



Peabody Municipal Light Plant

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PEABODY MUNICIPAL LIGHTING COMMISSION MINUTES OF REGULAR MEETING JANUARY 26, 2023

A regular meeting of the Peabody Municipal Lighting Commission was called to order on Thursday, January 26, 2023 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, Thomas D'Amato, Charles Bonfanti, Raymond Melvin and Thomas Paras; Manager Joe Anastasi, Assistant Manager Tim Hennessy, and Attorneys Philip Durkin and Adam Buckley.

There were two changes to the agenda. Tommy Davidson, Yardworker I, was added under "new employees." Second, the LED Vote will be removed from this month's agenda.

- 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.

- 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.

Manager Anastasi announced that the Executive Assistant is out and the Assistant Manager will be handling the minutes and roll call for the meeting.

- Agenda Item C: Election of Officers:

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

- 23-1** MOVE TO NOMINATE COMMISSIONER PARAS AS CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2023.



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

23-2 MOVE TO NOMINATE COMMISSIONER D'AMATO AS VICE CHAIRMAN OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2023.

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

23-3 MOVE TO NOMINATE COMMISSIONER MELVIN AS SECRETARY OF THE PEABODY MUNICIPAL LIGHTING COMMISSION FOR THE YEAR 2023.

- Agenda Item D: Selection of Voting Order:

The Commission drew numbers for their 2023 seated voting order. The voting order is as follows:

Seat 1	Thomas M. D'Amato
Seat 2	Raymond J. Melvin
Seat 3	Charles W. Bonfanti
Seat 4	William C. Aylward

- Agenda Item E: Approval of Minutes:

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

23-4 MOVE TO APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 22, 2022.

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



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23-5 MOVE TO APPROVE AND NOT RELEASE THE EXECUTIVE SESSION MEETING MINUTES OF DECEMBER 22, 2022.

- Agenda Item F: Appointments:

REMARKS OF THE GENERAL PUBLIC:

There were none.

- Agenda Item G: Correspondence:

Peabody Municipal Light Plant, PMLP, sent 2 lineworkers to assist with the cleanup from Hurricane Ian, which occurred this past September, in Florida. The City of Bartow sent PMLP a letter, thanking us for our assistance. A discussion amongst the Commissioners ensued as to how mutual aid works, and Manager Anastasi offered an explanation.

- Agenda Item H: Manager's Reports:

ISO CAPACITY SCARCITY CONDITION ON XMAS EVE— A letter from the ISO-NE, provided by MMWEC to PMLP, explained the capacity scarcity condition that occurred on Christmas Eve 2022. This event almost resulted in the need for mandated voltage reduction (rolling blackouts). This was due to multiple reasons, but highest on the list include these factors: Extreme shortage of Liquefied Natural Gas (LNG), premature retirement of fossil-fuel generation, cold weather, and Christmas Eve gatherings (increased usage).

STATUS REPORTS:

Personnel:

CASHIER— An offer has been extended for the Cashier position at PMLP. We are hoping to have the new employee on board in the new couple of weeks.

- Agenda Item I: Committee Reports:

There were none.

- Agenda Item J: Award of Bids:

- **INTERIOR RENOVATIONS: CUSTOMER LOBBY AND BATHROOM UPGRADES**

PMLP Business Manager Karen Repucci gave a summary and recommendation on the PMLP interior renovations project scheduled for 2023. This project will create a safer working environment for PMLP employees with a new reception desk, larger cashier area and bank teller style customer service rooms. The lobby is scheduled for new paint, tile, and lighting. The security door will be moved to the Customer Service hallway from next to the reception desk for added security measures. PMLP negotiated a new



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contract with the original designer, AJA Architects, due to the additional designs needed for the seven bathrooms. These bathrooms will have new touchless automatic fixtures and accessories for better hygiene. All bathrooms are scheduled for new floor and wall tiles, new petitions, and paint. The lowest bidder is Campbell Construction from Peabody, Mass. Their references were all positive and they come highly recommended.

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

- 23-6** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF FOR PMLP TO EXECUTE A CONTRACT WITH CAMPBELL CONSTRUCTION FOR THE INTERIOR RENOVATIONS AT 201 WARREN STREET EXTENSION, FOR \$465,121 WITH A CONTINGENCY BUDGET OF \$34,879.

- **PARKING LOT RECONSTRUCTION PROJECT**

PMLP Business Manager Karen Repucci and Daron Kurkjian, from Weston & Sampson, presented a summary and recommendation for the PMLP parking lot reconstruction project scheduled for 2023. The Parking Lot Reconstruction Project bid consists of two phases. Phase I consists of South and East sides of building from the Northeast corner to the flagpole excluding new fuel station pavement. All four concrete pads are included. This phase also includes re-designing the spray pond where the large transformers are stored for safer access. An additional driveway will be added so that vehicles can vertically enter the parking lot and follow the less elevated ramp for the loading/unloading of large transformers. Phase II consists of North and West sides of building from Northeast corner to the bottom of hill stopping at Warren St Ext.

