

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

June 15th, 2022

I. Present for Meeting

Commissioners: Jim Karr, Dick Taylor, Ivan Pagacik, Scott Larsen

General Manager: Nick Lawler

Staff: Erica Rooks, Pat Laverty, David Ketchen, Paul Denaro, Sara Kiley

Audience: Geri Bertozzi, Joe Knox

Meeting called to order: 6:00 PM

Meeting Adjourned: 7:00 PM, Motion by Commissioner Karr, seconded by Commissioner Taylor. The Vote: 4-0 in favor.

II. General

1. Pledge of Allegiance
2. Approve Agenda – On a motion made by Commissioner Karr and seconded by Commissioner Taylor, the Board approved the agenda as amended. The Vote: 4-0 in favor.
3. Approve minutes from May 25th, 2022. – On a motion made by Commissioner Karr and seconded by Commissioner Taylor, the Board approved the minutes as amended from May 25th, 2022. The Vote: 4-0 in favor.
4. Approve Executive Session minutes from May 25th, 2022. – On a motion made by Commissioner Karr and seconded by Commissioner Taylor, the Board approved the minutes from May 25th, 2022. The Vote: 4-0 in favor.
5. Public Input – None

III. Electric Light Department

1. FY22 Financials
 - a. Budget – Currently unavailable but once they are complete GM Nick Lawler will share with the board.
 - b. The 1-million-dollar transfer was complete from the operating fund to the rate stabilization.
 - c. We received the wire from the solar facility (Distribution Way). Commissioner Karr asked which fund it went into? Operations fund
2. Capital Project Update
 - a. Three Phase Squirrel Protection/AMI Meter Upgrade/Tree Wire/ Pole Replacement
 - i. Currently still on Summer Road for changing poles. We are hoping Hendrix will come in mid to end July for the wire replacement.
 - ii. Tree wire is currently being installed on Park Drive.

- iii. Working on more pole replacement on King Street and then will move over to Foster St and then Hill Rd.
- iv. AMI 99% complete
- v. Fiber Grant money should come in the next month and then we will have until September 2023 to complete the project.
- vi. Cisco building is getting a new tenant and they are currently working on getting permits for construction.
- vii. Looking to hire for the first truck leader spot after the 4th of July.

IV. Water Department

1. Reserve Fund Transfer – F150
 - a. On a motion made by Commissioner Karr and seconded by Commissioner Taylor, the Board approved LWD to transfer \$50,000 from the reserve fund to cover the deficit and capital equipment budget. The Vote: 4-0 in favor.
2. FY22 Financials
 - a. Budget – The Board reviewed the 92% complete budget.
 - b. Capital Budget – The Board reviewed.
 - c. Cash Report – The Board reviewed.
3. Capital Project Updates
 - a. Cedar
 - a. Finished painting, cell carriers will take 6 weeks to complete.
 - b. We are on schedule to be in substantial completion in the Fall.
 - b. Foster Street
 - a. The watermain is due to be replaced which is projected to be about \$1 million.
 - b. Commissioner Larsen questioned if we could have the state pay for half of the project? Gm Nick Lawler stated that we will ask for this.
 - c. Whitcomb Ave
 - a. Roof work, trusses are in, piping is being installed, masons are back.
 - d. Well 1
 - a. Online and waiting for the fence to be installed
 - e. Paving
 - a. Ayer Road should be complete tonight and then will go over to Great Road.

V. Sewer Department

1. FY21 Financials
 - a. GM Lawler presented the FY21 Budget at 92%
2. Project Update
 - a. Sewer
 - (1) Not much of an update, Dave and Corey put on our last forum until possibly the project starts.
 - b. 242 King Street
 - (1) Corey believes we will get the MEPA permit in early August. This means it is time for us to move on getting the barn down, there was one request from the Historical Committee which is to save any good lumber. Currently Dave is having a hard time finding a company to do so.
 - (2) Site plan has been approved.
 - (3) Commissioner Pagacik asked what about the house? GM Nick Lawler stated the house is historic, but we can decide on the house later on.
 - c. Staffing
 - (1) We would like to hire someone while the project starts up, but we can discuss at the next meeting.

VI. General Manager

1. General Manager Update
 - a. EPA PFAS Update
 - (1) There is a new health advisory level for certain parts of PFAS. Currently the regulations are at 20 parts per trillion and now it is at .004 parts per trillion. We do not know what this means yet due to the science is not there yet to strip PFAS that low.
 - b. Level two drought
 - c. APPA was good, great talks with other areas.
 - d. Apprentice Rodeo was today, and we had Luis, Jake, Joe, and Mike competing.
 - e. Mike Dutcher is set to graduate this year.

Next Meeting Date – August 9th, 2021