



# Peabody Municipal Light Plant

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## PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING

FEBRUARY 28, 2019

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, February 28, 2019 at the Peabody Municipal Light Plant, 201 Warren Street Ext., Peabody, Massachusetts at 6:30 p.m.

Present for the meeting were Commissioners Charles Bonfanti, Thomas D'Amato, Thomas Paras and Robert Wheatley; Manager Charles Orphanos, Attorney Philip Durkin and Recording Secretary, Barbara Previte.

Chairman Paras asked if there were any additions to the agenda and Manager Orphanos stated there were none.

- Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA.

- Agenda Item B: Announcement:

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

- Agenda Item E: Approval of Minutes:

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

**19-12** MOVE TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 24, 2019.

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

**19-13** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MINUTES OF JANUARY 24, 2019.



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- Agenda Item F: Appointments:

- **REMARKS OF THE GENERAL PUBLIC:**

There being none, the meeting continued.

- Agenda Item G: Correspondence

There being none, the meeting continued.

- Agenda Item H: Manager's Reports:

**STATUS REPORTS:**

- **IPSWICH RIVER SUBSTATION** – Manager Orphanos deferred to Brian Abcunas, Associate Electrical Engineer, to update the Commission. Brian stated that there have been a couple of milestones—the first being the outage with National Grid which occurred on February 14. It was with the C155 north line that was energized and connected to our substation. The next outage will be scheduled for April 1, 2019 with B154 north line to make up new connections to our new substation. After the completion of that, we take down the old substation. Brian stated that PMLP has been working with National Grid to provide SCADA via radios and should be installed prior to the April 1 date. Brian stated 4/1 floor mapping matts will be removed by 5/1/19. Brian mentioned pile foundation for the steel poles and lastly working with the switchgear. The project is continuing along as planned.
- **mPower** – Manager Orphanos deferred again to Brian Abcunas, Associate Electrical Engineer, to discuss mPower. There are only two vendors/companies that provide this type of service. The companies are Futura and mPower. Brian explained that mPower is a Wisconsin based company that provides products and professional services to enhance and better utilize the data from AMI systems. Brian stated that approximately 12 municipalities are already using mPower. The investigative team has visited Wakefield and Groton who are presenting using mPower. Brian stated that this would be a capital project that would take approximately 1.5 years to implement. Brian stated that PMLP has been investigating and seen several demonstrations of their product in action. mPower is well represented by several local municipal utilities. Their software called “integrator” is a tool that works with our data bases and AMI to present the data/information graphically on a computer monitor. Brian stated that it is a grid modernization program working with our current AMI system to transmit data every 15 minutes.) It also has the GIS capability to manage our load along with an outage management system. The project would start as professional services by GIS modeling of our system and become a “sole supplier” because of utilizing our existing data to create the model.

- Agenda Item I: Committee Reports:



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Chairman Paras deferred to Commissioner Wheatley to continue to work with John Maihos, Community Relations / Human Resources, on policies—specifically the Leave Policy and Anti Bullying Policy.

- Agenda Item J: Award of Bids:

There being none, the meeting continued.

- Agenda Item K: General Business:

**CHARGE-OFF LIST FOR THE PERIOD ENDING DECEMBER 31, 2018** – Manager Orphanos stated that this comes before the Commission on an annual basis to discuss the 2018 charge offs. The charge-off list is compiled of three types of accounts: bankruptcies which is pursued through bankruptcy court with a lien process; the second is non-residential accounts which are terminated for credit delinquency for balances over 30 days in arrears; and residential accounts which are terminated for credit delinquency from April 15 through November 14 for balances over 60 days in arrears, unless designated as protected. Karen stated that Business started using a third-party collection agency. As a result, PMLP collected \$10,600 in 2018 of which PMLP received payments totaling \$6,600. Karen informed the Commission that there is another third-party collection agency, called Utilities Exchange, who work with SEDC that she would like to pursue. This company is more attractive to PMLP in obtaining a better return. The charge off for 2018 is \$122,198.28.

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

**19-14** TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO CHARGE OFF EIGHT BANKRUPTCY ACCOUNTS IN THE AMOUNT OF \$20,929.28, 284 RESIDENTIAL ACCOUNTS IN THE AMOUNT OF \$89,082.40, AND 16 NON-RESIDENTIAL ACCOUNTS IN THE AMOUNT OF \$12,077.74 FOR A TOTAL OF \$122,198.28.

- **JULY 5, 2019 CLOSING** – Manager Orphanos has received a request from the Union regarding closing for business on Friday, July 5, 2019. Manager Orphanos confirmed that staff had sufficient personal, vacation or holiday time on the books to use and it was confirmed that employees had, and were willing to use their time. Manager Orphanos said we have done this before as long as these requirements were met.



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

**19-15** THAT THE PEABODY MUNICIPAL LIGHT PLANT WILL BE CLOSED FOR BUSINESS ON FRIDAY, JULY 5, 2019, PROVIDED EMPLOYEES USE THEIR OWN PERSONAL, VACATION AND/OR HOLIDAY TIME TO ACCOUNT FOR THIS LEAVE.

- **NATIONAL GRID (\$5,748.16)** – Manager Orphanos stated that this check is for network transmission service for the month of December 2018.
- **REMARKS OF COMMISSION** – The Commission was collectively silent – no remarks.

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

**19-16** MOVE TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH CHAPTER 30A, SECTION 21(a) TO DISCUSS COMPETITIVELY SENSITIVE INFORMATION AND NOT TO RETURN.

Chairman Paras declared the Regular portion of the Meeting of February 28, 2019 adjourned at 7:35 p.m.

A TRUE RECORD

Attest:

Thomas M. D'Amato, Secretary  
Peabody Municipal Lighting Commission