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BOARD OF LIGHT COMMISSIONERS
September 9, 2020
PUBLIC ZOOM MEETING MINUTES

The public meeting was called to order at 4:00 PM.

Present were: Commissioner/Chairman- Rick Rys Commissioner- Chris Conway, Commissioner Richard Chase, PMLD Interim General Manager Gary Harrington, Phil Gott, Dominic Golding, Dag Olsen, Brian Booth, Ashley Reddy, and Karen Mammone

Agenda:

The Board voted unanimously in favor (3-0) to accept the September 9, 2020 agenda as written.

Meeting Minutes:

[July 8, 2020 Public Zoom Meeting Minutes](#)- The Board voted unanimously in favor (3-0) to accept the meeting minutes.

[July 15, 2020 Special Public Zoom Meeting Minutes](#)- The Board voted unanimously in favor (3-0) to accept the meeting minutes.

[August 12, 2020 Public Zoom Meeting Minutes](#)- The Board voted unanimously in favor (2-1) to accept the meeting minutes. Commissioner Conway abstained.

General Manager's Report:

- [Current Bank Balances](#)- Mr. Harrington presented the Board with the bank account balances report dated September 9, 2020. A copy will be placed on file. The Citizens Bank Operating account has a balance of \$125,514.16, MMDT Depreciation account has a balance of \$1,272,782.79, MMDT Reserve Fund account has a balance of \$943,642.39, Unibank online payment account has a balance of \$28,017.77, Citizens Bank Meter Deposit account has a balance of \$39,510.67, Fidelity Bank Operating Account has a balance of \$660.00, PMLD Accounts Payable as of September 9, 2020 has a balance of \$52,385.58, PMLD Customer Accounts Receivables as of September 9, 2020 has a balance of \$449,602.75, PMLD Total Wind Farm Debt is currently at \$4,240,905.84 and PMLD Total OPEB Liability is \$771,796.00-for the Period Ending on the Measurement Date of December 31, 2019. (OPEB- Other Postemployment Benefits). All bills are paid in a timely manner.
- [2020 Cashflow Budget Review](#)- Mr. Harrington presented the Board with a copy of the 2020 budget detail dated September 9, 2020. A copy will be placed on file. The cashflow figures were for January-July 2020 with a target of 58.33%. Mr. Harrington stated that revenues were at 60.96% and expenses were at 59.97%.
- [Wind Turbine Maintenance](#)- Mr. Harrington stated the Wind Turbines maintenance was completed. Baldwin will begin blade inspections starting this week or next. The cost will be split between Princeton and Templeton. PMLD's share will be \$24,000. Our insurance policy requires the blades to be inspected once every two years.
- [Building Audits](#)- Mr. Harrington told the Board the audits for the town buildings was completed ahead of the October deadline. MMWEC (Massachusetts Municipal Wholesale Electric Company) hires a consultant to work on the audits. Mr. Gott thanked Mr. Harrington for having the audits completed so quickly.
- [Outage Procedure](#)- Mr. Harrington informed the Board Ashley will be trained in CodeRed. There was a discussion as to when CodeRed would be used. It would not be used very often only when there is a major outage. The residents should call Dispatch first. Dispatch will call the Linemen on call, who will decide if the office staff should come in. During the last big outage, Ashley updated the phone line for PMLD from her home before coming into work. Residents should call the office and select option 3 for updated power outages.

Commissioner Chase asked about the outage a couple of weeks ago when half of the town was without power. PMLD needed to shut off power to a section of Princeton because of a dangerous situation noticed that required being taken care of right away. There was no time to notify the residents. Under normal circumstances, if they needed to work on lines, requiring power to be shut off, residents would be notified with a phone call, a visit to their home or would be left a message informing them of the situation.

Commissioner Rys inquired about the popup for power outages on the PMLD website. Ms. Reddy reviewed the procedure as follows: she will type up the message, send an email to the Website Managers, phone them to make sure they are aware of the situation. Updates can be made 24/7 to the website. The best way to find out about outages is to call the office select option 1 to speak with the office staff or option 3 for updated power outages. Next week, Fire Chief John Bennett will be coming to PMLD to train office staff on CodeRed.

- **Update Manager**- Mr. Harrington commented on the search for the new General Manager. There were 13 candidates who applied for the position. The committee narrowed it down to six. The committee will be interviewing three candidates on September 22nd and three candidates on September 23rd. There will be six questions to ask during the interview with multiple questions within the question. The interviews will be done through Zoom. When the committee narrows the candidates to three, there will be a public meeting. Mr. Harrington mentioned he thought Mr. Rick White had told the committee when they select the final three it must be done in a public meeting. Once a decision is made for the General Manager negotiating the salary will be done in Executive Session.
- **Solar DOER (Department of Energy Resources)**- Commissioner Rys discussed the Solar Project PMLD agreed to allocate up to \$10,000 for residents who installed a Solar Project. Mr. Harrington has a meeting with a representative at MMWEC next week and will ask about the funds available.
- **PMLD News/Updates**- Mr. Harrington discussed the tree trimming in town. There was a little issue with the bid this year because the prevailing wage is out of sight. The figure required to be used is different from the tree trim rate and labor rate. The new rate is twice as much as before. The bids had been sent out and an addendum was sent with the new rate required to be used.

Dominic Golding-WPI- Mr. Golding presented to the board a history of WPI's Team Based Research Project students are required to complete during their Junior year at WPI. Mr. Golding is looking for people who would be willing to work with one of the WPI Research Project Teams of 3 or 4 for approximately 7 weeks (1 term.) These teams would be working on background research to develop their research protocols to basic background reach before they spend the next 7 weeks implementing the research project. The project is basically 14 weeks-7 weeks preparation, 7 weeks for collection and analysis. Mr. Golding was wondering if PMLD had an interest in hosting a team. These projects are to help students learn to work in a team with people who have different skills to tackle a problem that may or may not be in their major. Mr. Golding is looking to get projects for the "C" term-January & February and "D" term March & April. If PMLD is interested in hosting a team, a short description of a project would need to be given to Mr. Golding by the first week in October. The preparation would begin on October 21st when the next term starts. If PMLD is looking at a March/April project, a description would need to be submitted by the end of November, the preparation time would be January/February. Students typically work 15-20 hours per week during the prep period, then approximately 35-40 hours per week during the implementation phase. There have been approximately 500 projects over 30 years with about 1500 students.

Both Commissioners Rys and Chase are interested in hosting a team with each suggesting projects PMLD would benefit from if they decide to work with the WPI students. Commissioner Conway suggested PMLD hold off until a General Manager is hired. Decision was made to discuss later when PMLD has a new Manager.

Public Meeting:

At 5:11 PM the Board voted unanimously in favor (3-0) to adjourn the meeting.

Respectfully Submitted,

***Karen Mammone
Recording Secretary***