

**Utility Advisory Board
May 11, 2020 5:30 P.M.
City Hall Council Conference Room**

MEMBERS PRESENT

Shawn Libby, Chairman

Eli Barnes

Ralph Sanders

Brett Johnson

Joe Boudreau

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor

Kimberly Nickerson, Utility Billing Administrator

MINUTES

1. Call to order:

Mr. Libby called the meeting to order at 5:42 PM.

2. Approval of February 10, 2020 Minutes

Mr. Libby requested a motion or comments on the Minute for the February 10, 2020 meeting.

Mr. Johnson made a motion to accept the February 10, 2020 meeting minutes as presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3. Tabled Appeals –

3.1 44 Pine Street – Melanie Perry - The appellant was not present for the meeting. The appeal was for was for sewer only due to leaking dishwasher. The appeal had been tabled due to lack of usage history. *Mr. Barnes made a motion to deny the abatement due to most recent usage shows the units appealed is average for this property and does not meet the water & sewer adjustment policy guidelines. The motion was seconded by Mr. Johnson. The motion passed unanimously*

4. Appeals

4.1 9 Farmington Road – MIB LLC. The appellant not present for the meeting. The appeal is for sewer only due to leak from broken pipes. *Mr. Boudreau made a motion to abate 130 units of sewer at the rate of \$6.75 for a total abatement of \$877.50 for both the January and February invoices. The motion was for a total abatement of \$877.50 plus all applicable interest charges. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

4.2 7 Beaudoin Avenue – Sandra Laroche

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement based on the Water & Sewer Adjustment Policy. The owner stated that she was unaware that a tenant left an outdoor spigot running.

Mr. Boudreau made a motion to abate 56 units of water at \$5.55 for a total water abatement of \$310.80 and 112 units of sewer at \$6.75 for a total of 756.00 on the March 2020 invoice. The motion was for a total abatement of \$1066.80 plus all applicable interest charges. The motion was seconded by Mr. Johnson. The motion passed unanimously.

5. Financials

The board reviewed and discussed financial reports.

6. Adjournment:

Mr. Libby made a motion to adjourn at 6:28 PM. The motion was seconded by Mr. Sanders. The motion passed unanimously.

Minutes respectfully submitted by Kimberly S. Nickerson Utility Billing Administrator