

Groveland Municipal Light Department  
Minutes of Meeting  
December 6, 2016

Present: K. Cross, S. LaBelle, S. Daniels, M. Cloutier, M. Croteau, & K. Snow  
Time Started: 4:02 p.m.

The Pledge of Allegiance was performed by all present.

Approval of the Agenda:

- M. Cloutier suggested to amend the agenda to include approving the warrants
- Motion to approve the amended agenda to include the warrants by S. LaBelle.
- 2<sup>nd</sup> by S. Daniels.
- All in Favor.

Approval of Warrants:

- Motion to approve warrant #17-23 by S. LaBelle.
- 2<sup>nd</sup> by S. Daniels.
- All in Favor.

Approval of Minutes of November 17, 2016

- Motion to approve the November 17, 2016 minutes by S Daniels.
- 2<sup>nd</sup> by S. Labelle.
- All in Favor.

Succession Plan Discussion:

- M. Cloutier presented the Commissioners with two employment ads and a possible timeline to fill the general manager's position.
- There was discussion of the qualifications and credentials that would be required for the new manager. This discussion revolved around work qualifications and education.
- K. Cross felt strongly that the manager should have extensive operational experience, qualification of a first class certification was highly desired.
- There was discussion of the necessity of the manager to be able to climb poles. While not required, there was consensus that it would be strongly preferred.
- Discussion ensued as to the requirement of a college degree. M. Cloutier stated that requiring a college degree and first class qualification would narrow the field of applicants. Given the timeline, there was consensus to cast a wider net initially instead of getting too few candidates, which may necessitate re-advertising the position.
- At this point M. Croteau and K. Snow stated that they had to leave.
- The Commissioners thanked K. Snow for sharing his thoughts about the succession plan.
- Discussion ensued on K. Snow's qualifications to manage the department.
- There was strong consensus that K. Snow has all the necessary qualifications and would make an excellent manager.
- The Commissioners discussed the possibility of K. Snow becoming the manager, and if so, what would be fair compensation. M. Cloutier provided the salaries of local light department managers.
- K. Cross made the motion to instruct M. Cloutier to offer the manager's position to K. Snow. The offer shall be \$130,000 annual salary which includes keeping his on call

duties and overtime pay included in his salary. All of his current benefits apply to this offer and the Commission would like a reply no later than Monday December 12, 2016.

- 2<sup>nd</sup> by S. LaBelle.
- All in Favor.
- S. LaBelle made the motion that if K. Snow has not accepted the manager's position by Monday December 12, 2016 the Commissioners authorize M. Cloutier to place the ad marked as "3". This ad is to be placed on the Northeast Public Power Association website.
- 2<sup>nd</sup> by K. Cross.
- All in Favor.

Manager's Report:

- M. Cloutier spoke about the financial reports. Operating cash has a positive balance and the reserve accounts are adequate to cover the remaining invoices from the building project without depleting them to an unsafe level.
- M. Cloutier stated that he has been watching the energy market with the intention to lock some of our open positions before the end of the year. We were approximately 90% hedged for 2016 and M. Cloutier asked Energy New England to resize our block purchases in order to get to an 85% hedged position for the years 2017 through 2020. M. Cloutier stated that previously he waited to lock in forward positions and did so for shorter terms. This purchase will be for four years. M. Cloutier explained that the market has flattened out over the next few years, meaning that energy trading in 2020 is comparative in price to 2017 pricing.

Adjourn:

- Motion to adjourn the meeting by S. Daniels at 6:14 p.m.
- 2<sup>nd</sup> by S. LaBelle.
- All in favor.

Next meeting to be determined

Approval of minutes:

K. Cross

Date:

Dec-14, 2016