



**CITY OF DOVER**

## DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: 271 Mast Road, Dover, NH  
Meeting Date: **Monday, November 18, 2012**  
Meeting Time: **6:00 pm**

**Members Present:** Chairman Otis Perry, Vice Chairman Jay Stephens, Dennis Munson, Chris Berg, Jason Gagnon, Mark Moeller

**Members Absent:**

**Alternate Member Absent:**

**Staff Present:** Doug Steele, Community Services Director, Bill Boulanger, Superintendent of Public Works & Utilities, Jennifer Bretz, Recording Secretary

### 1. Call to Order

Meeting was called to order at 6:00 p.m.

### 2. Next meeting

December 16, 2013

### 3. Approval of Minutes of October 21, 2013

**Motion:** Munson made the motion to approve the minutes, Stephens seconded.

**Corrections:** Stephens pointed out that the word point out was missing from the last sentence in item 5A.

**Vote:** U/a with corrections.

### 4. User's Forum – N/A

### 5. Abatement Requests

#### A. 110 Tideview Drive - Absent

**Motion:** Berg made the motion to deny the abatement, Munson seconded.

**Vote:** U/a

Berg stated that the applicant did not show up to the October or November meeting.

Stephens stated that based on the information provided, there doesn't seem to be any grounds for an abatement.

#### B. 81 Main Street - Absent

**Motion:** Munson made the motion to table the abatement, Gagnon seconded.

**Vote:** U/a

#### C. 26 Mount Vernon Street

Applicant, Kim Davies, stated that she is the former owner of the building. She and her spouse recently sold the building in August 2013. They owned the building for 14 years. Their utility bill was the highest that it had ever been. Due to health issues, for the last 8-9 months of ownership, she had hired Aaron Brown to manage the property. She received a high water notice in March but never received the bill. The bill was sent out but the applicant never received it. She had assumed that the property manager took care of the repair. He believed that he did take care of the reason for the high usage after making renovations to a toilet. He was also onsite consistently due to being the realtor for the sale of the property.



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Aaron Brown, property manager, stated that he believed that if the applicant hadn't received the bill that they would address that with the city. He was not onsite for the property inspection by city staff but did find out that the leak was due to toilets. His company had done some work on one toilet. He was there on a weekly basis. He didn't observe any unusual water use by tenants. His hope is that the board would give the applicants some kind of relief due to the unusual situation.

Boulanger stated that when he reviewed the bill, the 3/25/13 bill went up to 103 units and the 6/21/13 bill went up to 274 units. The property was sold on 8/7/2013. When looking at the city staff inspection cards, you can see that they noted that of the four toilets, three had scum lines over the overflow tube which would indicate that at some point there had been a leak. It also shows that the fourth toilet was still leaking. The blue dial was moving rapidly which would indicate that there is still a leak.

Davies stated that she hadn't even been to the property in some time.

Boulanger asked who met city staff for the inspection.

Brown stated that it was the new property owner.

Davies stated that the last bill was received after the closing due to the final reading.

Perry asked what they did after receiving the high was notice.

Brown stated that he spoke to the applicant's husband. Brown thought that the problem was already fixed because of the adjustments made to the toilet.

Munson asked who fixed the toilets.

Brown stated that it was one of his employees.

Munson asked if he checked any of the other toilets.

Brown stated that they did check another one. When he spoke with Mr. Davies, he did tell him that they had done some repairs to a toilet and he had said that that's probably why they received the high usage bill.

**Motion:** Berg made the motion to deny the request, Munson seconded.

**Vote:** U/a

### 6. Reports

#### A. Abatement Review Team Report

The report was reviewed and discussed by Staff.

#### B. Utilities Report

The report was reviewed and discussed by Staff.

#### C. Finance Report

The report was reviewed and discussed by Staff.



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**Motion:** Stephens made the motion to approve the reports, Gagnon seconded.

**Vote:** U/a

### 7. New Business

#### A. Nute Road Sewer Extension

Boulanger stated that Lot L8-15 have a failed septic system. They applied to the NHDES Subsurface Bureau to install a new leach field. When they did that, it started the process that the city has to sign off on due to the encroachment of the bay. When that came in, it triggered his thinking. To get credit for the nutrient levels that would be going into the bay and knowing the ages of the leach fields, nothing is up to date. Before the resident spent money on a leach field, he thought that they should see if the city could put in a force main in that area. The city asked Wright Pierce to put together a design for the sewer extension. He proceeded to go over the process for the sewer extension.

### 8. Old Business

### 9. Areas of Concern

### 10. Adjournment

**Motion:** Munson made the motion to adjourn at 6:54 pm, Moeller seconded.

**Vote:** U/a