



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING JANUARY 27, 2022

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, January 27, 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, Ray Melvin and Thomas Paras; Manager Joe Anastasi, Assistant Manager Bryan Howcroft, Attorney Philip Durkin and Recording Secretary Barbara Previte.

Chairman D'Amato asked if there were any additions to the agenda and Manager Anastasi stated there is correspondence from Ron Smoller re Open Meeting Law.

- Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA, AS AMENDED.

Manager Anastasi introduced new employees at Peabody Municipal Light Plant as follows:

- Jack O'Hara, Yardman I; and
- Justin Lavy, Assistant Superintendent of Distribution / Safety and Support.

The Commission welcomed them and wished them much success in their careers at PMLP.

- Agenda Item B: Announcement:

Chairman D'Amato acknowledged that this is an open meeting and informed the public that the meeting is being recorded by hand and recorder.

- Agenda Item C: Election of Officers

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

- **22-1** MOVE TO NOMINATE COMMISSIONER AYLWARD AS CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2022.



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 27, 2022
Page 2

The Commission collectively thanked Commissioner D'Amato for serving as Chairman in 2021.

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

22-2 MOVE TO NOMINATE COMMISSIONER PARAS AS VICE CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2022.

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

22-3 MOVE TO NOMINATE COMMISSIONER BONFANTI AS SECRETARY OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2022.

- Agenda Item D: Selection of Voting Order:

The Commission drew numbers for their 2022 seated voting order. The voting order is as follows:

Seat 1	Charles Bonfanti
Seat 2	Raymond Melvin
Seat 3	Thomas Paras
Seat 4	Thomas D'Amato

- Agenda Item E: Approval of Minutes:

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

22-4 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF NOVEMBER 18, 2021.

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



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC

January 27, 2022

Page 3

- 22-5** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MEETING OF NOVEMBER 18, 2021.

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

- 22-6** MOVE TO APPROVE THE SPECIAL MEETING MINUTES OF DECEMBER 20, 2021.

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

- 22-7** MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MEETING OF DECEMBER 20, 2021.

- Agenda Item F: Appointments:
- **REMARKS OF THE GENERAL PUBLIC:**
- Agenda Item G: Correspondence

The Commission received the letter regarding Haskell Place and is working with the City to rectify the tree issue.

The Commission received correspondence from Ron Smoller regarding the opening meeting law.

- Agenda Item H: Manager's Reports:
STATUS REPORTS:

- **SURPLUS EQUIPMENT** – Manager Anastasi stated that staff has identified the surplus equipment and is asking the Commission to declare it as surplus.

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



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC

January 27, 2022

Page 4

22-8 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO DECLAIR THE SURPLUS EQUIPMENT – 2021 THAT WAS INCLUDED IN THE AGENDA PACKAGE AS SURPLUS.

- **NAVAJO NATION** – Manager Anastasi informed the Commission that PMLP has successfully donated and shipped the A.B. Chance cutouts to the Navajo nation. Manager Anastasi stated that the Commission voted to grant the Manager permission to donate the surplus cutouts to Navajo Nation. PMLP and the Navajo Nation split the cost of shipping the cutouts.

- Agenda Item I: Committee Reports:

- **POLICY COMMITTEE** – Chairman Aylward deferred Committee assignments to a future meeting.

- Agenda Item J: Award of Bids:

- **LINE CONSTRUCTION AND MAINTENANCE CONTRACT** – Manager Anastasi deferred to Dennis Ahlin, Superintendent of Electric Distribution to discuss the line construction bids. He stated bids were sent to 17-line construction contractors as well as being advertised in the Massachusetts Central Register, COMM BUYS, Salem News, Dodge Reports and PMLP Website. Three bids were received from Utility Services & Assistance, Northline Utilities and Power Line Contractors. USA and Power Line Contractor were in complete compliance and Northline Utilities did not provide a bid bond. The Commission collectively asked about the services that USA provides and if PMLP is happy with them. Dennis stated that PMLP is very happy with them and as noted in the information brief are substantially lower than the other bidders.

