Electric Board of Commissioners Meeting

Meeting Minutes: 7/14/25

Attendance: Kenneth Mason, Sean Cousino, Clayton Bailey, Erica Welton, Jason Lefebvre

* Meeting called to order at 5:31 PM by Ken Mason, Chair.

1. There were no changes or modifications to the agenda.
2. There was no public comment.
3. Sean Cousino made a motion to approve the June 9th minutes as written, Ken Mason seconded the motion, passed 2 to 0 with Clay Bailey abstaining.
4. Erica Welton gave a budget analysis through April of 2025. April was the first month this year that sales were below budget. It was below budget by $32,000, however it was above last year’s revenue by $30,000. Purchased power came in at $688,000 which was $60,000 over budget due to Vail and Great Falls coming in at 23% less than budget. The total load losses were 5% more than the budgeted amount.

Regarding the rate case, Erica stated that notices were sent out to all customers in the month of June notifying them of the new rate case filing. These new rates will take effect starting with the July readings for the bills going out in the month of August, so it will be a while before we see that revenue. The month of April ended with a net loss of $45,000. The peak for June of 2025 was similar to the peak of June of 2024 so sales dollars should be in line with that. Erica mentioned the LED is done with submittals to FEMA and now we are just waiting for the submittals to get through the tiers of approval.

1. Clay made a motion to remove Jonathan Elwell’s name from the Town of Lyndon Electric Department Money Purchase Pension Plan and add Jason Lefebvre. Sean Cousino seconded the motion, passed 3 to 0.
2. A new procurement/conflict of interest policy was presented to the board for review/approval. It was discussed and still needs approval. The policy was started soon after the recent purchase of truck 18 and some questions were raised as a result of that. Ken stated that as a municipality we need to get the best deal we can and go out to as many people as you can to accomplish that. The policy is also a requirement for federal funding.
3. In the General Managers report updates were given on the following:
4. The fans have been ordered for the transformer at Burke Mt. substation to increase load capacity. The expected shipping date from the Krenz Co. is July 30th. Once the fans and hardware are in hand scheduling will be done with TSI for installation. Related to the transformer upgrade, Burke Mt. notified LED that they would be installing a 500 kva pad-mount transformer at the river pump house. The cooling fans for the transformer will enable this project to happen.
5. The 843 switch between Green Mt. Power and LED that failed during the last operation of the switch has been removed from service. Riggs Distler was contracted to bypass the switch and remove it. In addition, they installed a set of inline disconnects near the location of the 843 switch. The switch is not salvageable; in the future a new one may be purchased. Ken asked about the availability of fiber at the switch. At this point fiber is not there. Green Mt. Power and LED have been looking at getting it there from a couple different points. One of which being from Memorial Dr., across the Passumpsic River and through Olcott’s pit.
6. An update was given on the status and implementation of the Recreational and Historical management plan for Great Falls. The building and installation of the kiosk will be done in house by LED staff. The kiosk is required as part of the RMP and HMP for signage. UVM will oversee the historical information for the sign. LED met with North Woods Stewardship to look at the boat portage and slide. The project will consist of replacing the existing earthen step with pressure treated ones and incorporating a basic boat slide as required. The initial estimate was about $15,000.00.
7. Recently purchased Dell computers (laptops and desktops) have all been installed by VPPSA under the leadership of Kim Harris. The installation went smooth. The only part of the computer project remaining is the new server installation. This will be coordinated with VPPSA and Mpower. Ken recommended following up and meeting with John Peters.
8. The lease agreement for the new phone system from TwinState Technologies has been signed and returned. LED is currently waiting on scheduling for the installation from TwinState.
9. In other business Clay Bailey brought up that a customer noticed some grass growing on the roof at the far end of the operations garage. The grass will be removed and edging cleaned out. Also, in other business and updates were given on the flooding on Thursday July 10th and its impact on LED. Line 42 went out all the way back to the Pudding Hill Sub Station due to broken wires along the Calendar Brook Rd. in Sutton caused by a tree coming down from flood waters. Line 4222 (Woods Hill Rd. and Sheffield Rd.) came on a little later after the line was patrolled. It took longer because it was not accessible due to washed out roads and had to be patrolled on foot. Station Rd. in Sutton took a little longer to bring back on due to the number of trees that came down from the high water. Line 48 along Brook Rd. out of Burke Hollow went out twice, once due to a tree coming down, and the second time was an operator error due to road personnel trying to make repairs to a washed-out bridge and accidentally bumping the line. All in all, customers were only out a few hours on the various lines.
10. Clay Bailey made a motion to adjourn the meeting, Sean Cousino seconded the motion, passed 3 to 0. Meeting adjourned at 6:08 PM.