

**Littleton Light and Water Departments  
Board of Commissioners Meeting  
Minutes – May 24, 2006**

Present for the meeting:

Commissioners: Joe McCumber, Joe Cataldo, Bruce Trumbull

General Manager: Savas Danos

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

Meeting called to order: 7:25 PM

- 1) **Approve Agenda**—Danos asked for one addition to the agenda under 7) Wage Reviews. The Board voted to approve the agenda as amended.
- 2) **Approve Minutes**
  - a. **April 25, 2006** -- On a motion made by Commissioner Cataldo and seconded by Commissioner McCumber, the Board voted to approve the minutes as written. **The Vote: McCumber – Yes, Cataldo – Yes and Trumbull – Yes.**
  - 3) Action Item Summary – Danos stated that at the Board's request he is now including an action item summary. He informed the Board that the tentative date for Hazardous Waste Day is September 16, 2006. He also wanted to clarify that Greg Woods will only be taking his vehicle home when he is on standby.
  - 4) Board Reorganization – Vote will be tabled until the next meeting.
    - a. Board Meeting Date Discussion – Danos stated that Commissioner Gruskowski has a conflict on Wednesdays and he asked for the Board's approval to switch the meetings to Monday nights when the Selectmen are not meeting. Danos stated he would work with Town Administrator Goddard on the scheduling.
  - 5) MA Development Litigation Update - **Executive Session** – Danos stated that it was not necessary to go into Executive Session, and he asked the Board to review the memos from the attorneys and if they had any questions to email him. Commissioner McCumber questioned the confidentiality of emailing Danos. Danos stated that because it was a legal matter it would be marked privileged and confidential.
  - 6) Public Relations/Letters – Commissioner Cataldo asked for clarification on the work hours. Danos stated that at the Board's request we are doing a compressed work week with expanded hours.
  - 7) Wage Reviews – Danos stated that he would have wage reviews and recommendations for the next Board meeting.

**Electric Light Department:**

New Business:

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- 1) Update on NEPPA Safety Program – The Board reviewed without comment.

Financials:

- 1) Cash & Sales Reports through April – Danos stated that power costs are projected to come in about \$2 million less than budgeted at the end of the year. Danos stated that March and April showed positive cash flow. Forward pricing still looks high for next winter. Commissioner Trumbull suggested leaving the rates where they are to try to prepare for coming increases. Danos stated that rates may need to be somewhere in the middle.

**ACTION ITEM:** Business Manager Young will analyze how much our rate of return would be if we leave rates at what they are now.

- 2) Budget Summary through April – Danos stated that while power costs are up, the rest of the budget is at or below target. Commissioner Cataldo asked why transportation was so high. Business Manager Young stated it was because of auto insurance payments.
- 3) PCA and Stabilization Transfer Recommendation – On a motion made by Commissioner Cataldo and seconded by Commissioner McCumber, the Board voted to authorize the transfer of \$136,268.00 from the Select settlement funds to the working capital account. **The Vote: McCumber – Yes, Cataldo – Yes and Trumbull – Yes.**

Power Supply:

- 1) Power Supply Cost Model for 2006 – The Board reviewed without comment.
- 2) April Summary Report – Danos stated that power costs are down to 8.2 cents per kWh.
- 3) Energy Growth Chart – Danos stated that both March and the year-to-date numbers are down all over New England.

**Quarterly Updates** – The Board reviewed without comment.

**Water Department:**

New Business

- 1) Spec. Pond Well Redevelopment Report – Danos provided the report from Barrie Miller’s Well and Pump Service on the cleaning of the Spectacle Pond well. Danos stated that capacity went from 40 gal/ft

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to 135 gal/ft. Danos stated that they received quotes for the work and Miller's was lowest. Danos explained some of the process of cleaning the well.

- 2) Notice of Bids – Cell Tower Co-Locations – Danos stated that he has two bids out for co-location on two of the towers. Danos also passed out a letter that he sent to the state regarding partnering with the state to locate a tower at Rt. 2/Rt. 495. Money from this tower would go toward the Town.

Financials:

- 1) Cash & Sales Reports through April 2006 -- Danos stated that after a bad period in the middle of the winter, the water department budget is where we want it to be. Danos stated that there has been a 40-50% increase in metered sales and a 30-40% increase in pumping. Danos stated that Veryfine's usage is back to where it was in the days of juice production and now that they have installed a reverse osmosis system, Fruit20 is being made with Littleton Water.
- 2) Budget Summary through April (83%) – Danos stated that the budget is pretty much on balance.
- 3) Water Use – Customer Class Summary –The Board reviewed the charts on usage by customer class.

**Quarterly Updates** – The Board reviewed without comment.

With no further business before the Board, on a motion made by Commissioner McCumber and seconded by Commissioner Cataldo, the Board voted unanimously to adjourn the meeting at 8:00 PM. **The Vote: Cataldo—Yes, McCumber – Yes and Trumbull – Yes.**

**Respectfully submitted,**

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**Savas C. Danos** \_\_\_\_\_ **Date**  
**Approved:**