

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

MEMBERS PRESENT

Shawn Libby, Chairman

Joe Boudreau

Eli Barnes

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor

James & Cheryl Schroeder – 40 Pine St

Miranda Royer – 17 Gagne St

Matthew McLean – 23 McNeil Dr

Anthony DiBerto – 146 Portland St

MINUTES

1. Call to order:

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

2. Approval of October 9, 2018 Minutes

Mr. Boudreau made a motion to accept the October 9, 2018 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3. Appeals –

3.1 40 Pine St – Janice Harmen

James and Cheryl Schroeder, property managers, were present for the meeting. The appeal was for excess water and sewer usage due to a leaking relief valve. Chairman Libby explained the once in ten year appeal and appellants opted to just appeal the sewer usage.

Chairman Libby made a motion to abate the above average sewer usage on the August 2018 invoice and any above average usage on the November invoice, plus accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.2 17 Gagne St – Miranda Royer

The appellant was present for the meeting. The appeal is for above average usage due to a running toilet. Ms. Royer stated that she has financial issues that make it impossible to pay the invoice as is. The board stated that the above average usage

does not meet the guidelines for the Water & Sewer Adjustment Policy. The board discussed a hardship appeal and long-term payment arrangements. Mr. Barnes inquired if toilet has been repaired. Appellant stated that the toilet has been turned off at the valve.

Mr. Boudreau made a motion to abate 25% of the above average usage once proof of repair has been provided. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.3 23 McNeil Dr – Matthew McLean

The appellant was present for the meeting. The appeal is for above average sewer usage due to a new hydro seeded lawn.

Chairman Libby made a motion to abate 10 units of sewer at \$67.50 plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.4 146 Portland St – GPD Revocable Trust

Anthony DiBerto, property manager, was present for the meeting. The request is for above average water and sewer usage due to a running toilet. The appellant states that he heard the toilet running when he was working at the property. The appellant stated he is aware it is a once in ten year appeal.

Mr. Barnes made a motion to abate 74 units of water at \$410.70 and sewer at \$499.50 for a total abatement of \$910.20 plus any accrued interest. The motion stated the decision letter and account will note that this is a once in ten year abatement. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.5 74 Winter St – SRJ Lou Holdings LLC

The appellant was not present for the meeting. This appeal was tabled from the August 2018 meeting to give the appellant time to provide documentation and come to the September meeting. The appeal was tabled at the September meeting as the appellant canceled his appearance at the last minute. The appeal is for 588 units of water and sewer due to high usage on the June 2018 water bill. The appellant could not locate a source for the usage, and does not dispute the meter reading and per meter report the usage return to normal on 6/7/18. There was discussion regarding the Water & Sewer adjustment policy and that there was no source or documentation provided to show reason for above average use, nor any evidence of repair.

Chairman Libby made a motion to deny the abatement per the recommendation. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.6 737 Portland St – Joseph Ryan

The appellant was not present for the meeting. The appeal is for above average water and sewer usage due to a hydro seeded lawn. Mr. Barnes noted that he would like the appellant to be made aware of how the once in ten year appeal works.

Chairman Libby made a motion to abate 26 units of water at \$144.30 if the appellant decides to use the once in ten year abatement, and to abate 52 units of sewer at \$351.00 for a total abatement of \$495.30 plus any accrued interest. The motion stated the decision letter and account will note that this is a once in ten year abatement. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.7 29 Signal St – Signal Street Properties LLC

The appellant was not present for the meeting. The appeal is for above average water and sewer usage due to a leaking toilet.

Chairman Libby made a motion to abate 79 units of water at \$438.45 and sewer at \$533.25 for a total abatement of \$971.70 plus any accrued interest. The motion stated the decision letter and account will note that this is a once in ten year abatement. Mr. Boudreau seconded the motion. The motion passed unanimously.

3.8 631 Salmon Falls Rd – Robert Jenness

The appellant was not present for the meeting. The appeal is for above average sewer usage on the September 2018 and upcoming December 2018 invoices due to watering a newly planted section of lawn.

Chairman Libby made a motion to abate 30 units of sewer at \$202.50 on the September invoice and any above average sewer usage on the December invoice plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.9 17 ½ Farrington St – Harold Hill

The appellant was not present for the meeting. The appeal is for above average water and sewer usage due to a broken water line between the house and 2nd building on the property.

Chairman Libby made a motion to abate 105 units of water at \$582.75 and 209 units of sewer at \$1,410.75 for a total abatement of \$1,993.50 plus any accrued interest on the September invoice and above average sewer and ½ of the above average water on the December invoice. The motion stated the decision letter and account will note that this is a once in ten year abatement. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.10 387 Portland St – Wayne Peterson

The appellant was not present for the meeting. The appeal is for above average sewer usage due to a leaking water heater.

Chairman Libby made a motion to abate 43 units of sewer at \$290.25 on the September invoice and any above average sewer usage on the December invoice plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.11 15 Givens Cir – James & Pamela Edge

The appellants were not present for the meeting. The appeal is for above average water and sewer usage due to watering a treated lawn.

Chairman Libby made a motion to abate 32 units of water at \$177.60 and 63 units of sewer at \$425.25 for a total abatement of \$602.85 plus any accrued interest. The motion stated the decision letter and account will note that this is a once in ten year abatement. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.12 9 Farmington Rd – MIB LLC % Greenwood Inn

The appellant was not present for the meeting. The board discussed the date of the filed appeal in regards to the City Ordinance for the timely submission of appeals. The appeal is for 342 units of sewer on the July, August and September 2018 invoices due to a leak in a pipe that was not going through the sewer system. The leak has been repaired.

Mr. Boudreau made a motion to abate above average usage on the August and September 2018 invoices. The motion was seconded by Chairman Libby. The motion passed unanimously.

3.13 1 Apple Orchard Rd – Laura & Joseph Pomerleau

The appellants were not present for the meeting. The appeal is for above average sewer due to a hydro seeded lawn.

Mr. Barnes made a motion to abate 30 units of sewer at \$202.50 plus any accrued interest. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.14 8 Laredo Ln – Christopher Donnelly

The appellant was not present for the meeting. The appeal is for above average water and sewer due to a hydro seeded lawn. The water usage does not meet the policy guidelines.

Chairman Libby made a motion to abate 31 units of sewer at \$209.25 plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.15 594 Salmon Falls Rd – Melena Lugo

The appellant was not present for the meeting. The appeal is for above average water and sewer on the September and December 2018 invoices due to two toilet leaks and a washing machine leak. The leaks have been repaired.

Mr. Barnes made a motion to abate 62 units of water at \$418.50 and sewer at \$344.10 for a total abatement of \$762.60 on the September invoice and ½ of the above average water and sewer usage on the December invoice plus any accrued interest. The motion stated the decision letter and account will note that this is a once in ten year abatement. The motion was seconded by Mr. Boudreau. 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 7:03PM. The motion was seconded by Mr. Barnes. The motion passed unanimously.

Minutes respectfully submitted by Karen Bonneau, Utility Billing Administrator