



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING FEBRUARY 24, 2022

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, February 24, 2022 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, Raymond Melvin and Thomas Paras; Manager Joe Anastasi, Assistant Manager Bryan Howcroft, Attorney Philip Durkin and Recording Secretary Barbara Previte.

Chairman Aylward asked if there were any additions to the agenda and Manager Anastasi stated there are none.

- Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA.

- 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.

- Agenda Item C: Approval of Minutes:

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

22-13 MOVE TO APPROVE THE BUDGET MEETING MINUTES OF JANUARY 11, 2022.

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

22-14 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 27, 2022.



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- Agenda Item D: Appointments:

- **REMARKS OF THE GENERAL PUBLIC:**

Chairman Aylward asked if there were any remarks of the general public. Several people in the audience raised their hands. The first person to address the Commission and Manager was Ron Smoller. Mr. Smoller assumed the questions and answers by PMLP were going to be openly discussed at the meeting. Mr. Smoller is requesting that these be part of the agenda. The Commission stated that they can receive the correspondence; however, if their request was to be part of the agenda then they need to get the information to the Manager no later than the Thursday before the meeting. The item up for discussion on the agenda is up to the Chairman and/or Manager.

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

22-15 MOVE TO RECEIVE THE CORRESPONDENCE FROM RON SMOLLER WITH QUESTIONS AND ANSWERS BY PEABODY MUNICIPAL LIGHT PLANT.

Mr. Smoller reiterated that he has some follow up questions from the answers. First, he asked about the status of the MAPC meeting with the City. Peabody Municipal Light Plant (John Maihos and Bryan Howcroft) are working with the MAPC staff to establish a greenhouse gas emissions baseline and then develop near-term strategies and actions that will help Peabody lower those emissions to net-zero. Please note that these meetings are run by the City of Peabody and PMLP is participating.

The next question is about when a vehicle is retired, will PMLP replace it with an electric vehicle. Manager Anastasi stated that depending on the vehicle that is being retired PMLP will make their best effort to obtain an electric vehicle.

Manager Anastasi stated that he has offered an open meeting to discuss what PMLP is doing, etc. and no one has taken him up on it. Manager Anastasi stated we are working hard to have open dialog with ratepayers.

Mr. Stewart Lazares stated that you accepted our questions and the answers were great but again we are not on the agenda.



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Chairman Aylward stated we will create a committee to consist of four people.

Commissioner Melvin stated he is happy to be part of this committee.

- Agenda Item G: Correspondence

There being none the meeting continued.

- Agenda Item H: Manager's Reports:

STATUS REPORTS:

- **SOLAR PANEL PROJECT** – Manager Anastasi stated PMLP will be replacing the roof on the building and diesel plant. Manager Anastasi and Commissioner Melvin invited a solar company and roofing company to investigate and explore the possibility of putting solar on the building. Further discussions need to occur regarding the solar. There was mention on maybe solar panels on our hill. Manager Anastasi stated that we are investigating solar and have done previously on property within the City and it was welcomed by “Not in my Backyard” also known as NIMBY.
- **MINUTES ON WEBSITE 2015** – Manager Anastasi is informing the Commission as well as the public that we will post our executed regular sessions minutes from the year 2015 to present. Presently, we are posting our current minutes to our website in a timely manner. Manager Anastasi also mentioned a “landing page” where residents can look to see what is being done. Manager Anastasi stated that a landing page is the section of a website accessed by clicking a hyperlink on another web page, typically the website's home page.
- **CO-OP STUDENT / ESSEX TECHNICAL** – Manager Anastasi stated that we had a Co-op Student from Essex Tech reach out to us for an intern program. Manager Anastasi stated that we have a junior electrical engineer who worked here through his senior year at Essex Tech and then to Merrimack to study electrical engineer. This is a great opportunity for both PMLP and the student.
- Agenda Item I: Committee Reports:
 - **POLICY COMMITTEE** – Chairman Aylward stated that we will set up a subcommittee to work on exchanging ideas on green projects.



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- Agenda Item J: Award of Bids:

There being none the meeting continued.

- Agenda Item I, General Business:

- **INFORMATION BRIEF / CHARGE OFF LIST FOR 2021** – Manager Anastasi introduced Karen Repucci, Business Manager, to discuss the charge off list for 2021. The charge-off list is a compilation of three types of accounts: bankruptcies – which you pursue through the bankruptcy court; non-residential accounts – terminated for credit delinquency for balances over 30 days in arrears all year round; 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 Repucci stated that on March 13, 2020 the Commonwealth of Massachusetts and DPU declared a state of emergency and extended the moratorium to the Spring of 2021. The majority of write-offs are from disconnected customers during fiscal year 2020.

