

**Utility Advisory Board  
August 12, 2019 5:30 P.M.  
City Hall Council Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman

Ralph Sanders

Eli Barnes

Brett Johnson

**MEMBERS ABSENT**

Joe Boudreau

**OTHERS PRESENT**

Lisa Clark, Utility Billing Office Supervisor

**MINUTES**

**1. Call to order:**

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

**2. Approval of July 8, 2019 Minutes**

*Mr. Johnson made a motion to accept the July 8, 2019 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3. Appeals**

**3.1 4 6 Logan St – Glen & Cynthia Starkweather**

The appellant was not present for the meeting. The appeal was tabled from the June 10, 2019 meeting to give the property owner time to investigate the cause of continued high usage. A leak was found under the sink and from the boiler.

*Mr. Barnes made a motion to abate 76 units of water at \$421.80 and 151 units of sewer at \$1,019.25 for a total abatement of \$1,441.05 on the March and June invoices 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. Johnson. The motion passed unanimously.*

**3.2 39 41 Charles St – Avarden Investments LLC**

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

*Mr. Barnes made a motion to abate 64 units of water at \$355.20 and 128 units of sewer at \$864.00 for a total abatement of \$1,219.20 on the March 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. Johnson. The motion passed unanimously.*

**3.3 15 Summer St – Walter Brown Jr**

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

*Mr. Barnes made a motion to abate 28 units of sewer at \$189.00 on the May invoice plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

**4. Financials**

There was discussion regarding the rate presentation to the Finance Committee and whether the Board was ready to make the presentation with a member missing from last month's meeting and a member not present tonight.

*Chairman Libby made a motion to postpone the presentation to the September 2019 Finance Committee meeting. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

**5. Adjournment:**

*Chairman Libby made a motion to adjourn at 6:30PM. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

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