

Groveland Municipal Light Department  
Minutes of Meeting  
December 16, 2015

Present: K. Cross, Sean LaBelle, S. Daniels, M. Cloutier, and M. Croteau

Time Started: 4:09 p.m.

The Pledge of Allegiance was performed by all present.

Approval of the Agenda:

- Motion to approve by S. LaBelle.
- 2<sup>nd</sup> by S. Daniels.
- All in Favor.

Approval of Regular Session Minutes from the November 18, 2015 meeting:

- Motion to accept the minutes by S. LaBelle.
- 2<sup>nd</sup> by S. Daniels.
- All in favor.

Approval of Warrants:

- Motion to approve by S. LaBelle.
- 2<sup>nd</sup> by S. Daniels.
- All in favor.

Power Supply Update:

- M. Cloutier mentions that prices are still moving down and he is still watching to make a move and pull the trigger soon to buy for January. M. Cloutier provides the commissioners a graph to show why it was worth waiting. This year the cost is four cents per kWh. Last year the cost was fourteen cents per kWh. M. Cloutier didn't want to stop at our floor because it keeps going down. The trend is it is still going down. He might just bite the bullet and buy until June. Three and a half cents is a good deal. It will help keep the cost down.
- M. Cloutier discussed the benefits of having solar because Commissioner K. Cross was interested.
- M. Cloutier explains by looking at the numbers we save about two cents on our overall energy cost, but the open market savings were not as large.
- S. Labelle asked M. Cloutier to predict for 2016 and 2017.
- M. Cloutier explains that GELD will lose the MacQuarie contract, but will be buying blocks. By buying the block sizes we are buying, it exposes us more to the open market. Capacity will cost another one and a half cents on our rate but the impending increase will not have a major impact on us this year. The spot market is projecting to be cheap and our RISE contract doubles from one megawatt to two megawatt. M. Cloutier anticipates keeping energy cost around five cents. Our overall cost really is nine cents. Since January 2014 we have gone up four times, equaling one and three quarters of a penny. National Grid when up eight cents last winter.

944 Salem Street:

- M. Cloutier mentions that the architect sent out invitations for roofing contracts to repair the roof.
- S. LaBelle doesn't think the estimate was bad over all.

- M. Cloutier presented the commissioners with the latest design of the building as of today.
- M. Cloutier mentioned that it shows the front bathroom gone, linemen's room a little bigger, and the conference room narrowed.
- They discussed the heating and how some of the existing will be used.
- M. Cloutier informed the commissioner's that a tight tank needed to handle the floor drains.
- Discussion on the water run off from building would go into a leach field.
- S. Daniels wanted to know about the piping for field.
- M. Cloutier informed the commissioners that Woody Cammett will be looking at it.
- K. Cross asked if it was going to be made of steel or concrete because he would prefer concrete.
- M. Cloutier replied concrete.
- M. Cloutier informed the board the time line is still valid. The bid is going out January 11, 2016.
- M. Cloutier showed a virtual layout of what the inside of the building was going to look like.

#### Manager's Report:

- Balance sheets were provided by M. Cloutier. Our operating cash position continues to improve. The department had a good month last month. A little bit higher than it should be but it should flatten out this month. Next month and December we will be lucky if we break even.
- K. Cross wanted to know what the meter reading expenses on the report are.
- M. Cloutier explained that is was cell phone charges for the collectors and the reading of our demand meters.
- K. Cross also asked about injury and damages.
- M. Cloutier replied monthly payments to insurance.
- The P.P.A.C. was increased this month per M. Cloutier.
- M. Cloutier mentioned several updates to our distribution system.
- K. Cross wanted to mention that the town is looking for the GELD to put the piping under the utility field at the Pines.
- M. Cloutier mentions that GELD may donate the conduit but they would have to put it in.
- A discussion was followed by a lighting plan that was drawn up for the soccer field.

#### Managers Review:

K. Cross asked M. Croteau to leave so that M. Cloutier could have a discussion with the commissioners. Manager's Review:

- Discussion about M. Cloutier's performance over the last year.
- M. Cloutier presents the following highlights:
  - Profitable year with rate stability; small increases, but below competitors.
  - Developed/managed power supply strategy that will yield lower costs
  - Maintain high employee morale.
  - Maintain high reliability and service standards.
  - Successful transition to owning and operating the new building.
  - Nurture positive relationships with tenants.


- Maintain good working relationship with other town departments and officials.
- There is consensus among the commissioners regarding Cloutier's performance.
- M. Cloutier mentions that the success of the department is a team effort, and the positive culture within the department is a top-down function.
- M. Cloutier mentions that this year he will continue to see additional duties overseeing the new facility design and buildout of the new office and operations center.
- Discussion ensues as to a fair increase in Cloutier's compensation.
- Motion by S. LaBelle to increase Manager's annual salary to \$151,250 and to set his vehicle reimbursement to \$500 per month.
- Motion 2<sup>nd</sup> by S. Daniels.
- Motion passes unanimously.


Next month's meeting will be on Wednesday January 20, 2016 at 4:00 p.m.

- Motion to adjourn the meeting by S. LaBelle at 6:30 pm.
- 2<sup>nd</sup> by S. Daniels.
- All in favor.

Approval of minutes:

Date:

  
\_\_\_\_\_

  
\_\_\_\_\_