



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING NOVEMBER 17, 2016

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, November 17, 2016 at the Peabody Municipal Light Plant, 201 Warren Street Ext., Peabody, Massachusetts at 6:30 p.m.

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

Chairman Wheatley asked if there were any additions to the agenda, and Manager Trueira stated that he had none.

1. Agenda Item A: Approval of Agenda:

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

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 D'AMATO AND VOTED UNANIMOUSLY (5-0):

**16-73** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 27, 2016.

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

**16-74** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF OCTOBER 27, 2016.



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4. Agenda Item D: Appointments:

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

5. Agenda Item E: Correspondence

There being none, the meeting continued.

6. Agenda Item F: Manager's Reports:

- **AMI UPDATE** – Manager Trueira deferred to Manole Agouridis, Assistant Superintendent of Electric Distribution, Metering, to review the project schedule. The kickoff meeting was attended by all vendors on November 14, 2016. Manole mentioned that PMLP has received the network equipment. Training occurred. Manole talked about the 30 and 60 day letters. The 60 day letters will be going out in December. Both letters are included in your package. Command Center Training will be the week of December 13, 2016. The Opt-Out Policy with the rate change is waiting for DPU approval and is expected to become effective on December 1, 2016. The first batch of 30 day letters is expected to be sent out during the week of January 9, 2017. Arrival of the first shipment of meters will be the week of January 16, 2017. Acceptance testing of the meters begins the week of January 16, 2017 and meter acceptance approval by January 30, 2017. The Meter Exchange starts February 6, 2017. Manole also mentioned that an electrical contractor would be on site during the deployment. Questions arose about a press release. Commissioner Paras suggested that we put something at the Senior Center.
- **IPSWICH RIVER/JOHNSON STREET SUBSTATION** – Manager Trueira deferred to Russ Dunn, Supervising Electrical Engineer, to give an overview in Roy's absence. Roy had a prior engagement with the City of Peabody. Russ stated that PMLP will be working with our environmental consultant, Epsilon, to address any concerns with DEP regarding water quality, and the Peabody Conservation Commission as well as the Army Corp of Engineers. We are presently trying to secure a Mass Water Permit for the project.
- **GT #2 REPAIRS** – Manager Trueira deferred to Charles Orphanos, Associate Electrical Engineer, to update the Commission on the repairs at GT #2. Chuck Orphanos stated that McDonald Electric has completed the replacement of switchgear equipment. They have installed replacement cubicles, relays and circuit breakers. PMLP has hired an Engineering company to perform the testing. The testing will take approximately three weeks with the intention to get back to normal operation again in December. Chuck mentioned that Air New Zealand will be here to go through the system the second week of the testing.



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- **GT #3** – Manager Trueira deferred to Bryan Howcroft, Principal Engineer, Energy Services, to discuss the status of the potential new Waters River generator, GT#3. MMWEC opened the bid documents on November 4, 2016. MMWEC will evaluate the bids from Pratt Whitney and General Electric, etc. MMWEC is working on the interconnection application. MMWEC is also drafting the Power Sales Agreement as well as working from the Peabody Conservation Commission. MMWEC will be drafting the Operating Supply Agreement with PMLP.
- **FUEL SYSTEM REMOVAL** – Manager Trueira deferred to Tony Makovitch, Environmental Coordinator, regarding the removal of the fuel storage tanks. Tony explained the process of removing the tanks and that some contamination was found around the pumps. Tony stated that digging occurred to find out the extent of the contamination. Tony informed the Commission that up to 100 cubic yards can be removed without reporting. A testing company will be coming in next week to determine the extent of the contamination.

## 7. Agenda Item G: Committee Reports

There being none, the meeting continued.

## 8. Agenda Item H: Award of Bids

- **LINE CONSTRUCTION AND MAINTENANCE SERVICE** – Manager Trueira deferred to Bill Jackson, Assistant Superintendent of Electric Distribution, to present the line construction and maintenance services bid award recommendation. Bill stated that the present contract with USA will expire in December. Distribution sent out a request for proposals to approximately 18 contractors as well as advertised on the Central Register, Dodge Reports, and Salem News. Four bids were received, from Hawkeye Elecnor Group, USA, Northline Utilities and Rigg, Distler, & Co. Distribution evaluated the bids. Hawkeye was in complete compliance; USA was not in compliance; Northline was not in compliance; and Riggs was in compliance. Bill Jackson stated that Hawkeye had purchased Halpin Line, who was our line construction contractor in 2010. Bill stated that they performed well for us. In addition to being the low bidder, Hawkeye is flexible with their working hours and have a large workforce with a preexisting presence in New England, and should be able to better support PMLP during major storms. Therefore, Staff recommended Hawkeye Elecnor Group for this award.



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MOTION BY COMMISSIONER AYLWARD, SECONDED BY COMMISSIONER PARAS WITH COMMISSIONERS PARAS, BONFANTI, D'AMATO AND AYLWARD VOTING AFFIRMATIVELY AND COMMISSIONER WHEATLEY VOTING NEGATIVELY (4-1):

- 16-75** MOVE TO AUTHORIZE THE MANAGER TO ENTER A CONTRACT WITH HAWKEYE ELECNR GROUP, LLC, FOR THE PERFORMANCE OF LINE CONSTRUCTION AND MAINTENANCE SERVICE FOR A PERIOD OF ONE YEAR BEGINNING DECEMBER 2, 2016 WITH THE OPTION OF AN EXTENSION FOR A SECOND YEAR.

9. Agenda Item I: General Business

- **AMI / CLERK OF THE WORKS** -- Manager Trueira deferred to Manole Agouridis, Assistant Superintendent of Electric Distribution, to discuss hiring a Clerk of the Works for the AMI project. Manole explained that the Clerk of the Works will be responsible for assisting in the management of day-to-day operations regarding the meter exchange vendor and electrical contracting vendor. Manole stated that Action Plan D14 was created and approved in the 2016 Action Plans and Budget to install an AMI system. PMLP anticipates the need to procure several other materials and services. The PMLP staff has determined the need for a temporary role during the AMI implementation phase. PMLP staff was made aware of a candidate to fill this roll. The candidate has approximately 30 years in the electrical utility industry directly related to metering operations. Background and reference checks were performed with positive results. The candidate understands that they would be paid on an hourly basis and on an as needed basis. The Clerk of the Works is expected to be trained and brought up to speed in the coming months and expected to begin in late January and continuing for approximately 9 months.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD WITH COMMISSIONERS PARAS, BONFANTI, D'AMATO AND AYLWARD VOTING AFFIRMATIVELY AND COMMISSIONER WHEATLEY VOTING NEGATIVELY (4-1):

- 16-76** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO HIRE THE CLERK OF WORKS (TRACEY LEE MINI) TO FULFILL THE ROLE OF CLERK OF THE WORKS FOR THE AMI PROJECT AT AN ESTIMATED AMOUNT OF \$99,000 WITH A CONTINGENCY BUDGET OF \$9,900.

- **REMARKS OF COMMISSION**
- Commissioner Paras thanked Manole Agouridis for his work on the AMI project and Bill Jackson for the line construction award as well as a Happy Thanksgiving to all.
- Commissioners Bonfanti, Aylward and D'Amato wished all a Happy Thanksgiving.
- Commission Wheatley stated that the first union meeting occurred on November 4, 2016.



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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 November 17, 2016 adjourned at 7:15 p.m.

A TRUE RECORD

Attest:

  
William Aylward, Secretary

Peabody Municipal Lighting Commission