Pavements Inc., located in Middleton, Mass., had the lowest bid and were called to confirm the written costs supersede the numeric quantities they provided. Pavements Inc. confirmed their understanding of the contract requirements. All three references said that Pavements Inc finished the work on time, managed the project in an acceptable manner, has excellent quality



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of work, did not have excessive change orders, and would recommend them as a Contractor.

Commissioner Melvin asked questions about the grade depth. Commissioner D'Amato asked Daron if he repped PMLP at ConCom. Commissioner Bonfanti asked about drainage and whether it will tie into existing system.

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

- 23-7** MOVE TO ACCEPT THE RECOMMENDATION OF STAFF FOR PMLC TO AUTHORIZE THE MANAGER TO EXECUTE A CONTRACT WITH PAVEMENTS INC., FOR THE RECONSTRUCTION OF THE PARKING LOTS AT 201 WARREN STREET EXTENSION, FOR THE COMBINED TOTAL OF \$1,793,882.38 WITH A CONTINGENCY BUDGET OF \$315,000.

- Agenda Item K: General Business

REAFFIRMATION OF PMLP POLICIES — The Commissioners reviewed and reaffirmed the policies for the new calendar year.

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

- 23-8** MOVE TO REAFFIRM, FOR THE YEAR 2023, ALL EXISTING PMLP POLICIES AND PROCEDURES.

2023 MMWEC VOTING REPRESENTATIVES—Manager Anastasi read a brief summary of MMWEC voting representatives.

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



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- 23-9
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 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 AND SECOND DESIGNEE, HAVE ALL THE POWER CONFERRED UPON THE VOTING REPRESENTATIVE, AND
- (3) 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, AND THE THIRD DESIGNEE, HAVE ALL THE POWER CONFERRED UPON THE VOTING REPRESENTATIVE, AND
- (4) 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 FIRST DESIGNEE, THE SECOND DESIGNEE, THE THIRD DESIGNEE AND FOURTH DESIGNEE, HAVE ALL THE POWER CONFERRED UPON THE VOTING REPRESENTATIVE,
- (5) 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, THE SECOND DESIGNEE, THE THIRD DESIGNEE, THE FOURTH DESIGNEE, AND THE



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- (6) FIFTH DESIGNEE, HAVE ALL THE POWER CONFERRED UPON THE VOTING REPRESENTATIVE; AND 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 VOTING REPRESENTATIVE, HAVE ALL THE POWERS CONFERRED UPON THE VOTING REPRESENTATIVE.

JOINT COUNCIL – PMLP AND CITY COUNCIL— On Tuesday, February 21st, there will be a joint meeting with the PMLP Commissioners and the City Council to vote on who will replace Commissioner Charles Bonfanti, who has resigned as a Commissioner and whose last meeting is tonight. Manager Anastasi recognized Commissioner Bonfanti for his time as a Commissioner and a PMLP employee. Commissioner Paras recognized Mary Beth Mallia, Tom Papas, and Tracy Valetti in the audience.

BTM BATTERY VOTE—Manager Anastasi gave a brief summary of the Behind-the-Meter Battery Project. There will be a shared savings of \$432,000 of leasing versus buying. PMLP Attorney Phil Durkin spoke on the motion and said it is subject to change down the road.

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



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23-10 WHEREFORE, IT IS VOTED:

VOTE: THAT THE MLP BOARD OF COMMISSIONERS ("BOARD") HEREBY VOTES TO:

1. ACCEPT THE RECOMMENDATIONS OF THE GENERAL MANAGER AND HEREBY FINDS THAT IT IS PRUDENT AND IN THE BEST INTERESTS OF THE CITY OR TOWN ACTING BY AND THROUGH THE MLP TO PARTICIPATE IN THE BESS PROGRAM AND TO PERMIT MMWEC TO NEGOTIATE, FACILITATE AND CAUSE THE EXECUTION OF THE DEFINITIVE AGREEMENTS ON BEHALF OF AND/OR BY THE MLP; AND
2. AUTHORIZE AND APPROVE THE MLP'S PARTICIPATION IN THE BESS PROGRAM; AND
3. APPROVE THE ADMINISTRATIVE SERVICES AGREEMENT BETWEEN MMWEC AND THE MLP PRESENTED TO THE BOARD AT THIS MEETING AND MADE A PART OF THE RECORD OF THIS MEETING; AND
4. APPROVE THE ESSA BETWEEN THE MLP AND THE DEVELOPER SUBSTANTIALLY IN THE FORM OF THE ESSA PRESENTED TO THE BOARD AT THIS MEETING AND MADE A PART OF THE RECORD OF THIS MEETING; AND
5. APPROVE THE LICENSE BETWEEN THE MLP AND THE DEVELOPER SUBSTANTIALLY IN THE FORM OF THE LICENSE PRESENTED TO THE BOARD AT THIS MEETING AND MADE A PART OF THE RECORD OF THIS MEETING; AND
6. APPROVE THE INTERCONNECTION AGREEMENT BETWEEN THE MLP AND THE DEVELOPER



