

BOZRAH UTILITIES COMMISSION

Minutes of Regular Meeting

July 27, 2016

1. CALL TO ORDER

Chairperson Galbraith called the meeting to order at 9:02 a.m.

ROLL CALL

Present: Chairperson Marian Galbraith

Commissioners: Seymour Adelman, Scott Barber, Shirleyann Dunbar-Rose, Edward E. DeMuzzio, Jeffrey Godley, Richard Tanger, Ralph Winslow

Staff present: Director of Utilities Ronald A. Gaudet
General Manager-Utility Finance David F. Collard
Manager-Engineering Brian J. Roche
Office Manager Mary L. Polaski
Customer Service Accounting Clerk Lisa Noonan
Executive Administrator Deborah J. Gaudette

2. APPROVAL OF MINUTES

Commissioner Godley moved, **Commissioner Dunbar-Rose** seconded that the minutes of the regular meeting of April 27, 2016 be approved.

Commissioner Barber requested the minutes be revised to reflect that the discussion on the substation crews was to work towards getting someone who was substation qualified on the Bozrah Light and Power staff. Director Gaudet replied it would be a staffing change, and the idea will be to have a crew chief in Bozrah who would be substation qualified.

Motion carried as amended.

Commissioner Godley moved, **Commissioner Adelman** seconded that the minutes of the special meeting of June 22, 2016 be approved.

Commissioner Duarte requested the roll call of the minutes be revised to correctly reflect his presence at the meeting.

Motion carried as amended.

3. COMMUNICATIONS AND CORRESPONDENCE

There was no communications or correspondence to report.

4. PUBLIC COMMUNICATIONS

There were no public communications.

5. MONTHLY FINANCIAL HIGHLIGHTS

General Manager Collard presented the following financial highlights:

- Residual revenues budgeted at \$7.3 million came in at \$7.2 million, short \$95,000. The driver was residential sales that were 3% below budget. The warmer weather effected residential sales.
- Overall, customers used 1 million less kWhs than in fiscal year 2016.
- Operating and Maintenance expenses, budgeted at \$1.7 million, came in \$10,000 lower than budgeted.

- Net earnings, budgeted at a loss of \$140,000, came in a \$138,000, \$2,000 better than budget. Books remain open for inventory reconciliation that has not yet been posted.
- A net loss of \$138,000, combined with depreciation cash of \$538,000, provided \$404,000. The cash is used to cover bond principal payments of almost \$200,000, non-bonded capital projects of \$185,000, and fund the vehicle replacement reserve at \$76,000.
- During the fiscal year, there were 56 construction work in progress (CWIP) work orders totaling \$185,000, the Bishop Road bonded work order at \$415,000, and 13 materials and jobbing (M&J) work orders at \$134,000.

6. PROJECTS / INITIATIVES UPDATE

Manager Roche reported the Bishop Road project is now complete.

The Stockhouse Road 2X transformer is expected to be energized next week, which will require Airgas' load to be transferred from the 3X transformer to the 1X transformer so the breaker at Card Street can be closed to allow for the energization of the 2X transformer.

Crews have been installing animal protectors within the service territory to prevent outages caused by squirrel or bird contact. Squirrels have accounted for the largest cause of outages in the service territory lately, seconded by tree limbs. Commissioner Barber asked what percentage of protectors has already been installed. Manager Roche replied approximately 40%.

Crews have been assisting with voltage issues at Laurel Lock Campgrounds, due to mobile campers with multiple air conditioning units. A voltage regulator will be installed next week, and the campground will be rewired in the fall.

Commissioner Winslow asked if Management knew if Norwich was having any issues and if they were running their diesel generators. Manager Roche stated he was not aware of any issues in Norwich, but Norwich has issued warnings to customers to curtail energy usage during the hot weather.

Commissioner Adelman asked for an update on the Brush Hill solar project. Manager Roche replied there was an issue with the relay in the switchgear, and the unit was sent out for repairs. Power has been supplied to the site.

7. OLD BUSINESS

Commissioner Winslow thanked Management for getting the logs removed from Route 163; however there are still a few pine logs at the location. Manager Roche will look into the issue. Director Gaudet reported there was an extra cost to bring in a flatbed to remove the lumber from the site.

Commissioner Barber thanked General Manager Collard for including the conservation funds in this month's report, and asked if the entire amount was available to Bozrah, and how the funds were paid out to customers. General Manager Collard responded that all of the funds were available to Bozrah, and customers can request a check be issued, or request a deduction on their electric bill.

8. NEW BUSINESS

Commissioner Barber reported that Bozrah First Selectman Pianka has requested information on Bozrah's solar program, such as what the solar program is, how much the rebate is, what is included in the program, and if it could be posted on Bozrah's website. General Manager Collard replied the rate is a pilot program, and is being reviewed as part of the cost of service study currently being performed. Director Gaudet stated he will direct Groton Utilities' Key Accounts personnel to contact First Selectman Pianka to discuss the solar program and rates, as well as prepare a list of questions for customers to ask potential solar sales representatives.

Commissioner Barber inquired about outage that occurred on June 26th. Manager Roche stated there was an outage in Lebanon, and the on-call supervisor told the answering service to hold all calls. When the next outage occurred, the on-call supervisor did not see the call come in. To correct this and prevent any future incidents, if the on-call supervisor tells the answering service to hold the calls, the answering service has been directed to call every hour to ask if the calls should still be held.

Commissioner Winslow asked about plans to replace the 1X transformer. Manager Roche responded that Management is waiting for the proposed Airgas expansion in order to know the size of the load at the second plant.

9. **ADJOURNMENT**

There being no further business, at 9:29 a.m., **Commissioner Winslow** moved, **Commissioner Dunbar-Rose** seconded a motion to adjourn. **Motion carried.**

Attest:

Paul A. Duarte
Clerk