

Utility Advisory Board
November 9, 2020 5:30 P.M.
Annex Building Cocheco Conference Room

MEMBERS PRESENT

Shawn Libby, Chairman
Ralph Sanders
Joe Boudreau
Brett Johnson
Eli Barnes

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 5:30 PM. This meeting was held in the Cocheco Conference Room of the City Hall Annex Building.

2. Approval of October 14, 2020 Minutes

Mr. Libby requested a motion or comments on the Minutes for the October 14, 2020 meeting.

Mr. Johnson made a motion to accept the October 14, 2020 meeting minutes as presented. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3. Appeals

3.1 4 Vinewood Lane – James Staples

The appellant was not present for the meeting. The appeal requested a water and sewer abatement and stated that he had above average consumption due to lawn repairs that needed to be done due to sewer tie in as part of the Colonial Pines project.

Mr. Johnson made a motion to abate the July 2020 invoice for 20 units of water at \$5.55 in the amount of \$111.00 and 13 units of sewer at \$6.75 in the amount of \$87.75. The motion was for a total abatement of \$198.75 plus accrued interest. Mr. Johnson's motion stated that a one time only water abatement should be noted on the decision letter. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.2 24 Blair Drive – Gloria Snowman

This appeal request was for a sewer abatement due to she had a leak in her irrigation system which was discovered when replacing the system.

Mr. Barnes made a motion to abate the August 2020 invoice for 112 units of Sewer at \$6.75 in the amount of \$756.00. The motion was for a total abatement of \$756.00 plus accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.

3.3 43 Blair Drive – John & Roberta Barry

The appellant was not present for the meeting. The appeal was for a sewer abatement. The owners stated they had a sewer deduct meter that was not connected properly by Tara Estates.

Mr. Johnson made a motion to abate the August 2020 invoice for 40 units of sewer at \$6.75 in the amount of \$270.00. The motion was for a total abatement of \$270.00 plus any accrued interest. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.4 24 Hampshire Avenue – John Reckmeyer

The appellant not present for the meeting. The appeal was for a sewer abatement. The owner stated he installed a new lawn which required frequent watering.

Mr. Boudreau made a motion to abate the September 2020 invoice for 36 Units of sewer at \$6.75 in the amount of \$243.00. The motion was for a total abatement of \$243.00 plus accrued interest. The motion was seconded by Mr. Johnson. The motion passed unanimously.

3.5 12 Gagne Street Unit 7– Douglas Colwell

The appellant was not present for the meeting. The appeal was for water and sewer department fees. The owner stated he was told he would not be charged a service charge.

Mr. Libby made a motion deny the water & sewer department fees on the August 2020 invoice as the technician did go to the property for shut-off due to pas due account and left notice on the door per Chapter 17 Water Ordinance that states if city personnel arrive at the customers service the execute the shut off the customer will be assessed a minimum service charge. The motion was seconded by Mr. Boudreau. The motion passed unanimously

3.6 30 Old Dover Road Unit 301– Ibrahim Murad

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement. The owner stated that he installed a toilet and during installation did not remove a rubber mechanism that should have been removed and caused the toilet to have a slight leak.

Mr. Johnson made a motion to deny the abatement on the September 2020 invoice as the water was used and entered the sewer system and per water & sewer adjustment policy this does not meet the criteria that states a customer's excess consumption must exceed 46 units and be greater than 100% of their normal average consumption. The motion was seconded by Mr. Boudreau. The motion passed unanimously.

3.7 – 30 Tingley Street-Laura & Scott Gibson

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that they had a re-seeded their lawn and planted some new trees which required frequent watering.

Mr. Johnson made a motion to abate the October 2020 invoice for 43 units of Sewer at \$6.75 in the amount of \$290.25. The motion was for a total abatement of \$290.25 plus accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

3.8 32 Murray Drive – Lisa Descoteaux

The appellant was not present for the meeting. The appeal request was for a sewer abatement. The owner stated that she had watered her garden frequently and had a leaking hose.

Mr. Johnson made a motion to abate the August 2020 invoice for 36 units of Sewer at \$6.75 in the amount of \$243.00. The motion was for a total abatement of \$243.00 plus accrued interest. The motion was seconded by Mr. Libby. The motion passed unanimously.

3.9 11 Hillside Drive – Janice Kane

The appellant was not present for the meeting. The appeal request was for a water and sewer abatement. The owners stated that they had above average consumption due to lawn repairs that needed to be done due to sewer tie in as part of the Colonial Pines project.

Mr. Barnes made a motion to table this request to obtain another quarter to average new owner usage history. The motion was seconded by Mr. Johnson. The motion passed unanimously.

3.10 20 Pierce Drive – Joe Boudreau

The appellant was present for the meeting. The appeal requested was for a sewer abatement. The owner stated that he had re-seeded his lawn which required frequent watering. Mr. Boudreau recused himself from the discussion of the vote.

Mr. Libby made a motion to abate the August 2020 invoice of 13 units of sewer at \$6.75 in the amount of \$87.75. The motion was for a total abatement of \$87.75 plus accrued interest. The motion was seconded by Mr. Barnes. The motion passed unanimously.

4. Financials

The board reviewed and discussed financial reports.

5. Adjournment:

Mr. Libby made a motion to adjourn at 6:09 PM. The motion was seconded by Sanders. The motion passed unanimously.

Minutes respectfully submitted by Kimberly S. Nickerson Utility Billing Administrator