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SUBSTANTIALLY IN THE FORM OF THE INTERCONNECTION AGREEMENT PRESENTED TO THE BOARD AT THIS MEETING AND MADE A PART OF THE RECORD OF THIS MEETING; AND

7. AUTHORIZE THE GENERAL MANAGER TO EXECUTE AND DELIVER THE ADMINISTRATIVE SERVICES AGREEMENT; AND
8. AUTHORIZE THE GENERAL MANAGER TO EXECUTE AND DELIVER THE ESSA, SUBSTANTIALLY IN THE FORM OF THE ESSA PRESENTED TO THE BOARD AT THIS MEETING, WITH SUCH CHANGES AND AMENDMENTS THERETO AS THE GENERAL MANAGER, MAY DEEM NECESSARY OR APPROPRIATE, WITHOUT NEED OF FURTHER APPROVAL OR ACTION FROM THIS BOARD; AND
9. AUTHORIZE THE GENERAL MANAGER TO EXECUTE AND DELIVER THE LICENSE, SUBSTANTIALLY IN THE FORM OF THE LICENSE PRESENTED TO THE BOARD AT THIS MEETING, WITH SUCH CHANGES AND AMENDMENTS THERETO AS THE GENERAL MANAGER, MAY DEEM NECESSARY OR APPROPRIATE, WITHOUT NEED OF FURTHER APPROVAL OR ACTION FROM THIS BOARD; AND
10. AUTHORIZE THE GENERAL MANAGER TO EXECUTE AND DELIVER THE INTERCONNECTION AGREEMENT, SUBSTANTIALLY IN THE FORM OF THE INTERCONNECTION AGREEMENT PRESENTED TO THE BOARD AT THIS MEETING, WITH SUCH CHANGES AND AMENDMENTS THERETO AS THE GENERAL MANAGER, MAY DEEM NECESSARY OR APPROPRIATE, WITHOUT NEED OF FURTHER APPROVAL OR ACTION FROM THIS BOARD; AND



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11. DIRECT THE GENERAL MANAGER TO CAUSE THE MLP TO PERFORM ALL OF ITS OBLIGATIONS UNDER THE ADMINISTRATIVE SERVICES AGREEMENT AND THE DEFINITIVE AGREEMENTS AT SUCH TIME AS THE GENERAL MANAGER DETERMINES IS APPROPRIATE TO CARRY OUT THE INTENT OF THIS VOTE; AND
12. AUTHORIZE THE GENERAL MANAGER TO ENTER INTO SUCH AMENDMENTS TO THE ADMINISTRATIVE SERVICES AGREEMENT AND/OR ANY OF THE DEFINITIVE AGREEMENTS AS THE GENERAL MANAGER MAY DEEM NECESSARY OR APPROPRIATE, WITHOUT THE NEED FOR FURTHER APPROVAL OR ACTION BY THE BOARD; AND
13. AUTHORIZE THE GENERAL MANAGER TO EXECUTE, ACCEPT, DELIVER OR PERFORM OBLIGATIONS FOR SUCH FURTHER DOCUMENTS, OR AGREEMENTS AND TAKE ANY AND ALL FURTHER ACTIONS, AS THE GENERAL MANAGER DEEMS MAY REASONABLY BE REQUIRED TO CARRY OUT, GIVE EFFECT TO AND CONSUMMATE THE ADMINISTRATIVE SERVICES AGREEMENT AND THE DEFINITIVE AGREEMENTS AND THE PURPOSES AND INTENT OF THIS VOTE; AND
14. CONFIRMS AND RATIFIES ANY AND ALL ACTIONS PREVIOUSLY TAKEN BY THE GENERAL MANAGER OR THE MLP CONSISTENT WITH THE PURPOSES AND INTENT OF THIS VOTE.

2023 BUDGET VOTE—Manager Anastasi gave a brief summary of the budget process and where the budget stands. He also talked about upcoming projects. Commissioner D’Amato asked about 115kV circuit switches. Commissioner Aylward asked for clarification if we don’t intake enough money, he would like to revisit the budget in June.



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

23-11 MOVE TO ACCEPT THE 2023 BUDGET AS AMENDED.

MMWEC CHECKS— PMLP received two checks from MMWEC, totaling \$64,028.78. This money will be placed in the rate stabilization fund.

Remarks of the Commission – Commissioner D'Amato said goodbye to Commissioner Bonfanti and expressed that we will miss him. Commissioner Melvin seconded that. Commissioner Bonfanti thanked everyone and wished all good luck. Commissioner Aylward wished everyone, including the new Commissioner good luck. Commissioner Paras thanked Manager Anastasi for the new budget process and said we have a great team.


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

23-12 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 Paras declared the Regular portion of the Meeting of January 26, 2023 adjourned at 7:26 p.m.

A TRUE RECORD

Attest:


Raymond J. Melvin, Secretary
Peabody Municipal Lighting Commission