Reilly

The appellant was not present for the meeting. The appeal is for above average sewer usage due to filling a pool and watering a hydro seeded lawn. The usage will carry over into the October bill.

Mr. Barnes made a motion to abate the above average sewer usage on the July invoice and upcoming October invoice plus any accrued interest. The motion was seconded by Chairman Libby. The motion passed unanimously.

2.7 25 Pierce Dr – Jason E Miller

The appellant was not present for the meeting. The above average usage is due to watering a lawn. The water did not enter the sewer system. The usage was not enough to qualify for a water abatement as it did not meet the criteria in the policy.

Chairman Libby made a motion to abate 37 units of sewer at \$249.75 plus accrued interest per the recommendation. Mr. Boudreau seconded the motion. The motion passed unanimously.

2.8 14 Liberty St – Susan C Shea

The appellant was not present for the meeting. The above average usage is due to a frozen meter. The usage did not go into the sewer system.

Mr. Barnes made a motion to abate 42 units of sewer at \$283.50 plus accrued interest. The motion was seconded by Chairman Libby. The motion passed unanimously.

3. Approval of August 13, 2018 Minutes

Mr. Barnes made a motion to accept the August 13, 2018 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

4. Fee Discussion

Ms. Clark presented the ordinance on service fees. Currently the minimum service charge per visit is \$30.00. Mr. Barnes suggested \$30.00 per visit, after the first half hour, \$30.00 for each additional half hour necessary to complete a service request. The board was in full agreement.

5. Financials

The committee reviewed the year to date reports as submitted.

6. Adjournment:

Chairman Libby made a motion to adjourn at 6:31PM. The motion was seconded by Mr. Barnes. The motion passed unanimously.

Minutes respectfully submitted by Karen Bonneau, Utility Billing Administrator