

Middleton Electric Light Commission  
Meeting Minutes  
May 24, 2017

The following individuals were in attendance:

Frank Twiss, Chairman  
Chuck Clinch  
Tim Houten  
Jim Kelley  
Jim Carbone  
Michael Cloutier, Manager

Chairman Twiss called the meeting to order at 5:05PM.

Congratulations and welcome to Jim Carbone as our newest commissioner.

***Approval of Agenda:***

**Motion:**

**Tim Houten motioned to approve the agenda as written. Chuck Clinch seconded the motion. Motion carried 5-0.**

***Approval of Minutes:***

**Motion:**

**Jim Kelley motioned to accept the minutes of April 27, 2017 as written. Chuck Clinch seconded the motion. Motion carried 4-0. Jim Carbone abstained as this is his first meeting.**

***Financial PPA:***

We showed a negative net income for March but the YTD income is up from 2016. Interest income was only \$703.87 but is still up YTD by \$4K from 2016. Cash is also higher than 2016. The overall reserve account is about \$300K higher than last year. This will go down approximately 10% when the Danvers ROW purchase is made. We are a little behind in residential KW sales due to the moderate winter. Financials are still solid.

***Danvers ROW:***

Mr. Cloutier has spoken to Don Carter and Larry Leppo from Wells Fargo. They are prepared to liquidate \$1 million. Wells Fargo looking at funds Mr. Cloutier recommended for liquidation and may make additional suggestions. It should be ready in a couple of weeks. The balance of \$965K will be taken out of the cash reserve account. Final terms of the pole attachment agreement are being worked out now. The easement is going to be a little different because the Town of Danvers does not have the authority to grant us an easement because they need

Town meeting approval. Therefore, we will have a temporary license to give us the authority to have our wires and poles as they have been in the past. The title search may be the only holdup. We are trying to close by June 15, 2017 pending title search. The Commissioners may need to sign an extension. We may be able to authorize Mr. Cloutier to sign for us. Deidre Lawrence is looking into whether this may be legal.

**Motion:**

**Mr. Houten made a motion to authorize Mr. Cloutier to sign the extension in the place of the Commissioners. Mr. Kelley seconded the motion. Motion carried 5-0.**

***Power Sheets:***

March cost per KWH was \$0.098 compared to \$0.102 in 2016. The Shell contract at \$0.037 helped contribute to the lower cost.

***Staffing Update:***

Leah gave her notice and has taken a position with the DPW. The position is temporarily being filled by Bernie. He will gather the quotes and place the orders. Kenny and Bernie will be tracking the inventory. David will be picking up the meters Leah used to read. The permanent solution is to turn the position into a more technical one entailing managing inventory, installing and removing meters, training with David to be able to cover for him ultimately replacing him upon his retirement and having some engineering experience. We are going to take our time finding this person. It will probably take months but the decision will have a strong impact for us in the future. Salary range not yet worked out but it will include Leah's salary plus the additional duties. The position would be open to the current staff if one was interested. Giving Bernie more to do also affected Chuck in the back with more to do. Chuck was moved to line foreman, Adam Davies and Brendan Jackson were made truck bosses. The truck bosses will be responsible for the stock on hand and will report such to Bernie. Cheryl is back most of the time. Kathy did a very good job filling in for Cheryl. Commissioners would like to note that the MELD staff efforts to step up are truly appreciated.

***Distributed Generation:***

Mark Kelly had previously proposed a 2 MW generator. Mr. Houten stated that the reason it was not pursued was that the regulations came out saying the behind the scene generation was going to be taxed and some other changes that made it unappealing. We thought it would cut our load number but Washington regulations said they would include it in our load so it was not going to do what we were hoping it would do. Mr. Cloutier said that an under 5 MW generator is called a load reducer under ISO operating conditions and it would have counted. So we can do an under 5 MW generator and have it count. Mr. Cloutier is proposing a temporary generator on a trailer that we would not own. He presented examples from two separate entities. Tangent is the company that did generators in Danvers and Georgetown. They roll in a generator and a transformer on trailers. We hook them up to our system, they wire them on their side and fire them up. Georgetown had theirs three months and Danvers about one to two months. Both towns reduced their peak and are seeing a real savings. We are part of the Regional Network Service. Tangent does not include any transmission offset but ENE does. We

are not aiming for the transmission peak but will more than likely hit it because the transmission peak is our load at the coincident peak for our load zone. Capacity is set for the coincident peak of the entire ISO NE area. There will be a lot of savings to be had. Mr. Cloutier does not know of any permit needed from the Town but MA DEP requires self-reporting forms of what it is, location and what we put out. Also, being a temporary structure it cannot go in the same location for two consecutive years. MA DEP may limit the time you have it on any one site. The site we are looking at is Sharpeners Pond Road. There is about 900' from the generator to the houses in North Andover. Mr. Cloutier does not have a preference between Tangent and ENE but is looking at the fine print. Both have pros and cons. ENE has a potential added benefit of about \$70K. Tangent has a 10% sharing benefit of approximately \$27K. We are looking at mid-June to mid-September time frame. Two 1 MW generators cost the same as a 2 MW. Tangent will get \$8,200.00 for project management and ENE has a similar charge for legal and environmental issues. The contract would probably be more fluid from ENE. The generators will be run by diesel fuel and will be filled and maintained by the company installing. They are also recommending a maximum running time of 20 hours a month. Neither company guarantees that we will hit the peak but Mr. Cloutier has heard these units are very reliable. We will layout the money but will not realize the benefits until June 2018.

**Motion:**

**Mr. Clinch made a motion to authorize Mr. Cloutier to sign the contract for the generator.**

**Mr. Houten seconded the motion. Motion carried 5-0.**

***Manager's Report:***

**DPU Report:**

Report passed around and signed by four of the Commissioners. Mr. Carbone's name was not on report.

**LED Lights:**

Evluma lights scheduled to be delivered June 12<sup>th</sup>. Those are the ones for the square and will be installed as time allows. Mr. Cloutier does not know when the 321 lights will be delivered for the developments.

**AEDs:**

Mr. Cloutier got proposals from Physio-Controls, Inc. The cost of each LIFEPAK 1000 is \$1995.00 off of the State bid. These are what the MFD use. Seven units will be ordered, one for the office, one for each bucket truck, one for the digger and one for David's truck. There is also a maintenance contract of \$355.00 that Mr. Cloutier is looking into. They will give a rebate for the five old AEDs of \$750.00. It was suggested that we donate them to churches, American Legion or other organizations in town in lieu of rebate. Commissioners agreed to this. Mr. Cloutier will go ahead with purchase. Maintenance could be held off to year 2 or 3 for the batteries and pads.

**Other:**

Reorganization of Commissioners Board:

**Motion:**

**Mr. Houten made a motion to elect Frank Twiss as Chairman. Mr. Kelley seconded the motion. Motion carried 5-0.**

**Mr. Kelley made a motion to elect Jim Carbone as Clerk. Mr. Houten seconded the motion. Motion carried 5-0.**

Mr. Clinch, as senior member, appointed temporary Chairman in the absence of Mr. Twiss.

Waiting for a demo digger from Altec.

Moment of silence for past commissioner and employee Carl Peterson.

Next meeting June 14, 2017.

**Meeting Adjourned: 6:20PM**

**Respectfully submitted,**

**James Carbone  
Clerk**