

**Utility Advisory Board  
March 8, 2021 5:30 P.M.  
Virtual Meeting**

**MEMBERS PRESENT**

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

**OTHERS PRESENT**

Lisa Clark, Utility Billing Office Supervisor  
Michele Grant, Utility Billing Administrator

**MINUTES**

**1. Call to order:**

Mr. Libby called the meeting to order at 5:31pm.

**2. Approval of February 8, 2021 Minutes**

Mr. Libby requested a motion or comments on the minutes for the February 8, 2021 meeting. *Mr. Johnson made a motion to accept the February 8, 2021 meeting minutes as presented. The motion was seconded by Mr. Sanders. The motion passed unanimously.*

**3. Tabled Appeals**

**3.1 46 Big Bear Road - Don & Hope Silver**

This appeal remains tabled from January 2021 meeting to establish additional history. This will be heard at May UAB meeting.

**4. Appeals**

**4.1 11 Hillcrest Dr. – Samantha Merchant**

The appellant was not present for the meeting. They requested both a water and sewer abatement. The appeal stated that the above average consumption was due to toilets running. The water did enter the sewer system and it does not meet the criteria for a water abatement based on the Water Sewer Adjustment Policy.

*Mr. Barnes made a motion to deny the appeal stating the water did enter the sewer and the above average consumption does not meet the criteria per the Water Sewer*

***Adjustment Policy. The motion was seconded by Mr. Sanders, motion passed unanimously.***

#### **4.2 41 Dodge St. – James Ambrose**

The appellant was not present for the meeting. The appeal request is for a sewer abatement. Owner stated water was used for watering new lawn and the water did not enter the sewer system. The board discussed the Covid-19 Pandemic issues for filing and disused making an exception to the filing deadline.

***Mr. Johnson made a motion to abate 39 units of sewer at \$6.75 per unit for a total of \$263.25 plus any accrued interest for a one time only Covid-19 Exception since this appeal was received late. Mr. Barnes seconded the motion, motion passed unanimously.***

#### **4.3 18 Gagne St. – Maria Bick**

The appellant was not present for the meeting. The appeal requested a water and sewer abatement. The appeal stated that the toilets were running constantly.

***Mr. Libby made a motion to table this appeal to obtain another quarter of owner usage history. Mr. Sanders seconded the motion, motion passed unanimously.***

#### **4.4 63B Trinity Circle – 119 Flagg Rd. Dev.**

The appellant was not present for the meeting. The appeal requested a sewer abatement. The appeal stated that they were watering the new lawn.

***Mr. Libby made a motion to table this appeal to obtain another quarter of owner usage history. The motion was seconded by Mr. Sanders, the motion passed unanimously.***

#### **4.5 11 Hillside Dr. – Janice Kane**

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 October 2020 invoice for 23 units of water at \$5.55 in the amount of \$127.65 and 23 units of sewer at \$6.75 in the amount of \$155.25. The motion was for a total abatement of \$282.90 plus accrued interest. The motion was seconded by Mr. Sanders, the motion passed unanimously.***

### **5. Financials**

The board reviewed and discussed financial reports.

**6. Adjournment:**

*Mr. Libby made a motion to adjourn at 5:57pm. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

*Minutes respectfully submitted by Michele Grant Utility Billing Administrator*