

**Littleton Light and Water Departments
Board of Commissioners Meeting
Minutes – February 2, 2005**

Present for the meeting:

Commissioners: Bruce Trumbull, Joe Cataldo, Tom Rauker, Craig Gruskowski

General Manager: Savas Danos

Staff: Kevin Goddard, Jerry Young, Jennifer Pederson

Meeting called to order: 7:15 PM

General

- 1) Approve Agenda -- The Board unanimously approved the agenda as presented.
- 2) Approve Minutes –
 - a) November 17, 2004 – Tabled until there is a quorum.
 - b) January 19, 2005— A motion was made by Commissioner Trumbull and seconded by Commissioner Rauker to approve the minutes as written.
The Vote: Trumbull—Yes, Rauker—Yes, Cataldo—Yes, Gruskowski—Yes.
- 3) Upcoming Meet Schedule :
 - a) FinCom Meeting- Feb 8, 8:00 PM – Danos informed the Board that the Light Department was scheduled to present their budget to the Fin Com on the 8th.
 - b) Next Board Meeting – Feb. 16th
- 4) **2005 LELD Budget** – Danos stated that the budget was reduced by \$50,000 by looking at certain line items that were placeholders and reducing the amount. Commissioner Gruskowski noted that the clothing line item was corrected. Danos clarified that the police line item in outside services was adjusted to reflect the \$85,000 that was agreed upon several years ago. The discrepancy with the \$50,000 that was on the last version of the budget was because of a split in payments over the year. Commissioner Cataldo asked if that money included police from other towns; Danos stated if Littleton Police are too busy and call in another town, then it is taken out of the \$85,000. Overall, the 2005 budget was dropped by \$20,000 with those changes. Commissioner Rauker asked if Business Manager Young had looked into any prepayment penalties on the building bond in order to save the \$100,000 in interest. Young stated that he had not had a chance to talk with Margaret Dennehy yet. Commissioner Rauker questioned whether it made sense to direct money toward early debt retirement; Danos responded that the depreciation account was set up for that.
- 5) **Computer Dept. Breakdown and Merger Information**-- The Board reviewed the expenditures associated with taking over the Town's computer department; Danos stated that with the employee, insurance, and operating expenses, the amount totals \$230,000. Commissioner Gruskowski pointed out that the Board never approved an extension after June of 2004, as is stipulated in the memorandum of understanding. Commissioner Gruskowski

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stated that he felt the merger is a bigger liability to LELD. Danos and IT Manager Brown stated that the delta in what we planned to spend versus what we actually spent can be attributed to the Town not funding capital improvements last year. Brown stated that 80% of Theresa Campbell's time and 30% of his time is devoted to the Town. He further stated that amounted to about 60% of the salaries being devoted to the Town. Commissioner Gruskowski asked how much we would be saving if we were to give the department back to the town and Brown stated it is costing us \$130-150,000. Brown stated that 65% of all the Town hardware was over four years old and more prone to breakdowns. Commissioner Gruskowski asked who funded the upgrades and Danos stated that LELD did; Brown stated it was necessary to keep the Town functioning. Commissioner Gruskowski stated that the Board should take a harder look at this agreement and see how much longer to continue it. Brown stated that the partnership is beginning to work and it would be a shame to abandon it now; he stated that the Town needed to be held accountable in funding the capital improvements. Commissioner Cataldo asked what Fin Com's position was after they met last and Brown said that their response was that they would take it under advisement. Danos stated that after he presents the budget to Fin Com next week it would be the first thing he discusses with them, along with the lack of funding for streetlights. Commissioner Gruskowski stated that there would come a time when the Town had extra money and that he hoped they would not give up the fight to regain the \$30,000 that we spent. Commissioner Cataldo stated he thought it was necessary to make the Town commit to putting aside so much money a year toward capital replacements. He further stated that he does not feel the Town appreciates that we are giving even more than we said we would. A brief discussion was held on what other utilities give to their communities. Commissioner Trumbull asked Brown to breakdown the salary and hours from 2002 to present. Danos stated it was about \$78,000 then and \$95,000 now, but that includes additional hours of work because the old position was 32 hours and the employee is now working 40 hours. Commissioner Trumbull asked why it was necessary to have a contract hire if Theresa is working additional hours; Brown stated it was necessary because Nancy spends all her time repairing hardware. After the discussion of the computer budget, a motion was made by Commissioner Cataldo and seconded by Commissioner Rauker to approve the 2005 LELD budget as presented. **The Vote: Trumbull – Yes, Cataldo – Yes, Rauker– Yes, Gruskowski—Yes.**

- 6) **LELD Contributions to Town (recap)** -- The Board discussed along with the Computer Department discussion.
- 7) **Discussion on Guildford (Ayer) Property**—The Board had an informal discussion regarding the possibilities of joining Ayer in applying for a joint grant to purchase the Guilford land. After a brief discussion the Board agreed

