



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING SEPTEMBER 28, 2017

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, September 28, 2017 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, Thomas Paras and Robert Wheatley; Manager Glenn Trueira, Assistant Manager Chuck Orphanos, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Vice Chairman Aylward asked if there were any additions to the agenda and Manager Trueira stated no.

1. Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA.

2. Agenda Item B: Announcement:

Vice Chairman Aylward 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 WHEATLEY, SECONDED BY COMMISSIONER PARAS AND VOTED UNANIMOUSLY (3-0):

**17-43** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF JUNE 22, 2017.

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

**17-44** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF JUNE 22, 2017.

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

**17-45** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF AUGUST 14, 2017.

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



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 2

- 17-46** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF AUGUST 14, 2017.

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

- 17-47** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 7, 2017.

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

- 17-48** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF SEPTEMBER 7, 2017.

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.

Commissioner D'Amato arrived at 6:35 p.m.

6. Agenda Item F: Manager's Reports:

- **AMI UPGRADE**— Manager Trueira deferred to Manole Agouridis, Assistant Superintendent of Electric Distribution / Metering, who spoke about the AMI project. Manole reviewed the project schedule. Manole stated that it continues to move smoothly. Manole informed the Commission that as of yesterday approximately 18,000 meters have been exchanged which is approximately 68% of the total. Manole stated that we have received 100 RTUs. Questions arose about the number of RTUs. The AMI team is working with Administration and the Electrical Inspector to come up with a plan on taking care of these RTUs. Manole said that he believes the project is on schedule and anticipates the project to be completed by December. Chairman D'Amato praised the chart.
- **LED STREETLIGHT PROJECT** – Manager Trueira deferred to Phil Rohn, Superintendent of Electric Distribution, to discuss the LED streetlight project. Phil stated that this is part of a grant project that PMLP received from the Massachusetts DOER. PMLP has approximately 5,600 lights to be replaced by the end of June, 2018. Phil Rohn explained that extra precaution is being taken by also replacing the wires and connectors for these LED street lights so that once the new lights are installed, hopefully, we will not have to return to them for maintenance. Distribution has replaced approximately 1,050 lights to date. The street lights replaced over the summer have been on



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 3

busier streets such as Lynnfield Street, Allen's Lane, Lynn Street, Summit Street, Lake Street, Foster Street, Perkins Street, Lowell Street (part of) and Centerville area. Phil emphasized that Distribution has a 4-man crew that is more efficient on the replacement and it is going smoother. This crew can replace approximately 30 lights per day. The entire project needs to be complete by June 30, 2018. Chairman D'Amato requested a chart similar to the AMI schedule showing the progress—specifically in color.

- **IPSWICH RIVER SUBSTATION** – Manager Trueira deferred to Roy Simoes, Supervising Electrical Engineer, to discuss the status of the project. Roy mentioned that the Order of Conditions was approved by the Peabody Conservation Commission. Roy stated that now that the 20 day response period has expired, Engineering (Brian Abcunas) will be filing it with the Registry of Deeds in Salem. Roy informed the Commission that the Ipswich River team had a meeting with National Grid regarding the right of way. The Ipswich River team expects / wants to be in front of the Commission at the November / December meeting to present equipment specifications for power transformers and switchgear. The lead time is eight to nine months. There will be several other smaller bids. Roy did mention that PMLP has had good dialogue with Jenn Davis, Recreation Director, regarding the bike path. The bike path will be closed while PMLP is working on this project only during the day.
- **SPECIAL PROJECT 2015A** – Manager Trueira informed the Commission that we are continuing to work on this project with MMWEC and approximately 13 other municipals. The project will have to clear the Forward Capacity Market in February 2018. If it clears, the project will have to be completely built and operating by June 2021.

## 7. Agenda Item G: Committee Reports:

There being none, the meeting continued.

