



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING September 24, 2015

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, September 24, 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, and Thomas Paras; Manager Glenn Trueira, Assistant Manager Kristina Frizzell, Attorney Philip Durkin and Recording Secretary, Barbara Previte. Commissioner Robert Wheatley was absent for this session.

Chairman Paras asked if there were any additions to the agenda. Manager Trueira asked that we add under General Business / NEPPA Linemen's Rodeo.

1. Agenda Item A: Approval of Agenda

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND UNANIMOUSLY VOTED (4-0):

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 D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY (4-0):

**15-63** MOVE TO APPROVE AND RELEASE THE REGULAR MEETING MINUTES OF AUGUST 6, 2015.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY (4-0):

**15-64** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF AUGUST 6, 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 deferred to Kevin Moran, Business Manager, to update the Commission. Kevin Moran stated that we will be going live on November 1. The mailing will be sent to the residential customers next week. The letter and Understanding Your New PMLP Bill was in your package. This is a major hurdle. The Commission said that this was great news.
- **IPSWICH RIVER SUBSTATION / JOHNSON STREET SWITCHING STATION** – Manager Trueira deferred to Roy Simoes, Associate Electrical Engineer, who explained that the project has flipped with PMLP working on Johnson Street first because of the some delays in environmental permitting. Two bids have been sent out—one for substation package with the bid opening on September 29, 2015 and the relay and control panel bid opening will be on October 8, 2015. Engineering anticipates that they will be before the Commission with information briefs and looking to award the bids at October's PMLC meeting. Roy stated the work is still on track for March-May 2016.
- **GT2 /REPAIRS** – Manager Trueira deferred to Charles Orphanos, Principal Electrical Engineer, to discuss the repairs to GT2. Chuck stated that the turbine ran from June 19 to June 30, with approximately 50 runs. On August 20, the plan was to run GT2 locally up to sync idle since it had not run in a while. Before they could get the unit all the way up to sync idle, the ISO requested a start. Just before the breaker synced, there was a fault in the switchgear area of the control house which caused a fire and a lot of smoke. Four employees (PPEM) were on site. They shut it down immediately. Chuck stated that it looks like the fire started in the switchgear/high voltage cables which caused some type of fault. The next step was to hire a consultant to investigate. When PMLP reached out to CEG, they had already been hired by the insurance company. PMLP then reached out to 3C Electric. Chuck explained that it is a complete loss of the switchgear, as well as the fire panel system, air conditioners, etc. The good news is that PMLP did not bid into the forward reserve market, thus eliminating fines. Engineering will be looking to make repairs and replace equipment over the next few months.
- **AMI PROJECT – BUSINESS CASE** – Manager Trueira deferred to Emmanuel Agouridis, Junior Electrical Engineer, who gave a status update of AMI project. A bid opening for AMI and



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Meter Exchange Services occurred on August 28, 2015. Of the two bids, ten were received for AMI and 4 were received for meter exchange services. The AMI team will be working on reviewing the responses and narrowing it down to three finalists for AMI and two finalists for meter exchange services. Manole stated that it is the AMI team's intention to come before the Commission at the November meeting to recommend the awarding of both contracts.

- **CENTENNIAL PARK INVESTIGATION** – Manager Trueira deferred to Phil Rohn, Superintendent of Electric Distribution, who discussed the Centennial Park incident on June 4, 2015. Phil Rohn explained that PMLP hired RTI out of Maryland. The team (Russ Dunn, Chuck Orphanos, Roy Simoes, Dennis Ahlin and Phil Rohn) had onsite meetings on last Tuesday, Wednesday and Thursday. The RTI team interviewed employees and visited the scene to inspect the equipment and other junction boxes. RTI has inspected the equipment and PMLP has more to send them. PMLP will be having an outage to remove a 23 kV elbow for RTI to evaluate/inspect. A close out meeting occurred with the team. There were things ruled out, still need to have the testing equipment at JB10 and lastly the outage on October 6 to take that equipment out of service. Phil Rohn stated that RTI team was extremely talented and knowledgeable. The report should be back to us within two to three months.

Chairman Paras took a moment to thank each employee on their hard work on these milestone projects. It is very impressive and the Commission wanted to thank the staff. The Commissioners all expressed the same sentiments.

- **PERSONNEL**
  - **Principal Electrical Engineer (Operations)** – Manager Trueira explained the structure of the Engineering Division. Manager Trueira stated that Russell Dunn's title is Supervising Electrical Engineer; Roy Simoes' title is Associate Electrical Engineer and Charles Orphanos' title is Principal Electrical Engineer. Collectively, the Engineering Division along with Administration suggested that Roy Simoes and Charles Orphanos should both have the same title as Associate Electrical Engineer (Engineering) and Associate Electrical Engineer (Operations) respectively. Both of these positions are already paid at the same grade level. Tim Hennessy, who is currently a Senior Electrical Engineer, has been filling-in supervising the Dispatchers on a trial basis ever since Josephine Amico retired in January of 2014, and has also been assisting Chuck with supervisory duties for the substation/generation group. Since Tim was doing a good job and wanted to continue to perform these functions permanently, we wanted to



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make his new job duties permanent and pay him accordingly. Collectively, a new job description was created to make his job permanent in conjunction with the Civil Service job titles. Administration and Engineering decided to make the following recommendation Associate Electrical Engineer (Roy Simoes) and the existing Principal Electrical Engineer (Charles Orphanos) are paid at the Grade 17 level, so we would reclassify them as Associate Electrical Engineer (Engineering) and Associate Electrical Engineer (Operations), respectively. So, Manager Trueira stated that we are presenting a job description for a new position titled Principal Electrical Engineer (Operations) and seeking a vote on the creation of this job and the revision of the existing supervisor's titles in Engineering.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (4-0):

**15-65** MOVE TO APPROVE THE PRINCIPAL ELECTRICAL ENGINEER (OPERATIONS) JOB DESCRIPTION AS AN E15 EFFECTIVE JULY 15, 2014.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER D'AMATO AND VOTED UNANIMOUSLY BY ROLL CALL (4-0):

**15-66** MOVE TO APPROVE THE JOB TITLE CHANGE FROM ASSOCIATE ELECTRICAL ENGINEER TO ASSOCIATE ELECTRICAL ENGINEER (ENGINEERING) AND FROM PRINCIPAL ENGINEER TO ASSOCIATE ELECTRICAL ENGINEER (OPERATIONS) IN THE ENGINEERING DIVISION WITH THE SAME GRADE 17.

