

**Utility Advisory Board  
February 15, 2022 5:30pm  
DPW Conference 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 5:32pm.

**2. Approval of January 10, 2022 Minutes**

Mr. Libby requested a motion or comments on the minutes for the January 10, 2022 meeting. *Mr. Johnson made a motion to accept the January 10, 2022 meeting minutes as presented. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

**3. Appeals**

**3.1 631 Salmon Falls Rd. – Robert Jenness**

The appellant was not present for the meeting. The appellant requested a sewer credit for outside watering.

*Mr. Johnson made a motion to abate 31 units of sewer at \$7.43 per unit for a total of \$230.33 plus any accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3.2 17 Franklin Heights – Eben Plese**

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

*Mr. Johnson made a motion to deny this appeal. Mr. Boudreau seconded the motion, the motion passed unanimously.*

### **3.3 7 Birch Drive – John Mersereau**

The appellant was not present for the meeting. The appeal request is for a water credit for a high bill. The meter was tested and passed.

*Mr. Johnson made a motion to deny this appeal. Mr. Libby seconded the motion, the motion passed unanimously.*

### **4. Tour of new DPW building**

### **5. Financials**

The board reviewed and discussed financial reports.

### **6. Adjournment:**

*Mr. Libby made a motion to adjourn at 6:27pm. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

*Minutes respectfully submitted by Michele Grant Utility Billing Administrator*