

Groveland Municipal Light Department
Minutes of Meeting
June 17th, 2015

Present: K. Cross, Steve Daniels, M. Cloutier and M. Croteau

Time Started: 4:03 p.m.

The Pledge of Allegiance was performed by all present.

Approval of the Agenda:

- Motion to approve by K. Cross.
- 2nd by S. Daniels.
- All in Favor.

Approval of Regular Session Minutes from the March 20th, 2015 meeting:

- Motion to accept the minutes by K. Cross.
- 2nd by S. Daniels
- All in favor.

Approval of Warrants 15-51 & 15-49:

- Motion to approve by K. Cross.
- 2nd by S. Daniels.
- All in favor.

Designer Selection:

- M. Cloutier has a memo laying out the process and results of the ranking of architects.
- K. Cross wanted to know what the numbers are.
- M. Cloutier shows the commissioners the proposal from Gienapp. He explains the \$95,000.00. Includes all the up to date codes, helps with analyzing bids, construction and administration services, sprinklers (pumps may not be needed) and the roof. Includes construction documents a stamped set of plans.
- S. Daniels asked if pumps are needed will it be extra.
- M. Cloutier replies, yes.
- M. Cloutier mentioned that Gienapp had a consultant look at roof.
- K. Cross asked if the building would be wired to be able to have a generator in the future.
- M. Cloutier yes and no.
- K. Cross replied panel wise.
- M. Cloutier's replies with transfer switch.
- K. Cross asked if there will be a structural report.
- M. Cloutier replied, yes.
- M. Cloutier also mentioned that GELD would do the preliminary design. Anything else over and above Gienapp would do. The design and cost analyses. It would be cheaper to have them do design and cost.
- K. Cross would like to do this only once.
- K. Cross makes a motion to accept the manager's recommendation to select Gienapp Design Associates as the designer for the new operation center project at 944 Salem St. and to authorize the manager to enter into a contract with Gienapp Design Associates.
- 2nd by S. Daniels.
- All in favor

Manager Report:

- M. Cloutier explains that there was a fire in Groveland Auto. Fadi's unit. Damage wasn't bad. Had a lot of smoke. Watson's unit was loaded with smoke.
- K. Cross wants to know if we can go into Watson's unit and spray foam to prevent smoke from going into this unit again.
- S. Daniels said he was talking to the fire chief and he would like a lock box on each unit. Just in case the fire department needs to get in.
- M. Cloutier mentioned that our adjuster will look into this tomorrow afternoon.
- K. Cross asked if our tenants have insurance.
- S. Daniels said that he does for a million.
- S. Daniels mentioned that M. Cloutier has to make sure insurance is renewed every year.

Financials for April:

- M. Cloutier goes over report. The figures balance and that's a good thing. The department is still negative in the cash but in a few months it will go positive. Over all the numbers are good.
- M. Cloutier compared year to date with the commissioners.
- S. Daniels wanted to know what injury and damages was.
- M. Cloutier replied reoccurring insurance expenses.
- K. Cross mentions that we needed to let our customers know when we go up on the rate cost.
- M. Cloutier replied that he will.

Other:

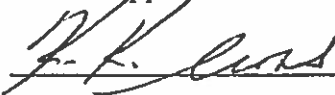
- M. Cloutier informs the commissioners that Kenny Rhudick has been here for four years and he will be promoted to 1st class lineman.
- K. Cross mentions that he will be getting a step raise and cost of living.
- M. Cloutier states two more step raises.

Motion to adjourn the meeting at 4:50 by S. Daniels:

- 2nd by K. Cross.
- All in favor.

Next meeting will be July 15, 2015

Approval of minutes:



Date:

