

*Paxton Municipal Light Department*  
*578 Pleasant Street*  
*Paxton, MA 01612-1300*  
*Light Commission Meeting*  
*April 12, 2022*

- I. Call to order: The meeting was called to order by Chairman Wheeler at 5:31 p.m. Members present: Emerson Wheeler, Yvette Orell, Mike Benoit, and Tara Rondeau, Manager. Public Attending: None.
- II. Approval of Agenda: Orell motioned to approve the agenda; Benoit seconded. Motion passed 3-0.
- III. Approval of Minutes: Benoit motioned to approve the February 22<sup>nd</sup>, 2022, minutes; Orell seconded the motion. Motion passed 3-0.
- IV. Public Comment: None
- V. Managers' Report:
  - A. Operations and Electrical Systems Updates:
    1. The linemen have continued trimming and chipping on Asnebumskit.
    2. They:
      - a. Performed streetlight maintenance on Crowningshield Dr., Old Lantern Circle, Richards Ave., Pleasant St., and Brigham Rd. Streetlight patrols are now being performed quarterly.
      - b. Ran underground conduit, set poles, installed and energized a transformer, ran the primary and secondary service for a new home on Brooks Road.
      - c. Ran a new house service on Pleasant St.
      - d. Transferred service for a customer on Monticello Dr. who was upgrading their system.
      - e. Replaced a broken preform on West St.
      - f. Pulled old poles #130 & #121 on Pleasant St. They were both replaced in 2021 due to MV accidents.
      - g. Insulated the primary wires on Brigham Road for a tree company removing a tree.
    3. The linemen assisted the DPW in replacing the guardrails at PCS and the soccer field utilizing old utility poles. Benoit asked the manager to investigate any safety issues or health concerns in using the old poles.
    4. The linemen fixed the automatic chains on the digger truck.
    5. To date, the linemen have installed 280 AMI meters.
    6. Outages: None to report
  - B. Office and Operations
    1. PMLD's accounts receivable 90 days past due balance is \$30,791.82. Last year at this same time, it was \$28,323.36.
    2. 18 day shut off notices will be going out this week. There are 46 customers who will be receiving them.

3. PMLD's server is almost 6 years old. The quote received last summer for a new server was roughly \$5000, it has now doubled. Chris from myOfficeCloud suggested that we rent a server from him since he has some brand-new ones from companies that folded during COVID. That would provide us with significant savings and allow us time to evaluate our options going forward before investing.
  4. The billing has progressively become more cumbersome due to the amount of problem water meters. For comparison: there were 9 electric and 31 water rereads, 49 electric accounts and 134 water accounts needed to be reviewed for high/low/missed/etc. 26 water meters were added to the growing water trouble list to be addressed by the water dept. Benoit suggested that the manager reach out to the water board to explain PMLD's concerns as well as provide them with a time frame for when the AMI meters installs should be completed.
  5. PMLD was awarded a grant for \$6,441.04 from MIIA to be used for safety equipment. We were able to get a new load break tool, 2-40' hot sticks, personal digital clamp on meters for reading AC/DC voltage on solar and batteries, personal voltage detectors that clamp on to the linemen alerting them to the presence of electrical fields or reenergized equipment, face shields, headlamps, and traffic cones.
  6. Both apprentices started lineman school at NEPPA.
  7. PMLD will be participating in Paxton days.
  8. The manager was voted in as the Vice President on the MEAM Executive Committee and reelected to the MMWEC Board of Directors.
  9. October financials: Operating revenue decreased from September by \$64,313. Power costs decreased \$8,000. Overall net income decreased from Sept. by \$73,000. This is due to a \$57,000 decrease in residential electric sales, a \$3,000 decrease in commercial sales and small decreases in sales in the other rate classes.
  10. November financials: Operating revenue decreased from October by \$7,367. Power costs increased by \$32,503. Overall net income decreased by \$26,600. Residential electrical sales decreased \$6,021 and commercial sales decreased \$3,469.
  11. December financials: Operating revenue increased over November by \$17,906. Power costs increased by \$41,209. Net income decreased by \$246,691. Residential sales increased \$18,583 and commercial sales decreased \$2,300. The large drop in net income is due to the year end adjustment made by the auditors for our pension. The Board was concerned over how this is impacting the financials and how this can better be budgeted for. The Manager has been trying to find some classes or trainings on pension funding to better understand the new accounting principles for pensions.
- C. MMWEC Updates-No significant updates to any of our projects.
- D. AMI Updates: Landis & Gyr will be coming to Paxton for a 3-day training with all the staff. We will be closed for those 3 days. Matt will open mail, answer the phones, and collect payments.
- E. Fiber Survey Results: The survey results have been finalized and will be added to our website. A brief overview of the results will be in the Spring 2022 newsletter. To date, PMLD has only received one quote from a consultant, Matrix Design Group, for a feasibility study and executive business plan. The manager is waiting on other quotes.
- VI. Executive Session: Chairman Wheeler announced PMLD will be entering into Executive Session under MGL Chapter 30a, Section 21, 10. The Board will reconvene in open session.

