

**VELCO Operating Committee (OC)
FINAL MINUTES**

September 16, 2013, 10 a.m. – 11 p.m.
VELCO Rutland Office

Participating members: Ellen Burt (Stowe Electric Department), Ken Couture (Green Mountain Power), Tom Dunn (VELCO), Frank Etori (VELCO), Ken Mason by phone (Vermont Public Power Supply Authority), Craig Myotte (Morrisville Water & Light), Kevin Perry (Vermont Electric Cooperative), Paul Renaud (VELCO), Patricia Richards (Washington Electric Cooperative), Greg White (Green Mountain Power).

Other participants: Penny Jones (Morrisville Water & Light), Mike Loucy (VELCO), Karen O'Neill (VELCO), Dan Nelson (VELCO), Allen Stamp (VELCO), Cheryl Willette (Washington Electric Cooperative).

Next meeting

October 17, 2013
11 a.m. – 3 p.m.

GMP Montpelier Office

Meeting opening

- Mr. Dunn opened the Operating Committee (OC) meeting at approximately 10:05 am.

Safety topic

- Mr. Loucy discussed being prepared for accidents when entering Vermont's wilderness especially with colder temperatures and shorter daylight hours approaching.

Minutes approval

- Ms. Burt moved and Mr. Mason seconded approval of the minutes of August 15, 2013, which were approved without dissent.

Telecommunications

• **Fiber Project update**

- Mr. Loucy and Mr. Stamp reviewed the fiber project update materials provided to the OC.
- Mr. Dunn asked when it's anticipated to have DU emergency or O&M fiber agreements in-place. Mr. Nelson responded that VELCO currently has agreements in-place with third party fiber companies and that VELCO Telecommunications department will be working with interested DU's in fourth quarter of 2013.
- Ms. Richards asked who at WEC has VELCO coordinated with regarding the fiber project. Mr. Loucy responded that VELCO has been working with Bill Powell and Dan Weston.
- Mr. Dunn asked what the schedule is for VELCO to install fiber on the remaining lines. Mr. Stamp responded that the majority of the remaining make ready work is underway by GMP, VEC and Stowe and the plan is for VELCO to use Eustis to install the fiber starting in the fourth quarter of 2013.

• **Statewide Radio Project (SRP) update**

- Mr. Nelson presented the SRP materials provided to the OC.
- Mr. Dunn asked if Green Mountain Power (GMP) and Morrisville Water & Light (Morrisville) could provide an update on their users experience with the recent upgrades to the SRP. Mr. White

responded that the feedback from GMP's field personnel in the Poultney District has been positive. Call quality and coverage have improved and they can use the system in a few expanded areas. Mr. Myotte (Morrisville) responded that their crews are reporting a couple of locations with weak coverage and they are becoming more familiar with using the system as it is different than their legacy system. Mr. Nelson discussed the permanent Hyde Park site will provide better coverage in the area over the existing temporary site and that VELCO will continue to work with Morrisville to assist with any additional training needs.

- Mr. Couture asked how often the coverage maps are updated. Mr. Nelson responded that the maps are updated as new sites come on line or other major upgrades occur.
- Mr. Mason reported that at a recent VPPSA Board meeting Hardwick and Swanton had been experiencing some coverage and system usage issues. Mr. Nelson responded that Swanton is not using VELCO's radio system and it's likely the issues they may have are associated with their narrow band system. Hardwick is using VELCO's system and the planned combiners, similar to the southern part of the state, are anticipated to improve coverage in and around Hardwick. VELCO will continue to work with Hardwick to stay current with challenges they may have.

Power Accounting Update

- Mr. Etori presented the materials provided to the OC.
- Ms. Richards asked if Sheldon will perform the loss calculations. Mr. Etori responded that this is the plan and consistent with the Sheldon solar installation.
- Mr. Perry asked if the installation of meter at Coventry to assist with loss calculation was still planned. Mr. Etori and Ms. Richards responded yes.
- Mr. Couture stated that if GMP had made a mistake in the calculation they should be invoiced to correct any discrepancy where GMP benefitted. Mr. Etori stated VELCO will include any discrepancy on the next invoice to the affected distribution utilities.

Proposed Amendment to VTAM – OC Membership

- Ms. O'Neill presented the materials provided to the OC.
- Ms. O'Neill reported that the only comments received on the proposed resolution came from GMP and were clerical in nature.
- Mr. Mason moved and Mr. Perry seconded approval of the resolution, which was approved without dissent.

Other business

- Mr. Renaud discussed the proposal to combine the Transmission Subcommittee and the Vermont System Operators Committee (VSOC) with the intent of having a single engineering, planning and operating committee to encourage broader coordination and improve meeting efficiency. The first meeting is proposed for October 2, 2013.
- Mr. Dunn asked what the intended meeting frequency was planned. Mr. Renaud responded that this is a new subcommittee so the schedule is flexible but it's anticipated they will meet 2 to 4 times per year.

Proposed agenda topics

- **Fiber Project Status**
 - Future Fiber Requirements by DU's Policy

- Future Radio Requirements

Adjournment

- Mr. Perry moved and Mr. Couture seconded adjournment, which was agreed to without objection at approximately 10:35 am.