

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

Meeting Date and Location: April 5, 2017, 410 Phoenix Drive, Rome, NY 13441

Members Present: Mike Sheridan, Sandra Corney, Bob Skibitski, Tim Woods, John McNamara (via Phone), Joe Cunningham (via Phone).

Members Absent: Bill Stevens.

Others Present: Dan Maneen, Doug Bartell, Mike Davis, Erin Long.

Chairman Mike Sheridan brought the meeting to order at 3:16pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated January 31, 2017.

Motion to accept Minutes by Sandra Corney, seconded by Bob Skibitski, approved unanimously.

Financial Reports:

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

Motion to accept the Financials by Tim Woods, seconded by Bob Skibitski, and approved unanimously.

Next on the agenda was the approval to adjust the budget for hiring new employees, which was presented by Doug Bartell.

Motion to accept the approval by Bob Skibitski, seconded by Tim Woods, and approved unanimously.

Next on the agenda was the approval of Capital Projects, replacing the Steam Plant Service Truck, which was presented by Doug Bartell.

Motion to accept the Capital Project by Tim Woods, seconded by Sandra Corney, and approved unanimously.

Committee Reports:

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

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

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

Motion to amend the Investment Policy by Mike Sheridan, seconded by Bob Skibitski, and approved unanimously. Amendment states: "policy will allow for investments to be held in US Treasuries up to 100% of our portfolio."

Other Reports:

Next on the agenda was the 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.

Environmental

3/3 – SPDES sample taken, prepared & sent out for analysis.

Steam Production

Jan-17 thru Mar-17

Monthly Degree Day & Steam Production

		2012	2013	2014	2015	2016	2017	5-Year Averages
January	Degree Days	1,145	1,208	1,404	1,442	1,216	1,101	1,283
	Steam (klbs)	27,425	27,443	32,531	36,525	34,602	30,606	31,705
February	Degree Days	976	1,119	1,217	1,461	1,078	904	1,170
	Steam (klbs)	25,528	26,299	29,301	34,790	29,973	28,951	29,178
March	Degree Days	630	985	1,191	1,158	792	1,086	951
	Steam (klbs)	19,974	26,507	32,135	32,549	26,270	33,275	27,487
April	Degree Days	606	612	508	602	638		593
	Steam (klbs)	19,952	23,211	21,366	23,866	21,459		21,971
May	Degree Days	25	13	101	24	66		46
	Steam (klbs)	1,000	737	5,259	2,701	2,483		2,436
June-Sept								
October	Degree Days	306	347	307	427	386		355
	Steam (klbs)	11,535	11,588	12,965	15,673	15,352		13,423
November	Degree Days	809	873	808	595	712		759
	Steam (klbs)	22,488	22,123	27,195	22,542	23,490		23,568
December	Degree Days	985	1,148	1,009	755	1,119		1,003
	Steam (klbs)	23,779	28,130	29,457	26,046	32,836		28,050

Steam Production (cont'd)

Jan-17 Steam Numbers as Compared to this Period Last Year:

Degree Days: Down 9%

Production: Down 12%

Feb-17 Steam Numbers as Compared to this Period Last Year:

Degree Days: Down 16%

Production: Down 3%

Mar-17 Steam Numbers as Compared to this Period Last Year:

Degree Days: Up 37%

Production: Up 27%

Power Delivery

Park usages were consistent with the historical averages.

Jan-17

Supplied: 6,976,855.05

Feb-17

Supplied: 6,271,146.11

Mar-17

Supplied: 6,814,350.19

Jan-17 thru Mar-17 Electric Costs:

- Market energy costs are more consistent as compared to this period last year.

Power Outage(s)

2/25 – Feeder #66. Reported at 7:13 pm. Services restored at 7:58 pm. Duration of 0 hr. 45 min.

4/2 – Feeders 51 and 55/66. Reported at 1:30 pm. Services partially restored (Feeder 55/66) at 2:11pm. All services restored at 3:30pm. Duration of 2 hr. 0 min. Source of outage determined to multiple OH line equipment failures (LA's, Sectionalizing Switch, etc.) causing the upstream feeder breakers to trip open.

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

Next on the agenda was the Clean Energy Standard, which was presented by Dan Maneen.

New Business:

N/A

Old Business:

N/A

The Board did not enter Executive session.

At 4:10pm, upon a motion by John McNamara, seconded by Joe Cunningham, approved unanimously, the Board voted to adjourn.