

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

Meeting Date and Location: May 16, 2016, 410 Phoenix Drive, Rome, NY 13441

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

Members Absent: Tim Woods

Others Present: Dan Maneen, Mike Davis, Erin Long, Bob Kane of GUSC Energy Inc., and Tricia Lucas of D’Arcangelo.

Chairman Mike Sheridan brought the meeting to order at 3:20pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated April 13, 2016.

Motion to accept Minutes by Bob Skibitski, seconded by Joe Cunningham, approved unanimously.

Financial Reports:

The second order of business was the 2015 Audited Financials, which was presented by Tricia Lucas of D’Arcangelo.

Motion to accept the 2015 Audited Financials by Sandra Corney, seconded by Bill Stevens, and approved unanimously.

The next order of business was the Financials, which was tabled due to pending April 2016 Financials.

Committee Reports:

Next on the agenda was the 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. [April 2016]

There were 2 per week of “weekly” safety topics covered this period. [1 for each Operating Department]

Environmental

4/8 – Performed periodic SPEDES water sampling.

4/18 – Completed and mailed annual NYSDEC Petroleum License.

Monthly Degree Day & Steam Production

		2011	2012	2013	2014	2015	2016	5-Year Averages
January	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
February	Degree Days	1,161	976	1,119	1,217	1,461	1,078	1,187
	Steam (klbs)	28,814	25,528	26,299	29,301	34,790	29,973	28,946
March	Degree Days	1,007	630	985	1,191	1,158	792	994
	Steam (klbs)	28,823	19,974	26,507	32,135	32,549	26,270	27,998
April	Degree Days	532	606	612	508	602	638	572
	Steam (klbs)	20,412	19,952	23,211	21,366	23,866	21,459	21,761
May	Degree Days	133	25	13	101	24		59
	Steam (klbs)	5,648	1,000	737	5,259	2,701		3,069
June-Sept								
October	Degree Days	414	306	347	307	427		360
	Steam (klbs)	11,200	11,535	11,588	12,965	15,673		12,592
November	Degree Days	603	809	873	808	595		738
	Steam (klbs)	18,487	22,488	22,123	27,195	22,542		22,567
December	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)

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

Degree Days: Up 6%

Production: Down 10%

Power Delivery

Park usages were consistent with the historical averages.

April 2016

Supplied: 6,580,076 kWh

April Electric Costs:

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

Power Outages

None

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

New Business:

N/A

Old Business:

N/A

At 4:16pm, upon a motion by Bill Stevens, seconded by Bob Skibitski, the Board voted to enter executive session to discuss contracts and potential litigation.

At 4:46pm, upon a motion by Bob Skibitski, seconded by John McNamara, the Board voted to exit executive session.

There was no further business.

At 4:50pm, upon a motion by Bill Stevens, seconded by John McNamara, approved unanimously, the Board voted to adjourn.