

Littleton Light and Water Departments
Board of Commissioners
Meeting Minutes

April 29th, 2026

I. Present for Meeting

Commissioners: Ivan Pagacik, Scott Larsen, Joe Knox, Dick Taylor, Melissa Hebert

General Manager: Nick Lawler

Staff: Sara Karr, Dave Ketchen, Paul Denaro, Connor Reardon

Audience: Madavi Oliver (20 Meeting House)

Meeting called to order: 6:00 PM

Meeting Adjourned: 7:00 PM, Motion by Commissioner Taylor, seconded by Commissioner Hebert.

The Vote: 5-0

II. General

1. Pledge of Allegiance
2. Approve minutes from March 25th, 2026, on a motion made by Commissioner Taylor and seconded by Commissioner Larsen, the Board approved the minutes from March 25th, 2026, The Vote: 5-0.
3. Betterment Abatements (Moved out of order)
 - a. 20 Meetinghouse Road
 - i. Madavi Oliver from 20 Meetinghouse Road was present to review their abatement request.
 - ii. GM Nick Lawler stated this abatement came in due to change of use from residential to commercial. They were assessed 3 REU's and we do not have a lot of information to support a reduction. It does seem like there has been some change in use but it is not clear what the changes were or if it is permanent.
 - iii. Madavi Oliver stated that when the calculations were completed 20 Meetinghouse was a residential property which does use more water. The property is now commercial but was never changed on the town property card. There are now only two half baths but before there were two full baths, dishwasher, laundry. Madavi believes that the calculations are more than what she is using now.
 - iv. GM Nick Lawler asked if the plumbing changed? Madavi stated that it is all new copper plumbing. GM Nick Lawler asked what type of business is in there now? Madavi stated retail and office space. GM Nick Lawler stated there is not much information to show what has changed and recommended to get drawings or concrete proof that this is now commercial and what specifically has changed with the property.
 - v. GM Nick Lawler recommended to the board to take no action tonight and to allow Madavi to work on getting their documents.
4. Public Input/Commissioner Input

- a. Commissioner Knox thanked Dave Ketchen and Commissioner Pagacik for coming to the business associations candidate's night.

III. Electric Light Department

1. 2026 Financials
 - a. The Board reviewed the 25% complete budget.
 - b. Power Budget – High but we are continuing to monitor it. We do not foresee a rate increase.
 - c. O&M Budget – The Board reviewed.
 - d. In Lieu of Tax – The Board reviewed
 - e. Capital Budget – The Board reviewed
 - f. Fund Balances– The Board reviewed
 - g. Energy Report
 - i. Connor Reardon presented his energy report to the Board.
 1. The tree program is open and applications are coming in.
 2. EV Program is doing well.
 3. Renewable energy 44% carbon and 55% non-carbon.
2. Capital Project Updates
 - a. Tree Wire
 - i. Harwood Road is ready for the tree wire to be pulled in and are looking to schedule that. Currently on Moore Lane working on pole replacements and installing tree wire.
 - b. Underground Wire Improvement
 - i. 508 Great Road (Nelson Lane): This area has been an issue with poles breaking during storms, so we are working to bring their service underground. Currently working on scheduling a meeting with the neighborhood.
 - ii. Blood Road: Looking to get back out there in the next 2-3 weeks
 - c. Fiber Grant
 - i. Contractors are working on the splice work and then we will be able to cut over.
 - ii. We applied for a new fiber grant and are waiting to hear back.
 - d. 550 King Street
 - i. We have a meeting with the new construction company (JLB) who are building the apartments at 550 King St.
 - e. Pole Replacement
 - i. Pole 19 on King Street will be replaced.
3. Parlee Garage Rehabilitation
 - a. GM Nick Lawler presented the project schedule and photos
 - b. End of June completion
4. Community Grant – Russell Street Shed
 - a. Littleton Athletic Department is asking for \$2000 to reroute power to the shed.
 - b. On a motion made by Commissioner Larsen and seconded by Commissioner Taylor, the Board approved the Littleton Athletics Department community grant in the amount of \$2000. The Vote:5-0.
5. Land Acquisition RFP

- a. LELD is looking to purchase land for future department needs and will be putting together an RFP shortly, draft of which was included in the packet.

IV. Water Department

1. FY26 Financials
 - a. Budget – The Board reviewed the 75% complete budget.
 - b. Capital Budget – The Board reviewed.
 - c. Cash Report – The Board reviewed.
2. Capital Projects
 - a. Well Cleaning
 - i. Working on Well 5 cleaning and then we will go to Well 1. Once Well 1 is complete we will be done with well cleaning.
 - b. GAC
 - i. GAC replacement went well and our old media is going to get regenerated and come back.
 - c. Trumbull Well
 - i. Currently moving along and are working on getting the foundation complete. Majority of the site is completed.
 - ii. DOT requires an additional boring for the route 2 portion.
 - d. Boxborough
 - i. Currently working on trench paving
 - e. Cobbs
 - i. Matt spoke with EEA and National Parks services due to the restrictions on Cobbs in order to develop a plan for this site for water department purposes.

V. Sewer Department

1. FY26 Financials
 - a. Budget – The Board reviewed the 75% completed budget.
 - b. Capital Budget – The Board reviewed.
 - c. Cash Report – The Board reviewed.
2. Sewer Connection Updates
 - a. No new connections
 - b. Matt Silverman is working with local engineer and contractors on a few properties who are looking to connect.

VI. General Manager

1. General Manager Update
 - a. Shred Event May 2nd
 - b. Employee Appreciation on May 21st at Craft Food Hall at Noon.
2. Next Meeting Date and Adjourn
 - a. May 20th, 2026, at 6:00pm.