

**Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes
April 26, 2017**

Present for the meeting:

Commissioners: Tom Rauker, Jim Karr, Bruce Trumbull

General Manager: Scott Edwards

Staff: Nick Lawler, Paul Denaro, Kevin Hunt Outside Guests: Don Maciver,
Kevin Davis

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

General:

- 1) Approve Agenda – **On a motion made by Karr and seconded by Rauker, the Board approved the amended agenda. The Vote: 3-0 in favor.**
- 2) Approve Minutes of March 22, 2017 - **On a motion made by Karr and seconded by Rauker, the Board approved the minutes. The Vote: 3-0 in favor.**
- 3) Recognize Public Attendees – Don Maciver addressed his two town meeting articles with the board. The discussion will be held under #2 Water Department.

Electric Light Department:

- 1) FY17 Financials
 - a. Budget – The Board reviewed the 25% complete budget.
 - b. Cash Report, Rate of Return, and Fund Balances – The Board reviewed.
- 2) New Storage Building Update – GM Edwards gave a brief update on the new storage facility. It is currently behind schedule, hoping for a first of June completion.
- 3) In Lieu of Tax Guidelines – The board took the draft under advisement for discussion at a later date.
- 4) Littleton Grant Requests – Safety, Robotics, BPD - - **On a motion made by Rauker and seconded by Karr, the Board approved the three grant requests. The Vote: 3-0 in favor.**
- 5) Demand Response Program – The board discussed the pros and cons of allowing aggregation of retail load for a demand response resource. Edwards explained that it is not in the departments best interest to permit a third party to contract

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directly with customers. **On a motion made by Karr and seconded by Rauker, the Board approved the Resolution to not permit aggregation of retail customer for the purpose of demand response. The Vote: 3-0 in favor.**

Water Department:

- 1) FY17 Financials
 - a. Budget – The Board briefly discussed as the budget is 75% complete for the year.
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
 - c. New water bill format – Edwards presented the new bill format to the board.
- 2) Town Meeting Articles – Edwards discussed the history of the Nagog Pond water rights, including Tom Harrington’s 2011 opinion letter and Don Maciver’s articles. After discussion, the board decided to call a meeting for 6:30, May 1 for more discussion prior to the Town Meeting.
- 3) System Capacity Update, MassDEP meeting – Edwards gave an update on the engineering study by Tighe and Bond and the outcome of the meeting with MassDEP to discuss the water capacity issue.

General Manager:

- 1) GM Contract – Rauker presented a summary of the proposed two GM contracts to the board. The board discussed the merits of the 2 year GM contract, and the 5 year power supply consulting contract. Trumbull thanked Rauker and Pagacik for their due diligence on this matter. **On a motion made by Karr and seconded by Rauker, the Board approved both the 2 year GM employment contract and the 5 year consulting contract with Edwards. The Vote: 3-0 in favor.**
- 2) Action Items for GM – Investigate the electric and water in arrears of the VFW for discussion at the May meeting; contact Tom Harrington for a summary letter concerning Nagog Pond for the May 1 meeting.

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3) Next meeting will be May 24th at 6:00 p.m.

On a motion made by Karr and seconded by Rauker, the Board voted to adjourn the meeting. The Vote: 3-0 in favor.

Respectfully submitted,

Scott Edwards, General Manager