

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

March 21, 2018

I. Present for Meeting

Commissioners: Tom Rauker, Dick Taylor, Ivan Pagacik

General Manager: Scott Edwards

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

Meeting called to order: 6:00 PM

II. General

1. Approve Agenda – On a motion made by Taylor and seconded by Pagacik, the Board approved the amended agenda. The vote: 3-0 in favor.
2. Approve minutes from February 28, 2018. On a motion made by Taylor and seconded by Pagacik, the Board approved the minutes. The vote: 3-0 in favor.
3. Recognize Public Attendees – None present.

III. Water Department

1. FY18 Financials
 - a. Budget – The Board briefly discussed as the budget is 67% complete for the year.
 - b. Cash Report – GM Edwards gave a summary of the cash report to date.
2. FY19 Draft Budget – Edwards let a discussion regarding the FY19 budget. On a motion made by Taylor and seconded by Pagacik, the Board approved the FY19 budget. The vote: 3-0 in favor.
3. Whitcomb Ave Treatment Plant – GM Edwards presented an estimate for the Whitcomb Ave treatment plant of \$7M. There was discussion regarding the need for the new well field, pump house and treatment plant.
4. Town Meeting Articles – Three articles for TM were discussed, the FY19 budget, easements for zone 1 protection for Cobbs well, and the borrowing for the Whitcomb Ave treatment plant. On a motion made by Taylor and seconded by Pagacik, the Board approved the TM articles. The vote: 3-0 in favor.
5. Sam Park Betterment vote – On a motion made by Taylor and seconded by Pagacik, the Board approved the recommended motion. The vote: 3-0 in favor.

IV. Electric Light Department

1. FY17 Financials
 - a. Budget - The Board reviewed the 16% complete budget.
 - b. Cash Report, Rate of Return and Fund Balances – The Board reviewed.

- c. Power Supply Report – The Board reviewed the February report.
2. Rate Stabilization Fund – The need for use of rate stabilization funds for the second half of 2018 was discussed. This will be monitored on a monthly basis.
3. High School Scholarship – Commissioner Pagacik presented a proposal to utilize school grant funds for a program to fund college science and technology courses for high school students. AGM Lawler was instructed to contact UMass Lowell to inquire about their courses and develop a program.
4. High School Grant Request – A request from Superintendent Clenchy for funds for a Shaker Lane maker space was denied. The commissioners want the science and technology grant to be used in the middle and high school.

V. Executive Session

The board voted to enter and exit executive session by role call, 3-0 in favor to discuss:

- a. Nagog Pond
- b. Contract Negotiations

VI. General Manager

1. Action Items for GM
 - a. Schedule April 2, 2018 BOC meeting.
2. Next meeting will be April 2 at 6:00 p.m.