

**Littleton Light and Water Departments  
Board of Commissioners Meeting  
Minutes – June 26, 2006**

Present for the meeting:

Commissioners: Joe McCumber, Tom Rauker, Craig Gruskowski, Joe Cataldo  
(arrived at 7:15 PM)

General Manager: Savas Danos

Assistant General Manager: Scott Edwards

Staff: Jennifer Pederson, Jerry Young, Kevin Goddard, John Lanciani, Nick Lawler

Meeting called to order: 7:05 PM

- 1) Approve Agenda – Danos requested one addition to the agenda. Under Power Supply 2) Special Project 2006A. The Board approved the agenda as amended.
- 2) Approve Minutes
  - a. May 24, 2006 – Tabled until the next meeting.
- 3) Board Reorganization – On a motion made by Commissioner McCumber and seconded by Commissioner Rauker, the Board voted to reorganize as follows: Bruce Trumbull, Chair; Joe Cataldo, Vice Chair; Tom Rauker, Clerk; Joe McCumber and Craig Gruskowski, Members. **The Vote: Rauker—Yes, McCumber—Yes and Gruskowski—Yes.**
- 4) Compressed Work Week Quarterly Tracking Summary – The Board reviewed the memo from the tracking committee. Commissioner McCumber asked if there had been any complaints; Danos replied that he is not aware of any and next meeting he will bring forward the customer satisfaction survey results which show support for the program.
- 5) **Non-Union Wage Recommendations** – Commissioner Gruskowski asked for an update on the review of the policies and procedures manual; Danos stated that the non-union staff will review the edits and he will bring it back to the subcommittee. The Board reviewed Danos' memo and the matrix regarding the non-union wage recommendations. Danos reminded the Board that the non-union employees received a 2% placeholder in January and so they would only be getting the difference between the 2% and their recommended raise which would be retroactive to the first Thursday in January. The water department non-union staff would receive their raises on the first Thursday in July. Commissioner Gruskowski questioned the water department raises given that two employees received raises not too long ago; Danos replied that those raises were step raises and now they are receiving their annual reviews. Danos also explained that there were two non-union electric employees who would be receiving step raises. Danos stated that the consultant had developed a plan whereby the GM and AGM would receive a cash bonus that would not affect their base salary and could be deposited into their 457 accounts for retirement. There was a discussion regarding the progression of employees within a grade, whether the business office was appropriately staffed and the need to address the IT merger. On a motion

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made by Commissioner Cataldo and seconded by Commissioner Rauker the Board voted to approve the recommendations of the General Manager as written for the 2006 non-union wage adjustments. **The Vote: Rauker—Yes, McCumber—Yes, Cataldo—Yes and Gruskowski—Yes.**

Commissioner McCumber questioned whether the Board needs to vote on the wage adjustments; Danos stated that it is probably not necessary unless there is some dispute.

**ACTION ITEM:** Commissioner Cataldo asked for a survey to be done on the stipend paid to Commissioners in other towns.

**Electric Light Department:**

New Business:

- 1) Executive Session: Summary Judgment Review: MA Development:**
  - a. Summary by GM**
  - b. Judgment**
  - c. Attorney Summary for Appeal**
  - d. Motion for Reconsideration)**

At 7:19 PM a motion was made by Commissioner Cataldo and seconded by Commissioner Rauker and unanimously voted by roll call to enter into executive session for the purpose of discussing strategy with respect to collective bargaining and litigation if an open meeting may have a detrimental affect on the bargaining or litigation position and to return to the regularly scheduled session for the purpose of continuing. **The Roll Call Vote: Rauker - Yes, Cataldo – Yes, McCumber – Yes and Gruskowski – Yes.**

The Board reconvened its regular meeting at 7:30 PM.

At 7:46 PM, upon the arrival of Attorney Scobbo, a motion was made by Commissioner Cataldo and seconded by Commissioner Rauker and unanimously voted by roll call to enter into executive session for the purpose of discussing strategy with respect to collective bargaining and litigation if an open meeting may have a detrimental affect on the bargaining or litigation position and to return to the regularly scheduled session for the purpose of continuing. **The Roll Call Vote: Rauker - Yes, Cataldo – Yes, McCumber – Yes and Gruskowski – Yes.**

The Board reconvened its regular meeting at 8:35 PM.

