Minutes:

Stowe Electric Commissioners' Meeting
July 19, 2017 at 8:00 a.m. at Town of Stowe Electric Conference Room

Present:

BOARD MEMBERS: Richard ("Dick") Marron, Chairman; Larry Lackey, Vice-Chairman; Denise Gutstein, Commissioner

STAFF: Ellen Burt, General Manager; Kevin Weishaar, Controller; Matthew Rutherford, Manager of Regulatory Compliance; David Kresock, Director of Operations; Lily Burgess, Clerk of the Board

GUESTS: John Dale, BreadLoaf Construction
                Jim Pulver, BreadLoaf Construction

Dick called the meeting to order at 8:07 a.m.

Approval of the June 28th, 2017 Meeting Minutes

On motion made and seconded, the minutes of June 28, 2017 were approved.

BreadLoaf Construction – Building Design Proposal of New Building

John Dale and Jim Pulver from BreadLoaf presented preliminary conceptual designs and siteplans of the new office and garage facility. Alternative project schedules, permit costs, insurance requirements and project budgets were discussed. BreadLoaf elaborated on property lines, set-back requirements, septic fields, water lines, easements and parking spaces. The dimensions and space requirements of the line crew garage (bucket trucks, inventory storage and shelving, lockers etc.) were discussed in detail. The dimensions of the office building, in a simple farm house design, as well as parking options were discussed. The necessary distance between the two buildings to ensure a 2-hour firewall and sprinkler requirements were discussed.

John Dale and Jim Pulver exited the meeting at 9:36 a.m.

IT Report

The IT Report was part of the Commissioners' Meeting Packet but was not discussed in further detail.

Regulatory Update

2017 Integrated Resource Plan ("IRP"): SED is planning on providing the Public Service Department (PSD) with a copy of the final draft of the IRP by the end of the month. SED will then meet with the PSD early in August to allow the PSD time to review it, with the intention of filing the final copy with the Public Utility Commission (PUC) by September 1st. Tim Hebert from Energy New England will attend the August Commissioners' Meeting in order to answer any questions the Board of Commissioners may have.

VLITE Contributing Business Partners: As discussed in previous meetings, as the Stowe's EV Charging Station VLITE program was run more efficiently than anticipated, SED received approval from VLITE to use the remaining balance of the grant funds to return the financial contributions made by the property owners who agreed to host the new EV charging stations. SED has mailed out invitations to each of those partners to attend the next Commissioners Meeting to return these funds in person.

Town Plan Update: The Town Planning Commission is beginning the process of updating the Stowe Town Plan so that it can be certified as an Enhanced Energy Plan as defined by the State. One of the main benefits will be that the Town will be able to identify areas where they encourage and conversely would not support renewable development in Town. The updated plan will include the Nebraska Valley Project, the VLITE charging stations, and the potential effect of the new Renewable Energy Standards on SED Operations.

Interval and Billing Data Transfer: PUC Docket 8316: SED has provided the cost estimate to VEIC, as have VEC and VPPSA. VEIC has filed for an extension with the PUC, to file a proposed resolution by July 30th.

Cyber Security Plan – PUC Docket 7307: The proposal for a Cyber Security Plan has been revamped and has morphed into a List of Protocols. The parties have filed a letter with the PUC, to file the agreed upon Protocols and any further process on July 21, 2017. All electric utilities as well as VEIC have been parties in the development of this List of Protocols.

Financial Update – Financial Review through May 2017

The Financials were part of the Commissioners' Meeting Packet but were not discussed in further detail beyond that meter sales for residential and commercial customers are above budget, purchase power costs are down, however transmission costs are up. SED is trending better than expected, with a YTD loss $200,000 less than expected.

Operations Report

Presentation of GIS Mapping System: David elaborated and gave a demonstration of the GIS Mapping System, which was developed by VELCO about 6 - 7 years ago. VELCO allows all utilities to use it, if they so choose. SED initially started using this system to record the base lines and main feeders. A few years ago, SED then mapped all the AMI meters on the GIS Mapping System. Last year, Silas and David decided to take better advantage of the system, by really mapping SED's service system by adding switches, transformers,

circuits, poles etc. This allows the linemen to identify SED's equipment before going into the field. It also shows the linemen what all is attached on a pole to allow them to grab the correct equipment and hardware before going out to fix a pole. Time and weather permitting, Silas is now working on adding SED's underground lines.

3-Year Trend of New Service Applications: SED continues to see a significant increase in service orders due to the new construction on the Mountain. Service applications received in 2015 were less than 60 and 2016 has been a record year with 99 service applications received. 2017 might see even more new services, as SED has already received 67 service applications year to date.

Other Business

Demolition of Existing Moscow Mills Buildings: Ellen elaborated on the bids received for the demolition of the existing Moscow Mills buildings, and the bids were discussed.

Denise Gutstein made a motion to authorize Ellen Burt to accept the bid submitted by Walker Construction and to enter into further negotiations with Walker Construction to sign a contract for the Demolition of the Existing Moscow Mills Buildings, Larry Lackey seconded the motion and the motion carried.

The Board scheduled the next Commissioners' meeting for Wednesday, August 30th at 8:00 a.m.

There being no further business, the meeting was adjourned at 10:16 a.m.

Respectfully Submitted,

Lily Burgess

Lily Burgess
Clerk of the Board