



Peabody Municipal Light Plant

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

PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING September 22, 2016

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, September 22, 2016 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 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 there was additional correspondence from Our Lady of Fatima Church.

Manager Trueira also stated that Commissioner Bonfanti would not be attending tonight's meeting due to an illness.

1. Agenda Item A: Approval of Agenda:

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER AYLWARD AND UNANIMOUSLY VOTED (3-0):

MOVE TO APPROVE THE AGENDA AS AMENDED

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:

Since Commissioner Aylward was not present at the August 1st Special Meeting, Chairman Wheatley stepped off the Chair to vote on the minutes.

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER WHEATLEY AND VOTED UNANIMOUSLY (3-0):

16-62 MOVE TO APPROVE THE SPECIAL MEETING MINUTES OF AUGUST 1, 2016.



Peabody Municipal Light Plant

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

Minutes of Regular PMLC

September 22, 2016

Page 2

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER WHEATLEY AND VOTED UNANIMOUSLY (3-0):

16-63 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF AUGUST 1, 2016.

4. Agenda Item D: Appointments:

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

5. Agenda Item E: Correspondence

- **Our Lady of Fatima** – Chairman Wheatley stated that there was a request made from Reverend Christopher Gomes, Pastor, as well as Advendino Lima, to relocate, without cost, the telephone pole at 50 Walsh Avenue approximately 3'-4' to accommodate two-way traffic in the driveway. Manager Trueira stated that the pole is approximately 35-40 years old.

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER AYLWARD AND VOTED UNANIMOUSLY (3-0):

16-64 MOVE TO COMPLY WITH THE REQUEST FROM OUR LADY OF FATIMA AND MOVE THE POLE.

Commissioner D'Amato arrived at 6:40 p.m.

6. Agenda Item F: Manager's Reports:

- **AMI UPDATE** – Manole Agouridis, Assistant Superintendent of Electric Distribution, Metering, reviewed the project schedule. The anticipated project schedule starts with the arrival of first article meters during the week of October 3, 2016 along with the network equipment, and meter maintenance tools, and the activation of Command Center (the AMI software). The kickoff meeting with all vendors is scheduled for the week of October 10, 2016. Tesco will be performing the first article meters during the week of October 17, 2016. The arrival of meters should occur at the end of November 2016. The First Article Meters is the process in which the meters are evaluated and once PMLP is satisfied, PMLP will direct Landis & Gyr (L & G) to start production of the meters. Once all of the above is in place, the meter exchange will start. Manole then spoke about hiring a temporary clerk of the works who will be responsible for the day-to-day operations. Manole also mentioned that an electrical contractor would be on site to assist with service repairs during the deployment.
- **IPSWICH RIVER/JOHNSON STREET SUBSTATION** – Manager Trueira deferred to Roy Simoes, Associate Electrical Engineer, who stated that the Johnson Street Switching Station Project is essentially complete, with only a few odds and ends including closing out the general contractor. The station is fully functional and was put on-line the last day of July. Roy mentioned that we are



Peabody Municipal Light Plant

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

Minutes of Regular PMLC

September 22, 2016

Page 3

working with the City of Peabody on utility pole relocation as part of the Ipswich River Project. Roy talked about a new line from Ipswich River along the bike path. The next step is the environmental permitting. He will be working with our environmental consultant, Epsilon, to address any concerns. The team met with an agency named MEPA and was very pleased with the limited number of questions. In his opinion, it means that they fully understand the project. National Grid has been there doing a lot of work and preparing swap mats. Swap mats make it so that work can be done with the heavy equipment. The team will be meeting with the Peabody Conservation Committee as well as with the Army Corp of Engineers. Roy will be working on a final updated schedule.

