



Peabody Municipal Light Plant

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

PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING MAY 26, 2022

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, May 26, 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 that he received email / correspondence from a ratepayer, Joel Brenner, regarding social media.

- Agenda Item A: Approval of Agenda:

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

MOVE TO APPROVE THE AGENDA, AS AMENDED.

Manager Anastasi took a moment to introduce the following employee:

- Ronnie Sok, Custodian. The Commission collectively welcomed him.

- 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 MELVIN AND UNANIMOUSLY VOTED (5-0):

22-31 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 28, 2022.



Peabody Municipal Light Plant

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

Minutes of PMLC

May 26, 2022

Page 2

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

22-32 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MEETING MINUTES OF APRIL 28, 2022.

- Agenda Item D: Appointments:

- Manager Anastasi stated that he received an email from Joel Brenner regarding the increase in PMLP's social media. He applauded the PMLP team. He stated that it is greatly appreciated in informing the public via the social media platform.

- **REMARKS OF THE GENERAL PUBLIC:**

Chairman Aylward asked if there were any remarks of the general public. Ron Smoller introduced himself and wanted to ask special questions about the 2022A project. Manager Anastasi explained that because of the complexity of the project PMLP cannot talk about the details of the project because it is still being negotiated. Manager Anastasi stated he is happy to discuss more details when the Agreement is finalized. Mr. Smoller stated that PMLP specifically, Manager Anastasi and the Commission are doing an amazing job at providing details. Mr. Smoller also understands the complexity of these projects.

- Agenda Item E: Correspondence:

Manager Anastasi stated that PMLP received correspondence from Susan Smoller requesting PMLP to adopt a Power Supply Policy. Manager Anastasi accepted the correspondence and will take it under advisement.

Manager Anastasi stated that PMLP will participate in the Memorial Day parade with a line truck on Monday, May 30, 2022.

- Agenda Item F Manager's Reports:

STATUS REPORTS:

- **COST OF SERVICE** – Manager Anastasi stated that he and Bryan Howcroft have been working with Mayhew Seavey, PLM, and have reviewed our costs. The study is designed to tell us how little to raise our rates. Manager Anastasi intends to present this Cost of Service study and revised rates at the June 23, 2022 PMLC meeting.



Peabody Municipal Light Plant

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

Minutes of PMLC

May 26, 2022

Page 3

- **EV GRANT AWARD** – Manager Anastasi informed the Commission that we received an EV Grant on May 17, 2022 in the amount of \$260,000. The grant is to install four electric charging stations at Railroad Avenue and two at Foster Street. There was discussion about if we are able to change one of the locations that was approved in the grant. There is also ongoing discussion with the City of Peabody to help with the costs of installing the charging stations. Manager Anastasi will keep you posted.
- **METERING SERVICES REPRESENTATIVE** – Manager Anastasi stated that as part of the reorganization plan he is proposing a new position in the Distribution Division working with metering. The job description is included in your package. This is a union position which will need a motion to accept.

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

22-33 MOVE TO ACCEPT THE RECOMMENDATION OF THE MANAGER TO CREATE THE POSITION OF METER SERVICES REPRESENTATIVE, WHICH IS A UNION POSITION, AT A GRADE 8 SALARY AND POST THIS POSITION IMMEDIATELY.

- **SURPLUS EQUIPMENT DISTRIBUTION DIVISION**—Manager Anastasi stated that there are approximately 5 items that need to be declared surplus. Once approved, PMLP can advertise on gov.deals. Manager Anastasi stated that we have old gym equipment to declare as surplus. Manager Anastasi is looking for a motion to move forward.

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

22-34 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO DECLARE THE ITEMS PRESENTED AS SURPLUS AND SELL THEM ON GOV.DEALS OR DONATE.

- Agenda Item I: General Business
- **EXEMPT EMPLOYEES** – Manager Anastasi stated that he is seeking the same cost of living raise that the Commission gave to the Union last month. The cost of living raise is 3% for



Peabody Municipal Light Plant

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

Minutes of PMLC

May 26, 2022

Page 4

July 1, 2021 through June 30, 2022; July 1, 2022 through June 30, 2023 and July 1, 2023 through June 30, 2024.

