



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING December 17, 2015

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, December 17, 2015 at the Peabody Municipal Light Plant, 201 Warren Street Ext., Peabody, Massachusetts at 6:30 p.m.

Present for the meeting were Commissioners William Aylward, Charles Bonfanti, Thomas D'Amato, Thomas Paras; and Robert Wheatley along with Manager Glenn Trueira, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Chairman Paras asked if there were any additions to the agenda. Manager Trueira asked that we add two items in the Status Report section, Historical Calendars and the 125th Year Anniversary Celebration.

1. Agenda Item A: Approval of Agenda

MOTION BY COMMISSIONER WHEATLEY, SECONDED BY COMMISSIONER BONFANTI AND UNANIMOUSLY VOTED (5-0):

MOVE TO APPROVE THE AGENDA AS AMENDED.

2. Agenda Item B: Announcement:

Chairman Paras acknowledged that this is an open meeting and informed the public that the meeting is being recorded by hand and voice recorder.

3. Agenda Item C: Approval of Minutes:

MOTION BY COMMISSIONER WHEATLEY, SECONDED BY COMMISSIONER BONFANTI AND VOTED UNANIMOUSLY (5-0):

15-81 MOVE TO APPROVE AND RELEASE THE REGULAR MEETING MINUTES OF NOVEMBER 19, 2015.

MOTION BY COMMISSIONER WHEATLEY, SECONDED BY COMMISSIONER BONFANTI AND VOTED UNANIMOUSLY (5-0):

15-82 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF NOVEMBER 19, 2015.

4. Agenda Item D: Appointments:

- REMARKS OF THE GENERAL PUBLIC:



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There being none, the meeting continued.

5. Agenda Item E: Correspondence

There being none, the meeting continued.

6. Agenda Item F: Manager's Reports:

- **SEDC / UPN REPORT** – Manager Trueira gave a brief status update on the SEDC/UPN system and stated that it has been an overall success. The Business Division is working on closing out the month. Manager Trueira stated that it has been a team effort and Kevin Moran has done a tremendous job.
- **IPSWICH RIVER SUBSTATION / JOHNSON STREET SWITCHING STATION** – Manager Trueira stated that both contracts for the Johnson Street Switching Station have been executed and products have been ordered. The products should arrive by the end of February and our intention is for the work to begin in April 2016, if the weather permits. The work is scheduled for 3 months. Manager Trueira stated that we are waiting to hear back from National Grid on the Ipswich River upgrades.
- **GT2 REPAIRS** – Manager Trueira stated that we had our electric generator and generator step up transformer tested and the tests were normal, which rules out a couple of potential causes for the incident. Engineering has obtained a quote from Hiller for the fire alarm system which includes some devices for the generator. Engineering is looking to hire an engineering firm for the different phases of the replacement project as well as evaluating the 25 year old switch gear. The purpose is to see if there have been enhancements that we need going forward as well as hiring a contractor. We will also need to test the new equipment. The testing of the equipment will occur in the Spring of 2016.
- **AMI PROJECT – BUSINESS CASE** – Manager Trueira stated that the AMI team hopes to come before the Commission in January for a recommendation for the potential AMI System vendor as well as for Meter Exchange Services.
- **HISTORICAL CALENDARS** – Manager Trueira stated that the calendars would be ready for distribution next week.
- **125TH YEAR ANNIVERSARY CELEBRATION** – Manager Trueira stated that Jennifer Santoro has put together a committee to plan for next year's 125th Anniversary Celebration and



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that, at the Chairman's request, she would be providing monthly updates to the PMLC during the regularly monthly meetings.

7. Agenda Item G: Committee Reports

- **POLICY COMMITTEE** – Manager Trueira deferred to Commission Wheatley. The Committee has developed a "Seasonal Intern Program" with guidelines to administer the program. The issues are under 18 years of age the seasonal employees cannot drive a vehicle nor operate equipment such as a lawnmower. Commissioner Wheatley is looking for input from the Commission and would like to bring this before the Commission at the January meeting. Discussions ensued regarding giving the Manager a directive to oversee this program.

8. Agenda Item I: General Business

- **MANAGER'S GOALS FOR 2016** – Commissioner Wheatley suggested that we table this until the Budget Meeting. The Chairman received the memo and it will be discussed at the budget meeting.
- **NATIONAL GRID** (\$137,104.75 October 2015 Transmission Network Service) – Manager Trueira stated that this is a rebate check for Network Transmission Service for the month of October 2015.
- **BUDGET MEETING 2016** – Manager Trueira stated that we are looking to hold the Budget Meeting on Friday, January 15, 2016.
- **REMARKS OF COMMISSIONERS**
- Commissioners D'Amato, Wheatley, Bonfanti, Aylward, and Paras wished everyone Merry Christmas

MOTION BY COMMISSIONER WHEATLEY, SECONDED BY COMMISSIONER BONFANTI AND UNANIMOUSLY VOTED BY ROLL CALL (5-0):

MOVE TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH CHAPTER 30A, SECTION 21(a) 2 FOR THE PURPOSE OF DISCUSSING AND CONDUCTING STRATEGY SESSIONS IN PREPARATION FOR COLLECTIVE BARGAINING SESSIONS AND POWER SUPPLY STRATEGY.



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Chairman Paras declared the Regular portion of the Meeting of December 17, 2015 adjourned at 6:50 p.m.

A TRUE RECORD

Attest: _____

A handwritten signature in black ink, appearing to read "T. D'Amato", written over a horizontal line.

Thomas M. D'Amato, Secretary
Peabody Municipal Lighting Commission