

**Utility Advisory Board**  
**April 8, 2024**  
**5:30pm**  
**DPW Conference Room**  
**209 Chestnut Hill Road**

**MEMBERS PRESENT**

Shawn Libby, Chairman  
Joe Boudreau  
Brett Johnson  
Eli Barnes

**ABSENT**

Ralph Sanders

**OTHERS PRESENT**

Laura McDormand, Admin. Services & Utility Billing Supervisor  
Darcy Landry, Utility Billing Administrator

**MINUTES**

**1. Call to order:**

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

**2. Approval of March 11, 2024 minutes**

Mr. Libby requested a motion or comments on the minutes for the March 11, 2024 meeting. *Mr. Johnson made a motion to accept the March 11, 2024 meeting minutes as presented. The motion was seconded by Mr. Barnes, the motion passed unanimously.*

**3. Appeals**

**3.1 1 Goldrush – Kimberly McRae**

The appellant was not present for the meeting. The appeal is for a water & sewer abatement for a broken valve on hot water heater.

*Mr. Johnson made a motion to table this abatement for more consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.*

**3.2 29 Walnut St. – Apollo Capital LLC**

The appellant was not present for the meeting. The appeal is for a sewer abatement for a toilet running.

*Mr. Johnson made a motion to deny this abatement, they have already received 1 in 10-year water abatement and the water did go into the sewer system. Mr. Boudreau seconded the motion, the motion passed unanimously.*

### **3.3 9 Lincoln – Jessica Marion**

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

*Mr. Barnes made a motion to abate 65 units of water & sewer for a total of \$947.70.*

*Mr. Johnson seconded the motion, the motion passed unanimously.*

### **3.4 31 Juniper – Scott Brown**

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

*Mr. Johnson made a motion to table this abatement until we get more consumption history. Mr. Barnes seconded the motion, the motion passed unanimously.*

## **4. Financials – Water & Sewer Revenue and Expense Reports**

## **5. Adjournment:**

*Mr. Libby made a motion to adjourn at 5:49pm. The motion was seconded by Mr. Johnson, the motion passed unanimously.*

*Minutes respectfully submitted by Darcy Landry, Utility Billing Administrator*