

**Littleton Light and Water Departments
Board of Commissioners Meeting
Minutes – December 18, 2007**

Present for the meeting:

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

General Manager: Savas Danos

Staff: Kevin Goddard, Joni Silveria

Meeting called to order: 7:10 PM

- 1) Approve Agenda**—GM Danos requested an addition to the agenda; Water, New Business #4, fluoridation.
- 2) Approve Minutes** – Minutes dated November 13, 2007, on a motion made by Commissioner Gruskowski and seconded by Commissioner Trumbull, the Board voted to approve the minutes as written. **The Vote: McCumber – Yes, Gruskowski – Yes, Pagacik– Yes, Rauker – Yes, and Trumbull – Yes.**
- 3) Employee Updates:**
 - a. GM Danos informed the Board of the 2007 annual reviews for non-union light department employees.
- 4) Update on Cell Tower Income and Distribution** – GM Danos advised the Board that the monthly cell tower lease revenue to both the departments and the town is nearly \$25,000 monthly which is paid by the various lessees.
- 5) Update on Security Issues at LELWD** – Two security breaches within the two departments have prompted the general manager to look into installing gates and motion detector lighting at the substation and keeping a tighter reign on security at LELWD on Fridays and the weekends.
- 5) Newspaper Articles and Letter** - GM Danos advised the Board on several articles and letters relevant to the departments.
 - a. The Russell Street School has formed an after-school robotics program to expand the students' knowledge of engineering. The LELWD has donated \$500.00 to the program.
 - b. Discussion was held with regards to support of lighting if and when the new football field is constructed at the high school.
 - c. Following an energy audit of the Town hall conducted by Alan Mulak, an LELWD consultant, the building has qualified for the Energy Star status under the Department of Energy Program.
 - d. GM Danos shared a communication from the Inspector General to the towns of MA regarding their offices' steps in promoting accountability and responsibilities in public utilities.
 - e. GM Danos informed the Board of the town hall is in the process of refinancing their long term debt and will show a saving of 4.4% on the debt.

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f. LHS informed us that this year's science grant was used to purchase software and equipment that measures the body's vital signs, grip strength and knee and hip force. This will expand the schools current biology curriculum.

Electric Light Department:

New Business:

- 1) GM Danos updated the Board on the MA Development Case.
- 2) GM Danos updated the Board the MA Power Case.

Financials:

- 1) GM Danos updated the Board on the Cash and Sales Reports. With the reduced PCA charge, our rates are lower and this places us in the bottom 1/3 tier in New England.
- 2) GM Danos presented the budget through November. We are right on our budget target for the year.

Power Supply:

- 1) GM Danos provided the purchase power summary for the month of October 2007. The average cost of power is now down 8 cents.
- 2) GM Danos gave an update on the MMWEC project.

Maintenance Department Update:

- 1) The Board reviewed the accomplishments of the maintenance department for the year.

Water Department:

New Business:

- 1) GM Danos informed the Board of his possible nomination as an officer of NEWWA.
- 2) GM Danos updated the Board on the water grant equity amendment update.
- 3) GM Danos presented the Board with a spread-sheet on non-essential outdoor water use.
- 4) GM Danos informed the Board that the BOH has set up a meeting in January to discuss the possibility of fluoridating Littleton's water supply.

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Financials:

- 1) GM Danos gave an update on the water cash and sales reports.
- 2) GM Danos provided the water budget through November.

With no further business before the Board, on a motion made by Commissioner Trumbull and seconded by Commissioner Pagacik, the Board voted unanimously to adjourn the meeting at 8:30 PM.

Respectfully submitted,

Savas C. Danos **Date**

Approved: