

**Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes
May 24, 2017**

Present for the meeting:

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

General Manager: Scott Edwards

Staff: Paul Denaro, Kevin Hunt, Corey Godfrey, Erica Rooks

Outside Guests: none

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: 5-0 in favor.**
- 2) Approve Minutes of April 26 and May 1, 2017 - **On a motion made by Taylor and seconded by Rauker, the Board approved the minutes. The Vote: 5-0 in favor.**
- 3) Recognize Public Attendees – none present

Electric Light Department:

- 1) FY17 Financials
 - a. Budget – The Board reviewed the 33% complete budget.
 - b. Cash Report, Rate of Return, and Fund Balances – The Board reviewed.
- 2) Renewable Energy Regulations – Edwards discussed the history of the state renewable energy regulations, and the pending legislature which includes MLPs. The Board added to the discussion and instructed Edwards to update them as needed.
- 3) In Lieu of Tax Guidelines – The board took the draft under advisement and had no changes. **On a motion made by Karr and seconded by Rauker, the Board approved the In Lieu of Tax Guidelines. The Vote: 5-0 in favor.**
- 4) Littleton Grant Requests – Littleton School Grant request was made by Dan Hogan in writing – **On a motion made by Rauker and seconded by Taylor, the Board approved the grant request. The Vote: 5-0 in favor.**
- 5) VFW Abatement – Karr described the financial and managerial situation of the VFW, and how the town was assisting. It was

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suggested by Edwards that an energy audit be performed to help lower the electric and water costs in the future. The board agreed and directed Edwards to contact John Borowski.

- 6) Ostrow Settlement – Edwards informed the Board that the Ostrow lawsuit was settled for \$26,000, approximately half of the original claim.

Water Department:

- 1) FY17 Financials
 - a. Budget – The Board briefly discussed as the budget is 83% complete for the year.
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
- 2) Peterson Water Quality Update – Edwards informed the Board what measures had been taken to improve the Peterson’s water quality, and that Pam Peterson had expressed that the water quality had improved.
- 3) System Capacity Update – Edwards gave an update on the engineering study by Tighe and Bond and the submittal of the Cobbs Well permit to the MassDEP.

General Manager:

- 1) Action Items for GM – Distribute the approved ILOT Guidelines, arrange for energy audit for VFW, and arrange for a demonstration from Dan Hogan’s students.
- 2) Next meeting will be June 21 at 6:00 p.m.

On a motion made by Taylor and seconded by Karr, the Board voted to adjourn the meeting. The Vote: 5-0 in favor.

Respectfully submitted,

Scott Edwards, General Manager