



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING JUNE 28, 2018

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, June 28, 2018 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 Paras, Thomas D'Amato and Robert Wheatley; Manager Glenn Trueira, Assistant Manager Charles Orphanos, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Chairman Aylward asked if there were any additions to the agenda and Manager Trueira stated under Manager's Report that he would like to add "Capital Contribution to Berkshire Wind Phase II Project".

A. Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA AS AMENDED.

B. Agenda Item B: Announcement:

Chairman Aylward acknowledged that this is an open meeting and informed the public that the meeting is being recorded by hand and voice recorder.

C. Agenda Item C: Approval of Minutes:

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

**18-43** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF MAY 24, 2018.

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

**18-44** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF THE MEETING OF MAY 24, 2018.

D. Agenda Item D: Appointments:

• **REMARKS OF THE GENERAL PUBLIC:**

There being none, the meeting continued.



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## E. Agenda Item E: Correspondence

Commissioner Wheatley stated that the Commission received correspondence from the Town of Wallingford (CT) thanking us for our mutual aid service.

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

## F. Agenda Item F: Manager's Reports:

- **IPSWICH RIVER SUBSTATION** – Manager Trueira deferred to Roy Simoes, Supervising Electrical Engineer, to update the Commission on the project. The site work has begun. Tree cutting is expected to begin today. Roy mentioned that the signs for the closure of the bike paths are located in West Peabody by the Big Y and near the Middleton end of the path. Roy stated that there has not been much backlash on the bike closing. Roy spoke about the Clerk of the Works which was approved at the 2018 Budget Meeting. It is noted as A2 in Engineering's Action Plan. Roy explained the importance of the Clerk of the Work and tasks performed. Roy said this person turns in a daily work report; takes notes; pictures and is instrumental in the day-to-day oversight of the operations of the project. This Clerk of the Works has assisted us on three other substation projects—Warren Street, Summit Street, and Johnson Street. Mr. Santos was instrumental on all three of those projects turning out as well as they did. Roy stated that Engineering would like to hire William Santos. Discussion ensued about if PMLP advertised for this position and what the Clerk would be paid. Roy informed the Commission that when the Higgins Middle School was being built the City of Peabody hired a Clerk of the Works and the City paid \$125 per hour. Further discussions ensued regarding the importance of Mr. Santos' loyalty to PMLP. Engineering estimated in the 2018 budget at \$60 per hour while the agreement with Mr. Santos will be \$55 per hour. A discussion ensued on whether a vote for this position should be taken.

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

**18-45** MOVE TO ACCEPT THE RECOMMENDATION OF ENGINEERING TO INSTRUCT THE MANAGER TO EXECUTE AN AGREEMENT AND HIRE A CLERK OF THE WORKS FOR THE IPSWICH RIVER PROJECT WHICH SHALL NOT EXCEED \$96,000.

## G. Agenda Item G: Committee Reports:

There being none, the meeting continued.

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

- **RELAY AND CONTROL CABINETS – WATERS RIVER SUBSTATION PROJECT** – Roy Simoes, Supervising Electrical Engineer, stated that as part of PMLP's Ipswich River Substation Project, the Engineering team determined that upgrades should be done at the Waters River Substation. This



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bid is the major component for the upgrades at Waters River Substation. The RFP was developed by our design engineers, PLM, as part of their contract with PMLP. The bid will provide us with eight relay and control cabinets, one annunciator cabinet and one termination cabinet to replace existing panels installed in the 1970's and to add a new panel for a new distribution circuit. The bid was sent directly to ten vendors and advertised in The Salem News, Dodge Reports, as well as the Central Register. PMLP received seven bids. Keystone Electrical Manufacturing's bid was less than the other six bidders and was in complete compliance. PMLP used Keystone for the relay and control cabinets for the renovated Johnson Street Switching Station and was very satisfied with their work.

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

- 18-46** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO ENTER INTO A CONTRACT WITH KEYSTONE ELECTRICAL MANUFACTURING CO., SUBJECT TO THE APPROVAL OF TERMS AND CONDITIONS, FOR MANUFACTURING, ASSEMBLY, AND DELIVERY OF TEN NEW RELAY AND CONTROL CABINETS FOR WATERS RIVER SUBSTATION FOR A TOTAL OF \$235,185.29 WITH A CONTINGENCY BUDGET OF \$24,000.

