

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

**Meeting Date and Location:** March 26, 2014, 410 Phoenix Drive, Rome, NY 13441

**Members Present:** Doug Bartell, Sandra Corney, John McNamara, Bill Stevens, Mike Sheridan, Bob Skibitski, Tim Woods

**Members Absent:** None

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

Chairman Doug Bartell brought the meeting to order at 3:33pm.

Chairman Doug Bartell stated that there were no Committee Reports this month.

**Acceptance of Minutes:**

The first order of business was the acceptance of minutes from Board meeting dated February 12, 2014.

**Motion to accept Minutes by Bill Stevens, seconded by Tim Woods, approved unanimously. Approved 4-0. John McNamara abstained-was currently not on the Board of Directors.**

**Financial Report:**

The next 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 Sandra Corney, seconded by Bill Stevens, and approved unanimously.**

**Other Business**

Capital Project-\$50,000 VA Hospital Piping-Engineering Phase I

**Motion to approve by John McNamara, seconded by Sandra Corney, and approved unanimously.**

Next on the agenda was the Operations Report which was presented by Dan Maneen

## Operations Report

There were no lost time or OSHA recordable accidents for the month of February, 2014.

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

- Machine Guards
- Secondhand Smoke
- Head Protection
- Eye & Face Protection
- Walking in Icy Conditions

## Environmental

Monitoring Solutions completed the quarterly service and calibrations on the opacity meter.

### Monthly Degree Day & Steam Production

		2010	2011	2012	2013	2014	Averages
<b>January</b>	Degree Days	1,293	1,396	1,145	1,208	1,404	1,289
	Steam (KLbs)	36,187	32,598	27,425	27,443	32,531	31,237
<b>February</b>	Degree Days	1,060	1,161	976	1,119	1,217	1,148
	Steam (KLbs)	32,196	28,814	25,528	26,299	29,301	28,428
<b>March</b>	Degree Days	760	1,007	630	985		972
	Steam (KLbs)	26,565	28,823	19,974	26,507		25,467
<b>April</b>	Degree Days	431	532	606	612		
	Steam (KLbs)	21,265	20,412	19,952	23,211		21,210
<b>May</b>	Degree Days	(2)	133	25	13		
	Steam (KLbs)	2,430	5,648	1,000	737		2,454
<b>June-Sept</b>							
<b>October</b>	Degree Days	426	414	306	347		
	Steam (KLbs)	13,253	11,200	11,535	11,588		11,894
<b>November</b>	Degree Days	780	603	809	873		
	Steam (KLbs)	23,652	18,487	22,488	22,123		21,688
<b>December</b>	Degree Days	1,218	974	985	1,148		
	Steam (KLbs)	29,995	25,421	23,779	28,130		26,831

-Confronted numerous operational problems during the month related to weather and equipment.

POWER DELIVERY

*January 2014*

Allocated: 7,124,002 kWh

Purchased: 7,094,125 kWh

**At 4:02pm, upon a motion by Mike Sheridan, seconded by Bill Stevens, the Board voted to enter executive session to discuss ongoing litigation.**

**At 4:39pm, upon a motion from Bill Stevens, seconded by Bob Skibitski, the Board voted to exit executive session.**

**At 4:40pm, upon a motion by Bill Stevens, seconded by Bob Skibitski, approved unanimously, the Board voted to adjourn.**