

**Griffiss Utility Services Corporation  
Board of Directors  
Meeting Notes**

**Meeting Date and Location:** December 5, 2013, 410 Phoenix Drive, Rome, NY 13441

**Members Present:** Doug Bartell, Sandra Corney, Fred Tillman, Bill Stevens, Mike Sheridan

**Members Absent:** Tim Woods, Bob Skibitski

**Others Present:** Dan Maneen, John Nash, Mike Davis, Bob Kane

Chairman Doug Bartell brought the meeting to order at 3:40pm.

**Acceptance of Minutes:**

The first order of business was the acceptance of minutes from Board meeting dated November 7, 2013.

**Motion to accept Minutes by Fred Tillman, seconded by Mike Sheridan, approved unanimously.**

**Financial Report:**

The second order of business was the Financial Report, which was presented by John Nash. In summary, there were no abnormal items to note on financial report.

**Motion to accept the financial report by Fred Tillman, seconded by Bill Stevens, and approved unanimously.**

1. Motion to approve the 2014 Budget:

**Motion to approve by Fred Tillman, seconded by Mike Sheridan, and approved unanimously**

2. Motion to approve the 2014 Capital Plan:

**Motion to approve by Fred Tillman, seconded by Bill Stevens, and approved unanimously**

3. Motion to accept the By-Laws Committee Recommendation to change appointing powers for the Griffiss Utility Services Corporation's Board of Directors so that all seven (7) Directors shall be designated by the Griffiss Utility Services Corporations Board.

**Motion to approve by Mike Sheridan, seconded by Bill Stevens, and approved unanimously**

**Operations Report**

There were no lost time or OSHA recordable accidents for the month of November 2013.

Annual ASHA Training for all Operations Personnel was conducted on November 6<sup>th</sup> and 14<sup>th</sup>.

The safety topics covered throughout the last month were as follows:

- Safety Driving
- Safe Lifting
- Home Eye Safety
- Hypothermia

### Environmental

11/2- Ran biomass boiler most of the month.

11/7- Had technical representative from Wellons onsite working with plant personnel.

11/13- Conducted Turbine Performance Test.

### POWER DELIVERIES

*October 2013*

Allocated: 6,912,406 kWh

Purchased: 6,880,409 kWh

### POWER OUTAGE(S)

None

**At 4:24pm, upon a motion by Fred Tillman, seconded by Sandra Corney, the board voted to enter executive session to discuss a personnel matter. Mr. Nash and Mr. Davis were excused.**

**At 4:31pm, upon a motion from Bill Stevens, seconded by Mike Sheridan, the Board voted to exit executive session.**

**At 4:32pm, upon a motion by Fred Tillman, seconded by Mike Sheridan, approved unanimously, the board voted to adjourn.**