## 8. Agenda Item H: Award of Bids:

- **10 AWG BLACK AND WHITE TWISTED WIRE** – Manager Trueira deferred to Roy Simoes, Supervising Electrical Engineer, to discuss the 10 AWG black and white twisted wire information brief. Engineering and Distribution identified the need to purchase twisted black and white wire to ensure the new LED lights are installed using high quality materials that will last as long as the fixtures, which is approximately 20 years. Roy stated that the Engineering Division reviewed all the submitted bids for compliance to the #10 AWG Stranded Black and White Twisted Wire Assembly. The Business Division reviewed the Bidders Terms and Conditions and concluded that the bids submitted by the recommended bidder are compliant with all specifications. Graybar indicated that they were not in compliance with the terms and conditions, but after clarifying with them we determined that they were in compliance. Engineering studied the copper index history and future forecast and determined that it is unlikely that the price of copper will increase significantly before this order is made. This



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 4

analysis proved that the lowest bid which had an escalation formula should remain less expensive than the firm bids over the order period.

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

**17-49** TO AUTHORIZE THE MANAGER TO ENTER INTO A CONTRACT WITH GRAYBAR FOR THE PURCHASE OF 60,000 FEET OF #10 AWG STRANDED BLACK AND WHITE TWISTED WIRE ASSEMBLY FOR AN AMOUNT OF \$26,775 (SUBJECT TO ESCALATION FORMULA) WITH A 10% CONTINGENCY FOR A TOTAL OF \$29,453.

- **INSULATION PIERCING CONNECTORS**– Manager Trueira again deferred to Roy Simoes to discuss the information brief regarding the insulation piercing connectors. The Engineering and Distribution Division identified a need to purchase insulation piercing connectors to ensure the new LED streetlights are installed using high quality connections that will last as long as the fixtures do. On June 30, 2017, PMLP posted the Insulation Piercing Connectors Bid Package to our website, notified potential bidders, and advertised in the Salem News and Dodge Report. Addendum #1 was issued on July 10, 2017. The potential bidders were notified of the addendum. The Engineering Division reviewed the submitted bids for compliance and the Business Division reviewed the bidders' terms and conditions and concluded that the bid submitted by the recommended vendor is compliant. The Distribution and Engineering Divisions performed tests in the building and in the field and found that the T.E. Connectivity connectors had slightly better performance and a lower failure rate than the Sicame connectors. In addition, the Sicame connectors required several extra steps in the field which reduced productivity.

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

**17-50** TO ACCEPT THE RECOMMENDATION OF STAFF AND AUTHORIZE THE MANAGER TO ENTER INTO A CONTRACT WITH UTILITY POWER SUPPLY COMPANY FOR THE PURCHASE OF UP TO 7,500 INSULATION PIERCING CONNECTORS FOR A TOTAL AMOUNT OF \$26,925.

9. Agenda Item I: General Business:

- **STATE BID LIMIT CHANGES TO CHAPTER 164, 56D** - Manager Trueira informed the Commission that there has been a change in the State bidding laws. Specifically the change is on materials (equipment parts) procurement. The limit is now up to \$50,000 without going out to bid. PMLP still needs to obtain three quotes and use the lowest qualified bidder. Manager Trueira explained that he already reports monthly in his status report when he has signed a purchase order over \$15,000 and now he wants confirmation from the Commission that with the change, the Commission is comfortable with



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 5

him reporting the purchases in his status report. The Commission stated to continue reporting any purchases above \$15,000 in his status report but that PMLP can comply with the new State bidding limits for material procurement.

- **PP&FCA** -- Manager Trueira stated that the PP&FCA for the fourth quarter will be submitted next week. Manager Trueira stated that it looks like there may be a slight decrease in the rates. More details will follow.
- **PMLP CHRISTMAS PARTY** – Manager Trueira stated that Jennifer Santoro, Community Relations Manager, Barbara Previte and Patti Sears, Executive Assistants, reached out to four venues. The venues were Stonewood Tavern for a cost of \$4,175; Spinelli's for a cost of \$3,802; Capone's for a cost of \$2,657; and Toscana's which was not available. Manager Trueira is requesting funding in the amount of \$2,700 and to have the XMAS Party at Capone's.

