

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

Meeting Date and Location: May 19, 2021, 410 Phoenix Drive, Rome, NY 13441

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

Members Absent: Not any.

Others Present: Dan Maneen, Mike Davis, Aaron Falkenmeyer, Taylor Sreca, Tricia Lucas from D’Arcangelo.

Joe Cunningham brought the meeting to order at 3:15pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated March 31, 2021.

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

Financial Reports:

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

Motion to accept the Financials by Mike Sheridan, seconded by Bill Stevens, and approved unanimously.

2020 Audit

Next on the agenda was the 2020 Audit, which was presented by Tricia Lucas. In summary, there was nothing out of the ordinary to report.

Motion to accept the 2020 Audit by Bill Stevens, seconded by Sandra Corney, and approved unanimously.

Strategic Loan Modification

Next on the agenda was the acceptance of loan modification bids. In summary, there was nothing out of the ordinary to report.

Motion to accept the Community Bank, N.A. bid by Tim Woods, seconded by Mike Sheridan, and approved unanimously.

Capital Projects

The next order of business was approval of Capital Projects, which was presented by Mike Davis.

Motion to accept the Electric Yard Relocation Project & Electric Equipment Protection Project by Bill Stevens, seconded by John McNamara, and approved unanimously.

Other Reports

Next on the agenda was the Operations (Electric & Thermal) Report, which was presented by Mike Davis.

OPERATIONS

SAFETY

- There were no lost time or OSHA recordable accidents during the period of Mar-21 & Apr-21
- There were periodic safety awareness topics covered for the period of Mar-21 & Apr-21.

- Annual OSHA Required Safety Training – Tentatively Scheduled for 6/8 and 6/9.

Environmental

Nothing Due

Regulatory Compliance

4/30 – Submitted quarterly report filing to FERC.

Power Delivery

Park usage was higher as compared to this period last year.

Apr-21

Supplied: 6,058,376.85 kWh

Apr-21 Electric Costs:

- Market energy costs were higher as compared to this period last year.

Power Outage(s)

None

Electric

General:

- Continue to Ramp-up for Summer Work Season – System Upgrades, Repairs, New Services, & Preventative Maintenance (Critical Equipment)

Preventative Maintenance:

- Substation and Switchyard Equipment – Summer /Fall 2021

System Hardening:

- Distribution Equipment Visual Inspections & Repairs (Including Infrared Thermography) – Ongoing

Maintenance Services Contract(s):

- City of Rome Street Lighting – Ongoing

Electric Service(s):

- Air City Lofts - Phase 2 (New) – Summer 2021
- AFRL RRS Security Fence (New) – Summer / Fall 2021
- MGS Storage Building (New) - Summer 2021
- Kris-Tech Wire Expansion – Fall /Winter 2021

Thermal

Production:

- 100% Natural Gas – Entire Season
- Plant Shut-Down – 5/13

Apr-21 Steam Numbers as Compared to this Period Last Year:

Degree Days: Down 18%

Production: Down 2%

General

- Staff Back on Days – 5/17
- Begin “Summer Work” Season – Preventative Maintenance and Repairs

Miscellaneous

1. GUSC Office Solar Carport
 - Performance Verification – Ongoing
2. Access Control System (Boiler House & Electric Shop)
 - Equipment and Materials – Ordered
 - Cabling – By Our Guys – May-21/Jun-21
3. Electric Shop Camera System
 - System Install – Completed 3/22
 - Cabling – By Our Guys – Completed 2/19

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.

COMMITTEE REPORTS

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

New Business:

N/A

Old Business:

N/A

At 4:08pm, upon a motion by Sandra Corney, seconded by John McNamara, approved unanimously, the Board voted to adjourn.