

**Littleton Light and Water Departments
Board of Commissioners Meeting
Minutes – May 8, 2007**

Present for the meeting:

Commissioners: Joe Cataldo, Joe McCumber, Craig Gruskowski, Tom Rauker

General Manager: Savas Danos

Assistant GM: Scott Edwards

Staff: Jerry Young, Alan Brown, Kevin Goddard, Nick Lawler, John Lanciani,
Joni Silveria

Meeting called to order: 7:10 PM

- 1) **Approve Agenda**—GM Danos requested an addition to the agenda. Under Water, New Business, add 1; Spencer, MA water incident update.

- 2) **Approve Minutes**
 - a. **Approve Minutes** – March 20, 2007 - On a motion made by Commissioner McCumber and seconded by Commissioner Gruskowski, the Board voted to approve the minutes.
The Vote: Cataldo – Yes, Gruskowski – Yes, McCumber – Yes, Rauker – Yes.

- 3) **Upcoming Meetings/Dates:** GM Danos gave an update on upcoming important dates and information that pertains to the LELWD.
 - a. Town Meeting Recap
 - b. BOC meeting dates will change to Mondays for summer
 - c. Town Election, May 12
 - d. Next Board Meeting – Monday June 11th

- 4) **Strategy for Litigation** – Executive Session – At 7:45 a motion was made by Commissioner Cataldo and seconded by Commissioner Gruskowski and unanimously voted by roll call vote to enter into executive session for the purpose of discussing pending Sue Ferrill's litigation when discussion in open session could have a detrimental effect on the litigation position and then return to the regularly scheduled meeting session. **The Roll Call Vote: Cataldo – Yes, Gruskowski – Yes, McCumber – Yes, Rauker – Yes.**

- 5) **Employee Updates** – GM Danos gave an update on employees.
 - a. Step-raises for Donnie Callahan and Evan Gioumbakis, LELD.
 - b. Step-raise for Mark Perron, LWD.
 - c. GM Danos presented the Board with information on LELWD employees total years of service, which may include time from other municipalities, military service, and other town services.

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- 6) **Letters/Articles** – GM Danos gave an update on correspondence received by the departments including; latest edition of the *In the Loop*, our internal newsletter, two successful LELWD events, the 16th annual senior citizen luncheon and the annual Boxboro field trip to the water treatment plant. He also updated our IT Departments help on moving the town website over to CreationProject out of Nashua, NH. Training will be provided to users for each town department.

Electric Light Department:

New Business:

- 1) GM Danos informed the Board of the ground maintenance bid being awarded to low bidder, Prescott Landscaping.
- 2) Assistant GM Edwards updated the Board on the possibility of LELD leaving one of its power supply services, MMWEC, and what alternatives we could use for the purpose of increased service, lower costs, and consolidation. On a motion made by Commissioner Rauker and seconded by Commissioner Gruskowski, the Board voted to recommend the termination of membership with MMWEC, to evaluate early buy-out and pursue alternative power supply services. **The Vote: Cataldo – Yes, Gruskowski – Yes, McCumber – Yes, Rauker – Yes.**
- 3) GM Danos and IT Manager Alan Brown presented the IT Systems update and the 2007 Capital Plans update. The Board reviewed without comment.
- 4) GM Danos updated the Board regarding information on the 477 spacer cable bid and the infrared camera bid.

Financials:

- 1) GM Danos presented the Operating summary for the period ending December 2006.
- 2) GM Danos updated the Board on the Cash and Sales Reports.
- 3) GM Danos reported on the budget summary ending 4/30/2007.

Power Supply:

- 1) Gm Danos presented the recommended strategy for the PG&E settlement funds; keep it in a short-term investment for one year, and then review the rate and investment strategy in the 2nd quarter of 2008. On a motion made by Commissioner Rauker and seconded by Commissioner McCumber, the Board voted to accept this strategy. **The Vote: Cataldo – Yes, Gruskowski – Yes, McCumber – Yes, Rauker – Yes.**
- 2) Purchase Power update through March 2007 was given.

