



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING APRIL 28, 2016

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, April 28, at the Peabody Municipal Light Plant, 201 Warren Street Ext., Peabody, Massachusetts at 6:30 p.m.

Present for the meeting were Chairman Wheatley and Commissioners William Aylward, Charles Bonfanti, and Thomas Paras, Manager Glenn Trueira, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Chairman Wheatley took a moment to acknowledge the passing of Councilor Bob Driscoll (Ward 4) who served for 28 years as City Councilor. He asked for a moment of silence for Bob Driscoll, father of 10 and "father" to many others. Thank you very much.

1. Agenda Item A: Approval of Agenda:

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER BONFANTI AND UNANIMOUSLY VOTED (4-0):

MOVE TO APPROVE THE AGENDA.

2. Agenda Item B: Announcement:

Chairman Wheatley 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 AYLWARD, SECONDED BY COMMISSIONER BONFANTI AND VOTED UNANIMOUSLY (4-0):

16-32 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF MARCH 24, 2016.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER BONFANTI AND VOTED UNANIMOUSLY (4-0):

16-33 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF MARCH 24, 2016.

4. Agenda Item D: Appointments:

REMARKS OF THE GENERAL PUBLIC: There being none, the meeting continued.



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5. Agenda Item E: Correspondence

There being none, the meeting continued.

6. Agenda Item F: Manager's Reports:

- **AMI UPDATE** – Emmanuel Agouridis, Assistant Superintendent of Electric Distribution / Metering, stated that the AMI team has been working on the contract with Landis & Gyr. The meter exchange is on the agenda tonight. The contract with Landis & Gyr is expected to be signed shortly. Manole is working with Modern Grid (consultants) for the AMI project and expects to be at the next the PMLC meeting for additional consulting services. Manole spoke about the timeline for community outreach which will occur at 90 days, 60 days and 30 days prior to meter exchange deployment. The outreach will consist of letters, press releases, social media—Facebook, Twitter and info on the PMLP website. There will be a direct mailing to introduce the project. The AMI Team has also been working on creating an Opt-Out Policy consisting of the procedure and associated fees for those customers who do not want an AMI meter.
- **IPSWICH RIVER/JOHNSON STREET SUBSTATION** – Manger Trueira deferred to Roy Simoes, Associate Electrical Engineer, who stated that we are well underway at the Johnson Street Substation and there is no turning back. Demolition has started. There are 10 circuit breakers and the new control panels are on their way. The project is moving along as scheduled. With regards to the Ipswich River Project, we are working on scheduling the environmental permitting and National Grid right-of-ways. Roy also mentioned the Clerk of Works for Johnson Street. The Clerk of Works was addressed in the Engineering's 2016 Action Plans and Budget. Bill Santos was hired as the Clerk of Works and began on Tuesday, April 26, 2016. A discussion of salary/hourly wage occurred as well as an estimate of how many hours would be incurred for the project. It was estimated at 60 to 100 hours. The station is expected to be back on line the first week of July. Manager Trueira stated that it was discussed in the Engineering Action Plans and it is a short and quick project. Chairman Wheatley suggested that the Manager\Engineering come before the Commissioner when it comes up again for the Ipswich River project. Commissioner Aylward asked if the Peabody Recreation Department was informed of the work being done and Engineering stated that Jenn Davis has been informed and signage is a good idea. Jenn has also notified the Peabody Little League of the project and its schedule.

Commissioner D'Amato arrived at 6:45 p.m.

- **GT-2 REPAIRS**— Manager Trueira deferred to Tim Hennessy, Principal Electrical Engineer – Operations, to discuss the status of GT-2. Tim stated that the switchgear has arrived. Engineering is working on the specifications to install the switchgear and should be coming before the PMLC shortly. Engineering is expecting the installation to be complete sometime in August. The four battery charges have been installed and tested. The fire alarm system will be installed over the



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next month which will be up to code. The air conditioning system will be installed as well; however, references on the potential vendors are being checked.

