

# WATER ADVISORY BOARD

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BELMONT, MA, 02478  
(617) 993-2700

## Water Advisory Board Meeting Minutes of December 6, 2016.

In attendance: Chairman Frank E. French Jr., Member Joseph Barrell, Member William Shea, DPW members; Director Jay Marcotte, Assistant Director Michael Santoro, Water Manager Michael Bishop and Business Manager Judi Carmody. Customers; Ms. Erin Rose, Ms. Hope Kelly, Mr. Gary Sarkissian, Mr. Thomas Shapiro.

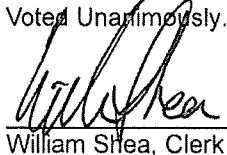
1. Chairman French called the meeting to order at 10:07 am.
2. Water Manager Mr. Bishop presented the issue with water/sewer bill #1054804 from August 31, 2016 for 50 Harvard Road. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Barrell made a motion for a water and sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.
3. Water Manager Mr. Bishop presented the issue with water/sewer bill #1042340 from July 31, 2016 for 28 Coolidge Brook Road. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Shea made a motion for a one-time sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Chairman French.  
Voted unanimously.
4. Water Manager Mr. Bishop presented the issue with water/sewer bill Oct. 2016 from October 31, 2016 for 60 Stoney Brook Road. The customer is requesting an additional sewer adjustment because of overlapping bills. There was a brief discussion to grant relief to this customer as requested.  
Mr. Barrell made a motion to adjust the previous one-time sewer adjustment of 50% based on the average usage for the prior two similar quarters based on both billing invoices.  
Seconded by Mr. Shea.  
Voted unanimously.
5. Water Manager Mr. Bishop presented the issue with water/sewer bill #1054642 from August 31, 2016 for 81 Oak Avenue. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Shea made a motion for a one-time sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Mr. Barrell.  
Voted unanimously.
6. Water Manager Mr. Bishop presented the issue with water/sewer bill Oct. 2016 from October 31, 2016 for 15 Longmeadow Road. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Shea made a motion for a one-time water and sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Chairman French.  
Voted unanimously.
7. Water Manager Mr. Bishop presented the issue with water/sewer bill Nov. 2016 from November 30, 2016 for 600 Concord Avenue. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Shea made a motion for a one-time water and sewer adjustment of 50% based on the average usage for the prior two similar quarters, provided that the property owner signed acknowledging that they were aware that this would be a one-time adjustment on this property.  
Seconded by Chairman French.  
Voted unanimously.

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8. Water Manager Mr. Bishop presented the issue with water/sewer bill #1073190 from September 30, 2016 for 115 Slade Street. The customer is requesting a one-time water and sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Barrell made a motion for a one-time water and sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.
9. Water Manager Mr. Bishop presented the issue with water/sewer bill Nov. 2016 from November 30, 2016 for 618 Pleasant Street. The customer is requesting a one-time sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Shea made a motion for a one-time sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Mr. Barrell.  
Voted unanimously.
10. Water Manager Mr. Bishop presented the issue with water/sewer bill Nov. 2016 from November 30, 2016 for 66 Scott Road. The customer is requesting a one-time sewer adjustment. There was a brief discussion to grant relief to this customer as requested.  
Mr. Barrell made a motion for a one-time sewer adjustment of 50% based on the average usage for the prior two similar quarters.  
Seconded by Chairman French.  
Voted unanimously.
11. Water Manager Mr. Bishop presented the issue with water/sewer bill Nov. 2016 from November 30, 2016 for 35 Alma Avenue. The customer is requesting a one-time water and sewer refund since they have sold the property and moved out of town. There was a brief discussion to grant relief to this customer as requested.  
Mr. Barrell made a motion for a one-time sewer refund of 50% based on the average usage for the prior two similar quarters.  
Seconded by Mr. Barrell.  
Voted unanimously.
12. Water/sewer bill for 290 Common Street has been tabled because the customer did not send in their letter to the Water Advisory Board requesting a one-time water and sewer adjustment.
13. Mr. Barrell made a motion to approve the meeting minutes of September 15, 2016.  
Seconded by Chairman French.  
Voted unanimously.
14. Water Manager Mr. Bishop updated the board on the FY17 and FY18 water capital program.
15. Water Manager Mr. Bishop updated the board on the Smart Meter Pilot Program and new billing software.
16. Chairman French moved to adjourn the meeting at 11:44 am.  
Seconded by Mr. Shea.  
Voted Unanimously.

  
William Shea, Clerk