I. Agenda Item I: General Business:

- **BERKSHIRE WIND PHASE II EXPANSION PROJECT** -- Manager Trueira stated that at May 24, 2018 Executive Session Meeting a discussion ensued regarding the Berkshire Wind Phase II Expansion project. In that meeting, a motion was made and it is on the agenda this evening so that the Commission can ratify it in open session.

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

- 18-47** TO RATIFY MOTION #18-41 WHICH IS "TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO EXECUTE A PURCHASE POWER AGREEMENT WITH MMWEC FOR PEABODY MUNICIPAL LIGHT PLANT'S 1 MW OWNERSHIP SHARE OF THE BERKSHIRE WIND PROJECT, PHASE II."
- **BERKSHIRE WIND PHASE II EXPANSION PROJECT CAPITAL CONTRIBUTION** – Manager Trueira stated that a second motion was made at the May 24, 2018 Executive Session Meeting where a capital contribution to this project was made and it is on the agenda this evening so that the Commission can ratify it in open session.



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

**18-48** TO RATIFY MOTION #18-42 WHICH IS "TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO MAKE A CAPITAL CONTRIBUTION OF \$1.5 MILLION TOWARDS THE COST OF THE BERKSHIRE WIND PROJECT EXPANSION, PHASE II WITH THE FUNDS TAKEN FROM THE PMLP RESERVE TRUST ACCOUNT OR THE PMLP SELECT ACCOUNT AT MMWEC".

- **PP&FCA** – Manager Trueira stated that there would be a slight increase in all of the customers' bills for the third quarter due to increased market power costs. Manager Trueira explained that we would be taking \$150,000 per month from the Rate Stabilization Fund over the next three months to keep these changes minimal. Commissioner Wheatley asked if we could make the residential bills flat with no increase for the summer months. Specifically how much more from the Rate Stabilization Fund would have to be withdrawn to accomplish this. Manager Trueira stated that we would probably have to withdraw approximately \$30,000 - \$40,000 per month more for a total of \$180,000 - \$190,000 per month. Manager Trueira stated that Administration and Bryan Howcroft will work on the numbers so that the bills remain flat for residential customers.

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

**18-49** MOVE TO ADJUST / ALTER THE PP&FCA THIRD QUARTER 2018 RATES TO KEEP THE RESIDENTIAL CUSTOMERS BILLS FLAT FOR THE SUMMER MONTHS.

- **TOWN OF LYNNFIELD – IN LIEU OF TAX PAYMENT**– Manager Trueira stated that the Commission usually votes for the In Lieu of Tax Payment to the Town of Lynnfield at the June Commission Meeting. Manager Trueira stated that the annual amount changed several years ago to \$30,000 per year. Manager Trueira is seeking a vote for this year's payment.

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

**18-50** TO AUTHORIZE THE MANAGER TO MAKE AN IN LIEU OF TAX PAYMENT TO THE TOWN OF LYNNFIELD IN THE AMOUNT OF \$30,000.

- **ATTORNEY COMPENSATION** – Manager Trueira stated that at the May 24, 2018 Executive Session meeting a discussion occurred regarding the attorney's compensation.



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

**18-51** MOVE TO RATIFY MOTION #18-40 AS FOLLOWS: "TO INCREASE THE SALARY OF THE ATTORNEY POSITION FROM AN E6 TO AN E8 EFFECTIVE IMMEDIATELY".

• **REMARKS OF COMMISSIONERS**

- The Commissioners collectively expressed to staff to enjoy their summer.
- Commissioner Wheatley suggested his fellow Commissioners think about the PILOT for the City of Peabody. Specifically, Commissioner Wheatley mentioned two options, a one-time payment, or a change in the ongoing monthly payments. Commissioner Wheatley is just suggesting that the Commission think about it prior to this year's upcoming budget session.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER BONFANTI 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 AND NOT TO RETURN.

Chairman Aylward declared the Regular portion of the Meeting of June 28, 2018 adjourned at 7:20 p.m.

A TRUE RECORD

Attest:

  
Robert O. Wheatley

Peabody Municipal Lighting Commission