

# WATER ADVISORY BOARD



BELMONT, MA, 02478  
(617) 993-2700

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## Water Advisory Board Meeting Minutes of October 20, 2011

In attendance: Chairman Frank E. French Jr., Member William Shea, Member Joseph Barrell, DPW Director Peter J. Castanino, Assistant DPW Director Michael Santoro, Water Manager Michael Bishop, DPW Business Manager Judi Carmody, Customers Judy Jones and Ian Wellins.

1. Chairman French called the meeting to order at 8:41 am.
2. Chairman French welcomed new member Joseph Barrell to the Water Advisory Board.
3. Chairman French requested a moment of silence for Joseph Greene the recently deceased Water Advisory Board member.
4. Ms. Jones pled her case to the Board; Water Manager Bishop explained the issue with the water /sewer bill #328014 from September 30, 2011 for 24 Orchard Street. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.  
Mr. Barrell made a motion for a one time water and sewer adjustment based on the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.
5. Mr. Wellins pled his case to the Board; Water Manager Bishop explained the issue with the water /sewer bill # 196649 from August 31, 2011 for 32-34 Foster Road. The customer is asking for a one time sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.  
Mr. Shea made a motion for a one time sewer adjustment based on 50% of the average usage for the prior two similar quarters.  
Seconded by Chairman French.  
Voted unanimously.
6. Water Manager Bishop explained the issue with the water /sewer bill #92893 from August 31, 2011 for 5-7 Exeter Street. The customer is asking the board to re-review their prior decision and adjust the water and sewer 100% of the average usage for the prior two similar quarters instead of 50%. There was a brief discussion about this request.  
Mr. Shea made a motion to hold the board's initial decision of a 50% adjustment.  
Seconded by Chairman French.  
Voted unanimously.
7. Water Manager Bishop explained the issue with the water /sewer bill #178169 from July 31, 2011 for 3 Garrison Road. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.

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Chairman French made a motion for a one time water and sewer adjustment of the average usage for the prior two similar quarters.

Seconded by Mr. Shea.

Voted unanimously.

8. Water Manager Bishop explained the issue with the water /sewer bill #197196 from July 31, 2011 for 35 Payson Road. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.  
Mr. Barrell made a motion for a one time water and sewer adjustment based on 50% of the average usage for the prior two similar quarters.  
Seconded by Mr. Shea.  
Voted unanimously.
9. Water Manager Bishop explained the issue with the water /sewer bill #178581 from July 31, 2011 for 17 Stella Road. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested. Chairman French made a motion for a one time water and sewer adjustment based on the average usage for the prior two similar quarters.  
Seconded by Mr. Barrell.  
Voted unanimously.
10. Water Manager Bishop explained the issue with the water /sewer bill # 56880 from February 28, 2011 for 16 Temple Street. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.  
Mr. Shea made a motion for a one time water and sewer adjustment based on 50% of the average usage for the prior two similar quarters due to extenuating circumstances.  
Seconded by Chairman French.  
Voted unanimously.
11. Water Manager Bishop explained the issue with the water /sewer bill #179244 from July 31, 2011 for 26 Woodfall Road. The customer is asking for a one time water and sewer adjustment. There was a brief discussion about this request to grant relief to this customer as requested.  
Mr. Shea made a motion for a one time water and sewer adjustment based on 50% of the average usage for the prior two similar quarters due to extenuating circumstances.  
Seconded by Mr. Barrell.  
Voted unanimously.
12. Mr. Shea made a motion to approve the meeting minutes of June 16, 2011.  
Seconded by Chairman French.  
Voted unanimously.

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13. Director Castanino and Manager Bishop updated the board on the Water Main Improvement Program stating that the construction contract has had two change orders approved, they also briefly discussed the FY13 potential construction project.
14. Director Castanino briefly discussed monthly water and sewer billing with the board.
15. Director Castanino discussed setting up standard meetings with the board. The board agreed to meet every other month at 10am and adjust the schedule as necessary.
16. Chairman French moved to adjourn the meeting at 11:08 am.  
Seconded by Mr. Barrell.  
Voted Unanimously.

A handwritten signature in cursive script, appearing to read 'William Shea', is written over a horizontal line.

William Shea, Clerk