

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

**Meeting Date and Location:** February 10, 2016, 410 Phoenix Drive, Rome, NY 13441

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

**Members Absent:** Sandra Corney, Joe Cunningham, Tim Woods

**Others Present:** Dan Maneen, Mike Davis, Erin Long

Chairman 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 January 7, 2016.

**Motion to accept Minutes by Bill Stevens, seconded by John McNamara, approved unanimously.**

**Financial Reports:**

The second order of business was the Financials, which was presented by Dan Maneen. In summary, there was nothing out of the ordinary to report.

**Motion to accept the Financials by Bill Stevens, seconded by Bob Skibitski, and approved unanimously.**

**Committee Reports:**

Next on the agenda was:

Governance Committee Report, which was presented by Mike Sheridan.

Next on the agenda was:

Audit Committee Report, which was presented by Mike Sheridan.

**Other Reports:**

Next on the agenda was Operations Report, which was presented by Mike Davis.

**OPERATIONS**

**SAFETY**

There were no lost time or OSHA recordable accidents during this period. [January 2016]

There were 2 per week of “weekly” safety topics covered this period.

**Environmental**

1/20 – Monitoring Solutions completed the quarterly service and calibrations on the opacity monitor for Biomass Stack.

1/27 – Submitted annual air emissions report filing to NYS DEC.

Steam Production

January 2016

**Monthly Degree Day & Steam Production**

		2011	2012	2013	2014	2015	2016	5-Year Averages
<b>January</b>	Degree Days	1,396	1,145	1,208	1,404	1,442	1,216	1,319
	Steam (klbs)	32,598	27,425	27,443	32,531	36,525	34,602	31,304
<b>February</b>	Degree Days	1,161	976	1,119	1,217	1,461		1,187
	Steam (klbs)	28,814	25,528	26,299	29,301	34,790		28,946
<b>March</b>	Degree Days	1,007	630	985	1,191	1,158		994
	Steam (klbs)	28,823	19,974	26,507	32,135	32,549		27,998
<b>April</b>	Degree Days	532	606	612	508	602		572
	Steam (klbs)	20,412	19,952	23,211	21,366	23,866		21,761
<b>May</b>	Degree Days	133	25	13	101	24		59
	Steam (klbs)	5,648	1,000	737	5,259	2,701		3,069
<b>June-Sept</b>								
<b>October</b>	Degree Days	414	306	347	307	427		360
	Steam (klbs)	11,200	11,535	11,588	12,965	15,673		12,592
<b>November</b>	Degree Days	603	809	873	808	595		738
	Steam (klbs)	18,487	22,488	22,123	27,195	22,542		22,567
<b>December</b>	Degree Days	974	985	1,148	1,009	755		974
	Steam (klbs)	25,421	23,779	28,130	29,457	26,046		26,567

Steam Production (cont'd)

January 2016 Steam Numbers as Compared to this Period Last Year:

Degree Days: Lower 16%

Production: Down 5%

Power Delivery

Park usages were consistent with the historical averages.

December 2015

Supplied: 6,475,585 kWh

December Electric Costs:

- Market energy costs continue to be down as compared to this same period last year.

Regulatory Compliance

1/29 – Submitted annual and quarterly report filings to FERC.

Next on the agenda was the Administrations Report, which was presented by Dan Maneen.

**New Business:**

Rate design project update, which was presented by Mike Davis.

Resolution, which was presented by Mike Sheridan.

Executive Agreement-

**A motion to accept the resolution by Mike Sheridan, seconded by Bill Stevens, approved unanimously.**

**Old Business:**

N/A

**At 4:08pm, upon a motion by Bill Stevens, seconded by John McNamara, the Board voted to enter executive session to discuss potential litigation and contracts.**

**At 4:43pm, upon a motion by Bob Skibitski, seconded by John McNamara, the Board voted to exit executive session.**

There was no further business.

**At 4:45pm, upon a motion by Bob Skibitski, seconded by Bill Stevens, approved unanimously, the Board voted to adjourn.**