

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

Meeting Date and Location: October 22, 2019, 410 Phoenix Drive, Rome, NY 13441

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

Members Absent: Tim Woods.

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

Joe Cunningham brought the meeting to order at 3:45 pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated September, 2019.

Motion to accept Minutes by Bill Stevens, seconded Mike Sheridan, approved unanimously.

Financial Reports:

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

Motion to accept the Financials by Mike Sheridan, seconded John McNamara, and approved unanimously.

Next on the agenda was the 2020 Budget (draft 1) which was presented by Doug Bartell. For discussion only.

Committee Reports:

Next on the agenda was the Investment Committee Report, which was presented by Joe Cunningham. In summary, there was nothing out of the ordinary to report.

Other Reports:

OPERATIONS

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

OPERATIONS

SAFETY

- There were no lost time or OSHA recordable accidents during the period of Sep-19.
- There were periodic safety awareness topics covered for the period of Sep-19.

Environmental

Nothing Due

Regulatory Compliance

Nothing Due

Power Delivery

Park usage was slightly lower as compared to this period last year.

Sep-19

Supplied: 6,342,779.08 kWh

2. Feeder 57 (Skyline) Loop Feed Capacity Upgrades
 - Preliminary system assessment and engineering completed.
 - Work scope and schedule TBD (Spring / Summer 2020).

Projects – Miscellaneous

1. 2019 Office IT Infrastructure Upgrades
 - Wireless Access Point (WIFI) Replacement.
 - Network Firewall Replacement.
 - Email System Upgrade.
2. Energy Efficiency Projects
 - Cathedral LED Lighting Upgrade – Under Review

ADMINISTRATION

Next on the agenda was the Administration Reports, which was presented by Dan Maneen. In summary, there was nothing out of the ordinary to report.

New Business:

N/A

Old Business:

N/A

At 4:52pm, upon a motion by John McNamara, seconded by Bill Stevens, approved unanimously, the Board voted to adjourn.