- **NEW PMLP WEBSITE** – Manager Trueira deferred to Jennifer Santoro, Community Relations, to discuss the website. It is approximately 80% done. She is working with Comfort-Zones, the website consultant, on finishing up the content for the site along with photographs. Jenn stated that she would be happy to send a link of the website. Commissioner D'Amato stated the more eyes to review the better. Commissioner Paras requested the link.
- **GO PROGRAM / PRESCRIPTIVE LIGHTING FOR COMMERCIAL CUSTOMERS** – Manager Trueira deferred to Jennifer Santoro, Community Relations, to discuss the prescriptive lighting program for commercial customers. The Commission had approved this program at the March 24, 2016 meeting. This is a pilot program for commercial and industrial customers for rebates on prescriptive lighting. The budget was for \$36,000. PMLP has been working with MMWEC on this program with the team consisting of Glenn Trueira, Russ Dunn, Bryan Howcroft, Jenn Santoro and John Myers. There are at least five commercial customers that want to participate in this pilot. Commissioner Wheatley asked if there was sufficient money for the rebate. Jenn Santoro stated that this is a pilot and a \$2,500 per service limit is the amount most municipals use.

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

16-65 MOVE TO IMPLEMENT THE PILOT PROGRAM FOR HELPS AND GO.

- **LED STREET LIGHTS / STATE GRANT** – Manager Trueira deferred to Roy Simoes who stated that we have been working with MMWEC who informed us that the Department of Energy Resources is making money available in a grant program for LED Street Lighting. MMWEC has submitted an application on behalf of the Peabody Municipal Light Plant along with 18 other municipals. The anticipated date for an answer is by the end of September. The grant will pay 50% of the material costs (light fixture/photo eye). Manager Trueira stated that there is a 20 year life on the fixture with a very good warranty. Roy said that MMWEC has been asking a lot of questions about the research that Manole did for our pilot program. The two firms we identified were Cree and Leotech. No fixtures have yet failed—pretty good odds. We have about 6,000 streetlights and the



Peabody Municipal Light Plant

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

Minutes of Regular PMLC

September 22, 2016

Page 4

ballpark estimate, including labor, equipment and police details, for full deployment, would be \$1,500,000, assuming we are awarded the grant. The grant would not pay for labor or police details. The deployment has to happen within a 1.5 year period. A discussion ensued regarding the lighting color. This will be white light – 3,000k which is a color temperature. Commissioner Paras asked if we have had feedback from customers or people driving through. There has been nothing negative received about our pilot program. Signs have been placed in the areas at Symphony Park, Centennial Drive entrance from Summit Street; Wildwood; Moulton Drive; Raddin Road, Peabody Police, Perkins and Allen Lane identifying that it is LED lighting. Roy stated that he will be attending a meeting with the City of Salem with Will Cardello, Junior Electrical Engineer, to see what fixtures they used. They bought their fixtures from National Grid. This is going to be a widespread effort. The entire implementation would cost about \$2,100,000 without the grant money.

- **RTI REPORT** – Manger Trueira deferred to Phil Rohn, Superintendent of Distribution, to update the Commission on the investigation by RTI who is assisting us. PMLP is very pleased with them and it was a very depth analysis. They started in September of last year. The Phase I draft report identifies that the underlying problem was a silicon grease / lubricant. This is used as the lubricant for switching elbows. Over time this grease degrades and dries up. There were approximately two dozen draft recommendations that would be valuable for us to implement. The team consisting of Phil, Dennis Ahlin, Russ Dunn, Roy Simoes and Chuck Orphanos, are reviewing the recommendations. The team is now evaluating and coming up with a plan. Commissioner Wheatley stated that the linemen need more training. Phil Rohn spoke about partial testing that helps categorize the level of concern about the different locations. It will allow us to organize our approach on the most vulnerable first. A short discussion ensued regarding recommendation #24, a lineman's comment, which was explained by Phil and Manager Trueira.

Attorney Pender arrived at 7:30 p.m.

- Agenda Item G: Committee Reports

- **125 ANNIVERSARY** – Chairman Wheatley stated that this is the final report from the 125 Anniversary Committee. The Committee consists of Darlene Harding, Matt Dowling, Barbara Previte, and Jennifer Santoro. It has been quite a year—retiree luncheon, 125 Celebration in June. Thank you very much. Commissioner Paras is asking for a budget of the 125. Jenn Santoro said she would email it to him. The Committee is now abolished.

