

**Utility Advisory Board
March 11, 2024
5:30pm
DPW Conference Room
209 Chestnut Hill Road**

MEMBERS PRESENT

Shawn Libby, Chairman
Joe Boudreau
Ralph Sanders
Eli Barnes

ABSENT

Brett Johnson

OTHERS PRESENT

Lisa Clark, DPW Deputy Director, Operations & Administration
Michele Grant, Utility Billing Administrator

MINUTES

1. Call to order:

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

2. Approval of February 12, 2024 minutes

Mr. Libby requested a motion or comments on the minutes for the February 12, 2024 meeting. *Mr. Barnes made a motion to accept the February 12, 2024 meeting minutes as presented. The motion was seconded by Mr. Libby, the motion passed unanimously.*

3. Appeals

3.1 13 Patriots Way – Roland Kimball

The appellant was not present for the meeting. The appeal is for a water & sewer abatement for a burst pipe in the basement. This is a one in ten-year water abatement. *Mr. Barnes made a motion to abate 59 units of water for a total of \$378.19 and 118 units of sewer for a total of \$964.06 for a grant total of \$1342.25. Mr. Sanders seconded the motion, the motion passed unanimously.*

3.2 13 Patriots Way – Roland Kimball (part of 3.1)

The appellant was not present for the meeting. The appeal is for a water & sewer abatement for a burst pipe in the basement. *Mr. Barnes made a motion to abate 4 units of water for a total of \$25.64 and 7 units of sewer for a total of \$57.19. Mr. Sanders seconded the motion, the motion passed unanimously.*

3.3 13-15 Spring St. – William Copp

The appellant was not present for the meeting. The appeal is for a sewer abatement for filling a pool.

Mr. Libby made a motion to abate 30 units of sewer for a total of \$245.10. Mr. Barnes seconded the motion, the motion passed unanimously.

3.4 83 Eastern Ave. – Robert Wotton

The appellant was not present for the meeting. The appeal is for a sewer abatement for filling pool.

Mr. Libby made a motion to abate 21 units of sewer for a total of \$171.57. 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 7:00pm. The motion was seconded by Mr. Sanders, the motion passed unanimously.

Minutes respectfully submitted by Michele Grant, Utility Billing Administrator