

## **Minutes:**

Stowe Electric Commissioners' Meeting  
December 21, 2011 at 7:30 a.m. Town of Stowe Electric Offices

### **Present:**

BOARD MEMBERS: Arthur Lloyd, Chairman; Richard Marron, Vice-Chairman; Tom Evslin, Commissioner

STAFF: Ellen Burt, General Manager; Patrick Householder, Controller; Aimée Green, Director of Regulations and Compliance; Douglass Haselton, Director of Operations; Ed French, SED Attorney; Dawn Foster, Clerk of the Board

GUEST: Former SED Board Member, Denise Gutstein

Art called the meeting to order at 7:33 a.m.

### **Approval of the November 30, 2011 Meeting Minutes**

On motion made and seconded, the minutes of November 30, 2011 were approved.

### **Recognition of former SED Board Member, Denise Gutstein**

The Board and all of the Stowe Electric Department staff expressed great gratitude to Denise by presenting her with a personalized electric meter lamp for her 6 years of diligent service as a Commissioner on the Board of Stowe Electric Department.

### **Articles for Town Meeting Ballot**

Pat informed the Board that SED currently has three issues for the town meeting. Two purchase power agreements (Hydro Quebec and Seabrook) as well as the bond vote for the purchase of the new bucket truck of \$185,000 which all require voter approval. The purchase power agreements cannot be voted by Australian ballot, and therefore will be voted from the floor. The \$185,000 debt would have to be voted by Australian ballot.

After discussion among the Board as to whether to finance the truck over five years, as previously authorized, or instead pay for from working capital without long term financing and on motion made and seconded, it was agreed SED purchase the bucket truck without financing.

### **Line of Credit**

On motion made and seconded, it was agreed to approve the renewal of the line of credit for \$2 million for 1 year pursuant to the terms and conditions set forth in the attached documents, which are incorporated herein by reference.

## **Director of Operations Update**

Doug informed the Board of a new policy of weekly safety drills enacted the beginning of December. Every Monday, an employee is picked to bring a safety issue to the meeting and discuss. The discussion topic is then posted at the garage and the office. So far this process has proven to engage the employees in the safety of their co-workers as well as encouraging the safety concept at home. All agreed it was an effective course of action and encouraged its continuance.

## **Smart Meter Project Update**

Schedule:

- Purchase Order for 7 collectors to be placed this week.
- Meeting with Elster the last week of December to formulate pilot plan for deployment.

Contracts:

- The AMI and MDMS contracts have been executed.

Opt-Out, Privacy and Cyber-Security:

- A public discussion was held regarding Opt-Out, Privacy and Cyber Security policy development. Stowe Electric will be developing policies on all three matters that are in line with DPS' expectations.
- Dick will address privacy concerns as they relate specifically to municipal utilities with Tom Kearney of the Stowe Reporter.

## **Executive Session**

Art moved to go into Executive Session at 8:53 a.m. to discuss legal matters; Dick seconded the motion and the motion carried. Art moved to come out of Executive Session at 9:17 a.m.; Dick seconded the motion and the motion carried. No action was taken following the Executive Session.

The Board scheduled the next Commissioners' meeting for Thursday, January 26, 2012 at 7:30 a.m.

The Board scheduled the February 2012 Commissioners' meeting for Wednesday, February 22, 2012 at 7:30 a.m.

There being no further business, Art made a motion to adjourn the meeting at 9:19 a.m.; Dick seconded the motion and the motion carried.

Respectfully Submitted,

Dawn E. Foster  
Clerk of the Board