

Groveland Municipal Light Department  
Minutes of Meeting  
September 21<sup>th</sup>, 2015

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

Time Started: 4:06 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 August 18, 2015 meeting:

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

Personnel Discussion:

- K. Snow revisited the proposal from November 2014:
- K. Snow asked to propose the splitting the 5-15 years of service window into 2 components: 5-10 years of service and 10-15 years of service, and adding a supplemental fifth vacation week at 15 years. The resultant table of vacation benefits is attached.
- Discussion followed and the way it was interpreted is that employees get the extra week after their anniversary date of hire.
- K. Cross would like the language change eventually in the employee hand book to reflect the discussion so there would be no questions from this time moving forward.
- K. Snow addressed the board on a discussion on the consensus that M. Cloutier and he had when he was hired. The commissioners agreed that this agreement will be honored, thus giving K. Snow the 5<sup>th</sup> week of vacation.
- S. Daniels made a motion to accept the proposal the way it is written.
- 2<sup>nd</sup> by S. LaBelle.
- All in favor.

Approval of Warrants 16-13:

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

944 Salem Street (Up Date):

- M. Cloutier presented the revised of the design for the office space at 944 Salem St.
- Per M. Cloutier the second floor would be eliminated, above unit D, giving more garage space.
- S. LaBelle revisited Mr. Tub "(Mr. Tub does know that GELD will help them move.)" stated in the last minutes. He wanted to verify what the meaning of those word where.
- M. Cloutier replied it is that GLD will help them physically move displays and supplies. No monetary value.
- K. Cross included that is because GLD has the proper equipment to help them move there pallets and displays from one unit to the next.

- M. Cloutier mentioned that he doesn't want MR. Tub to move out and thinks he should get started with a lease to have him sign.
- K. Cross asked about a handicap bathroom and the back door in the proposed unit Mr. Tub was going into.
- M. Cloutier doesn't see why GLD would have to provide the bathroom and the door out back Mr. Tub can put a limiter switch on the door to keep it from going all the way up.
- S. LaBelle asked about exterior area walls. M. Cloutier explained.
- K. Cross asked if the counter was going to have a safety barrier to separate the employees and the customers.
- M. Cloutier's reply was yes.
- S. Daniels asked if the building had enough garage space.
- M. Cloutier reply was 2,500 square feet in the current building-much more in new building.
- S. LaBelle inquired if M. Cloutier liked the design company.
- M. Cloutier informed the commissioners that he did.
- M. Cloutier mentioned that K. Cross and K. Snow looked a VRF heating system and most likely GLD will not be going with this system but sticking with a more traditional system.
- K. Cross asked what was going to be done with the flooring because he was thinking it maybe the right time to look into radiant heat. S. Daniels doesn't think that there would be enough room to do this.

Manager's Report:

- July Financials:
- The balance sheet still shows our cash in the negative but it is getting better.
- Investments aren't growing as fast as we would like them to per M. Cloutier
- S. Daniels asked is the loader fixed?
- M. Cloutier replied that it is expected to be up and running before the winter.
- M. Cloutier mentioned that GLD has a customer with an overdue balance that is claiming because she is over sixty five years she doesn't have to pay and cannot have her service terminated. GLD has hired a lawyer to have a judgement on her before going to a hearing at the DPU to have her service terminated.
- M. Cloutier informs the board that the council on aging wanted to stop by with the building inspector to look at this building. They want to do this so they can try and get a budget.

Next month's meeting will be on Wednesday, October 21, 2015 at 4:00 p.m.

- Motion to adjourn the meeting by S. LaBelle at 4:40 pm.
- 2<sup>nd</sup> by K. Cross.
- All in favor.

Approval of minutes:

K. K. Cross

Date:

10-21-2015

# **Groveland Municipal Light Department Employees**

## **Proposed change to contract**

**9/21/2015**

**Background – During the last round of contract negotiations, the staff requested the Commission consider a modification and addition to the existing vacation structure outlined in the contract. The existing structure is outlined below:**

<b><u>Creditable Service</u></b>	<b><u>Vacation Accrued</u></b>
<b>6 months</b>	<b>1 week</b>
<b>1 to 5 years</b>	<b>2 weeks</b>
<b>5 to 15 years</b>	<b>3 weeks</b>
<b>15 years or more</b>	<b>4 weeks</b>

**We propose splitting the 5-15 year service window into 2 components: 5-10 years of service and 10 –15 years of service, and, adding a supplemental fifth vacation week at 15 years. The resultant table of vacation benefits is as follows:**

<b><u>Creditable Service</u></b>	<b><u>Vacation Accrued</u></b>
<b>6 months to 1 year</b>	<b>1 week</b>
<b>1 year to 5 years</b>	<b>2 weeks</b>
<b>5 years to 10 years</b>	<b>3 weeks</b>
<b>10 years to 15 years</b>	<b>4 weeks</b>
<b>15 years or more</b>	<b>5 weeks</b>