



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, October 17, 2016**
Meeting Time: **6:00 pm**

Members Present: Vice Chair Jay Stephens, Bret Carmichael, Dennis Munson, Norman Allie, Mark Moeller

Members Absent: Chairman Otis Perry

Staff Present: Bill Boulanger, Superintendent of PW & Utilities, Jennifer Bretz, Recording Secretary

1. Call to Order

Meeting was called to order at 6:05 p.m.

2. User's Forum

No residents present

3. Approval of Minutes of August 15, 2016

Stephens stated that the minutes were not approved at the September meeting due to confusion. The board wanted to wait for Moeller and Carmichael to be present since they had made most of the comments in question. The recorder didn't work at the August meeting.

Carmichael stated that the property, 21 Townsend Drive, was changing hands. The new owner had a home inspection. He performed what he thought was due diligence, when the property changed hands and being on quarterly billing, he really exercised everything he could have done before finding there was a leak at the property. His opinion was that they should have granted an abatement for a portion of the money.

Moeller asked if there had been a motion to have the meter tested.

Boulanger stated that thought there was.

Moeller stated that he remembers wanting to have the meter tested.

Allie stated that he believes that when Stephens made the motion to deny, that there was a tie.

Carmichael stated that he recalls there being a lot of contention and the motion died. He remembers that he wanted to provide relief.

Stephens stated that there could have been a motion to test the meter.

Boulanger stated there had to have been a motion to defer it to the next meeting.

Motion: Moeller made a motion to amend the minutes to "Stephens made the motion to defer the minutes for a meter test", Munson seconded.

Vote: U/a

Motion: Munson made the motion to approve the August minutes as amended, Moeller seconded.

Vote: U/a



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, October 17, 2016**
Meeting Time: **6:00 pm**

4. Approval of Minutes of September 19, 2016

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

Vote: U/a

5. Abatement Requests

A. 43-45 Atkinson Street

Applicant requested to be moved to the November meeting.

B. 69 Grove Street - Chris Otash

Stephens stated that for those that were present at the September meeting, when this item came up at the August meeting, the board was going to wait for information to make an informed decision. When the item came up at the September meeting, the board didn't acknowledge that were going to review some information. The board took action on it and denied the abatement. Does anyone tonight want to bring the abatement back up for reconsideration?

Moeller asked why it had previously been tabled.

Stephens stated that it had originally been tabled based on getting additional information.

Stephens stated that Allie or Munson would need to vote to reconsider

Motion: Munson made the motion to reconsider the abatement at the November meeting, Stephens seconded.

Vote: Allie abstains, 4-1 Stephens, Munson, Moeller and Carmichael agree.

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.

Motion: Moeller made the motion to approve the reports, Munson seconded.

Vote: U/a



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, October 17, 2016**
Meeting Time: **6:00 pm**

7. New Business

A. Election of Chair/Vice Chair

Motion: Munson made the motion to retain Otis Perry as Chair and Jay Stephens as Vice Chair. If Perry does not want to be Chair, Bret Carmichael will be Chair, Munson seconded.

Vote: U/a

B. Lowell Avenue Groundbreaking Ceremony

Boulanger stated that this project is one of the largest State Revolving Funded projects the state has put out. They really want to promote it.

8. Old Business

A. Drought Update

Boulanger stated that there is going to be a City Council workshop on Wednesday evening. Emery and Garrett will be present. The entire workshop will be devoted to water. Underwood Engineer will be present to discuss the Water Facilities upgrade.

9. Areas of Concern

10. Next Meeting Date

Carmichael requested that the November meeting be held on November 14, 2016.

11. Adjourn

Motion: Carmichael made the motion to adjourn at 7:25, Munson seconded.

Vote: U/a