

Electric Light Department

Town of South Hadley

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SOUTH HADLEY ELECTRIC LIGHT BOARD MEETING JULY 28, 2016

Present for the Board: Anne S. Awad, Vernon L. Blodgett, Jr., John R. Hine,
Kurt C. Schenker, Gregory R. Dubreuil
Staff: Michael Conchieri, Financial Manager, Paul Byrne, Interim Co-Manager,
Edward Morrin, Interim Co-Manager

Ms. Awad convened the meeting at 6:31.

Public Comment

Mr. John Howard shared a newsletter from another utility that is inserted into their bills. He thought it was a good way to inform ratepayers.

Audit Report to the Board

The board welcomed Patrice Squillante and Zachary Fentross of the firm Melanson and Heath (MH). They recently finished the first annual audit done at SHELD. Ms. Squillante is a Partner and is in charge of the Greenfield Office of MH and Mr. Fentross is a supervisor with electric department audit experience out of the Nashua Office of MH. They presented the financial statements and the management letter for calendar year end 2015 (SHELD's fiscal year runs with the calendar year). Mr. Fentross reviewed the Independent Auditor Report and noted that MH gave a clean audit opinion, with no exceptions. This is the best opinion that you can get from an independent audit firm. He reviewed the management discussion and analysis. This portion of the financial statements is an overview and a highlight of the financial statements including any major areas. He noted the Statement of Net Position (page 7) which shows the assets, the liabilities and the fund's balance. SHELD breaks this out into two pages. The first page shows the assets. The Department has both restricted and unrestricted cash. Both of those are healthy figures to show a good financial position for the Department as of December 31st, 2015. The restricted cash and investments, those are restricted by regulations. On the bottom of page 1, noncurrent assets are the capital assets, and the Department depreciates their capital assets on a three percent rate, which is what is stipulated by the DPU. Page two is the liability and net position portion of the statement of net position. Net pension liability is now reported and is new to all municipalities in Massachusetts this year. This is the implementation of the Government

Accounting Standard Board (GASB), Statement Number 68, and this represents the Department's portion of the total liability of the Hampshire County Retirement System. This system is 58 percent funded. An average retirement system in Massachusetts is around 65 percent funded, so the Hampshire County Retirement System is slightly below the average for Massachusetts. MH has seen as high as 90 percent funded and as low as 30 percent funded. This liability and another is post-employment benefits, OPEB liability. Both show your share of benefits for retirees, whether it is for health insurance or pension. The net pension liability represents SHEL D share which is about 1.6 percent of the Hampshire County pension fund as a whole. (Hampshire County's whole unfunded liability is about \$186 million, out of which SHEL D's share is \$3 million. The net pension liability is the total, complete, cumulative liability for both your current active employees and your retired employees. It's your entire liability as a percentage of Hampshire County's total liability, but it's the whole thing. OPEB, on the other hand, is a little different in that OPEB, and this is again in accordance with GASB standards, the OPEB standard came out it ruled that you need to have an actuarial done to determine what our total liability is for current employees and retired employees, what your health insurance benefits are going to be in the future. An actuary calculates that and comes up with a 30-year funding schedule. SHEL D now pays towards retirees health insurance. It is part of your normal health insurance bill. You are not funding it according to the schedule that the actuary says you would need to fund it, but you are paying something towards it. This liability is the difference between the 30-year funding schedule, what the actuary says you should fund, minus what you're paying, which is your portion of your health insurance bill now. That difference is your liability, and it increases incrementally each year by the difference between what the actuary says you're supposed to pay and what you are paying. So what you see with this liability for right now is that it's going to increase a little bit each year by that difference.

GASB came out with another standard on net pension liability. They note that if we have current and prior employees, we have the liability so it should be booked in one amount and not incrementally as they ruled with health insurance (OPEB). OPEB now is incremental, but in 2018 there is yet another GASB standard that's coming out that basically makes the OPEB liability the whole thing, the way the net pension liability is. So in 2018 that OPEB liability on your balance sheet is going to jump significantly to be what your actuary has calculated as the unfunded liability for the future retiree's health insurance. Your actuarial estimate is \$1,460,000 but it is listed as \$597,000 on this year's financials. Health care insurance costs and return on investment affect the final amount due. Financial statements and audits over the next few years will reflect GASB influence.