The amount reversed is how much PMLP collected after the account was charged off which was \$21,543.54 in 2021.

Karen stated that the credit department staff and collection agency do a great job at recovering uncollectible accounts by performing searches when a customer signs up for service. If we find the customer previously owed us money, the balance owed on that account must be paid before service is activated at the new address even if the account has been turned over to the collection agent.

Karen stated that via NSCAP receiving Federal income we were able to supplement some of our ratepayers. NSCAP received \$421,000.

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

22-16 MOVE TO AUTHORIZE THE MANAGER TO CHARGE OFF THE RESIDENTIAL CUSTOMERS OF \$56,482.16; NON-RESIDENTIAL OF \$19,432.83; AND BANKRUPTCIES OF \$2,768.38 FOR A TOTAL CHARGE-OFF OF \$78,683.37 IN 2021.

Karen Repucci, Business Manager, asked the Commission to think about changing the deposit policy to a flat fee which is based upon a three-month average. She researched other



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municipals and their deposit policy. It is something to be discussed at a later date. Manager Anastasi and Karen Repucci will work on this.

- **2022 MMWEC NYPA RECIPIENT'S VOTING REPRESENTATIVES** -- Manager Anastasi stated that he received correspondence from MMWEC regarding Peabody Municipal Light Plant and their designated voting representatives for NYPA. The voting representatives need to change based on the Manager and Assistant Manager for 2022.

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

22-17

That the NYPA Recipient of Peabody, pursuant to Section 5.1.4 of the Agency Agreement between the Massachusetts Department of Telecommunications and Energy (MDTE) and the Massachusetts Municipal Wholesale Electric Company (MMWEC), hereby designates **Joseph M. Anastasi**, Manager, an employee of the Peabody Municipal Light Plant as its Designated Voting Representative on the NYPA Recipients' Committee, to vote and execute written instruments or proxy vote, on its behalf relative to the reviewing of administrative reports, and reports of current issues and/or proposed litigation, to elect the Executive Committee, stand for election as a member of the Executive Committee and to serve, if elected, and to discuss and take any other actions on behalf of the NYPA Project Power Recipient cities and towns as may be described in the Agency Agreement and to make appropriate recommendations on issues affecting the delivery of Project Power to the MDTE and/or MMWEC; and

That **Bryan Howcroft**, Assistant Manager of the Peabody Municipal Light Plant, hereby designated as an Alternate Designated Voting Representative for Peabody, who shall, in the absence of the Designated Voting Representative, have all the power conferred upon the Designated Voting Representative except those additional powers conferred (if any) related to serving as a member of the Executive Committee.



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Manager Anastasi stated the checks received and informed the Commission that they will be put in the rate stabilization fund. The checks are as follows:

- MMWEC Check (Hydro Quebec) (\$31,960.98); and
 - MMWEC Check (Hydro Quebec) (\$32,120.89).
-
- **REMARKS OF COMMISSION** – Commissioner Melvin is going to work with the subcommittee to pursue green energy. Commissioner Paras is excited about the upcoming year and changes. Commissioner D’Amato is looking forward to growing and hearing ideas. Commissioner Aylward is excited about the upcoming year.

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

MOVE TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH CHAPTER 30A, SECTION 21(a) FOR THE PURPOSE OF CONDUCTING STRATEGY SESSIONS IN PREPARATION FOR COLLECTIVE BARGAINING AND TO DISCUSS TRADE SECRETS OR COMPETITIVELY SENSITIVE INFORMATION AND TO RETURN TO OPEN SESSION.

Chairman Aylward declared the Regular portion of the Meeting of February 24, 2022 recessed at 7:10 p.m.

Chairman Aylward and the Commission returned to open session at 8:00 p.m.

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

- 22-19 MOVE TO RATIFY MOTION #22-18 *“APPROVE THE FINANCIAL IMPACT OF THE MANAGER’S REORGANIZATION PLAN IN ITS ENTIRETY AS PRESENTED TO THE COMMISSION, WHICH INCLUDES PROPOSED SALARY/WAGE ADJUSTMENTS, CREATION OF THE “SYSTEMS IMPLEMENTATION MANAGER” POSITION, AND PREAPPROVAL OF CBA RAISE AMOUNTS.”*



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

MOVE TO ADJOURN OR END THE MEETING OF FEBRUARY 24, 2022.

Chairman Aylward declared the Meeting of February 24, 2022 adjourned at 8:10 p.m.

A TRUE RECORD

Attest: Charles W. Bonfanti
Charles W. Bonfanti, Secretary
Peabody Municipal Lighting Commission