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

22-35 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO GRANT COST OF LIVING RAISE FOR EXEMPT EMPLOYEES FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022, JULY 1, 2022 THROUGH JUNE 30, 2023 AND JULY 1, 2023 THROUGH JUNE 30, 2024.

- **LEAVE POLICY** –Manager Anastasi informed the Commission that the current Leave Policy needed to be updated to reflect “Paternity Leave”. The policy had previously reflected maternity not paternity leave. Manager Anastasi stated that there is currently an Engineer out on paternity leave. Questions arose about if it is paid or unpaid leave. Manager Anastasi stated that the employee can use sick, vacation and/or personal time. The Commission asked why not use or request FMLA. Manager Anastasi explained with FMLA the employee would have to obtain appropriate documentation from a doctor while paternity leave – his/her partner has to have a baby.
- **2021 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2021** – Manager Anastasi reiterated that the 2021 Annual Financial Statements for the year-ended December 31, 2021 were reviewed last month. Presently, Manager Anastasi is looking for a motion to accept and approve the financials.

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

22-36 MOVE TO ACCEPT AND APPROVE THE FINANCIALS FOR THE YEAR ENDED DECEMBER 31, 2021 SUBMITTED BY POWERS & SULLIVAN.

- **2021A PROJECT** – Manager Anastasi stated that a vote is needed to continue this off-shore wind project.



Peabody Municipal Light Plant

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

Minutes of PMLC

May 26, 2022

Page 5

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

22-37 MOVE TO ACCEPT AND APPROVE THE RECOMMENDATION REGARDING THE 2021A PROJECT AS FOLLOWS:

1. that the City of Peabody, acting by and through the Municipal Light Commission, in accordance with St. 1975, c. 775, § 1 hereby votes and agrees to participate in MMWEC's Special Project 2021A; and
2. That the City of Peabody, acting by and through the Municipal Light Commission, in accordance with St. 1975, c. 775 § 1 hereby agrees to pay its pro rata share of the costs of carrying out Special Project 2021A, as established by the MMWEC Board of Directors in the Special Project Fund for such Special Project 2021A, which pro rata share shall be based on the City or Town's participation in Special Project 2021A; and
3. that the Manager is hereby authorized and directed to make payments to MMWEC calculated as set forth in the preceding paragraph 2; and
4. that the Manager is hereby authorized and directed to execute the Participation Acknowledgement, a copy of which has been presented at this meeting and is filed with the permanent records thereof; and
5. that any actions previously taken by the Manager, which are consistent with the purpose of this vote, are hereby ratified and confirmed.

Manager Anastasi stated that this project should be online by 2028.

- **TOWN OF LYNNFIELD – IN LIEU OF TAX PAYMENT** -- Manager Anastasi informed the Commission that this is in the Budget and comes before the Commission yearly. Manager Anastasi is seeking a motion to fulfill this obligation to the Town of Lynnfield.

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

22-38 MOVE TO ACCEPT THE RECOMMENDATION OF STAFF TO AUTHORIZE THE MANAGER TO PAY THE TOWN OF LYNNFIELD \$30,000 FOR THE IN LIEU OF TAX PAYMENT (PILOT).



Peabody Municipal Light Plant

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

Minutes of PMLC
May 26, 2022
Page 6

- **MMWEC CHECK** – Manager Anastasi stated that we received a check in the amount of \$31,834.06 regarding Hydro Quebec. This will be placed in the rate stabilization fund.
- **NATIONAL GRID CHECK(S)** -- Manager Anastasi stated that PMLP received two checks from National Grid. One in the amount of \$2,380.93 and the other \$25.91 for Network Transmission. These will be placed in the rate stabilization fund.
- **REMARKS OF COMMISSION** – The Commission collectively wished everyone a Happy, Safe Holiday.

MOTION BY COMMISSIONER D'AMATO, SECONDED BY COMMISSIONER BONFANTI 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 TO OPEN SESSION.

Chairman Aylward declared the Regular portion of the Meeting of May 26, 2022 adjourned at 6:55 p.m.

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

MOVE TO ADJOURN THE MEETING OF MAY 26, 2022.

A TRUE RECORD

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