SHEL D unrestricted cash dropped by about \$2.6 million compared to last year but that is due to the implementation of the net pension liability. The audit includes a statement of revenue, expense, and changes in net position. MH looks at a trend for gross profit using total operating revenues less the cost of power sold, and the Department this year had a gross profit of about \$3.9 million. The ratio is 3.9-4.1 and is fairly consistent, year to year. This shows a good trend for SHEL D and a healthy position for the Department to have that strong. There is total change in net position of \$55,000. That is the amount of money that the Department earned in fiscal year or calendar year 2015 to show that you were in the green, you weren't in the red. The Department was able to make money in 2015, which shows a good financial position for the Department.

There is a \$615, 808 value in the OPEB trust fund which is held for SHEL D by Massachusetts Municipal Wholesale Electric Company (MMWEC). Other utilities also do this with MMWEC.

The Board should be aware of how those funds are invested by MMWEC. At some point the funds will be removed to pay for the liability. The wording of the trust is that it can only be used to pay costs related to retiree's insurance. At some point, instead of building it into the operating budget, SHELD would remove it from the trust fund. Because of the benefits that municipal employees and retirees have, the cost of health insurance will escalate over the next 10-20 years. To pay that, the best option is to set aside money to draw on to subsidize and prevent huge spikes or generally having to increase rates consistently and dramatically in order to cover those costs. The MLDM Reserve Trust is held at MMWEC and is shown as unrestricted cash. Withdrawals from that fund are at the discretion of SHELD and do not require MMWEC approval. Deferred charges are actually working capital funds on deposit with MMWEC. Reserve Trust is what the Department had decided to put aside to cover uninsurable emergencies, to cover unforeseen events like the loss of a power sources, forcing SHELD into the market to go buy replacement power. It's a fund that's there to make sure that we're never in a position where you don't have the money to keep the lights on and keep the plant in operating condition. Discussion: Mr. Dubreuil asked if those funds also account for decommissioning costs related to the nuclear power facilities. Mr. Conchieri stated that when we pay through our power sales agreements, there is an amount included in there that goes to pay the decommissioning. Those funds go into a fund maintained by the owner of the plant.

The Management Letter: MH Squillante and Fentross described the types of management letter comments that generally auditors will give and the different levels of severity of the comment. The most severe comment is considered a material weakness, which means that the issue or the internal control flaw is significant enough that the financial statements could be materially misstated, which in SHELD's case, materiality for the Department is around \$80,000 to \$100,000. An audit does not provide you with 100 percent assurance that every dollar is spent correctly, that every law was followed, etc. You could not afford an audit that provided you with that level of assurance. Audits are done in accordance with generally accepted auditing standards, which revolve around this concept of materiality. Materiality will change depending on the size of the organization being audited. The next level of comment is called a significant deficiency. An entity might have maybe controls that would prevent a material misstatement, but it is significant enough that those charged with governance need to be aware of it. There are also what MH considers regular comments, which are really more about efficiencies, ideas for improvement and that sort of thing. In SHELD's case you only have that lowest level, that regular comment. You don't have any material weaknesses or significant deficiencies, which for not having ever been audited is a reflection on the financial management that you have in SHELD. The Department's responses to each of the comments indicate that either the issue has been resolved completely or the Department is in the process of attempting to resolve.

