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**Mansfield Municipal Electric Department
Minutes of Light Commissioners Meeting
February 13, 2023**

Present: Chair Jess Aptowitz, Vice Chair Frank DelVecchio, Clerk Diana Bren, Commissioner Neil Rhein, and Light Department Manager Joseph Sollecito.

1) Open Meeting – Call to Order & Pledge of Allegiance. The meeting was held at the Mansfield Town Hall Room 3AB and called to order at 5:30 PM followed by the Pledge of Allegiance.

A complete copy of the Board packet containing all documents that are referenced in the minutes is on file at the Mansfield Municipal Electric Department office.

2) Chair Aptowitz stated that the Commission would be entering into executive session for the following reasons and then returning to open session:

- a) Review and possible approval of minutes of December 19, 2022 Executive Session where Exemptions 2, 3 and 10 were declared
- b) Pursuant to M.G.L. Ch. 164, Section 47D and M.G.L. Ch. 30, Section 21, Exemption 2, to conduct strategy sessions in preparation for negotiation with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.
- c) Pursuant to M.G.L. Ch. 164, Section 47D and M.G.L. Ch. 30, Section 21, Exemption 3, to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

Motion: To enter into executive session and then return to open session:

(DelVecchio/Bren) Roll call vote: Rhein – Yes, DelVecchio – Yes, Bren – Yes, Aptowitz – Yes. Passes 4/0.

The Board returned to open session at 6:25pm.

**3) Review and approve Board Minutes of December 19, 2022
(Bren/DelVecchio) Passes 4-0**

4) Citizen Comment – None

5) General Manager's Report

a) Review and possible vote to approve IBEW Local 104 (Professional/Financial Assistants) MOAs
Manager Sollecito stated that this is an agreement for the IBEW Professional Unit. This is a three-year contract that contains a 3% COLA, some longevity adjustments, and market adjustments for two positions. The rest is administrative changes.

**Motion: To approve the MOA for the IBEW Local 104 Professional Unit.
(DelVecchio/Bren) Passes 4-0**

b) Review and possible vote to approve General Manager's salary for FY23 – **Skip**

c) Project Update Equipment Storage Building — TBA (Justin Humphreys)

Mr. Humphreys explained that change order #3 is for installation of a heated enclosure for the fire alarm panel. The commissioners asked why this was not already part of the project since this is New England. Mr. Humphreys replied that the original specs were correct but as the temperatures got down to the low end of the range that was good for batteries, the NFPA recommended the heated enclosure. Additionally, Manager Sollecito mentioned that the siding is being finished and the floor is being prepped for a resin coating. The shelving is coming in at a lower cost than previously thought. The shelving was purposely

left out of the original project because the staff wanted to see the building and then make decisions on shelving. Clerk Bren asked if the shelving cost was included in the original project, even though the decision was made to leave it out, and where would the money come from. Manager Sollecito replied that the shelving was never in the spec. Manager Sollecito stated that it will be paid for as a capital expense.

Chair Aptowitz asked for a timeline for occupancy. Mr. Humphreys stated there was about 2-3 weeks of construction left and then some paperwork with punchlist items.

d) Review and possible vote to approve public EV charging station

Manager Sollecito stated that after meetings with the DPW director Josh Reinke and MMED staff, it was determined that the best place for a charger would be at the train station parking lot on Winthrop St. This would be a level 2 charger, which is not the fast charger. A fast charger would require more (3 phase) power than what is there already. He said that there would be grant money available from the state for installation costs. This would be with ChargePoint and MMED would own the charger, but ChargePoint would manage it while MMED got a portion of the revenue.

Commissioner Rhein asked how long it would be to charge there and why it could not be a fast charger. Manager Sollecito answered that it would be 4-6 hours to charge. The cost of a fast charger is more than double the cost of the level 2.

Clerk Bren asked what other locations had been explored. They looked at the old police station, the library, town hall, 214 Rumford lot, and the public lot on North Main St.

Chair Aptowitz inquired about the cost to the customer, and would MMED really make money on this. Manager Sollecito said that ChargePoint would charge the customer directly for the electricity as well as a service fee, and MMED would get a percentage of that total cost. Additionally, MMED would be responsible for the upkeep. Discussion was tabled in order to obtain more information on alternative locations in the future.

e) Review paperless invoicing by Invoice Cloud

Invoice Cloud made a change whereby the customer making a payment has to uncheck a box if they want to continue receiving paper bills. This only affects people who manually use the portal to make payments. Manager Sollecito wanted the Board to be aware in case they get called on this change in practice.

f) Update and discussion ISO-NE fuel supply reliability issue and MMED customer communication challenges

The energy markets reacted to all the warnings about heating fuel supplies being low and therefore caused energy prices to rise. Now at the end of winter, the markets are readjusting as ISO NE put out new messages that the supplies would be adequate going forward. Manager Sollecito then explained that MMED was prepared if ISO ordered rolling blackouts and that we would have to shed load. The next challenge is then how to notify the customers when such a scenario comes. Therefore, MMED needs updated information for each customer of record.

Joe Pereira gave a review of how many customers we have the different types of contact information for. He then explained the project that is under way to reach out to customers to obtain their contact information and preferences.

g) Review financials for December 2022

Joe Pereira provided a summary of the financials for December 2022. Overall MMED is in a good position, but would like the depreciation fund to be around \$2-3 million, which currently stands at \$1.6 million.

Chair Aptowitz questioned the decrease in the cash position and depreciation fund. Joe Pereira noted that we under collected by about \$4 million, and that is starting to trend back up. Also, everything is costing more and our distribution rate is probably understated.

h) Vote to approve and award contracts for Open Wire and Spacer Cable

Manager Sollecito gave a summary review of the project on Balcom St to reroute the 1W1 circuit.

Motion: To approve and award contracts for the open wire and spacer cable to the specified low bidder. (DelVecchio/Rhein) Passes 4-0

i) ,Vote on Designated Voting Representatives for MMWEC

As manager, Joe Sollecito is the primary voter. The members of the Light Commission will serve as alternate voters for MMWEC.

**Motion: To approve the MMWEC voters as listed.
(DelVecchio/Bren) Passes 4-0**

j) Proclamation from City of Bartow, Florida regarding mutual aid assistance

The City of Bartow, Florida sent a proclamation to thank MMED for sending linemen to help repair their system. Additionally, a resident of Bartow sent a handwritten card to thank MMED. Manager Sollecito also discussed how important mutual aid is to be able to restore systems quickly.

k) Review electric restoration efforts of Friday, February 3rd- Saturday, February 4th

With incidents on Shields Street and Ware Street, Manager Sollecito commended the MMED line crew for working efficiently in temperatures below zero and even lower windchill. Despite hydraulic failures and tape not sticking, they worked hard to restore power as quickly as possible. Multiple Town organizations were involved and the emergency shelter was opened as well. There was a great coordinated effort to make the best of the bad situation.

Chair Aptowitz offered kudos to all involved for the great response.

Vice Chair DelVecchio recognized the residents for their patience in the matter, which is a result of the good will MMED has built.

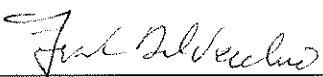
6) Comments from the Commissioners – None

7) Any items not anticipated by the Chair 48 hours prior to this meeting – None

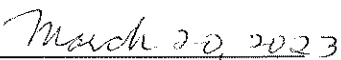
8) Adjournment

**Motion: To adjourn the meeting at 7:30pm.
(DelVecchio/Bren) Passes 4-0**

Respectfully submitted: Katherine Duggan



Signature of Clerk



Date of Approval