

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

**Meeting Date and Location:** October 26, 2021, 410 Phoenix Drive, Rome, NY 13441

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

**Members Absent:** John McNamara, Tim Woods.

**Others Present:** Dan Maneen, Mike Davis, Aaron Falkenmeyer, Taylor Sreca.

Joe Cunningham brought the meeting to order at 3:40pm.

**Acceptance of Minutes:**

The first order of business was the acceptance of minutes from the Board meeting dated September 22, 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 Sandra Corney, and approved unanimously.**

**Budget – Draft 1**

The next order of business was the Proposed 2022 Operations Budget – Draft 1, which was presented by Taylor Sreca. In summary, there was nothing out of the ordinary to report.

**Motion to accept Proposed 2022 Operations Budget – Draft 1 by Mike Sheridan, seconded by Bob Skibitski, and approved unanimously.**

**OPERATIONS**

**SAFETY**

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

**Environmental**

Nothing Due

**Regulatory Compliance**

Nothing Due

**Power Delivery**

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

*Sep-21*

Supplied: 6,439,472.63 kWh

*Sep-21 Electric Costs:*

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

Power Outage(s)

None

Electric

General:

- Summer Work Season – System Upgrades, Repairs, New Services, & Preventative Maintenance (Critical Equipment) - Ongoing
- Begin to Prep for Winter Season
- Employee Training - Safety & Skills 10/18

Preventative Maintenance:

- Vegetation Management (Tree Trimming, Equipment Access Clearing, etc.) – Ongoing
- Substation and Switchyard Equipment – Spring 2022

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) – Ongoing – Spring / Summer 2022
- AFRL RRS Security Fence (New) – Ongoing – Spring / Summer 2022
- Kris-Tech Wire Expansion – Ongoing – Winter 2021 / Spring

Thermal

Production:

- Plant Start-up 10/13 (Natural Gas)
- Distribution system bleed ins completed through end of week 10/15
- Steam services available end of week 10/15
- Ramping up for Biomass start-up and cutover

Miscellaneous

1. Access Control System (Boiler House & Electric Shop)
  - Final Installations, Start-up, & Commissioning - Schedule TBD

## **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 Compensation Committee Report, which was presented by Joe Cunningham. In summary, there was nothing out of the ordinary to report.

### **New Business:**

Next on the agenda was an update on Natural Gas prices, which was presented by Dan Maneen.

### **Old Business:**

Next on the agenda was an update on GUSC's investment's, which was presented by Taylor Sreca.

**At 4:50 pm, upon a motion by Mike Sheridan, seconded by Bob Skibitski, approved unanimously, the Board voted to enter Executive session to discuss personnel issues and compensation.**

**At 4:56 pm, upon a motion by Bill Stevens, seconded by Sandra Corney, approved unanimously, the Board voted to exit Executive session.**

**At 4:57 pm, upon a motion by Bill Stevens, seconded by Mike Sheridan, approved unanimously, the Board voted to adjourn.**