PERSONNEL

- **JUNIOR SYSTEMS INTEGRATION SPECIALIST** – Manager Trueira stated that our IT intern, Alex Bacon, has recently graduated and has received several permanent job offers. Joe Anastasi and the Manager feel that Alex would be a great addition to the IT Division. Manager Trueira explained that the IT Division was on schedule with to add this position later this year.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

16-34 MOVE TO ACCEPT THE RECOMMENDATION OF THE MANAGER TO CREATE AN EXEMPT POSITION OF JUNIOR SYSTEMS INTEGRATION SPECIALIST AT A GRADE E9.

7. Agenda Item G: Committee Reports

- **POLICY COMMITTEE** -- Chairman Wheatley stated that the book was given to the Commission and will add the reaffirmation of the policies to next month's agenda.
- **125 ANNIVERSARY** – Manager Trueira deferred to Jennifer Santoro, Community Relations, to update the Commission. Jennifer distributed a schedule of 125 Anniversary/PMLP events. As an unrelated side note, Jenn informed the PMLC that on Tuesday, 4/28/16, the Carroll School will be visiting PMLP on from 5:00 to 6:30 p.m.

8. Agenda Item H: Award of Bids

- **SINGLE PHASE 23KV POLEMOUNT** -- Manager Trueira deferred to Kevin Moran, Business Manager, to present the Single Phase 23kv Polemounted Transformer bid. Kevin explained that PMLP has identified the need to purchase these to ensure that there is adequate inventory to support ongoing projects as well as unscheduled emergencies. The bids were sent to potential bidders, posted on the PMLP website, advertised in the Salem News as well as the Dodge Report. The PMLP Engineering Division reviewed all of the submitted bids for compliance to the technical specifications. The Business Division reviewed the bids for terms and conditions and concluded that the bids submitted are in compliant with all specifications. It is recommended that PMLP purchase a total of 71 Single Phase 23KV Polemounted Transformers.



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MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

• **16-35** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND HAVE THE MANAGER ENTER INTO A CONTRACT WITH GRAYBAR ELECTRIC FOR THE PURCHASE OF 68 SINGLE PHASE 23KV POLEMOUNTED TRANSFORMERS FOR A TOTAL OF \$65,726.86 AND WITH STUART C. IRBY FOR THE PURCHASE OF THREE SINGLE PHASE 23KV POLE MOUNTED TRANSFORMERS FOR AN AMOUNT OF \$5,031 FOR A TOTAL COST OF \$70,757.86 WITH NO CONTINGENCY.

- **SINGLE PHASE 23KV PADMOUNT TRANSFORMERS** – Manager Trueira deferred to Business Manager, Kevin Moran, to present the Single Phase 23KV Padmount Transformers bid. Business has identified the need to ensure adequate inventory to support ongoing projects as well as emergency needs. The Bid was posted and mailed to potential Bidders, advertised on the PMLP website as well as the Salem News and the Dodge Reports. The Engineering Division reviewed the bids for compliance with the Technical Specifications while Business reviewed the Bids for Terms and Conditions. All bids were in compliance with the specifications. The quantities were best estimates of the items. PMLP intends to purchase twenty (20) transformers.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

• **16-36** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND HAVE THE MANAGER ENTER INTO A CONTRACT WITH WESCO DISTRIBUTION FOR THE PURCHASE OF TWENTY (20) SINGLE PHASE 23KV PADMOUNT TRANSFORMERS FOR A TOTAL AMOUNT OF \$36,860.

- **THREE PHASE 23KV PADMOUNT TRANSFORMERS** – Manager Trueira deferred to Business Manager, Kevin Moran, to present the Three Phase 23KV Padmount Transformers bid. Business has identified the need to purchase Three Phase 23KV Padmount Transformers to ensure an adequate inventory to support ongoing projects as well as any unscheduled emergency needs. The bid was posted and mailed to potential Bidders, advertised on the PMLP website, Salem News as well as in the Dodge Report. The Engineering Division reviewed all the bids for compliance and technical specifications and the Business Division reviewed the Bidders Terms and Conditions and concluded that the bids submitted were in compliance with the specifications. It was determined that the best estimates would be to purchase 11 transformers.



