



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING SEPTEMBER 27, 2018

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, September 27, 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 D'Amato, Thomas Paras, 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 there are none.

- Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA.

- Introduction of Employees:

Manager Trueira introduced Dan Guitard, Environmental Coordinator; Emily Carbone, Telephone Operator and Christopher Ingalls, Power Plant Equipment Maintenance (Electrician).

- 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.

- Agenda Item C: Approval of Minutes:

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

**18-61** MOVE TO APPROVE THE SPECIAL MEETING MINUTES OF AUGUST 16, 2018.

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

**18-62** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF THE MEETING OF AUGUST 16, 2018.



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- Agenda Item D: Appointments:

- **REMARKS OF THE GENERAL PUBLIC:**

There being none, the meeting continued.

- Agenda Item E: Correspondence

Commissioner Wheatley stated that the Commission has received the resignation letter of the General Manager.

- Agenda Item F: Manager's Reports:

- **IPSWICH RIVER SUBSTATION** – Manager Trueira deferred to Supervising Electrical Engineer Roy Simoes to discuss the project. Overview of items as follows:

- The structural concrete has been poured and 100% complete;
- 85% of conduits installed (pipes);
- Firewall 100% complete;
- Two large 115 kv circuit breakers are here;
- Disconnect trailer load motor operator;
- Delivery of transformer scheduled for the first week of November;
- Requested travel permit for transformer;
- Switchgear is scheduled for mid-November;
- Site work raised 50/60 sub grade; and
- National Grid outage is anticipated for November 12, 2018.

Engineering is very pleased with the progress.

- **LED STREETLIGHT PROJECT** – Manager Trueira deferred to Superintendent of Electric Distribution Phil Rohn to give a final update on the LED streetlight project. Phil stated that 5,277 streetlights have been replaced. Phil has the nightman patrolling the City to check for old sodium ones that may have been missed. Phil said that PMLP is in good shape and on target for September 30<sup>th</sup> completion date. The new LED streetlight rates are being worked on with PLM. The City of Peabody will receive first year savings from this LED streetlight project. The final disbursement from MMWEC for the State grant will be forthcoming. Commissioner Wheatley suggested that we remove the signage regarding the pilot LED lights.

- Agenda Item G: Committee Reports:

There being none, the meeting continued.

- Agenda Item I: General Business:

- **CHRISTMAS EVE / HOLIDAY PARTY** – Manager Trueira stated that he received correspondence from the Union requesting we close on December 24, 2018. The employees will use their own time. Manager Trueira stated that if an employee does not have the time it could be advanced to



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them from their 2019 time if the Commission would allow this.

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

**18-63** TO ACCEPT THE RECOMMENDATION OF THE MANAGER TO CLOSE THE COMPANY ON MONDAY, DECEMBER 24, 2018 WITH EMPLOYEES USING THEIR OWN TIME (VACATION, PERSONAL, REST, OR HOLIDAY TIME) FOR THE HALF-DAY EXCEPT FOR THE LINEMAN WHO ARE ON STANDBY AND THE DISPATCHERS.

- **CHRISTMAS PARTY** – Manager Trueira stated that Community Relations Manager John Maihos has inquired at various venues for our Christmas Party. Generally, the Christmas Party has been held on the Friday evening of the Budget Meeting which is December 7, 2018. The Manager is requesting \$3,500 to fund this event. There was a short discussion about the money being in the Community Relations budget and Manager Trueira stated that it was not budgeted as the Commission had requested last year. John Maihos stated that Capones is available, within the proposed budget, and he has reserved it temporarily for that date. Commissioner Aylward asked if he could continue to check different venues.

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

**18-64** TO ACCEPT THE RECOMMENDATION OF THE MANAGER TO APPROVE \$3,500 FOR THE CHRISTMAS PARTY WITH A DATE AND VENUE TO BE DETERMINED.

- **SEASONAL EMPLOYEE PAY RATES** – Manager Trueira stated that the minimum wage is being increased to \$12 per hour effective January 1, 2019. Currently our seasonal employees are paid \$11 for their first year; \$11.50 for their second year; and \$12 for their third year. A discussion about the steps occurred. Returning seasonal employees for the winter break pay rates will have to change if they are working after January 1, 2019.

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

**18-65** TO INCREASE THE SEASONAL AND/OR TEMPORARY EMPLOYEES FROM \$11 FOR THE FIRST YEAR TO \$12; FROM \$11.50 FOR THE SECOND YEAR TO \$12.50 AND FOR THE THIRD YEAR TO \$13 FROM \$12 EFFECTIVE JANUARY 1, 2019.

- **NATIONAL GRID (\$90,524.14)** – Manager Trueira stated that this check is for network transmission service for the month of June.



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- **REMARKS OF COMMISSIONERS**

- The Commissioners again collectively expressed their appreciation to staff for their hard work.

MOTION BY COMMISSIONER PARAS, SECONDED BY COMMISSIONER D'AMATO 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 September 27, 2018 adjourned at 7:15 p.m.

A TRUE RECORD

Attest:

Robert O. Wheatley

Peabody Municipal Lighting Commission