

**Utility Advisory Board  
November 8, 2021 5:30pm  
City Hall Council Chambers Conf. Room**

**MEMBERS PRESENT**

Brett Johnson

Joe Boudreau

Eli Barnes

Ralph Sanders

Shawn Libby, Chairman

**OTHERS PRESENT**

Lisa Clark, DPW & Utility Billing Administrative Supervisor

Michele Grant, Utility Billing Administrator

**MINUTES**

**1. Call to order:**

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

**2. Approval of October 12, 2021 Minutes**

Mr. Libby requested a motion or comments on the minutes for the October 12, 2021 meeting. *Mr. Johnson made a motion to accept the October 12, 2021 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3. Tabled Appeals**

None

**4. Appeals**

**4.1 298 Salmon Falls Rd. – Richard Doyle**

The appellant was present for the meeting. The appellant requested a sewer credit for outside watering.

*Mr. Boudreau made a motion to abate 67 units of sewer at \$7.43 per unit for a total of \$497.81 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

**4.2 47 Pray St. – Andrew & Melissa Lederer**

The appellant was not present for the meeting. The appeal request is for a sewer

credit for outside watering.

***Mr. Johnson made a motion to deny this appeal, appellant has a sewer deduct meter installed and sewer credit was given when billed. Mr. Boudreau seconded the motion, the motion passed unanimously.***

#### **4.3 40 Blair Dr. – Brendan Flint**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside watering.

***Mr. Johnson made a motion to abate 4 units of sewer at \$7.43 per unit for a total of \$29.72 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.***

#### **4.4 46 Collins Circle – Sean Hogan**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside watering.

***Mr. Johnson made a motion to abate 52 units of sewer at \$7.43 per unit for a total of \$386.36 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.***

#### **4.5 36 Laredo Lane – Benjamin & Ashley Higgins**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside watering.

***Mr. Johnson made a motion to abate 70 units of sewer at \$7.43 per unit for a total of \$520.10 plus any accrued interest. Mr. Barnes seconded the motion, the motion passed unanimously.***

#### **4.6 7 Birch Drive – John Mersereau**

The appellant was not present for the meeting. The appeal request is for a high bill, appellant is not aware of any leaks or excess watering.

***Mr. Johnson made a motion to table the request until meter test results are received back. Mr. Barnes seconded the motion, the motion passed unanimously.***

#### **4.7 86 S. Main St. – RM Edgerly & Son**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside water that was used due to a leak in the irrigation system.

***Mr. Johnson made a motion to abate 245 units of sewer at \$7.43 per unit for a total of \$1,820.35 plus any accrued interest. Mr. Boudreau seconded the motion, the motion passed unanimously.***

#### **4.8 10 Ida Circle – Craig Becker**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside watering.

*Mr. Johnson made a motion to table the request additional consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.*

#### **4.9 337 Portland St. – RNPD Properties LLC**

The appellant was not present for the meeting. The appeal request is for a water and sewer credit for a running toilet.

*Mr. Barnes made a motion to deny this appeal, per Water & Sewer policy a customer's excess consumption must exceed 46 units and be greater than 100% of their normal average consumption. Mr. Johnson seconded the motion, the motion passed unanimously.*

#### **4.10 6 Broad St. – Jessica Lee**

The appellant was not present for the meeting. The appeal request is for a sewer credit for outside watering.

*Mr. Johnson made a motion to table the request for additional consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.*

### **5. Financials**

The board reviewed and discussed financial reports.

### **6. Discussion**

Mr. Sullivan attended the meeting to discuss financials and how to go forward at rate increases for the future. The Board discussed a 5% increase on the water rates and a 10% increase on sewer rates. An increase to the Service Charge rate was also discussed. Mr. Sullivan stated he would come back to the board in February with a rate impact evaluation as done previously and then the UAB could make its presentation to the Finance Committee in April. Mr. Sullivan stated that he wanted to have a discussion with City Manager in advance of this schedule to confirm that presentation with the annual budget was the desired approach.

### **7. Adjournment:**

*Mr. Libby made a motion to adjourn at 6:41pm. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

*Minutes respectfully submitted by Michele Grant Utility Billing Administrator*