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Financials:

- 1) Cash & Sales Reports through May – Danos stated that year-to-date, the department is showing a positive cash flow. Commissioner McCumber asked if the net expended would show a down turn; Business Manager Young explained that the net expended was higher in May because he did not transfer any Select monies in May.

**ACTION ITEM:** Commissioner Rauker requested that AGM Edwards bring the outlook for power pricing if the Board is going to discuss a change in the rates at a future meeting.

**2) Action Item:**

- a. Free Cash/Return Estimates for end of year—At the Board's request, an analysis was done showing the rate of return would be approximately 7% if rates remain what they are now and power costs come in as projected.
- 3) Stabilization Transfer Recommendation—On a motion made by Commissioner Rauker and seconded by Commissioner McCumber, the Board voted to transfer \$120,811.00 per the Select market adjustment worksheet. **The Vote: Rauker—Yes, McCumber—Yes, Cataldo--Yes and Gruskowski—Yes.**
- 4) Large Customer Power Use – Commissioner Gruskowski asked what was planned for 550 King Street; Danos replied that there are four companies that have shown interest in the property. Danos stated that the developer may explore other options if they cannot secure a tenant in the next six months.
- 5) Budget Summary through May – The Board reviewed without comment.
- 6) Audit Report and Management Letter – Danos stated that of the audit recommendations, the Board of Selectmen are dealing with the first recommendation and the second was to provide itemized receipts as back up for reimbursements. Commissioner Cataldo asked how the new audit firm was; Business Manager Young stated the audit was a bit slower but very thorough and he feels the quality is there. Commissioner Cataldo questioned if they were cheaper than the previous audit company; Young replied that they were not.

Power Supply:

- 1) April Summary Report – The Board reviewed without comment.
- 2) Special Project 2006A – AGM Edwards explained that MMWEC is proceeding with phase II of building a gas-fired base unit power plant next to their existing plant in Ludlow. Edwards explained that it would cost LELD \$200,000 over two years to get involved in phase II, which is the design and permitting. Edwards stated that we currently do not have

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the resources to cover our load in the future and the power would be below what is expected on the market. Commissioner Cataldo asked what the price for the power would be and Edwards replied that it will be 6.5-7¢. Edwards stated that if LELD did not sign on now then we would not be able to join later and if MMWEC gets through phase II then phase III would be building the plant which would be a more significant expense. Commissioner Cataldo asked Edwards if he was happy with the new management at MMWEC; Edwards replied that he was and was on the search committee that selected the new GM. Commissioner McCumber asked if there was any risk involved; Edwards stated that the biggest risk on any project is the permitting, but that MMWEC has already done a lot of the preliminary work with the town. On a motion made by Commissioner Cataldo and seconded by Commissioner McCumber, the Board voted to participate in MMWEC's Special Project 2006A (see vote in attachment 1). **The Vote: Rauker—Yes, McCumber—Yes, Cataldo--Yes and Gruskowski—Yes.**

**Water Department:**

New Business

- 1) Cell Tower Co-Locations Bid Awards:
  - a. Spectacle Pond Mono-Pole – Danos stated that Verizon had bid \$12,000 per year with a 3% adder and that the money would go to the Clean Lakes Committee. Danos stated that the company still needs to get the permits from the Planning Board and pay us \$2,500.00. On a motion made by Commissioner Rauker and seconded by Commissioner Cataldo, the Board voted to accept the bid of Verizon Wireless for co-location on the Spectacle Pond Site Monopole. **The Vote: Rauker—Yes, McCumber—Yes, Cataldo--Yes and Gruskowski—Yes.**
  - b. Cedar Hill Water Standpipe -- Danos stated that T-Mobile had bid \$1,750 per month and that the money would go to the Water Department. Danos stated that the company still needs to get the permits from the Planning Board and pay us \$2,500.00. On a motion made by Commissioner Rauker and seconded by Commissioner Cataldo, the Board voted to accept the bid of T-Mobile for co-location on the Cedar Hill Standpipe. **The Vote: Rauker—Yes, McCumber—Yes, Cataldo--Yes and Gruskowski—Yes.**

Financials:

- 1) Cash & Sales Reports through May 2006 – Danos stated that metered sales are up due to Kraft's reemergence.