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

**17-51** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF AND RECOMMEND THAT THE MANAGER APPROPRIATE \$2,700 FOR THE 2017 CHRISTMAS/HOLIDAY PARTY TO BE HELD AT CAPONE'S ON DECEMBER 1, 2017.

- **EXEMPT EMPLOYEE COMPENSATION** – The Chairman deferred to Commissioner Wheatley. Commissioner Wheatley spoke about the history of exempt employees' raises. Discussions ensued regarding the raises received by union employees and the percentage of the raises received by exempt employees. Commissioner Wheatley is looking to vote for a one year raise for exempt employees for 2% retroactive to July 1, 2017 and made a motion to that effect. Commissioner Paras seconded the motion and the Chairman called for a discussion on the matter. Commissioner Paras stated that he thought that the exempt employees should receive the same three year, 8% raise that the Union negotiated in their recent contract. Discussions ensued over how the exempt employees' raises have been granted over the years. Various Commissioners weighed in on their opinion of how this raise should be granted. Commissioner Paras made a motion to amend Commissioner Wheatley's motion to give the exempt employees a three year, 8 % raise, 2.5%, 2.5%, and 3%, similar to the Union raises for that same time period. Commissioner Aylward seconded the amended motion. After further discussion, the Commission voted on Commissioner Wheatley's original motion, and then the amended motion.



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 6

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

**17-52** MOVE TO AUTHORIZE THE MANAGER TO INCREASE THE EXEMPT EMPLOYEES SALARIES BY 2.0% RETROACTIVELY TO JULY 1, 2017 FOR THE PERIOD OF ONE YEAR (JULY 1, 2017 THROUGH JUNE 30, 2018).

**MOTION FAILS.**

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

**17-54** MOVE TO INCREASE THE EXEMPT EMPLOYEES SALARY BY 2.5% FOR THE YEAR JULY 1, 2017 THROUGH JUNE 30, 2018 (RETROACTIVELY TO JULY 1, 2017), 2.5% JULY 1, 2018 THROUGH JUNE 30, 2019; AND 3% JULY 1, 2019 THROUGH JUNE 30, 2020.

AMENDED MOTION BY COMMISSIONER WHEATLEY, WITH NO SECOND AND VOTED BY ROLL CALL WITH COMMISSIONER WHEATLEY VOTING AFFIRMATIVELY AND COMMISSIONERS AYLWARD, PARAS AND D'AMATO VOTING NEGATIVELY (1-3):

**17-53** MOVE TO INCREASE THE EXEMPT EMPLOYEES SALARIES BY 2.5% RETROACTIVELY TO JULY 1, 2017 FOR THE PERIOD OF ONE YEAR (JULY 1, 2017 THROUGH JUNE 30, 2018) AND REVISIT YEARLY.

**MOTION FAILS**

- **MMWEC CHECK (\$600,000)** – Manager Trueira stated it is our annual surplus fund disbursement from the MMWEC bond reserves. This money was put in unrestricted cash.
- **NATIONAL GRID (\$146,636.68)** – Manager Trueira stated that PMLP received a check in the amount of \$146,636.68 which is a settlement of the July transmission charges. The money is deposited in the cash account but subtracted off of the power supply bills.
- **REMARKS OF COMMISSIONERS**
- Commissioner Aylward stated that he is happy to see the projects moving forward.



# Peabody Municipal Light Plant

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

Minutes of PMLC  
September 28, 2017  
Page 7

- Commissioner Paras welcomed everyone back and thanked employees for the contract and for their hard work.
- Commissioner D'Amato congratulated Tim Hennessy and Brian Abcunas on their promotions.

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

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

Chairman D'Amato declared the Regular portion of the Meeting of September 28, 2017 adjourned at 7:45p.m.

A TRUE RECORD

Attest:

  
Thomas Paras, Secretary  
Peabody Municipal Lighting Commission