Comments in Management Letter enumerated:

1. Improving clarity on the compensated absence policies and procedures. The wording in some of the contracts and in the personnel policies can be interpreted in different ways and MH recommends removing that ambiguity from the policies and contracts. (Example: personnel policy states that a person could carry forward half of their annual allotment of vacation so that if they earn four weeks' vacation, they could carry forward two weeks for a total of six weeks. Clarify that the employee must use those weeks in the current fiscal year or lose the carried forward time).
2. Modifying the payment in lieu of taxes process, the PILOT issue. Members of the Board noted here that DPU does not allow for PILOT payments but allows reimbursement of services

costs. MH notes two issues: one is that we pay the Town of South Hadley for health insurance and retirement benefits, called fringe benefits. The Town is paying that and SHELD is reimbursing them for that. Combined with that is the "PILOT" or reimbursement for services payment. The payment blends these two things and it should be voted by the Board and paid separately to clearly indicate that one is for reimbursement of employee costs, the fringe benefits and one is for reimbursement of services the Town provides to SHELD. When you get to the end of your fiscal year or the Town fiscal year, your estimated costs should be reconciled with actual costs and you should either be paying the Town or receiving some reimbursement towards that...or credit towards the next year.

3. Improving controls over payroll and vendor disbursements. Previously the General Manager was approving all the pay rates, including his own. You want to segregate that and have the Board approve the General Manager pay rate. Also, the General Manager was approving his own reimbursement requests and those should be reviewed and approved by the Board. This is a procedural internal control to put in place.

4. Reconciling cash with the Town Accountant. The Town has control of some of the bank accounts for SHELD. SHELD records the activity on the accounts as does the Town. The Town and SHELD need to reconcile their accounts to assure that balances match. A Variance exists of about \$58,000 at close of fiscal year for SHELD.

5. Implementation of the SEDC software. In the process of adopting the SEDC software, SHELD has held onto the old system and methodologies for recording of accounting transactions. There was the AS400, which would be the old general ledger, and then the SEDC, which is the new general ledger, and additionally there were manual records being kept of receipts and disbursements and fixed assets and so forth. There is a reconciling process that happens between the manual records and the computer records. It makes it more challenging to drill down to a transaction or a disbursement. It can be done but it's not as direct as if you're completely 100 percent on SEDC. MH recommends finishing the transition to SEDC and using that system exclusively.

6. Access to the signature stamp. The General Manager had a signature stamp with his signature and the bookkeeper had access to that to facilitate the approval process. It is not a good idea and violates "separation of duties" guidelines. It has been discontinued.

Ms. Awad noted that MH has requested an increase in the audit fee based on the extra work taken on. Considering the involvement of the Inspector General and additional demands for records and responses, the firm took on additional hours to complete the audit. The change in management also affected the firm. Ms. Squillante noted that, from an audit perspective, any time that there is an allegation of any kind, whether it is ultimately found to be bona fide or not, it is incumbent on the auditor to do additional testing. MH greatly expanded the vendor testing that we did, the payroll analysis that we did. MH looked at virtually every credit card charge. MH corresponded and coordinated with the Inspector General's office on their concerns, and modified their procedures. MH originally agreed to do the audit for \$15,000 and is now asking for \$20,000. MR. HINE: I move that we approve payment of the additional \$5,000. to Melanson Heath. Mr. Schenker seconded the motion. After discussion, the vote was unanimous to approve the additional amount for a total payment of \$20,000 for the audit.

