

PRINCETON MUNICIPAL LIGHT DEPARTMENT  
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**BOARD OF LIGHT COMMISSIONERS  
ZOOM PUBLIC MEETING MINUTES  
May 13, 2025 Amended**

**Action Items:**

Mr. McKeon will discuss with Ben from the Highway Department the possibility of PMLD purchasing fuel during certain times of the year.

Mr. McKeon will search for the maintenance history and cost of the wind turbines.

Mr. McKeon will coordinate with Mr. Tupper to schedule a tour of the substation.

The public meeting was called to order at 2:59 p.m.

**Present: Commissioner- Rick Rys, Commissioner- Phil Gott, Commissioner- Richard Chase, General Manager- Sean McKeon, General Foreman- Chris Courville, Ashley Reddy, and Karen Mammone**

**Zoom: John Zimmatore (Advisory Committee)**

**Agenda:**

The Board unanimously approved (3-0) the May 13, 2025, agenda.

**Meeting Minutes:**

The Board voted unanimously (3-0) to approve the minutes for April 10, 2025.

**General Manager's Report:**

**Current Bank Balances-**

The Board reviewed the bank account balance report dated May 13, 2025. A copy will be placed on file. All bills are paid in a timely manner.

**2025 Cashflow Budget Review-**

Mr. McKeon presented the board with a copy of the 2025 budget details dated May 12, 2025. A copy will be placed on file. The cash flow figures were for January through March 2025, with a target of 25.00%. Mr. McKeon stated that revenues were 29.52% and expenses were 25.27%.

**Update on Operations:**

- PMLD replaced flush mount boxes on Stagecoach Rd and Jillian Dr with pedestal boxes to make it easier for the linemen to locate in the winter.
- Removed a couple of large trees from the system.
- Completed the URD (underground residential distribution) mapping on Stagecoach Rd and Jillian Dr.
- Replaced ten utility poles, including one pole in front of the cemetery on Mountain Rd, which required core drilling through the ledge by JCR Drilling Services.
- Transferred 15 utility poles.
- On Westminster Rd, pole-51 was moved back 4 feet to create an additional parking spot.
- PMLD assisted the Highway Department with holding poles while drainage work was being performed.
- PMLD purchased a new blinking light for the town center.

- The pole audit has been completed. The audit revealed that 183 poles need to be replaced within the next three years.
- PMLD has acquired two new solar customers.
- Upgrades to the grounding systems on Merriam Road and the short side of Mirick Road.
- Pedestal upgrades are planned for Hickory Road and Oak Circle.
- The next project will focus on conversion work on Worcester Road and Boylston Avenue.
- **MMWEC Battery Storage Project-(Delorean/Lightshift)**  
There have been no updates since last month.  
The Project Manager from Lightshift has contacted Princeton's Planning Board.
- **Holden Interconnect & Request for Substation Visit-**  
The interconnection process with Holden is still underway. The same company that conducted the interconnection study with Sterling will also handle the study with Holden, meaning some of our work has already been completed.
- **Review OT and IT Security & Backups-**  
The security upgrade was completed on the day of the last board meeting, and we are now 100% backed up.  
Mr. Courville investigated the SCADA system (Supervisory Control and Data Acquisition System) for the wind turbines. He discovered that there are copies of the SCADA system available, which will allow us to replace the server and install Windows 11.
- **Future PMLD Expense Planning (Wind Payoff/End of NextEra Contract/Trucks)-**  
The board discussed the possibility of paying off the wind turbines early in 2026 instead of 2027. They also reviewed the O&M (Operations & Maintenance) cost associated with the turbines. Mr. McKeon will investigate the maintenance history of the turbines and the expenses incurred by PMLD.

#### **Capital Projects:**

- The Princeton-Holden Tie Project is projected to cost approximately \$500,000. Mr. Courville will present a more refined budget at the next meeting. The estimated timeline for this project is 2026-2027.
- The PMLD building requires an electrical upgrade to accommodate the replacement of the generator. The estimated budget for this upgrade is \$65,000, with a projected timeline for 2026.
- The PMLD digger truck is 20 years old and needs replacement. The estimated cost for a new truck is \$400,000, with a planned replacement timeline between 2026 and 2028.
- An AMI upgrade is under consideration, with a timeline projected for 2031. The cost for this upgrade is yet to be determined.

#### **Future Expenses:**

- The MMWEC working capital account requires full funding by January 1, 2028, with an estimated cost is \$245,000.
- The Wind Turbine Demolition approximate cost is \$300,000 for a cut-and-drop method. The estimated timeline is 2030.
- The exterior of the PMLD building requires carpentry work and painting. The estimated cost for the project is \$30,000, with a timeline of 2026.
- OPEB will not change until we are required to fund it, or some projects on this list are completed and funds become available. The estimated funding is \$501,703.
- **Grant Application-**  
The grant application is currently under review as of this meeting. The Board, along with Mr. McKeon, and Mr. Courville discussed options for redundant connections, including the potential rental of a generator if necessary.
- **DPU Report Signature-**  
At the beginning of the meeting, all board members signed the DPU (Department of Public Utilities) report.

**Updates on Facebook & Website-**

There are no reports this month.

**New Business/Parking Lot-**

- All Municipal Managers received a letter from MEAM (Municipal Electric Association of Massachusetts) requesting that they discuss the new regulations with their respective boards.
- Mr. McKeon attended the annual conference for MMWEC (Massachusetts Municipal Wholesale Electric Company), where PMLD received the Leadership Award. This award is only granted once per year. Mr. McKeon believes that PMLD's recognition is a result of its active involvement in MMWEC and strong ties with the other municipal light departments in Massachusetts.
- Mr. McKeon also announced that Ms. Reddy will be receiving her master's degree from Fitchburg State University next Thursday.  
*Commissioner Gott would like to include the statement, "The Commissioners congratulated Ashley on her achievement."*
- Commissioner Rys participated in the Earth Cleanup event held in Princeton, where he distributed PMLD bags to residents who took part in the cleanup.

**Public Comments-**

No public comments.

At 4:49 p.m., the Board voted unanimously in favor (3-0) to adjourn the meeting.

*Respectfully submitted,*

*Karen Mammone*

*Recording Secretary*

	Capital Project Name	Estimated Cost	Estimated Timeline	Description
1	Princeton/Holden Tie Project	\$500,000	2026 -2027	Very rough estimate for Tie with Holden. Barry received approval from his board to pursue the details of the tie project.
2	Building Electrical Upgrade	\$65,000	2026	Increase single phase service size to 400A and replace generator with a 100kW diesel generator and transfer switch. The added capacity will allow us to witch most of our heating and cooling to Heat Pumps
3	New Digger Truck	\$400,000	2026 - 2028	Replace 2005 truck with new truck or a lightly used truck if we can find one. I would like to have the truck in place for 2028, but we may have to purchase the cab and chassis separately and then have the winning bidder build the truck for us.
4	AMI Upgrade	I will get some pricing info	2031	I still hope to take advantage of a grant for this project

	Future Expenses	Estimated Cost	Estimated Timeline	Description
1	MMWEC Working Capital Account	\$245,000	2028	Needs to be fully funded for January 1, 2028
2	Wind Turbine Demolition	\$300,000	2030	Estimated current cost to properly dispose of the turbines using the cut and drop method
3	Exterior Building Repair	\$30,000	2026	Carpentry work and paint
4	OPEB	\$501,703	None	I suggest we leave this unfunded until something changes and we have to fund it or we clear out our capital projects