

**Utility Advisory Board  
January 09, 2020 5:30 P.M.  
City Hall Council Conference Room**

**MEMBERS PRESENT**

Shawn Libby

Joe Boudreau

Eli Barnes

Brett Johnson

**MEMBERS ABSENT**

Ralph Sanders

**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 December 9, 2019 Minutes**

*Mr. Johnson made a motion to accept the December 9, 2019 meeting minutes. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**Appeals –**

**3.1 44 Pine Street – Melanie Perry Tabled Appeal**

The appellant was not present for the meeting.

Shawn Libby

**3. .**

**4. Appeals**

**4.1 123 Fillmore Drive – Paul Giuliano**The appellant not present for the meeting. The appeal is for above average sewer usage due to new lawn watering. .  
*Mr. Johnson made a motion to abate 10units of sewer at \$6.75 for a total of \$67.50, plus any accrued interest on the October 2019 invoice. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**4.2 42-44 Lafayette Street - Eric Goucher**

The appellant was not present for the meeting. The appeal request both a water and sewer abatement. The board discussed the once and ten year Water & Sewer Adjustment per the policy that this property and Mr. Goucher was awarded in February of 2017.

Shawn Libby

*Mr. Johnson made a motion to abate 162 Units of sewer at \$6.75 each for a total of \$1,093.53, plus all accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**4. Financials & Letter to Finance Committee:**

The Board reviewed and discussed the financial reports and also discussed the letter to be drafted and sent to the Finance Committee. Mr. Boudreau took notes and will draft the letter stating reasons for the board's recommendation of a 10% sewer rate increase and a 5% water rate increase.

**5. Adjournment:**

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

*Minutes respectfully submitted by Kimberly Nickerson, Utility Billing Office Administrator.*