



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING FOR JANUARY 28, 2016

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, January 28, 2016 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; Manager Glenn Trueira, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Chairman Paras asked if there were any additions to the agenda and Manager Trueira is requesting to move the AMI Technology Vendor from the Award of Bids section to the Manager's Report section along with adding power supply strategy in Executive Session.

1. Agenda Item A: Approval of Agenda

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD 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: Election of Officers

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD WITH COMMISSIONERS AYLWARD, BONFANTI, D'AMATO AND PARAS VOTING IN THE AFFIRMATIVE AND COMMISSIONER WHEATLEY VOTING PRESENT AND VOTED BY ROLL CALL (4-0):

16-01 MOVE TO NOMINATE COMMISSIONER WHEATLEY AS CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2016.

Chairman Wheatley thanked Commissioner Paras for his work this past year. He complimented Commissioner Paras and stated he did a good job.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER PARAS WITH COMMISSIONERS AYLWARD, BONFANTI, PARAS AND WHEATLEY VOTING IN THE AFFIRMATIVE AND COMMISSIONER D'AMATO VOTING PRESENT AND VOTED BY ROLL CALL (4-0):

16-02 MOVE TO NOMINATE COMMISSIONER D'AMATO AS VICE CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2016.



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 28, 2016
Page 2

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER PARAS WITH COMMISSIONERS BONFANTI, D'AMATO, PARAS AND WHEATLEY VOTING IN THE AFFIRMATIVE AND COMMISSIONER AYLWARD VOTING PRESENT AND VOTED BY ROLL CALL (4-0):

16-03 MOVE TO NOMINATE COMMISSIONER AYLWARD AS SECRETARY OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2016.

4. Agenda Item D: Selection of Voting Order:

The Commission drew numbers for their 2016 seated voting order. The voting order is as follows:

Seat 1	Thomas Paras
Seat 2	Charles Bonfanti
Seat 3	Thomas D'Amato
Seat 4	William Aylward

5. Agenda Item E: Approval of Minutes:

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

16-04 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 17, 2015.

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY (5-0):

16-05 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF DECEMBER 17, 2015.

6. Agenda Item F: Appointments:

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

7. Agenda Item G: Correspondence

There being none, the meeting continued.

8. Agenda Item H: Manager's Reports:

- **SEDC/UPN**—Manager Trueira deferred to Kevin Moran, Business Manager, for an update. Kevin stated that we have been billing customers for three months. It seems to be going along very well. Kevin stated that we are continuing to train and outreach to our customers. Kevin stated that the next hurdle will be our audit. The audit is a combination of the vax and SEDC/UPN. He thanked the Commission, Administration and the Business Division for their hard work on the conversion.



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 28, 2016
Page 3

- **IPSWICH RIVER/JOHNSON STREET SUBSTATION** – Manager Trueira deferred to Roy Simoes, Associate Electrical Engineer, to brief the Commission on the project. Roy said that the materials have been ordered for Johnson Street. The first contract is for the outdoor substation equipment which includes 10 new 25KV vacuum circuit breakers. These oil-free circuit breakers will replace all in-service oil filled circuit breakers, as well as add new breaker positions for a new interconnecting line and new bus tie breaker to accommodate the new design at Ipswich River. This is coming from Canton, Ohio and is expected to be delivered in April 2016. Roy also stated that the team is meeting with Mike Barrett to work on the package that will hopefully come before the Commission in March for the Johnson Street Switching Station Construction (General Contractor). Commissioner D'Amato asked if the work performed at Johnson Street would have an impact on the baseball and softball games played there. Roy Simoes stated that it should not have any impact but he will work with Community Relations on notifying the appropriate parties. Roy stated that Ipswich River is still on target. The package for that part of the project will be in the October / November Commission Meeting timeframe and ordering takes approximately 9 to 10 months. These packages will be for the very expensive, large equipment purchases for that station.
- **GT-2** – Manager Trueira deferred to Chuck Orphanos, Associate Electrical Engineer to discuss the status of GT-2. Chuck stated that the generator was tested and was fine. They did discover some corrosion on the rotor. It would need to be pulled out and cleaned and would be complete by the end of February, 2016.
- **125 ANNIVERSARY** – Manager Trueira deferred to Jennifer Santoro, Community Relations, to discuss. At this moment, the Committee consists of Jennifer Santoro, Darlene Harding, Matt Dowling, Barbara Previte and Commissioners Wheatley and/or Paras. Jennifer informed the Commission of the date Saturday, June 18, 2016. Hours to be announced. Jennifer also said there will be a staff and retiree luncheon sometime in April. The 125 Committee also plans to participate at Market Street, Lynnfield to announce our 125 anniversary. Lastly, PMLP will be participating in the City of Peabody Parade on October 2, 2016 with a float. The 125 Committee will be seeking volunteers.
- **AMI PROJECT BUSINESS CASE** – Manager Trueira deferred to Emmanuel Agouridis, Junior Electrical Engineer, who gave a status update of the AMI project. Manole stated that the PMLP AMI team has been working diligently on the recommendation for an AMI vendor. The AMI team is very close to presenting this award to the Commission and reassured them that the project is still on track and we do not expect any delays due to the fact that the award would not take place tonight. The AMI team will also be working on the bid for the meter exchange in the next couple of months. The Commission thanked Manole for his work on this project.

