

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

August 8, 2018

I. Present for Meeting

Commissioners: Dick Taylor (Chairman), Jim Karr, Bruce Trumbull

General Manager: Nick Lawler

Staff: Paul Denaro, Corey Godfrey, Nick Lawler, Kevin Hunt, Scott Larsen, Devin Resnik

Audience: Dr. Eby (Devin's professor)

Meeting called to order: 6:00 PM

II. General

1. Approve Agenda – On a motion made by Karr and seconded by Trumbull, the Board approved the amended Agenda. The vote: 3-0 in favor.
2. Approve minutes from June 20, 2018. On a motion made by Karr and seconded by Trumbull, the Board approved the Minutes. The vote: 3-0 in favor.
3. Recognize Public Attendees – Dr. Eby was present to listen to the presentation by summer intern Devin Resnik.
4. Devin Resnik presented to the Board what she and the water department accomplished during her summer internship.

III. Electric Light Department

1. 6:30 p.m. Public Hearing – At 6:30 p.m. a motion was made by Commissioner Karr and seconded by Commissioner Trumbull and unanimously voted by roll call to enter into a Public Hearing Session following a request by General Manager Lawler for the purpose of discussion and vote on new electric rates and then return to the regularly scheduled meeting. The Roll Call Vote: Karr – Yes, Trumbull – Yes, and Taylor – Yes.
 - a. On a motion made by Karr and seconded by Trumbull, the Board approved the rates (10, 20, 30, 40, 50, 60, DAF, and REC) as presented by Lawler. The vote: 3-0 in favor.
 - b. At 6:40 p.m. a motion was made by Commissioner Karr and seconded by Commissioner Trumbull and unanimously voted by roll call to exit the Public Hearing Session and return to the regularly scheduled meeting. The Roll Call Vote: Karr – Yes, Trumbull – Yes, and Taylor – Yes.
2. FY17 Financials
 - a. Budget - The Board reviewed the 50% complete budget.
 - b. Cash Report, Rate of Return and Fund Balances – The Board reviewed.
 - c. Power Supply Report – The Board reviewed the June report.

3. Community Grant – On a motion made by Karr and seconded by Trumbull, the Board approved the community grant request presented by the Littleton Police Department. The vote: 3-0 in favor.
4. Safety Grant - On a motion made by Karr and seconded by Trumbull, the Board approved the safety grant request presented by the Mike Lynn on behalf of the Littleton Public Schools. The vote: 3-0 in favor.

IV. Water Department

1. FY18 Financials
 - a. Budget – The Board reviewed the 50% complete budget.
 - b. Cash Report – GM Lawler gave a summary of the cash report to date.
2. Whitcomb Ave Treatment Plant – GM Lawler gave a verbal summary of the progress of the treatment plant.
3. Cobbs Well Update – GM Lawler gave a brief verbal summary of the pumping test that was concluded on June 20th.

V. General Manager

1. Action Items for GM
 - a. %of Revenue from each watering rate block
 - b. Elizabeth Street - Trimming
2. Next Meeting Date – The next meeting date was set for September 19th at 6:00 p.m.

VI. Executive Session

1. At 7:30 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 possible litigation with regards to Nagog Pond and then not to reconvene in the regular meeting. The Roll Call Vote: Karr – Yes, Trumbull – Yes, and Taylor – Yes.