

# MUNICIPAL BOARD

## MINUTES OF REGULAR MEETING – March 26, 2024

**Present:** Chairman Marc Angelillo, Commissioner Mike Yates, Commissioner Mary Ellen McQuaid, Commissioner Kevin Goode, Commissioner Lee Klosowski, Trustee Ed Evans, Director of Municipal Operations Tom Posella, Deputy Director of Municipal Operations Cosimo Pagano, Municipal Planning and Development Coordinator/Clerk to Municipal Board Ian Carroll, Village of Skaneateles Treasurer Carrie Hanno, Village Clerk Laurie Walter.

### **Rate Case Presentation**

*Prior to the commencement of the regular meeting of the Municipal Board, commissioners met with Jim Stokes, executive director of the Municipal Electric Utilities Association and general manager of the New York Municipal Power Agency, and Ken Podolny, an attorney whose practice focuses in the area of energy law including municipal electric utilities, utility rate cases, gas safety and compliance, electric and distributed generation, demand response, energy efficiency, and the New York State Public Service Commission rate case filings.*

Mr. Stokes and Mr. Podolny provided a review of the process of municipal rate case filings. Some bullet points from their hour-long presentation are noted below:

- Lead consultants with experience with municipal rate filings, such as BST, partner with a municipal rate team of internal staff (Tom, Coz, Laurie, Carrie)
- NYMPA offers financial assistance, to encourage municipalities to start their filing, and additional costs can be amortized over 5 years. The second phase after initial application review is the interrogatory phase, that resembles an audit. The PSC will require documentation of various types, and ask questions about expenses. This phase is fairly extensive
- The timeline is usually several months for internal preparation and filing the application, and about six months for processing the application once submitted. If the Village's goal is to file the application in September of 2024, allowing six months for processing and interrogations, new rates could become effective in the third quarter of 2025
- An approved capital plan with a defined time frame is a good place to start a rate case. The capital improvement plan is one of the foundations of the rate case. For example, a capital improvement plan should provide detailed expenditures over a five-year period, along with cost estimates for each expenditure and a justification of need for each expenditure. Cost estimates should have a basis for the estimate, such as historical expense, quotes, purchase orders, etc. In addition to providing financial information for the capital expenditures, the capital plan should be reviewed by/prepared with input from the Municipal Board and approved by the Village Board. The more detail the better

- The Village has, and can continue to, leverage other municipalities' experience. A very good template is available from the Groton rate case
- A rate case may require the Village to address a variety of issues, including how unpaid bills are collected, meter testing and stray voltage data, HEFPA (Home Energy Fair Practices Act) compliance manual, customer service plan, written procedures for complaints, etc.

### **Commencement of the Regular Meeting of the Municipal Board**

Following the workshop with Mr. Stokes and Mr. Podolny, Chairman Angelillo opened the March Municipal Board meeting at 9:10 am, on a motion from Commissioner Yates with a second from Commissioner Goode.

**Minutes** The minutes from the February 2024 Municipal Board meeting were unanimously approved on a motion from Commissioner Klosowski seconded by Commissioner McQuaid.

At the direction of Chairman Angelillo, a brief discussion of cooling tower technology occurred, that could potentially be used for the benefit of the water supply at the Skaneateles Community Center.

There was some additional discussion of:

- Staffing needs for the water department
- Grant requests from meetings with Congressional officials
- A brief review of work to be done by B&L (Barton & Loguidice) that should address inefficient and aging pumps slated for replacement.

**Meeting Adjourned** At 9:25 am, the meeting was adjourned, on a motion from Commissioner McQuaid, seconded by Commissioner Goode.

Respectfully submitted,

Ian Carroll, Municipal Planning and Development Coordinator and Clerk to the Municipal Board

The next meeting of the Municipal Board is at 8 am April 30, 2024 at the DPW Building, 3829 Fennell Street.