

**Littleton Light and Water Departments  
Board of Commissioners  
Meeting Minutes  
April 1, 2008**

Present for the meeting:

Commissioners: Tom Rauker, Bruce Trumbull, Joe McCumber, Ivan Pagacik,  
Craig Gruskowski

General Manager: Savas Danos

Staff: Scott Edwards, Nick Lawler, Jerry Young, Kevin Goddard, Joni Silveria

Meeting called to order: 7:01 PM

General:

- 1) Approve Agenda – The following additions were made to the agenda:  
General 6) Town Financials; Water Department New Business 5) Spring  
Flushing Update. **On a motion made by Trumbull and seconded by  
McCumber, the Board approved the agenda as amended. The  
Vote: Rauker, Gruskowski, Trumbull, McCumber, Pagacik – Yes.**
- 2) Approve Minutes - February 26, 2008. **On a motion made by Trumbull  
and seconded by McCumber, the Board approved its minutes of  
February 26, 2008 as written. The Vote: Rauker, Gruskowski,  
Trumbull, McCumber, Pagacik – yes.**
- 3) Employee Updates:
  - a. Mark Perron advancement – The Board acknowledged the  
advancement; the chair signed the payroll authorization.
  - b. LELD operational staffing options – Scott Edwards briefed the  
Board on the plan to advertise for both an apprentice and a First  
Class Lineman, with the goal of attaining a staffing level of 10  
linemen eventually. The line crew will be working 5 10-hour days  
during April and May to catch up on workload requirements.
- 4) Upcoming Meetings – GM Danos highlighted several upcoming meetings  
including: the 17<sup>th</sup> Annual Senior Citizen’s luncheon – April 23, Annual  
Town Meeting – May 5<sup>th</sup>, Annual Elections – May 10<sup>th</sup>.
- 5) Newspaper Articles and Letters – The Board reviewed without comment.
- 6) Town Financials – General Manager updated the Board with regards to the  
inability of the Town to reconcile the Departments cash balance. Business  
Manager Young stated that not only has the town been unable to meet  
the year end for 2007 and quarterly deadline for 2008, they are still  
struggling with the town’s fiscal year end for July 2007. Danos went on to**

**Littleton Light and Water Departments  
Board of Commissioners  
Meeting Minutes  
April 1, 2008**

say that the financials of the Department would definitely reflect this deficiency caused by the Town. After a brief discussion regarding the severity of this deficiency and the need to get the town's attention, **a motion was made by Commissioner McCumber, seconded by Commissioner Trumbull and voted 4-0 to withhold payment for services rendered by the Accountant's and Treasurer's Department from the Light Department for the 1<sup>st</sup> quarter of 2008 (\$ 27,500 for the 1<sup>st</sup> quarter) and to continue to withhold payment until the town is able to reconcile their cash with the cash accounts of the Electric Light Department.**

**Light Department:**

**New Business:**

- 1) The Board unanimously signed the DPU report for the Town of Littleton for 2007.
- 2) Truck Sale – Scott Edward made a recommendation to the Board to sell truck 772 to the Groton Electric Light Department and to replace bucket truck 774 this year. **On a motion made by Gruskowski and seconded by McCumber, the Board approved the recommendation. The Vote: Rauker, Gruskowski, Trumbull, McCumber, Pagacik – Yes**

**Financials:**

- 1) Vote to transfer free cash – **On a motion made by Trumbull and seconded by McCumber, the Board approved to transfer the sum of \$1,832,336.35 from the Light Department's Rate Stabilization Fund to the Operating Cash Account and back again. The Vote: Rauker, Gruskowski, Trumbull, McCumber, Pagacik – Yes.**
- 3) Cash and Sales Reports – The Board reviewed the Cash and Sales Reports without comment.
- 4) The Board reviewed the Budget Summary through February without comment.

**Power Supply:**

**Littleton Light and Water Departments  
Board of Commissioners  
Meeting Minutes  
April 1, 2008**

- 1) The Board reviewed the Power Supply Update.
- 2) The Board reviewed the Purchase Power Update through February without comment.

**Quarterly Updates**

- 1) Each department provided the Board with an update on projects, updates, and general information within their organization.

**Water Department**

**New Business:**

- 1) Request for Potable Water (3rd Discussion) – Kimball Farm – The Board reviewed the plan to provide potable water to Kimball Farm for its use in ice cream making and restaurant operations. By contract, it will not be used for any other purpose, most specifically outside watering. The Board stressed the need to develop recurring revenue streams, particularly in light of impending state regulations that will limit our sales. **On a motion made by McCumber and seconded by Gruskowski, the Board approved to provide water service to Kimball's and possibly other users in the area. The Vote: Rauker, Gruskowski, McCumber, Pagacik – Yes, Trumbull-No.**
- 2) Branding program for water conservation and revenue needs – GM Danos briefed the Board on the Water Department's plans to develop a more comprehensive public education/outreach program on conservation. Working with a consultant, Kevin will develop a branding program, including a logo and slogan, to promote this initiative.
- 3) Fluoride Recommendation – The Board did not take an official position on the fluoride question before the town, as it is a Board of Health issue.
- 4) Pharmaceuticals in Drinking Water – GM Danos reported on the national issue that has come into the media recently. He's keeping an eye on the issue and sees no reason for alarm with Littleton's water supply.
- 5) Spring Flushing – GM Danos informed the board on the Water Department's spring flushing program to begin on April 7<sup>th</sup>. The information will be in local papers, on LELWD's website, and sent to the townspeople via the Reverse 911 system.

**Littleton Light and Water Departments  
Board of Commissioners  
Meeting Minutes  
April 1, 2008**

**Financials:**

**Water Budget** – The Board took reviewed the water budget and made the recommendation to accept it as written. **On a motion made by McCumber and seconded by Trumbull, the Board approved the water budget. The Vote: Rauker, Gruskowski, Trumbull, McCumber, Pagacik – Yes**

**Quarterly Updates**

- 1) Each department provided the Board with an update on projects, updates, and general information within their organization.

**With no further business before the Board, on a motion made by Trumbull and seconded by McCumber, the Board voted to adjourn at 8:31 pm The Vote – Rauker, Gruskowski, Trumbull, McCumber, - Yes.**

**Respectfully submitted,**

---

**Savas C. Danos, General Manager**