

**Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes
June 21, 2017**

Present for the meeting:

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

General Manager: Scott Edwards

Staff: Kevin Hunt, Nick Lawler

Outside Guests: LHS students (2)

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

General:

- 1) Approve Agenda – **On a motion made by Pagacik and seconded by Karr, the Board approved the amended agenda. The Vote: 4-0 in favor.**
- 2) Approve Minutes of May 24, 2017 - **On a motion made by Taylor and seconded by Karr, the Board approved the minutes. The Vote: 4-0 in favor.**
- 3) Recognize Public Attendees – LHS students gave a brief presentation on various engineering projects being done at the school using equipment funded by LELWD grants.
- 4) Virginia Sprong Trust Gift – The board discussed the \$5,000 gift to LELWD and possible uses. The use of this money was tabled for a later date. **On a motion made by Pagacik and seconded by Karr, the Board accepted the \$5,000 gift. The Vote: 4-0 in favor.**
- 5) Board Reorganization – Tom Rauker; Chairman, Dick Taylor; Vice Chairman, Jim Karr; Secretary. **On a motion made by Taylor and seconded by Karr, the Board approved the new organization. The Vote: 4-0 in favor.**

Electric Light Department:

- 1) FY17 Financials
 - a. Budget – The Board reviewed the 42% complete budget.
 - b. Cash Report, Rate of Return, and Fund Balances – The Board reviewed.
- 2) Community Solar Financials and Rate – Edwards discussed the solar project on the roof of the new building. The financials of the project were discussed and a rate structure designed for residential customers. The board discussed offering this new rate

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to residential electric customers that do not currently have solar and on a lottery basis.

- 3) Peak Shaving Generators – Edwards informed the board that two diesel generators were going to be installed for a three month term at the substation. The purpose of the generators was to shave the peak on hot days. Hours of operation and noise concerns were discussed.

Water Department:

- 1) FY17 Financials
 - a. Budget, Reserve Fund – The Board briefly discussed as the budget is 92% complete for the year. **On a motion made by Karr and seconded by Trumbull, the Board voted to utilize the \$100,000 Reserve Fund for FY17. The Vote: 4-0 in favor.**
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
- 2) System Capacity Update – Edwards gave an update on the engineering study by Tighe and Bond and the progress of the Cobbs Well permit to the MassDEP.

General Manager:

- 1) Action Items for GM – none.
- 2) Next meeting will be June 21 at 6:00 p.m.

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

Respectfully submitted,

Scott Edwards, General Manager