

**Utility Advisory Board  
May 9, 2022 5:30pm  
DPW Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman  
Joe Boudreau (via Zoom)  
Ralph Sanders  
Brett Johnson  
Eli Barnes

**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 April 11, 2022 Minutes**

Mr. Libby requested a motion or comments on the minutes for the April 11, 2022 meeting. *Mr. Johnson made a motion to accept the April 11, 2022 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3. Appeals**

**3.1 34 Chestnut St. – 34 Chestnut St. Realty Trust**

The appellant was not present for the meeting. The appellant requested a sewer credit for pipes were broken.

*Mr. Barnes made a motion to abate 504 units of sewer at \$7.43 per units for a total of \$3,744.72 plus any accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

**3.2 15 Watson Drive – Lydia Toland**

The appellant was present for the meeting. The appeal request is for a water and sewer credit for a toilet running.

*Mr. Libby made a motion to deny this appeal for the water was used and did enter the sewer system. Mr. Johnson seconded the motion, the motion passed unanimously.*

### **3.3 369 Portland St. – Sharon Holt**

The appellant was not present for the meeting. The appeal request is for sewer only, the owner had a water pipe that froze and broke.

*Mr. Barnes made a motion to abate 5 units of sewer at \$7.43 per unit for a total of \$37.15 plus accrued interest. Mr. Libby seconded the motion, the motion passed unanimously.*

### **4. Rate Discussion**

The board will present their rate recommendations to the finance committee at the June 14<sup>th</sup> meeting.

### **5. Financials**

The board reviewed and discussed financial reports.

### **6. Adjournment:**

*Mr. Libby made a motion to adjourn at 6:12 pm. The motion was seconded by Mr. Libby. The motion passed unanimously.*

*Minutes respectfully submitted by Michele Grant Utility Billing Administrator*