



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING MAY 23, 2019

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, May 23, 2019 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 Charles Orphanos, Assistant Manager Bryan Howcroft, 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.

Chairman Paras and the Commission welcomed and congratulated Assistant Manager, Bryan Howcroft.

- Agenda Item A: Approval of Agenda:

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

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 C: Approval of Minutes:

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

19-29 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 25, 2019.



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Commissioner Wheatley requested that the Executive Session Minutes of April 25, 2019 be held and discussed the content in Executive Session.

- Agenda Item D: Appointments:

- **REMARKS OF THE GENERAL PUBLIC:**

There being none, the meeting continued.

- Agenda Item E: Correspondence

There being none, the meeting continued.

- Agenda Item F: Manager's Reports:

STATUS REPORTS:

- **IPSWICH RIVER SUBSTATION** – Manager Orphanos deferred to Brian Abcunas, Associate Electrical Engineer, to update the Commission. Brian stated that the new station is energized. The old station (former substation) has mostly been demolished and most of the big equipment is removed. At present, we are starting to restore the former site to its natural state. The power transformer needs to be moved from Ipswich River to our Waters River substation. The move will take place on Sunday, June 2, 2019 via Route One southbound. Brian explained because of the bridges on Lowell Street it has to travel along Route One. PMLP has been working with the State Highway department to coordinate this move.
- Brian then spoke of the steel poles from Ipswich River substation to Russell Street and off road to Johnson Street. The poles are in the process of being installed and sporadic bike path outages will be needed to complete this work. Brian also spoke about the relay and control panels which will be forthcoming from Keystone. The new relay work will start after we receive the equipment.
- Agenda Item G: Committee Reports:
- Chairman Paras deferred to Commissioner Wheatley who stated that the Commissioners should have received a copy of the Anti-Fraud Policy which has been written by Karen



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Repucci and reviewed by the Policy Committee (John Maihos, Community Relations, and Commissioner Bob Wheatley) for approval and review by the Commission.

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

19-30 MOVE TO ACCEPT AND APPROVE THE ANTI-FRAUD POLICY AND ADD IT TO THE OPERATIONAL AND PROCEDURES GUIDE TO BE DISTRIBUTED TO EMPLOYEES.

- Agenda Item H: Award of Bids:
- **Power Line Clearance (Tree Trimming)** – Manager Orphanos deferred to Michael Pazzanese, Assistant Superintendent of Electric Distribution / Safety, to present the Line Clearance bid results. The requests for bid are for a two-year contract which was sent to a total of 15-line clearance contractors, as well as advertised in the Dodge Report and the Salem News and posted on the Massachusetts Central Register. Three bids were received as well as two no bids. The three bids received were from Asplundh Tree Expert LLC, Northern Tree Service Inc. and The Davey Tree Expert Co. All three vendors are experienced line clearance tree contractors with good reputations. Staff recommends the lowest bidder, Asplundh.

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

19-31 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF FOR THE MANAGER TO ENTER INTO A CONTRACT FOR A TWO-YEAR PERIOD IN THE AMOUNT OF \$988 DAILY CREW RATE FOR THE FIRST YEAR AND THE DAILY CREW RATE FOR THE SECOND YEAR AT \$1,023.83.

- Agenda Item I: General Business:
- **Surplus of Distribution Equipment** -- Manager Orphanos deferred to Phil Rohn, Superintendent of Electric Distribution, to talk about the list of distribution equipment. Phil explained that several years ago the Commission suggested we include our surplus distribution equipment with an auction that the City of Peabody was having. The equipment was declared surplus but the auction did not occur. Distribution is now asking the Commission to advertise the equipment on Gov.deals which Distribution has



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had success with selling items. The Chair and Commission said to sell it. It is good to sell. There is no need for a motion because it was declared surplus on November 24, 2014 by Motion # 14-70.

- **REMARKS OF COMMISSION** – Commissioner Bonfanti shared that Peter Pavenski's son will be honored at the Memorial Day parade and ceremony.
- Chairman Paras said he was sorry that he missed the Senior Concert but thanked Bob for attending the concert.

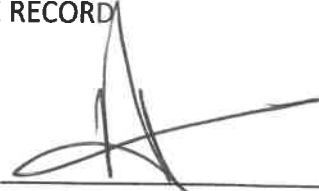
MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER AYLWARD AND UNANIMOUSLY VOTED (5-0):

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

Chairman Paras declared the Regular portion of the Meeting of May 23, 2019 adjourned at 6:55 p.m.

A TRUE RECORD

Attest:


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