

## **BOZRAH UTILITIES COMMISSION**

Minutes of Regular Meeting

October 27, 2021

9:00 A.M.

Bozrah Senior Center

### **1. CALL TO ORDER**

Chairperson Hedrick called the meeting to order at 9:03 A.M.

### **ROLL CALL**

**Present:** Chairperson Keith Hedrick

**Commissioners:** Seymour Adelman, Bill Ballinger, Scott Barber, George Mathanool (via phone), George Scully, Dick Tanger (via phone), Robert Zuliani

**Absent:** Jeff Godley

**Staff present:** Director of Utilities Ronald A. Gaudet  
Executive Administrator Noemi Walencewicz  
Executive Administrative Assistant Maureen French  
General Manager of Customer Service Tina M. Daniels  
General Manager of Projects and Planning Bruce Kruszewski  
General Manager Key Accounts Len Mediavilla  
Associate General Manager of Key Accounts Aaron Brooks  
Office Manager Ruth Ellen Ouimet  
Director of Finance Ronald Yuhas  
Electric Engineer Martin Cloudas  
Certified Project Manager Joshua Rehrig

### **2. APPROVAL OF MINUTES**

Manager Ouimet directed the Commission to a correction on the minutes on page 2, paragraph 3; the unrecorded OPEB expense should be \$391K. The Commission was provided with a corrected copy of the minutes.

**Commissioner Barber** moved, **Commissioner Zuliani** seconded that the minutes of the Regular Meeting of July 28, 2021 be approved.

**Motion passed**

### **3. COMMUNICATIONS AND CORRESPONDENCE**

A. Thank you from SCADD

### **4. PUBLIC COMMUNICATIONS**

No Public Communications received.

### **5. MONTHLY FINANCIAL HIGHLIGHTS**

**Office Manager Ouimet presented the following financial highlights:**

First quarter net income before return to Groton and capital financing coverage exceeds budget by \$249k and is 13% less than first quarter last year. Electric Sales non-pass through revenue is greater than budgeted revenue by 12%. The Industrial and Commercial sectors are 19% and 4% better than budget respectively. Operation & Maintenance expense (excluding A&G) is 15% below budget.

Commissioner Zuliani inquired the reason for the spike. Manager Ouimet stated because of higher loads. Commissioner Barber asked if it was one industrial company. Manager Ouimet confirmed.

Thirty-one Warm Thy Neighbor customer donations for the quarter are \$531; BL&P provided matching contributions. Two donations were made to local Fire Companies total \$300.

The annual capital budget is \$968k. This period expenditures include a primary metering rack, new underground service, and pole work. Transformers and another primary metering rack are on order. Combined capital encumbrances and expended amounts FY22 are \$54k.

Cash on hand is \$3m in line with the last recommended Cost of Service Study. Principal payments due to Groton Utilities remain at the same level as last year.

The Rate Stabilization Fund increase this quarter is \$257k. CMEEC Equity distributions comprise \$1.8m of this balance. CMEEC equity distributions beginning year 2018 to-date are \$2.2m. CMEEC forecasts the December 31, 2022 balance will be at the current \$3.5m level.

Customer Conservation rebates for the period increased as shown in the financial report. Amounts collected this quarter total \$38k with \$48k in rebated expenses. Remaining funds of \$421k are available for customer distribution at quarter-end. Commissioners Ballinger and Barber inquired about the vendor charges and administration fee. Key Accounts personnel stated that the vendor is Optimal, an organization that CMEEC uses to audit and validate rebates and is a fixed rate. The administration fee is to pay for the internal Energy Engineer to complete paper work and inspections. Director Gaudet said that Optimal also prepared the reports that CMEEC gives to DEEP. Commissioner Barber commented on the aggressive lighting rebate program Norwich Public Utilities is running.

Manager Ouimet concluded that there was one new commercial and two new residential accounts added this quarter.

Commissioner Zuliani asked if the increase in revenue for the quarter was due to increase in load, and Office Manager Ouimet confirmed. Commissioner Barber asked if it was one single customer, and again she confirmed.