Structural Assessment of 85 Main Street

Ms. Awad reported that a consultant has been secured to perform a structural analysis of the main facility for SHELD, its business and operations facility on 85 Main Street in the Falls. The consultant will come in next week and will not do a full structural analysis but will look at short-term (particularly safety) implementation that will make the site safe; stabilize it while Board and management make decisions about long term facility needs. Key is that people need to feel safe and comfortable in the workplace and if visiting as the public. Mr. Schenker wondered why we couldn't just bring back the original firm that did the structural analysis related to the building project on Old Lyman Road. Ms. Awad noted that we will definitely use their work, that it was valuable, but wanted a fresh and independent look. We are also proposing something different in that the previous one was done as justification for building a new facility. This would be done to stabilizing the current site for the near future. Mr. Schenker felt we had already spent money and it would be less to continue with the same firm. Mr. Dubreuil noted that we would bring the first company in through Reinhart, the architectural firm engaged to develop plans for the new facility on Old Lyman Road and that Reinhart charges a percent of the company's fee so it would be more costly to re-engage with them for this work. Ms. Awad noted that the walk-through would involve our co Interim Managers and that we would get a cost estimate at the time. Options will be to do nothing, to do something to gain 3-10 years in the building, or totally rehab the facility for another 50 years. Mr. Schenker noted that we'll uncover costly needs once we try to fix the current building. Ms. Awad agreed that you can uncover lurking problems when you begin to address needs but that there has been deferred maintenance at 85 Main Street for at least several years. Last month SHELD had an unannounced safety inspection and many issues were identified. Fire safety issues must be addressed. OSHA workplace safety issues must be addressed. Mr. Schenker noted that he was concerned about the vote at the previous meeting of June 23, 2016. He had told the Board he would be away but a vote was held to abandon the Old Lyman Road project. He felt that the way the decision was made was the most nontransparent thing that ever happened in the history of the Department. We had agreed the month before to keep the option of building on Old Lyman Road open for a new manager. Ms. Awad stated that there was no intent to hold a vote because he was out of town and apologized for the perception that Mr. Schenker held that the vote was held because he was gone. She noted that it was a unanimous vote. Mr. Schenker said he wanted to watch the dvd of the meeting. Ms. Awad noted that a copy of the dvd was at SHELD to be borrowed. Returning to the discussion of the structural consultant, Mr. Schenker volunteered to be with Ms. Awad when the walk-through occurred, depending on his work schedule.

Website Update

Mr. Dubreuil asked that this be an agenda item. He noted that Mr. John Howard, ratepayer, has been our website watchdog and has gone through to identify updates needed. He wanted to hear from management as to how we were addressing those items. Mr. Byrne responded that he has done some updates like adding the five Board members when the Board changed from three to five. Larger items will happen as we can. We are operating without a Manager, an Engineer, or clerical support so changes to the website fall to a lower priority than assuring that billing goes out and the lights stay on. Major overhaul and updating of the website will be deferred until we have staff in place. Mr. Byrne has talked with Mr. Howard and appreciates his offers to help on writing website content. Getting it onto the website remains the challenge. The website also

needs reorganizing as it was not designed correctly in some cases (Board is listed under News, for example).

Tree Bid

The board needs to consider the Annual Award of the tree bid. Mr. Byrne explained that each year the Department goes out to get bids for tree trimming and maintenance. We are currently contracted with Asplundh. They keep a truck in the SHELD yard and have a crew that works approximately 40 hours per week on trees. Ed Morrin works side by side with them, goes out and monitors their work, and identifies work to be done. The tree company is also available in emergencies to help clear access. We received two bids this year. Mr. Morrin did the reference calls. Mr. Morrin noted that there is a difference in cost. We received bids from Asplundh and from ARS. The ARS bid is lower but their response time is two hours vs 30 minutes for Asplundh. It is impossible for SHELD to function with a two hour response time. Our line staff report in on an emergency within 15 minutes and are at the job site in 15-30 minutes. Response time is a safety measure. We need to get meters spitting so we can restore power and maintain revenue. We sell electricity so we want those meters to be running. When we have an outage, we want people to get there as quickly as possible for reliability and safety reasons. Mr. Morrin stated that he has had a good experience with Asplundh. They make proper cuts, they do not interrupt people's private trees, they do not knock power out, and they communicate with the people who live near their work area. Asplundh has held the contract for 5 years. ARS is out of Florida and they sub contract for crews up here. They are not locally based. Hourly rates offered by Asplundh was \$93.24 versus \$83.00 for ARS. Total costs over the year would be approximately \$180,000. Mr. Dubreuil noted that safety drives his decisions and the safety concerns with ARS concern him. Ms. Awad noted that she has received a complaint about Asplundh. They did not seem to be industriously working in the park near the Firehouse Museum and they left a mess behind to be cleaned up by volunteers with the Museum. Mr. Morrin noted that he did discuss the complaint with the Asplundh crew. He also noted that OSHA requires them to pull up to a job and to develop a safety plan prior to working. Each crew member is briefed on his/her job and the work zone is set up. It could appear to the casual observer that nothing is going on when the crew is actually doing compliance and preparing to do a safe job. The Asplundh supervisor will often show up, unannounced, to review a job. The Town used to have a tree department but it was dismantled and the work was contracted out. The Town uses a different provider. The needs of the Town and of SHELD are different. Response time is crucial for SHELD and usually not so for the Town. Mr. Schenker moved that we accept the bid for tree work from Asplundh for \$93.24 per crew hour. Mr. Blodgett seconded the motion. No discussion further and the vote was called as unanimous.