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MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER D'AMATO AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

16-37 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND HAVE THE MANAGER ENTER INTO A CONTRACT WITH HOWARD INDUSTRIES FOR THE PURCHASE OF 11 THREE PHASE 23KV PADMOUNT TRANSFORMERS FOR A TOTAL AMOUNT OF \$121,825.

- **TWO FORD ALL WHEEL DRIVE UTILITY POLICE INTERCEPTORS** – Manager Trueira deferred to Superintendent of Electric Distribution, Phil Rohn, to present the bid. The bid package was sent to eight potential bidders and advertised in the Salem News, Dodge Reports and PMLP website. Two bids were received along with one for no quote for the 2017 Ford AWD UPI vehicles. These vehicles will replace two existing Meter Reading vehicles, but will be given to the Associate Electrical Engineers. Vehicle 94 is a 2008 Ford Escape Hybrid with approximately 69,000 miles will be traded in. The Hybrid is approaching the end of the life date for the battery which is an expensive repair. The other existing Meter Reading vehicle to be traded in is, 92, a 2002 Ford Taurus Sedan with approximately 43,000 miles. Vehicle 42 is assigned to the Associate Electrical Engineer (Engineering) and is a 2006 Ford Explorer with approximately 47,800 miles. This vehicle will replace the Meter Reading vehicle 94. Vehicle 43 is assigned to the Associate Electrical Engineer (Operations) and is a 2006 Ford Explorer with approximately 44,300 miles. This vehicle will become the new Meter Reading vehicle 92. The estimate for the replacement referenced in Distribution's Action Plan D-12 is \$60,000.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER D'AMATO AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

16-38 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND HAVE THE MANAGER ENTER INTO A CONTRACT WITH COLONIAL FORD OF PLYMOUTH, MASSACHUSETTS FOR THE PURCHASE OF TWO 2017 FORD AWD UPI'S AT A COST OF \$58,744 INCLUDING THE TRADE-IN OF THE 2008 FORD ESCAPE HYBRID AND THE 2002 FORD TAURUS SEDAN.

- **AMI METER EXCHANGE VENDOR** – Manager Trueira deferred to Assistant Superintendent of Electric Distribution / Metering, Emmanuel Agouridis, to present the AMI Meter Exchange bid. The Meter Exchange Vendor will assist the PMLP staff in the exchange of all PMLP revenue meters in conjunction with its Advanced Meter Infrastructure project. The prospective vendor will work with PMLP to receive and manage all new meters, exchange existing meters with new meters, and dispose of all removed meters. This will also include call center support to coordinate meter exchanges as required and to install any additional locking, sealing, and security provisions as specified by PMLP for a complete and safe installation. The Meter



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Exchange Vendor shall be contracted to start work in 2016 and have the work completed in 2017. PMLP is seeking a 9 month deployment for the replacement of all electric revenue meters to be performed uniformly. Eight bids were submitted in response to the RFP. It was decided to choose a standalone meter exchange vendor. This recommendation was based on prior project experience by our consultants that had seen the management of meter exchange services by AMI technology vendors to be ineffective. After evaluating the price differential versus the potential negative impacts on our customers and an overall smooth rollout, the PMLP AMI Team decided to go with a standalone vendor. The PMLP team evaluated the four standalone vendors. The team scored the vendors and it became evident that Wellington Energy and Corix were worth further consideration as they were the two highest-scored vendors with the two lowest bid prices. The PMLP AMI team invited both these vendors to present on their services. Corix presented well however, they would not take a picture of the exposed meter (with the meter removed). They offered an estimated \$50,000 back to PMLP for the scrap value of the meters which still left them \$85,000 higher than Wellington Energy's bid. With that, Wellington Energy is our preferred vendor for this contract.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

- 16-39** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND HAVE THE MANAGER ENTER A CONTRACT WITH WELLINGTON ENERGY FOR METER EXCHANGE SERVICES IN THE AMOUNT OF \$574,186.92 WITH A CONTINGENCY BUDGET OF \$58,000.