PERSONNEL



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 28, 2016
Page 4

- **ASSISTANT SUPERINTENDENT OF ELECTRIC DISTRIBUTION (METERING)** – Manager Trueira stated that the employee currently holding this position has been out on Worker's Compensation for quite some time and will not be returning to PMLP. Manager Trueira stated that he has worked with Distribution and Engineering to revise the job description to include AMI responsibilities. With the added responsibilities, Manager Trueira is recommending a change in the grade from an E12 to E14.

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

- 16-06** MOVE TO APPROVE AND ACCEPT THE CHANGES IN THE ASSISTANT SUPERINTENDENT OF ELECTRIC DISTRIBUTION METERING JOB DESCRIPTION TO REFLECT THE AMI CONVERSION WITH A CHANGE IN PAY GRADE FROM AN E12 TO E14.

9. Agenda Item I: Committee Assignment / Report

- **COMMITTEE ASSIGNMENTS – 2016** Chairman Wheatley stated that the Commission did pretty well on the Policy Committee for 2015 and he would like to finish up and distribute the policy books.
- **125 Committee** – Chairman Wheatley asked Commissioner Paras to work with Jennifer Santoro, Community Relations Manager, to organize and plan the 125 Anniversary.

10. Agenda Item K: General Business

- **BUDGET 2016** – Manager Trueira asked if the Commission had any questions on the 2016 budget. If not, Manager Trueira is seeking a motion to move forward with the 2016 budget.

MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER PARAS AND VOTED WITH COMMISSIONERS PARAS, BONFANTI, AYLWARD AND WHEATLEY VOTING AFFIRMATIVELY AND COMMISSIONER D'AMATO VOTING PRESENT BY ROLL CALL (4-0):

- 16-10** TO ACCEPT AND APPROVE THE 2016 BUDGET AND ACTION PLANS AS PRESENTED AT THE JANUARY 15, 2016 BUDGET MEETING.

- **REAFFIRMATION OF POLICIES** – Chairman Wheatley would like to hold off until next meeting after the Policy Committee distributes the policy books.
- **BERKSHIRE WIND POWER COOPERATIVE CORPORATION (\$13,522.57)** – Manager Trueira stated that this check is for the sale of renewable energy credits. Discussions ensued about how much money is spent by Peabody in operations and maintenance of this project. Manager Trueira stated that it is approximately \$106,000 per month and Peabody receives approximately \$400,000



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 28, 2016
Page 5

to \$500,000 back so the cost is about \$600,000 per year. Chairman Wheatley asked for a schedule of monthly expenditures in layman's terms.

- **REMARKS OF COMMISSIONERS**

- Commissioner Paras thanked his fellow Commissioners on a successful 2015 and looking forward to continuing that success in 2016. Commissioner Paras stated that everyone is doing a great job with a lot of projects at PMLP.

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 11A1/2 AND CHAPTER 164, SECTION 47D OF THE OPEN MEETING LAWS FOR THE PURPOSE OF DISCUSSING AND CONDUCTING STRATEGY SESSIONS IN PREPARATION FOR COLLECTIVE BARGAINING AND POWER SUPPLY STRATEGY.

Chairman Wheatley declared the Regular portion of the Meeting of January 28, 2016 adjourned at 7:15 p.m.

A TRUE RECORD

Attest:


William Aylward, Secretary
Peabody Municipal Lighting Commission