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

- **22-9** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO HAVE THE MANAGER ENTER INTO A CONTRACT WITH UTILITY SERVICE & ASSISTANCE (USA) FOR THE PERFORMANCE OF LINE CONSTRUCTION AND MAINTENANCE SERVICE FOR A PERIOD OF ONE YEAR WITH AN OPTION OF UP TO AN ADDITIONAL 2 YEARS AS NOTED IN THE INFORMATION BRIEF.



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 27, 2022
Page 5

- Agenda Item I, General Business:

- **2022 MMWEC VOTING REPRESENTATIVES** -- Manager Anastasi stated that he received correspondence from MMWEC regarding Peabody Municipal Light Plant and their designated voting representatives. The voting representatives need to change based on the offices held by the Peabody Municipal Lighting Commissioners in 2022 as well as the Manager.

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

- 22-10** VOTED:(1) that the Peabody Municipal Light Plant (City of Peabody), pursuant to Article III, Section 6 of the Massachusetts Municipal Wholesale Electric Company (MMWEC) By-Laws, as revised and amended, and Section 3(b) of Chapter 775 of the Acts of 1975 hereby designates Joseph M. Anastasi, its manager of Peabody Municipal Light Plant, as its Voting Representative, to vote and execute written instruments on its behalf relative to adoption, amendment, or repeal of MMWEC By-Laws, the election of President and Directors of the Corporation, and other action by the Member cities and towns of MMWEC; and
- (2) that William C. Aylward, (a member of the municipal light board) is hereby designated as an Alternate Voting Representative who shall, in the absence of the first designee and second designee, have all the power conferred upon the Voting Representative, and
- (3) that Thomas J. Paras, (a member of the municipal light board) is hereby designated as an Alternate Voting Representative who shall, in the absence of the first designee, the second designee, and the third designee, have all the power conferred upon the Voting Representative, and



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC

January 27, 2022

Page 6

- (4) that Charles W. Bonfanti, (a member of the municipal light board) is hereby designated as an Alternate Voting Representative who shall, in the absence of the first designee, the second designee, the third designee and fourth designee, have all the power conferred upon the Voting Representative,
- (5) that Thomas M. D'Amato, (a member of the municipal light board) is hereby designated as an Alternate Voting Representative who shall, in the absence of the first designee, the second designee, the third designee, the fourth designee, and the fifth designee, have all the power conferred upon the Voting Representative; and
- (6) that Raymond J. Melvin, (a member of the municipal light board) is hereby designated as an Alternate Voting Representative who shall, in the absence of the Voting Representative, have all the powers conferred upon the Voting Representative.

- **2022 BUDGET** – Manager Anastasi stated that the 2022 Budget has been revised to reflect a change in the Expenditure Summary, Salaries and Benefits, Distribution Operations Expense Budget (summary) and Community Relations Budget 2022.

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

- **22-11** MOVE TO ACCEPT THE 2022 BUDGET AS AMENDED.

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:

- Public Utility Mutual Insurance Company Check (\$6,348)*
- MMWEC Check (Hydro Quebec) (\$32,031.88)*
- MMWEC Check (Hydro Quebec) (\$32,041.32)*
- National Grid Check (September) (\$215,366.89)*
- National Grid Check (October) (\$95,000.63)*



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

Minutes of PMLC
January 27, 2022
Page 7

- **REAFFIRMATION OF PMLP POLICIES** – Manager Anastasi stated that every year the Commission reaffirms the policies.

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

22-12 MOVE TO REAFFIRM THE POLICIES FOR THE YEAR 2022

- **REMARKS OF COMMISSION** – Commissioner Paras thanked Commission D'Amato and welcome Commissioner Melvin to the Commission. Commissioner D'Amato welcomed the same sentiments as well as welcoming the new Manager. It has been quite a year Covid, new Manager, 2015A project and new Commissioner.

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 NOT TO RETURN.

Chairman Aylward declared the Regular portion of the Meeting of January 27, 2022 adjourned at 7:15 p.m.

A TRUE RECORD

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