

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

Meeting Date and Location: September 19, 2016, 410 Phoenix Drive, Rome, NY 13441

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

Members Absent: None.

Others Present: Dan Maneen, Doug Bartell, Mike Davis, Erin Long, Bob Kane, GUSC Energy Inc.

Chairman Mike Sheridan brought the meeting to order at 3:10pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated July 18, 2016.

Motion to accept Minutes by Tim Woods, seconded by Bill Stevens, 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 Sandra Corney, and approved unanimously.

Next order of business was a Capital Project for the Substation Rehab.

Approved previously August 24, 2016 via email.

Committee Reports:

Next on the agenda was the Compensation Committee Report, which was presented by Tim Woods.

Next on the agenda was the Investment Committee Report, which was presented by Mike Sheridan.

Motion to adopt the Investment Policy Statement Revision by John McNamara, seconded by Tim Woods, and approved unanimously.

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.

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

Annual OSHA Safety Training was provided on August 17th and 18th.

Environmental

7/8 – Completed quarterly opacity meter PM and calibration.

7/12 – Performed periodic SPDES water sampling.

7/22 – Submitted semi-annual emissions report filing to NYSDEC.

8/4 – Performed periodic SPDES water sampling.

8/11 – Contracted C&S for Tank #8000 closure & associated changes in permits to eliminate the storage and burning of fuel oil.

Steam Production

None

Power Delivery

Park usages were consistent with the historical averages.

July 2016

Supplied: 7,221,213 kWh

August 2016

Supplied: 7,610,011 kWh

July and August Electric Costs:

- Market energy costs trending upward to be more consistent as compared to this period last year.

Power Outages

8/13 – Feeder #66. Total of 15 customers (24 meters) affected. Reported at 9:21 pm. Services restored at 10:06 pm. Duration of 45 min. Source of outage determined to be a fallen branch across the OH lines causing one of the upstream fuses at the Ratio 210 load-side riser to blow. Severe thunderstorms reported in the area.

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

New Business:

N/A

Old Business:

N/A

At 3:50pm, upon a motion by John McNamara, seconded by Bob Skibitski, approved unanimously, the Board voted to enter Executive session to discuss potential litigation

At 4:07pm, upon a motion by Bill Stevens, seconded by Tim Woods, the Board voted to exit executive session.

At 4:11pm, upon a motion by Bob Skibitski, seconded by John McNamara, approved unanimously, the Board voted to adjourn.