Trustees Present: William Spears, Jr., Guy Breault, Leonard Charron, and Ellen St. Marie

Staff Present: Jonathan Elwell and Joanne Davis

The meeting was called to order by Guy Breault, Vice-Chair at 6:30 p.m.

1. Modifications/Changes to Agenda - There were no modifications or changes to the agenda.
2. Public Comment - There was no public comment.
3. Review/Approval of Minutes of October 11, 2016 meeting.

A motion was made by Leonard Charron to approve the minutes of the October 25, 2016 meeting as written. Seconded by Bill Spears. Unanimous.

1. Net Metering Tariff Change-Steve Farman, VPPSA

Jon Elwell explained that Steve Farman had reached out to him this morning and explained that due to a meeting between VPPSA and DPS staff the tariff would need additional changes. Steve Farman would like to present the revised tariff at a later meeting. Ellen St. Marie moved to table this item. Leonard Charron seconded. Unanimous

1. Hydro Renovation Project Update

Jon Elwell updated the Trustees on the status of the hydro renovation project. Jon Elwell has signed both the Notice of Award and Contract with Kingsbury Construction LLC and returned them. Last week Jon Elwell received an email from Paul Becht of H.L. Turner Group indicating that Kingsbury Construction LLC was pushing back their start date for two weeks. “Phase I” was supposed to begin November 1, 2016. Jon Elwell expressed concern with Paul Becht and received a response from Travis Kingsbury explaining that the reason for the later start date is due to subcontractor availability. Travis Kingsbury assured Jon Elwell that the later start date will not affect the substantial completion date which will remain March 1, 2017. While Kingsbury Construction staff could get on site earlier, they would not be able to complete much of the project until the subcontractor is available. Jon Elwell agreed to the new start date of November 14, 2016.

1. SQRP Report

Jon Elwell reviewed the report with the Trustees. This is a standard quarterly performance measurement report for the Electric Department.

1. Manager’s Report

Jon Elwell attached Laurie Stanley’s annual delinquent tax report. Jon Elwell also updated the Trustees on the status of the VEC Transmission Contract Renewal. The Village has received an extension on the VEC Transmission Contract through December 31, 2016. Jon Elwell will be working with Brian Callnan, Director of Power Supply at VPPSA on the contract renewal. Rodney Allen gave Jon Elwell his retirement date which is September 8, 2017. This is a union position, and therefore the Village must follow hiring procedures outlined in the union contracts. Union positions must first be offered to interested union employees before seeking potential employees outside of the municipality’s union.

1. Other Business - There was no other business.
2. Adjourn

A motion was made by Leonard Charron and seconded by Bill Spears to adjourn at 7:02 p.m. The motion carried unanimously.

Respectfully submitted,

Joanne Davis, Director of Finance

These minutes were approved as written at the December 13, 2016 Trustee meeting.