Professional Services Agreement

The Professional Services Agreement with Holyoke Gas and Electric has been thoroughly reviewed by our legal counsel, and they feel that it's fine. The one area they commented on is that we might not want to do automatic renewals (page 2, section 3.1). Ms. Awad recommended that we approve this Agreement and, a year from now, we could end the agreement. When we have an Engineer and a Manager in place, we will know our engineering needs better and be able to decide if we need this backup. Mr. Hine noted that we had voted at our last meeting to

approve the Agreement, contingent upon legal review so he felt we did not need to take action. Ms. Awad said we needed to sign it. The document was passed for signing.

Renewable Energy Trust policy discussion.

Ms. Awad noted that this has been on the agenda a number of times in the last year, even two meetings in a row quite recently. There is continuing interest about it from the Board members, from ratepayers, and there is a concern that if we do this, it's irrevocable (although Mr. Schenker has heard that there might be an out after ten years or so). At this meeting, we want to describe it again, briefly, have a discussion by the Board and state out to the world of South Hadley ratepayers who are watching that we will be taking a vote on whether we join this at our August meeting. We are interested in concerns, your celebration of the idea of joining, whether you have questions. Email or call us at SHELD. We do not want to surprise anyone with this step of joining a major program. If people are out there saying join, join, join, and we are not hearing that and we do not join, that is also unfortunate. Mr. John Howard, ratepayer, described the Renewable Energy Trust (RET) as a fund that most of the rest of the state pays into and then they get access to grants, credits, and benefits. It benefits individual homeowners, landlords, nonprofits, Town government. It costs the average ratepayer about 30 cents per month or \$3.50 per year. Mr. Howard sees it as a response to climate change and all the things that we're going to be having to deal with over the next 40 or 50 years, and it's a benefit that the rest of the state has, most of the rest of the state, but we don't. At a certain point it's going to start influencing the competitiveness of South Hadley if everybody else is doing this stuff and we're not. It is a program that goes on, and once we join it, it's very hard to get out of, but so is climate change going to go on and very hard to get out of, almost impossible as a matter of fact. Mr. Dubreuil calculated it for commercial/industrial ratepayers and if a business used a million kilowatt hours a year, the charge would be \$500. He has talked to people around town and the feedback is that almost everyone feels that it is the right thing to do, regardless of whether or not they will take advantage of benefits that the program offers. For this small investment, we would all be responsible for doing something about climate change. Mr. Howard noted that one grant could support energy savings at a new SHELD facility. Ms. Awad noted that she is interested in SHELD finding sources of income. Examples we could do with support of the RET are a solar field directly operated by SHELD. In previous discussions, Ms. Awad has expressed reservations about joining and not being vigilant and ready to work to bring the benefits to Town. SHELD is small, with 17 employees, not all of whom are equipped to do grant writing. The board would need to write grants and would need to seek community volunteers who could write grants. Ms. Awad stated that there are seven municipal electric companies who have joined the RET (out of 42 in the state). She has contacted five of them and they report satisfaction with the decision and that they are getting fair return on their investment. Mr. Hine asked about the previously agreed idea that we meet with the Select Board and the Planning Board to discuss the overall planning to achieve Green Communities (of which one of the four requirements is joining the RET). Ms. Awad stated that we should go ahead with the plan to try to meet with the other Boards but, in the meantime, we could take the vote to join RET and that could be an incentive to the other Boards to look at the other requirements of Green Communities. There is also the unresolved issue of which type of muni we are as it dictates which membership form we sign. The state requires that Town Counsel affirm the type of muni when membership is sought. Mr. Hine agreed to pursue the Town Counsel for an opinion. Mr. Blodgett agreed to work on other areas as needed. Ms. Zieminski asked if there could be a notice

in the electric bills prior to the vote. Mr. Byrne will explore the logistics of including an insert into the bills. The Town Reminder has an article on RET planned so that is another way to get the word out.

