

**APPROVED**

# Vermont Public Power Supply Authority

## MINUTES OF THE BOARD OF DIRECTORS WORKSHOP

April 4, 2018

*Directors present (X indicates attendance in person, P indicates attendance by phone):*

X	Evan Riordan, Barton	X	James Pallotta, Ludlow
X	Jonathan Elwell, Enosburg	X	Bill Humphrey, Lyndonville
X	Mike Sullivan, Hardwick		Craig Myotte, Morrisville
	Carol Robertson, Hyde Park	X	Stephen Fitzhugh, Northfield
	Vacant, Jacksonville	X	John Morley, Orleans
X	Meredith Birkett, Johnson	X	Reginald Beliveau, Swanton

*Alternates present:*

Lynn Paradis, Swanton	Penny Jones, Morrisville
Timothy Yarrow, Hyde Park	

*Others present:*

Ken Nolan, VPPSA	Crystal Currier, VPPSA	Kim Harris, VPPSA
Ken St. Amour, VPPSA	Melissa Bailey, VPPSA	Jason Lorber, Aplomb
		Sara Munro, Bay Haven Consulting

(numbers in bold type correspond with agenda item numbers)

- (1) The meeting was called to order at 12:30 p.m. at the office of the Authority, located at 5195 Waterbury-Stowe Road, Waterbury Ctr., Vermont.
- (2) Chairman Beliveau asked if there were requests for changes and/or modifications to the current agenda. There were none.
- (3) Chairman Beliveau asked if there were public comments and/or individuals who would like to address the Board. There was no public presence and therefore no comments were made.
- (4) Jason Lorber from Aplomb Consulting and Sarah Munro from Bay Haven Consulting were present to facilitate a workshop for the Board and VPPSA staff related to VPPSA's website development project. The workshop covered several key topics, including:
  - a. What Board members want to find or do on the website.
    - i. Rate Comparisons
    - ii. Tariffs
    - iii. Phone Numbers/Contact Lists
    - iv. Legislative Updates
    - v. Power Supply Mix Information



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- vi. 5-yr Power Supply Forecast
- vii. Discussion Boards
- viii. Hydro Generation Profiles
- ix. VPPSA's Annual Report
  - x. Project Descriptions and Related Information
  - xi. Power Bill Summaries
- b. What member utilities, and their staffs want to find or do on the website.
  - i. Contact Information
  - ii.
- c. What members want their utility customers to find or do on the website.
  - i. Definition of Municipal Utility
  - ii. Net Metering Information
  - iii. Rate Comparisons
  - iv. White Papers – Value of Public Power
  - v. VPPSA's mission/vision
  - vi. Regulators/Legislative Contacts
  - vii. Downloadable Forms

Several elements of the website design were discussed – structure, design, content, functionality and how-to-update.

(5) Other Business: NONE

The meeting was adjourned at 2:00 p.m.

Respectfully submitted,

*Crystal L Currier*

Crystal Currier, Secretary