

**Mansfield Municipal Electric Department
Minutes of Light Commissioners Meeting
September 18, 2023**

Present: Chair Mike Trowbridge, Clerk Maureen R. Doherty, Vice Chair Neil Rhein, Commissioner Brendan Roche and Light Department Manager Joseph Sollecito

The meeting was held at the Mansfield Town Hall, room 3AB and was also virtual via GoToWebinar. It was 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.

Motion: To approve the minutes of the July 17, 2023 Light Commissioners meeting (Doherty/Rhein) Passes 3/0

Review of School to Work Program – Manager Sollecito introduced school superintendent Teresa Murphy who explained the School to Work program. She distributed a flyer “Career Practicum at Mansfield High School”. This is a semester long course for 12th grade students which allows them to go into the workplace. It is a great opportunity for students to learn skills and the student is often employed there after their internship is completed.

Project Updates – Manager Sollecito said that there was a walk thru for the Gilbert Street storage shed, which is in the current capital budget, but no one showed up for the walk thru and MMED did not get any bidders. He did follow up and the response was that it was soon after Labor Day and it was not on their radar. He anticipates more responses from solicitors at a later date.

Manager Sollecito said that the plans for the office renovations are still being fine-tuned. They will be going out to bid in October.

MMED is close to getting specs together for the gate project which will be tied to MMED’s security access. Manager Sollecito said they are close to getting the specs together and will hopefully go out to bid in the next couple of weeks. He also let the Board know that the cost will be going up from \$80,000 to \$130,000.

Distributive Generator Peak Shaving Program – This project was put together in 2016 and runs only 3-4 times a month during a transmission (or capacity) peak but is very beneficial to ratepayers. Unfortunately, in June and July there was not one day which was a very high peak day so the peak hour was missed. Manager Sollecito said it is very important that they do not miss the peak. In August and September, they operated the unit during the peak hour.

Capacitor Bank locations – Manager Sollecito reviewed Engineer Jaffari’s memo regarding the efficiency of capacitor banks. Manager Sollecito said that since 2011 or 2012 some of them were taken off-line because they weren’t needed for voltage stability due to the installation of the Bird Road substation. He says they need to have a study to look at the locations of capacitor banks. He said some may be removed and some may be maintained.

Distribution Transformer Procurement – Manager Sollecito presented another memo from Engineer Jaffari. This one was regarding Distribution Transformers inventory. He explained the industry is facing a shortage of transformers. Padmount transformers are most critical and even more delayed in delivery, taking over 52 weeks for delivery. Manager Sollecito thinks that it would be prudent to put an order in now as they do not want to be caught short.

Clerk Doherty questioned whether a larger purchase could be made with other light departments. Manager Sollecito said that MMWEC was going to try that but it turned out to be too complicated so MMED will take care of it themselves. Chair Trowbridge suggested that Manager Sollecito check in with North Attleboro Electric about making a purchase together. Manager Sollecito said he would do that.

July 2023 Financial Statements – Manager Sollecito said that MMED’s net income for July is \$268,000 compared to prior year of \$201,000. He said that the generation charge payable is \$1.9 million vs. receivable of \$3.5 million in FY23. He explained that last year they were catching up. MMED’s cash position is similar to last year. Energy sales for the month of July were up from last year while small commercial is down. Manager Sollecito and MMED Business and Finance Manager Pereira have been discussing financials since rates went down in July. MMED is slightly under-collecting ‘Distribution’ revenue so they may have to raise the distribution charge in the future. They will not know until it gets closer to the winter.

Branded Apparel – Manager Sollecito reminded everyone that the MMED’s logo changed two years ago and since then, there are new employees and new commissioners. He is proposing a purchase of at least two branded clothing items for each person at an estimated cost of \$7000. He said that he did not need approval from the Board but just wanted to run it by them.

Dates for 2024 Light Commissioner meetings – Manager Sollecito said it was time to set up the Light Commissioner meetings for 2024. There was discussion about whether the commissioners prefer to meet during the same week when they meet as Select Board. Manager Sollecito said it is dependent on the availability of the room which is free the 3rd Monday of every month, excluding holidays.

Citizens Comments – none

Commissioners Questions and Comments – none

KP Law/extension of Manager Sollecito’s contract – Chair Trowbridge said the Board had been questioning whether they could extend Manager Sollecito’s contract beyond three years. Manager Sollecito provided an opinion from KP Law saying they could enter into a contract beyond the three years.

Motion: To extend MMED Manager Sollecito’s contract to 12/31/26
(Roche/Doherty) Passes 4/0

Clerk Doherty requested that a copy of the KP Law finding be posted on the website along with Manager Sollecito’s contract.

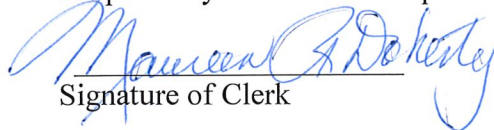
Motion: To enter into Executive Session at 6:12 for the following reasons and to not return to open session

- a) Review and consideration to approve of minutes of July 17, 2023 Executive Session where Exemption 2 was declared**
- b) Pursuant to M.G.L. Ch. 164, Section 47D and M.G.L. Ch. 30, Section 21, Exemption 10, to discuss trade secrets or confidential, competitively-sensitive or other proprietary information (Massachusetts Municipal Wholesale Electric Company – MMWEC Special Project 2015A) provided, in the course of activities conducted by a governmental body as an energy supplier under a license granted by the department of public utilities pursuant to section 1F of chapter 164 and when such governmental body determines that such disclosure will adversely affect its ability to conduct business in relation to other entities making, selling or distributing electric power and energy and the chair so declares.**

(Doherty/Roche) Passes 4/0

Roll call vote: Doherty-aye; Roche-aye; Rhein-aye; Trowbridge-aye

Respectfully submitted: Jacqueline Lee


Signature of Clerk

11-20-2023
Date of Approval