9. Agenda Item I: General Business

- **MMWEC – NYPA RECIPIENT'S DESIGNATED VOTING REPRESENTATIVE** – Manager Trueira stated that we need to change the Alternate Designated Voting Representative.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY BY ROLL CALL (5-0):

- **16-40** THAT THE NYPA RECIPIENT OF PEABODY, PURSUANT TO SECTION 5.1.4 OF THE AGENCY AGREEMENT BETWEEN THE MASSACHUSETTS DEPARTMENT OF TELECOMMUNICATIONS AND ENERGY (MDTE) AND THE MASSACHUSETTS MUNICIPAL WHOLESALE ELECTRIC COMPANY (MMWEC), HEREBY DESIGNATES GLENN TRUEIRA, AN EMPLOYEE OF THE PEABODY MUNICIPAL LIGHT PLANT AS ITS DESIGNATED VOTING REPRESENTATIVE ON THE NYPA RECIPIENTS' COMMITTEE, TO VOTE AND EXECUTE WRITTEN INSTRUMENTS OR PROXY VOTE, ON ITS BEHALF RELATIVE TO THE REVIEWING OF ADMINISTRATIVE REPORTS, AND REPORTS OF CURRENT ISSUES AND/OR PROPOSED LITIGATION, TO ELECT THE EXECUTIVE COMMITTEE, STAND FOR ELECTION AS A MEMBER OF THE EXECUTIVE COMMITTEE



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AND TO SERVE, IF ELECTED, AND TO DISCUSS AND TAKE ANY OTHER ACTIONS ON BEHALF OF THE NYPA PROJECT POWER RECIPIENT CITIES AND TOWNS AS MAY BE DESCRIBED IN THE AGENCY AGREEMENT AND TO MAKE APPROPRIATE RECOMMENDATIONS ON ISSUES AFFECTING THE DELIVERY OF PROJECT POWER TO THE MDTE AND/OR MMWEC; AND THAT ROBERT WHEATLEY, CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION, HEREBY DESIGNATED AS AN ALTERNATE DESIGNATED VOTING REPRESENTATIVE FOR PEABODY, WHO SHALL, IN THE ABSENCE OF THE DESIGNATED VOTING REPRESENTATIVE, HAVE ALL THE POWER CONFERRED UPON THE DESIGNATED VOTING REPRESENTATIVE EXCEPT THOSE ADDITIONAL POWERS CONFERRED (IF ANY) RELATED TO SERVING AS A MEMBER OF THE EXECUTIVE COMMITTEE.

- **NATIONAL GRID** –Manager Trueira stated that we received a check from National Grid in the amount of \$48,787.90 as a monthly settlement for PTF charges for the month of February of 2016.
- **REMARKS OF COMMISSION**
- Commissioner Paras thanked the 125 Committee; IT and Engineers good job.
- Commissioner D’Amato welcomed Alex Bacon to the PMLP family.
- Chairman Wheatley thanked the Policy Committee for their hard work.

MOTION BY COMMISSIONER D’AMATO, SECONDED BY COMMISSIONER AYLWARD AND UNANIMOUSLY VOTED BY ROLL CALL (5-0):

MOVE TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH CHAPTER 30A, SECTION 21(a) TO DISCUSS COMPETITIVELY SENSITIVE INFORMATION.

Chairman Wheatley declared the Regular portion of the Meeting of April 28, 2016 adjourned at 7:35 p.m.

A TRUE RECORD

Attest:


William Aylward, Secretary
Peabody Municipal Lighting Commission