

***Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes***

December 19, 2018

I. Present for Meeting

Commissioners: Dick Taylor (Chairman), Jim Karr, Ivan Pagacik, Bruce Trumbull, Tom Rauker

General Manager: Nick Lawler

Staff: Corey Godfrey, Scott Larsen, Erica Rooks, Pat Laverty, Dave Ketchen

Audience: Anthony Ansaldi

Meeting called to order: 6:00 PM

Meeting Adjourned: 7:16 PM, Motion by Commissioner Pagaick, seconded by Commissioner Karr. The Vote: 5-0 in favor.

II. General

1. Approve Agenda – On a motion made by Commissioner Trumbull and seconded by Commissioner Karr, the Board approved the amended Agenda. The vote: 5-0 in favor.
2. Approve minutes from November 20, 2018. On a motion made by Commissioner Trumbull and seconded by Commissioner Karr, the Board approved the Minutes. The vote: 5-0 in favor.
3. Recognize Public Attendees – Anthony Ansaldi (Interim Town Administrator).

III. Executive Session

1. At 6:07 p.m. a motion was made by Commissioner Karr and seconded by Commissioner Trumbull and unanimously voted by roll call to enter into Executive Session for the purpose of discussing litigation with regards to Nagog Pond and with the purpose of then to reconvene in open meeting. The Roll Call Vote: Karr – Yes, Pagacik – Yes, Trumbull – Yes, Taylor – Yes, and Rauker - Yes.
2. At 6:24 p.m. a motion was made by Commissioner Karr and seconded by Commissioner Rauker and unanimously voted by roll call to exit Executive Session and reconvene in open meeting. The Roll Call Vote: Karr – Yes, Pagacik – Yes, Trumbull – Yes, Taylor – Yes, and Rauker - Taylor – Yes, and Rauker – Yes.

IV. Electric Light Department

1. FY18 Financials
 - a. Budget - The Board reviewed the 92% complete budget.

- b. Cash Report, Rate of Return and Fund Balances – The Board reviewed.
 - c. Power Supply Report – The Board reviewed the November report.
 2. GM Lawler presented the Board with a Management Letter from Giusti, Hingston, and Company.
 3. Mutual Aid
 - a. Scott Larsen presented to the Board an opportunity to assist in the electrifying of Navajo Nation. On a motion made by Commissioner Karr and seconded by Commissioner Rauker, the Board approved paying LELWD employees 40 hours/week to assist in this effort and to donate any surplus material. The vote: 5-0 in favor.
 - b. On a motion made by Commissioner Rauker and seconded by Commissioner Trumbull, the Board approved the following language in the Non-Union policy manual, “When working for LELD, for the purposes of mutual aid, in another power utility system under the NEPPA Emergency Assistance Agreement or another approved mutual aid agreement, all time travelled and worked will be paid at double time of the current hourly rate with a minimum of 14 hours of pay per day.” The vote: 5-0 in favor.
 4. Tangent (Permanent Generators) PPA – No discussion
 5. Safety Grant – GM Lawler provided the Board a safety grant request for funding from the Littleton High School. On a motion by Commissioner Karr and seconded by Pagacik, the Board approved \$1,199 to spend towards athletic equipment. The vote: 5-0 in favor.
 6. Small Cell – GM Lawler gave the Board a verbal update on the deployment processes for small cell technology.

V. Water Department

1. FY19 Financials
 - a. Budget – The Board reviewed the 42% complete budget.
 - b. Cash Report – GM Lawler gave a summary of the cash report to date.
2. Whitcomb Ave Treatment Plant Update – GM Lawler gave a verbal update on the design progress with this project.
3. Cobbs Well Update – GM Lawler gave a brief verbal update on the permitting progress with this project.
4. Nagog Treatment Plant – GM Lawler gave a brief verbal update on the design task order recently given to Tighe and Bond.

VI. General Manager

1. Action Items for GM
 - a. Arrange Sewer meeting with Commissioner Karr, Commissioner Trumbull, Selectman Glavey, and Selectman Gherbig.
 - b. Develop Payroll Approval Policy
2. Next Meeting Date – The next meeting date was set for January 29 at 6:00 p.m.