7. Agenda Item H: Award of Bids

- **REMOVAL OF TWO UNDERGROUND STORAGE TANKS** – Manager Trueira deferred to Tony Makovitch, Environmental Coordinator, to discuss the existing underground gas and diesel storage tanks. Tony Makovitch stated that five bids were received at the bid opening on July 14, 2016. Since only one bid was eligible, and it was \$12,250 over the budgeted \$50,000;



Peabody Municipal Light Plant

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

Minutes of Regular PMLC

September 22, 2016

Page 5

the Commission rejected all bids and authorized staff to prepare new bid specifications and rebid the project. The package was prepared and mailed on September 1, 2016. Five bids were received. Weston & Sampson, design engineer for PMLP, reviewed and evaluated the bids. The eligible low bidder was Dec-Tam Corporation of North Reading in the amount of \$40,545. All references were positive.

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

- 16-66** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND AUTHORIZE THE MANAGER TO ENTER INTO A CONTRACT WITH DEC-TAM CORPORATION IN THE AMOUNT OF \$40,545 FOR THE REMOVAL OF TWO UNDERGROUND STORAGE TANKS, WITH A CONTINGENCY BUDGET OF \$5,000.

8. Agenda Item I: General Business

- **AMI CONSULTANT – MGP CONTRACT** -- Manager Trueira deferred to Manole Agouridis, Assistant Superintendent of Electric Distribution / Metering, to discuss the consulting services information brief. Chairman Wheatley questioned the contract with Woodard & Curran and Modern Grid Partners. Manager Trueira explained what transpired. The partners who were assigned to our project from Woodard & Curran were spinning off and forming their own firm. So we kept our contract with Woodard & Curran and got permission from all to have the original partners who went to Modern Grid finish the process. Now we are before the Commission to hire Modern Grid Partners to help us in implementation phase of the Automated Metering Infrastructure (AMI) Project. We are now hiring them on a time and materials budget.

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

- 16-67** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND RECOMMEND THAT THE MANAGER ENTER A CONTRACT WITH MODERN GRID PARTNERS TO PROVIDE AMI CONSULTING SERVICES WITH THE CONTRACT BEING A MINIMUM OF \$90,000 UP TO THE BUDGETED AMOUNT OF \$150,000.
- **AMI – FIRST ARTICLE AND SAMPLE METER TESTING TESCO CONTRACT** – Manager Trueira deferred to Manole, Assistant Superintendent of Electric Distribution / Metering, to discuss the meter acceptance testing. PMLP only received one vendor's (Tesco) response on both the First Article and Sample Testing. One other bidder bid on the Sample Testing only. For economies of scale, and efficiencies realized in performing both functions, it was recommended that we use Tesco for both types of testing.



Peabody Municipal Light Plant

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

Minutes of Regular PMLC
September 22, 2016
Page 6

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

- 16-68** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND RECOMMEND THAT THE MANAGER ENTER A CONTRACT FOR PROFESSIONAL SERVICES FOR METER TESTING. THESE SERVICES ARE PART OF THE PMLP'S AMI PROJECT WITH THE PURPOSES OF PROVIDING THIRD PARTY TESTING. THIS TESTING ENSURES THAT THE METERS PROVIDED BY THE AMI VENDOR ARE ORDERED AND BUILT CORRECTLY IN THE AMOUNT OF \$31,709.32 WITH A CONTINGENCY BUDGET OF \$3,500.
- **MANAGER'S PERFORMANCE EVALUATION** – Chairman Wheatley wanted to make sure each Commission had a copy of the Manager's Performance Evaluation Forms. Chairman Wheatley would like the Commission to fill it out and be ready to discuss at the October 27, 2016 meeting.
 - **BERKSHIRE WIND POWER COOPERATIVE CORPORATION** – PMLP received a check in the amount of \$18,759.53 for Renewable Energy Credits being sold.
 - **NATIONAL GRID** – PMLP received a check in the amount of \$135,534.40 because of local transmission settlement charges. Both checks are deposited in the general cash account.
 - **REMARKS OF COMMISSION**
 - Commissioner D'Amato thanked the 125 Committee especially Jenn Santoro for their hard work.

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

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 September 22, 2016 adjourned at 8:05 p.m.

A TRUE RECORD

Attest:

William Aylward, Secretary

Peabody Municipal Lighting Commission