## 7. Agenda Item G: Committee Reports

- **POLICY COMMITTEE** – Manager Trueira deferred to Commissioner Bonfanti. Commissioner Bonfanti stated the Policy Committee is bringing the Substance Abuse Policy and Violence & Security in the Work Place Policy before the Commission.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (4-0):



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- 15-67** MOVE TO APPROVE THE CHANGES AND RECOMMENDATIONS TO THE SUBSTANCE ABUSE POLICY AS RECOMMENDED BY THE POLICY COMMITTEE.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED BY ROLL CALL WITH COMMISSIONERS D'AMATO, AYLWARD AND PARAS VOTING AFFIRMATIVELY AND COMMISSIONER BONFANTI VOTING NEGATIVELY (3-1):

- 15-68** MOVE TO APPROVE THE CHANGES AND RECOMMENDATIONS TO THE VIOLENCE & SECURITY IN THE WORKPLACE POLICY AS RECOMMENDED BY THE POLICY COMMITTEE.

## 8. Agenda Item I: General Business

- **LINEMAN RODEO CONTEST** – Manager Trueira deferred to Phil Rohn to talk about the rodeo. Phil Rohn stated that two teams attended to the NEPPA rodeo held on September 17 in Littleton. Distribution sent two teams of three. There were 11 teams competing. There were six events which included 4kV crossarm changeout, 4kV isolation event, Huntman's Rescue, Obstacle Course, transformer changeout and URD terminator changeout. The PMLP team finished third in three categories. Phil stated that it was a great teambuilding experience.
- **PP&FCA** – Manager Trueira deferred to Russ Dunn who deferred to Bryan Howcroft. Bryan Howcroft stated that he has been working with Russ and Administration on the analysis and rates should be stable for the fourth quarter of 2015. There are no big changes.
- **ESTABLISHMENT OF RESERVE TRUST – LONG TERM FUND (WITH MMWEC** – Manager Trueira stated that each year MMWEC sends us a check for the surplus funds that have been collected over the past year. This money is so PMLP has sufficient funds available to pay our bi-weekly power bills and holds the money in a Working Capital Account until the bills become due. At the end of MMWEC's fiscal year, MMWEC calculates how much extra money is in the account and returns the excess funds along with any accumulated interest to us as Surplus Funds. This year the check is for approximately \$730,000. Manager Trueira believes it is best to have MMWEC establish a Reserve Trust and invest the funds. These funds would be available to subsidize the large increases in capacity and transmission changes that will be incurred over the next few years. After the fund is created, PMLP can fund it through the NEPEX and amend the NEPEX Agreement whereby the Declaration of



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Trust will explain the logistics of the Reserve Trust Account, if any additional money is needed to help stabilize our rates.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER D'AMATO AND VOTED UNANIMOUSLY BY ROLL CALL (4-0):

**15-69** That the City of Peabody agrees to an arrangement with the Massachusetts Municipal Wholesale Electric Company (MMWEC) whereby MMWEC holds sums deemed prudent by the City in trust for the benefit of the City under the Municipal Light Departments of Massachusetts Reserve Trust; and

That the General Manager is hereby authorized to execute and deliver, in substantially that the form as presented at this meeting, an Amendment to the NEPEX Account Agreement with MMWEC, a copy of which Agreement is filed with the Permanent records of this meeting; and

That the General Manager is hereby authorized and directed to take such other action as he/she deems necessary or advisable to carry out the purposes of this vote.

- National Grid (June 2015 Transmission Network Service) (\$33,687.60) -- Manager Trueira stated that this is a check for Network Transmission Service for the month of June 2015.
- National Grid (July 2015 Transmission Network Service) (\$133,785.30) – Manager Trueira stated that this is a check for Network Transmission Service for the month of July 2015.
- Berkshire Wind Power Cooperative (\$58,206.19) Manager Trueira stated that this is a credit for 2015 REC sales.

• **REMARKS OF COMMISSIONERS**

- Commissioner D'Amato stated the same sentiments as Commissioner Paras and he is so impressed with our Division Managers.
- Commissioner Bonfanti wished Commissioner Wheatley good luck.
- Commissioner Aylward stated that the LED lighting is very good. Loved to see it.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND UNANIMOUSLY VOTED BY ROLL CALL (4-0):





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MOVE TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH CHAPTER 11A ½ SECTION 11A 1/2 AND CHAPTER 164, SECTION 47D OF THE OPEN MEETING LAWS FOR THE PURPOSE OF DISCUSSING PENDING LITIGATION FOR THE PURPOSE OF DISCUSSING AND CONDUCTING STRATEGY SESSIONS IN PREPARATION FOR COLLECTIVE BARGAINING SESSIONS AND TO DISCUSS TRADE SECRETS OR CONFIDENTIAL, COMPETITIVELY-SENSITIVE OR OTHER PROPRIETARY INFORMATION.

Chairman Paras declared the Regular portion of the Meeting of September 24, 2015 adjourned at 7:30 p.m.

A TRUE RECORD

Attest:

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

