

GML Utility Services Coop
Meeting Minutes
July 11, 2023

The following individuals were in attendance:

Nick Lawler, Chair; Kevin Snow; Michael Cloutier; Scott Edwards; Barry Tupper

Meeting called to order at 11:05 AM.

Approval of Agenda:

Michael Cloutier motioned to approve the agenda as written. Kevin Snow seconded the motion. Motioned carried 3-0.

Approval of Minutes:

Kevin Snow motioned to approve the amended minutes (add R to “PUMA”) of June 5, 2023. Michael Cloutier seconded the motion. Motion carried 3-0.

Operating Agreement Amendment:

Kevin Snow motioned to amend Section 3.1 of the Operating Agreement, striking the entire section, and replacing it with “Composition. The Board of Directors shall be composed of the General Managers from Groveland, Middleton, and Littleton Light Departments.” Michael Cloutier seconded the motion. Motion carried 3-0.

Contract of CEO:

The three Directors discussed goals for the CEO and consensus was reached on the following CEO goals for the next year:

1. Establish a digital presence: Create and maintain a website with a mission statement, list of services, meeting notices and minutes, etc.
2. Improve our physical presence: Execute a license agreement and create a fully functional garage at 944 Salem Street, Groveland. This includes installation of lifts, hiring a mechanic and procuring necessary tools and equipment.
3. Formalize financial statements: Improve and standardize our financial reporting to better capture our current and projected

financial status, including presentation of these reports on a regular basis.

There was also unanimous agreement that there needs to be measurable goals regarding growth. These goals will be better defined in the next couple of months.

Update from CEO:

Scott informed the Board that he is still working on our insurance coverage. We are protected by the Massachusetts Tort Law, but he is working to enhance our protection through available insurance products. Scott has received updated BESS proposals and will present them to Kevin and Nick individually.

New Member Discussion:

Barry Tupper from Holden Light Department joined the meeting. He is interested in transitioning from a customer of GML to a member of the coop. He sees many potential benefits by becoming a member and would like to learn about the process. He needs to show that it is a net financial winner to gain support from his Town Manager and the Board of Selectmen. It is explained that a capital contribution of cash would secure a percentage interest in the coop. Barry stated that he is looking to invest in the coop but would need to do a more detailed analysis before committing to a dollar figure. He will include this expenditure in his next budget if he decides to go forward with becoming a member. This would have Holden Light Department joining the coop sometime around the beginning of 2024. A copy of the Operating Agreement of GML Utility Services Cooperative, LLC was provided to Barry.

Kevin Snow made a motion to adjourn at 1:13 PM. Michael Cloutier seconded the motion. Motion Carried 3-0.

Respectfully submitted,

Michael Cloutier, Secretary