

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

Meeting Date and Location: October 15, 2015, 410 Phoenix Drive, Rome, NY 13441

Members Present: Mike Sheridan, John McNamara, Joe Cunningham, Bob Skibitski, Bill Stevens

Members Absent: Sandra Corney, Tim Woods

Others Present: Dan Maneen, Mike Davis, Erin Long

Mike Sheridan brought the meeting to order at 3:05pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated August 5, 2015.

Motion to accept Minutes by Bill Stevens, seconded by Bob Skibitski, approved unanimously.

The second order of business was the Financials, which was presented by Dan Maneen. In summary, the Balance Sheet, and Statements of Revenues and Expenditures.

Motion to accept the Financials by John McNamara, seconded by Bob Skibitski, and approved unanimously.

The next order of business was 2016 Expense Budget Review.

The next order of business was 2016 Capital Plan.

Next on the agenda was Committee Reports:

Audit Committee Report, which was presented by Mike Sheridan.

Next on the agenda was:

Operations Report, which was presented by Mike Davis.

OPERATIONS

SAFETY

There were no lost time or OSHA recordable accidents for the months of August and September 2015.

Annual OSHA Training for all Operations Personnel was conducted on August 4th and 6th.

There were 2 per week of "weekly" safety topics covered this period (8 weeks).

Environmental

8/6 – Performed periodic SPEDES water sampling.

9/11 – Performed periodic SPEDES water sampling.

Steam Production

None

Power Delivery

Park usages were typical compared to historical averages.

September 2015

Supplied: 6,919,168 kWh

September Electric Costs:

- Market costs continue to be down compared to historical numbers;

Power Outages

8/7 – Feeder #35. Affected 12 customers (23 meters). Reported at 12:44 pm. Services restored at 12:50 pm. Duration 6 min. Source of outage determined to be failed lightning arresters at “out-of-service” transformer bank on Phoenix Drive causing the upstream feeder breaker to open.

Administrations Report, which was presented by Dan Maneen.

Old Business:

N/A

New Business:

N/A

At 3:59pm, upon a motion by Bob Skibitski, seconded by Joe Cunningham, the Board voted to enter executive session to discuss potential litigation.

At 4:19pm, upon a motion by John McNamara, seconded by Bill Stevens, the Board voted to exit executive session.

At 4:20pm, upon a motion by Joe Cunningham, seconded by Bob Skibitski, approved unanimously, the Board voted to adjourn.