## **6. PROJECTS/INITIATIVES UPDATE**

- A. General Manager Kruszewski noted the South Road project is being priced to complete from BHI and should have the quote in 2-3 weeks. Commissioner Barber requested clarification on the quote and would like to be updated with the budget and quote once received. General Manager Kruszewski stated the quote is to contract the work to complete Phase 2 and 3. He will notify the Commission once the quote has been received and it is a part of the bond fund project. Director Gaudet also noted that if the quote exceeds \$50K there will be an action for approval per the purchasing policy.

Commissioner Barber questioned the lack of projects completed during the first quarter, if there was any work completed and inquired the amount Groton Utilities charged BL&P. General Manager Kruszewski confirmed there have been no projects completed. Office Manager Ouimet said Groton Utilities has billed BL&P \$225k during this fiscal year's first quarter for labor. It was clarified that BL&P is charged for labor based on work orders and the number of hours worked.

- B. General Manager Kruszewski stated there will be 5 pole replacements on Lakeside Drive and various cut outs throughout the system.
- C. Engineer Cloudas reported there is a plan to add Cap Banks and reclosers for system hardening and reliability to various areas. He noted the work to be completed on each street. The Cap Banks will accurately assist with voltage stability and load. The system will be SCADA compliant via

cellular service. The project is expected to run from April 2022 to December 2022 as a bonded project and work will be completed internally.

**7. OLD BUSINESS**

- A. Drafts of Economic Development Policy – Associate General Manager Brooks drafted two level of policies; Commission Level and Management Level. It was determined to move forward with the Management Level Policy as it has more direction. After lengthy discussion the Commission provided feedback on the funding and qualification parameters. The Commission agreed that the decision of the funding would be awarded at their level and understood the need for a special meeting may arise. Associate General Manager Brooks will revise the policy and send to the Commission for review. Chairperson Hedrick expects final discussion and action at the next scheduled meeting for approval.

**8. NEW BUSINESS**

- A. NAA Selections – Associate General Manager Brooks stated the NAA selections were due to the State on October 1, 2021. One approved project was submitted within the BL&P territory. SCADD was awarded \$104K for heating upgrades and Avery-Copp Museum was awarded \$19,600.00. Commissioner Barber was thankful a BL&P customer was awarded the assistance, and he appreciated the invitation to be a part of the decision. He notified the Commission that he was included on an email from Stacey Lawton, Director of SCADD to Communications and Community Outreach Manager, Daniel Bouges trying to get clarification on request for approval of a project that needed 60% funding and BL&P did not award them. Director Gaudet reviewed the requirement that a project needs to be 100% funded. Commissioner Barber was ensured that there will be a follow up email to her with further explanation.
- B. Commissioner Zuliani participated in the Municipal Electric Consumer Advocate's annual meeting. There were eight people in attendance. There was considerable discussion regarding GU and BL&P low rates. Two individuals were concerned that they cannot access the energy conservation section on the BL&P webpage. Associate General Manager Brooks will review the website. General Manager Daniels noted that the website is going to be revamped to be more user friendly and appreciated the feedback.
- C. Commissioner Barber brought up an email regarding a customer with AMI metering issue. General Manager Daniels stated the conversation with this customer started in April of 2019. At that time his meter was uninstalled and reinstalled into the billing system. General Manager Daniels explained the variations always favor the customer. The customer opted to stay on time of use. The Consumer Advocate has been informed. Associate General Manager Brooks noted that the customer is in a closed deprecated rate.
- D. General Manager Daniels stated that TVCCA has additional funding and BL&P will received about \$40K. UniteCT is reviewing outstanding bills of customers who had applied for assistance from April 2020 and providing additional funding on any past due bills from that date. The Accounts Receivable is closed out at about 3% delinquent, 31+ days past due.
- E. Associate General Manager Brooks informed the commission that a customer is at the end of their Market Price Power Supply contract and will begin the cost of service study for the customer.

**9. ACTION ITEMS**

**10. EXECUTIVE SESSION**

None

**11. ADJOURNMENT**

There being no further business, at 10:15 A.M. **Commissioner Barber** moved, **Commissioner Scully** seconded a motion to adjourn.

**Meeting adjourned.**

Attest:

Keith Hedrick  
Chairperson