

**Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes
January 24, 2018**

Present for the meeting:

Commissioners: Tom Rauker, Jim Karr, Ivan Pagacik, Dick Taylor

General Manager: Scott Edwards

Staff: Paul Denaro, Corey Godfrey, Nick Lawler

Meeting called to order: 6:00 p.m.

General:

- 1) Approve Agenda – **On a motion made by Taylor and seconded by Karr, the Board approved the amended agenda. The Vote: 4-0 in favor.**
- 2) Approve minutes from October 25, 2017. **On a motion made by Taylor and seconded by Karr, the Board approved the amended agenda. The Vote: 4-0 in favor.**
- 3) Approve minutes from November 21, 2017. **On a motion made by Taylor and seconded by Karr, the Board approved the amended agenda. The Vote: 4-0 in favor.**
- 4) Recognize Public Attendees – None present

Water Department:

- 1) FY18 Financials
 - a. Budget– The Board briefly discussed as the budget is 50% complete for the year.
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
- 2) Cobbs Well Update – GM Edwards gave the board a brief verbal summary of the pumping test schedule. The testing will be performed in May and June.
- 3) Town Sewer – AGM Lawler gave the board a brief explanation of the planning meeting that was held with Weston and Sampson in regards to locating the proposed sewer treatment plant at 39 Ayer Road.

Electric Light Department:

- 1) FY17 Financials
 - a. Budget – The Board reviewed the 100% complete budget.

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- b. Cash Report, Rate of Return, and Fund Balances – The Board reviewed.
 - c. Power supply report – The board reviewed the year end report.
- 2) FY18 Draft Budget – GM Edwards presented the final FY18 budget. **On a motion made by Karr and seconded by Taylor, the Board approved the FY18 Budget. The Vote: 4-0 in favor.**
- 3) Rate Stabilization Fund – GM Edwards presented a spreadsheet that illustrated how use of rate stabilization funds can be utilized over the next 2 years to maintain constant rates. The board requested further review at the next meeting.
- 4) USVI update – GM Edwards discussed the USVI mutual aid mission. The board was informed that the first of three invoices have been paid, and all trucks are back in New England.
- 5) Littleton Robotics Grant – Chairman Rauker suggested that this be tabled until the next meeting.

Executive Session:

The board voted to enter and exit executive session by role call, 4-0 in favor to discuss:

- 1) Nagog Pond

General Manager:

- 1) Action Items for GM – Rate stabilization spreadsheet, draft water budget, Littleton Robotics.
- 2) Next meeting will be February 21 at 6:00 p.m.

On a motion made by Karr and seconded by Trumbull, the Board voted to adjourn the meeting. The Vote: 4-0 in favor.

Respectfully submitted,

Scott Edwards, General Manager