Power Purchase Agreements

Mr. Dubreuil stated that, at the February 17 Board meeting, Beth Greenblatt addressed the Board with Mike Sullivan relative to a Town project. It was represented to them at that time that we could use some form of power purchase agreement that would dovetail into an RFP. Mr. Dubreuil followed up and thinks that they are waiting for a response from us as to a Power Purchase agreement so they can go forward with the RFP. Ms. Awad noted that Ms. Greenblatt agreed to send a list of questions to SHELD after that meeting and the answers would be helpful to both parties in determining what to do. She has not yet submitted any questions. She also asked for a purchase price for the generated solar energy. Mr. Conchieri followed through and we did submit a price range of what we would be willing to purchase the solar energy for. Mr. Conchieri stated that if an entity generates power, we will buy the power at the same price we pay for anyone else's power. We actually engaged MMWEC to do a study, and basically said if the facility was of this size, this size, what we could pay for that power without negatively impacting our ratepayers. That's what we came back and gave them for a number. Again, we do have power purchase agreements through MMWEC, basically for Millstone and Seabrook and we could create others as needed. If you fall outside of our net metering policy, the only other option for a purchase is a power sales agreement. Ms. Awad stated that a letter went to Mr. Sullivan informing him of the price we would pay for energy produced at solar installations proposed by the Town. Her belief was that he would discuss it with Ms. Greenblatt and we'd continue the dialogue. Mr. Dubreuil offered to follow up with Mr. Sullivan.

Manager search

We are close to signing an agreement with the consultant. K Mr. Byrne has offered to be the internal point person for the consultant if he needs information about SHELD, i.e., number of accounts. The consultant would like materials that could be sent to him electronically so he can assemble a recruitment package. Ms. Awad talked to Dale Johnston at Chamber of Commerce, and they don't currently have anything that they use to attract, as a promotional brochure. The Redevelopment Authority proposed plan is a possibility because it is full of history and gives a positive feel about the community. Mr. Hine said that we had one developed for the last Town Administrator search. He will forward that.

Chair report

The Engineer at SHELD has been on paid administrative leave for some time. He has resigned effective July 22nd. Coincidentally, we have a new engineer starting on Monday. This is not a replacement for the engineer who resigned. We had determined the need for more engineering services, and also wanted to build redundancy in the Department so that if someone were sick, on leave or on administrative leave, we just didn't lose engineering services. Ms. Awad noted that Mr. Byrne and Mr. Morrin deserve credit for attracting an engineer, Mark Gilmore. We've had many positive comments about him. They engaged staff in meeting with him when he was the final candidate, and he will be starting on Monday. Again, he is not replacing the person who left. Once he's been in place for a while, we have a new Manager (the Board is not part of this), it

will happen internally, if they identify more engineering need, then they can go forward and add an engineering position to the staff.

We also just this week started a consultant administrative assistant to help with some of the logistics of the tree bid, the recruitment process, and the permanent administrative assistant who will be coming in soon, and providing general support to the Co Interim Managers so that they stay sane and calm, mostly calm.

