

**Utility Advisory Board
July 12, 2021 5:30 P.M.
Rochester Water Treatment Plant**

MEMBERS PRESENT

Brett Johnson
Joe Boudreau
Eli Barnes
Shawn Libby, Chairman

MEMBERS ABSENT

Ralph Sanders

OTHERS PRESENT

Lisa Clark, Utility Billing Office Supervisor
Michele Grant, Utility Billing Administrator
Ian Rohrbacher, Chief WTP Operator

MINUTES

1. Call to order:

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

2. Water Treatment Plant (WTP) Tour

Mr. Rohrbacher let the Committee on a tour of the WTP. He educated the Board on the processes involved from the intake of raw water to the finish water when it leaves the WTP. He discussed the process control instrumentation and the testing required for safe drinking water.

3. Approval of June 14, 2021 Minutes

Mr. Libby requested a motion or comments on the minutes for the June 14, 2021 meeting. *Mr. Boudreau made a motion to accept the June 14, 2021 meeting minutes as presented. The motion was seconded by Mr. Johnson. The motion passed unanimously.*

4. Tabled Appeals

3.1 1 Willow Brook Dr. (#3) – Willowbrook Realty Trust

This appeal remains table from the April 2021 meeting. Meter test results still pending.

5. Appeals

4.1 3 Paradise Dr. – Thomas Hogan

The appellant was not present for the meeting. The appellant requested an abatement due to faucet leak.

Mr. Johnson made a motion to deny the motion was seconded by Mr. Barnes. The motion passed unanimously.

4.2 7 Village Ln. – Kinnison Family Revoc Trust

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement. No leaks found or reason for increased units used. The appeal also noted that there were hardships associated with paying the invoice.

Mr. Boudreau made a motion to deny the abatement and grant a 25% hardship credit of \$39.77 plus any accrued interest for their May invoice. Mr. Johnson seconded the motion. The motion passed unanimously.

4.3 13 Sunset Dr. – Evan Werner

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for a leaking shower and toilet in their basement.

Mr. Johnson made a motion to abate 52 units of water at \$5.83 per unit in the amount of \$303.16 and 52 units of sewer at \$7.43 per unit in the amount of \$386.36 for a total of \$689.52 plus any accrued interest. The motion stated that the account will be noted for this once in ten year abatement based on the Water & Sewer Adjustment Policy. Mr. Barnes seconded the motion. The motion passed unanimously.

4.4 3 Dodge St. – Chris Matheson

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for a leak found under the home.

Mr. Boudreau made a motion to abate 185 units of water at \$5.83 per unit in the amount of \$1078.55 and 370 units of sewer at \$7.43 per unit in the amount of \$2749.10 for a total of \$3827.65 plus any accrued interest. The motion stated that the account will be noted for this once in ten year abatement based on the Water & Sewer Adjustment Policy. Mr. Johnson seconded the motion. The motion passed unanimously.

4.5 19 Rochester Hill Rd. – Marc Anthony Seminara

The appellant was not present for the meeting. The appeal request is for a sewer only abatement for watering the lawn.

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

4.6 423 Salmon Falls Rd. – Patrick & Lynn Qualey

The appellant was not present for the meeting. The appeal request is for a water and sewer abatement for a leaking toilet. The appeal also noted that there were hardships

associated with paying the invoice.

Mr. Boudreau made a motion to deny the abatement request and to grant a 25% hardship credit of \$33.15 plus any accrued interest for their June invoice. Mr. Johnson seconded the motion. The motion passed unanimously.

4.7 88 Charles St. – Jeffrey Meulenbroek Revoc Trust

The appellant was not present for the meeting. The appeal request is for a sewer only abatement for a leaking water heater pipe.

Mr. Johnson made a motion to abate 64 units of sewer at \$7.43 per unit for a total of \$475.52 plus any accrued interest. Mr. Boudreau seconded the motion, motion passed unanimously.

6. Rate Discussion

The Board requested to invite Mr. Sullivan to attend the next meeting and give his presentation on the status of the Water and Sewer Fund.

7.

8. Financials

The board reviewed and discussed financial reports.

9. Adjournment:

Mr. Libby made a motion to adjourn at 7:43pm. The motion was seconded by Mr. Johnson. The motion passed unanimously.

Minutes respectfully submitted by Michele Grant Utility Billing Administrator