Benoit made a motion to enter Executive Session, seconded by Orell.

Roll call to enter Executive Session:

Orell: "aye"

Benoit: "aye"

Wheeler: "aye"

Motion passed 3-0 to enter Executive Session to discuss power strategy and new power supply opportunities. The Board convened in Executive Session at 6:10 pm

Wheeler motioned to exit Executive Session; Orell seconded.

Roll call to exit Executive Session:

Orell: "aye"

Benoit: "aye"

Wheeler: "aye"

The Board reconvened in open session at 6:45 pm

VII. Other Business:

1. Vote to be taken for PMLD's Participation Acknowledgement of Special Project 2021A.

**WHEREAS**, the undersigned is a Member of the Massachusetts Municipal Wholesale Electric Company, or a public power entity, whether in Massachusetts or not, which agrees to be bound by all provisions of the MMWEC Service Agreement applicable to Special Projects; and

**WHEREAS**, the undersigned, acting pursuant to Section 11 of the Service Agreement, hereby agrees to participate in Special Project 2021A in accordance with all applicable provisions of the Service Agreement; and

**WHEREAS**, the undersigned desires to participate in the purchase of power through a Power Purchase Agreement from the proposed offshore wind energy generation project located on a portion of the Outer Continental Shelf in the Bureau of Ocean Energy Management Lease OCS-A 0521 area to be developed and constructed by Mayflower and designated by MMWEC as Special Project 2021A.

**NOW, THEREFORE**, it is agreed:

1. That the undersigned hereby agrees to become a Participant in Special Project 2021A in accordance with the terms and conditions of this Participation Acknowledgement and Section 11 of the MMWEC's Service Agreement which terms and conditions are incorporated herein by reference and shall be fully applicable hereto;
2. That the undersigned hereby agrees that its share of Special Project 201A shall be up to .63KW of the capacity and associated energy to be derived from Special Project 2021A;
3. That the undersigned hereby agrees to allow non-Member Participants to share in the entitlement or allocation in this Special Project as a Special Project Participant without regard to such Special Project Participants' Member status;
4. That the undersigned hereby agrees to pay its pro rata share of the costs of carrying out Special Project 2021A prior to the execution of a Power Purchase Agreement, as established by the Board in the Special Project Fund as provided to the undersigned, which pro rate share shall be based on the undersigned's participation

in Special Project 2021A;

5. That the undersigned hereby agrees that the undersigned's preference allocation to the energy from Special Project 201A shall be equal to its pro rata share of Special Project 2021A.

**IN WITNESS THEREOF**, the undersigned has caused this instrument to be signed by its duly authorized officer as of this 12<sup>th</sup> day of April, 2022.

Benoit made a motion that PMLD participate in the Mayflower Wind Program Special Project 2021A, procuring .63 mWh. Orell seconded the motion.

Vote to participate in Project 2021A:

Orell: "aye"

Wheeler: "aye"

Benoit: "aye"

Motion passed 3-0. The clerk will sign the Certificate of Vote and Special Project 2021A Participation Acknowledgment for PMLD.

2. Orell reminded the board that the managers job evaluation needs to be done. Board agreed to complete it for the next meeting in May.

3. The Hills has a few tenants who have not paid in a long time. This is becoming a problem over the last couple of years. PMLD has no way to recoup money if the tenant moves out or passes away. The Manager cannot find any written agreement between the PMLD and the owner stating they would pay if a tenant did not, since PMLD waived deposits for them. Benoit suggested the manager contact the town administrator about use of ARPA funds to assist with utility payments. The board discussed going forward receiving deposits from tenants or a guarantee from the owner that they would cover the balance.

VIII. Adjourn: Benoit motioned to adjourn; Orell seconded the motion. Motion passed 3-0.

The meeting adjourned at 7:12 pm.

The Next Meeting is May 17<sup>th</sup>, 2022, at 5:30 pm.

Approved Minutes Submitted on behalf of the Paxton Light Commission

by Tara Rondeau on 5/17/22 Tara Rondeau

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