Fiber Optics

Mr. Hine updated the Board on the reconvening of the Fiber Optics Committee. The Committee is slightly smaller as two members were not able or did not want to continue. The committee has had one meeting and agreed to assess where to go from here. There have been a lot of questions about Axia and our relationships and our communication. There was a specific motion that the Committee is recommending to the Board—to send a letter to Axia requesting an update on the status of the relationship. A former Board member and staff have called and emailed and a letter could be the last step in our attempt to reestablish communication with Axia. There was discussion on options we have. Each Committee member is going to spend time over the next month to come up with one or two ideas, resources, or people we can talk to that would provide some guidance as to what our strategy should be regarding the build out of fiber optic network. Remaining on the Committee are John Hine, Brian Conway, Stephen Fox, Dale Johnson, Paul Dobosh, and Tony Judge. Ms. Awad noted that Dan Whitford might be interested in joining.

Approval of minutes

The Board is making progress on catching up on minutes' approval. If we complete those on the agenda tonight, we will be caught up. Our goal is to review and approve the minutes from the previous month at each meeting. There is a problem with the June 30 minutes, with the end of the meeting missing from the draft version. We can retrieve from the transcript and bring back to the August meeting. Action was taken on the following sets of minutes:

June 2, Open Session. Mr. Hine moved and Mr. Blodgett seconded a motion to approve the Minutes of the Open Meeting. Approved by unanimous vote.

June 2, 2016, Executive Session. Mr. Hine moved and Mr. Dubreuil seconded a motion to approve the Minutes of the Executive Session held on June 2, 2016 and to not release them at this time. Approved by unanimous vote.

May 26, 2016, Open Meeting. Mr. Hine moved and Mr. Dubreuil seconded a motion to approve. The motion passed by unanimous vote.

April 21, 2016, Open meeting. Mr. Schenker moved to approve, seconded by Mr. Hine. K The motion was passed by unanimous vote.

February 25, 2016. Mr. Hine moved and Mr. Schenker seconded a motion to approve the minutes. The motion passed by unanimous vote.

May 3, 2016, Executive Session. Mr. Schenker moved and Mr. Hine seconded a motion to approve the minutes and to not release at this time. The motion passed by unanimous vote.

May 3, 2016, Open Session. Mr. Hine moved and Mr. Schenker seconded a motion to approve the minutes of May 3, 2016. The motion passed by unanimous vote.

February 17, 2016. Mr. Blodgett moved and Mr. Hine seconded a motion to approve the minutes. The motion passed by unanimous vote.

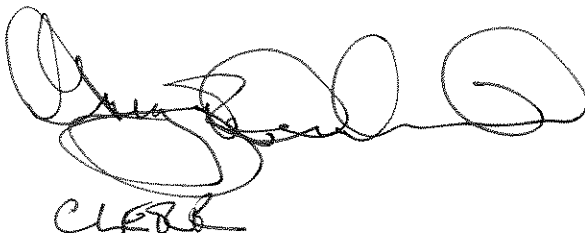
January 21, 2016. This was a posted Open meeting with a consultant on payment to the Town (aka "PILOT"). The consultant advised us to use the term "reimbursement of services..." instead of Payment in Lieu of Taxes/PILOT as the Department of Public Utilities allows payments ONLY for reimbursement. His letter to us following this meeting is part of these minutes. Mr. Hine moved and Mr. Schenker seconded a motion to approve these minutes. The motion passed unanimously.

January 20, 2016, Executive Session. Mr. Hine moved and Mr. Blodgett seconded a motion to approve the minutes with several edits as noted (delete sentence "A roll call vote, unanimous vote was taken...to adjourn executive session..." as duplicative) and to not release the minutes at this time. The motion was passed unanimously.

December 3rd, 2015. This was a posted Open Meeting that was training for the Board, held at MMWEC. Mr. Schenker moved and Mr. Hine seconded a motion to approve the minutes. The motion passed unanimously.

The approved minutes will be placed on letterhead and Mr. Schenker agreed to sign as Clerk for minutes prior to April and Mr. Dubreuil agreed to sign for minutes from April forward.

Mr. Schenker moved to adjourn. Mr. Hine seconded his motion. Discussion included a thank you from Mosier School for the safety program offered through Ray Gouley by SHELD. Thank yous received from the two scholarship recipients for the Johansson Trust. The motion to adjourn was unanimously voted. Meeting adjourned at 8:25 PM.



CLERK