

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

**Meeting Date and Location:** December 15, 2021, 410 Phoenix Drive, Rome, NY 13441

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

**Members Absent:** None.

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

Joe Cunningham brought the meeting to order at 3:00 pm.

**Acceptance of Minutes:**

The first order of business was the acceptance of minutes from the Board meeting dated October 26, 2021.

**Motion to accept Minutes by Sandra Corney, seconded by Bill Stevens, 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 John McNamara, seconded by Tim Woods, and approved unanimously.**

**Operations Budget**

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

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

**Capital Projects:**

The next order of business was approval of Capital Projects, which was presented by Joe Cunningham.

**Motion to accept the Annual Capital Projects of Customer Transformers, Electric Meters, Electric Distribution Repairs, and Steam Meters by Bob Skibitski, seconded by John McNamara, and approved unanimously.**

**Motion to accept the New York Power Authority consulting contract by Sandra Corney, seconded by Bob Skibitski, and approved unanimously.**

**OPERATIONS**

**SAFETY**

- There were no lost time or OSHA recordable accidents during the periods of Oct-21 and Nov-21.
  
- There were periodic safety awareness topics covered for the periods of Oct-21 and Nov-21.

**Environmental**

Nothing Due

**Regulatory Compliance**

10/29 – Submitted quarterly report filings to FERC.

### Power Delivery

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

### *Nov-21*

Supplied: 6,346,287.24 kWh

### *Nov-21 Electric Costs:*

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

### Power Outage(s)

None

### Electric

#### General:

- Construction Work Season – System Upgrades, Repairs, New Services, & Preventative Maintenance (Critical Equipment) - Ongoing but Winding Down
- Continue to Prep for Winter Season
- Employee Training - Safety & Skills 11/10 & 11/16

#### Preventative Maintenance:

- Vegetation Management (Tree Trimming, Equipment Access Clearing, etc.) – Ongoing
- Substation and Switchyard Equipment – Spring / Summer 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 - Phases 3 & 4 (New) – Ongoing – Spring / Summer / Fall 2022
- AFRL RRS Security Fence (New) – Ongoing – Spring / Summer 2022
- Kris-Tech Wire Expansion – Spring / Summer 2022

### Thermal

#### Production:

- Blend of Natural Gas and Biomass

### **General**

- Truck Scale Annual PM and Re-Certification – Completed 10/26
- Opacity Monitoring System Quarterly PM Service – Completed 11/4
- Emergency / Standby Generator Annual PM Service – Completed 11/16

### **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:**

N/A

**Old Business:**

N/A

**At 4:15 pm, upon a motion by Bob Skibitski, seconded by Sandra Corney, approved unanimously, the Board voted to adjourn.**