

# CITY OF GROTON UTILITIES COMMISSION

Minutes of Regular Meeting  
January 25, 2012

## 1. CALL TO ORDER

Chairperson Galbraith called the meeting to order at 11:03 a.m.

### ROLL CALL

**Present:** Chairperson Mayor Marian K. Galbraith

Commissioners: Edward E. DeMuzzio, Paul A. Duarte, Shirleyann Dunbar-Rose

**Staff present:** Director of Utilities Paul Yatcko  
General Manager-Information Technology Susan G. Blanchette  
General Manager-Utility Finance David F. Collard  
General Manager-Electric Herbert D. Cummings  
General Manager-Customer Service Tina M. Daniels  
General Manager-Water Division Richard M. Stevens  
Manager-Major Accounts Leonard J. Mediavilla  
Manager-Operations Randall S. Surprenant  
Manager-Energy Service Noel J. Wehner  
Manager-Operations Raymond L. Valentini  
Executive Assistant Deborah J. Gaudette

**Absent:** Commissioner Fafard

## 2. APPROVE MINUTES OF REGULAR MEETING OF DECEMBER 14, 2011

**DeMuzzio / Duarte** that the minutes of the regular meeting of December 14, 2011 be approved. **So voted unanimously.**

## 3. REVIEW AND ACCEPTANCE OF TREASURER'S REPORT

**DeMuzzio / Duarte** that the Treasurer's Report be accepted as presented. **So voted unanimously.**

## 4. COMMUNICATIONS AND CORRESPONDENCE

The following correspondence was received:

- Letter dated December 13, 2011 from the Greater Mystic Chamber of Commerce expressing appreciation for Groton Utilities' sponsorship of the Santa Arrives by Tugboat and the Holiday Lights Parade events
- Letter dated December 14, 2011 from the Mystic Woman's Club thanking Groton Utilities and the City of Groton for the generous support of their poinsettia fundraiser sale. Proceeds from the fundraiser benefited the Town of Groton Social Services Energy Assistance Program, which Groton Utilities matches

Chairperson Galbraith and Director Yatcko complimented General Manager Stevens and Pollution Abatement Facility Chief Plant Operator Cini on being honored with the United States Environmental Protection Agency's (EPA) 2011 Regional Wastewater Treatment Plant Operator Excellence Awards.

The awards program recognizes municipal personnel in the wastewater field who have provided invaluable public service managing and operating wastewater facilities throughout New England.

**5. PUBLIC COMMUNICATIONS**

There were no members of the public present.

**6. CMEEC BOARD OF DIRECTORS REPORT**

Commissioner DeMuzzio reported that he has been appointed Vice Chairman of the TRANSCO Board of Directors. The Board of Directors also approved the proposed budget for CMEEC. Agenda items for the January 26<sup>th</sup> meeting include discussions on various power supply agreements and proposed agreement extensions.

**7. REGIONAL WATER UPDATE**

A Technical Meeting is scheduled for February 1, 2012. Mayor Galbraith informed the Commission that the Southeastern Council of Governments is expected to become the regional water authority.

**8. MONTHLY FINANCIAL HIGHLIGHTS**

General Manager Collard presenting the following financial highlights:

*Electric:*

- For December a surplus of \$76,800 was added to the TCA, made possible by returns from TRANSCO that reduced the transmission costs for November by 24%. A \$19,000 deficit was deducted from the PPA fund.
- The impact of Tropical Storm Irene expenses for restoration for fiscal year-to-date is \$263,000. The City of Groton Finance Department has submitted an application to the Federal Emergency Management Agency (FEMA) for aid.
- A warmer December drove down revenues in the residential and commercial class, resulting in net income that is 50% below budget for the month.
- For the fiscal year-to-date, net income is 20.5% more than budget, including Tropical Storm Irene expenses. Without these expenses, net income would have been 31% more than budget.

*Water:*

- Water Revenues are almost 3% below budget for the month. Industrial revenue is the big leader in the negative variance.
- Despite lower than budget revenues, net earnings are right on target with the budget. For the fiscal year-to-date, net earnings are almost 58% more than budget.
- Net earnings before debt principal and depreciation is over \$1.4 million.

**9. PROJECTS / INITIATIVES UPDATE**

There were no Project / Initiatives updates.

**10. OLD BUSINESS**

**A. Management Review of Bond Fund Projects**

General Managers Cumming and Stevens gave brief PowerPoint presentations detailing how the selected bond fund projects were chosen to be included in the 2012 Bond Fund Projects.

**11. NEW BUSINESS**

There was no New Business to discuss.

**12. EXECUTIVE SESSION**

At 11:40 a.m., **DeMuzzio / Dunbar-Rose** that this meeting go into Executive Session for a Management Review of Strategic Planning and that Director Yatchko, General Managers Blanchette, Collard, Cummings, Daniels, and Stevens; and Executive Assistant Gaudette be included. **So voted unanimously.**

At 12:15 p.m., the **Dunbar-Rose / DeMuzzio** that this meeting return to Open Session. **So voted unanimously.**

**13. ADJOURNMENT**

There being no further business, at 12:16 p.m., **DeMuzzio / Duarte** that this meeting adjourn. **So voted unanimously.**

Attest:

Paul A. Duarte  
Clerk