

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

February 28, 2018

I. Present for Meeting

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

General Manager: Scott Edwards

Staff: Paul Denaro, Corey Godfrey, Nick Lawler, Kevin Hunt

Meeting called to order: 6:00 PM

II. General

1. Approve Agenda – On a motion made by Taylor and seconded by Karr, the Board approved the amended agenda. The vote: 4-0 in favor.
2. Approve minutes from January 24, 2018. On a motion made by Taylor and seconded by Karr, the Board approved the minutes.
3. Approve Executive minutes from January 24, 2018. On a motion made by Taylor and seconded by Karr, the Board approved the minutes.
4. Recognize Public Attendees – None present.

III. Water Department

1. FY18 Financials
 - a. Budget – The Board briefly discussed as the budget is 58% complete for the year.
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
2. FY19 Capital Projects/Water Capacity Improvements - GM Edwards gave the board an explanation of the ongoing water capacity projects and Patriot Beverage water use estimate. Discussions between board members and staff concerning Whitcomb Ave. capacity, new wells and the need for a treatment plant. This discussion will be continued at the March meeting.
3. FY19 Draft Budget – Edwards let a discussion regarding the draft budget. The FY19 budget will be finalized at the March meeting.
4. Sam Park Betterment vote – the language for the vote was not prepared by town counsel in time, so this agenda item was tabled until the March meeting.

IV. Electric Light Department

1. FY17 Financials
 - a. Budget - The Board reviewed the 8% complete budget.
 - b. Cash Report, Rate of Return and Fund Balances – The Board reviewed.
 - c. Power Supply Report – The Board reviewed the year end report.

2. Rate Stabilization Fund – Tabled until the March meeting.
3. Littleton Robotics and High School Safety Grant - On a motion made by Taylor and seconded by Karr, the Board voted to grant the Robotics \$1,000 and to grant the High School \$2,136. The vote: 4-0 in favor.
4. 2017 Mutual Aid Financial Analysis – Edwards presented the final financial analysis of the Florida and USVI mutual aid missions.

V. Executive Session

The board voted to enter and exit executive session by role call, 4-0 in favor to discuss:

- a. Nagog Pond

VI. General Manager

1. Action Items for GM
 - a. Finalize water budget and town meeting articles.
2. Next meeting will be March 21 at 6:00 p.m.