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John M. Driscoll, *General Manager*

Light Commissioners' Meeting April 6, 2016

Members present were: Dana Blais, Gregg Edwards, Chris Stewart

Employees present were: John Driscoll, Tom Berry

The meeting was called to order at 6:45 p.m. by Dana.

The agenda was approved on a motion by Chris, seconded by Gregg, 3-0 in favor.

The minutes of March 1, 2016 were approved on a motion by Chris, seconded by Gregg, 3-0 in favor.

Old Business:

The Manager updated the Board on the status of the 14 small claims cases that he had filed in Winchendon District Court against previous electric customers who owed the Light Plant money. To date, 2 of the 14 had paid up their past due balances at the office totaling \$2,403, 3 of the 4 had been issued *capias* arrest warrants by the Worcester County Sheriff's Office collectively totaling \$7,696 and the other 9 remained in varying states of past due status, with or without court-ordered payment plans totaling \$11,616. There were 2 cases that had not been heard in court yet totaling \$768.

The Superintendent had only received 2 bids for the three-reel trailer that the Light Plant had advertised for in the Worcester T&G. The first bid was from Sauber Trailer with no exceptions taken for \$31,982. The second bid was from Sherman-Reilly with 2 exceptions for \$65,056. The Superintendent said that the Sauber unit was the one that the Light Plant had been using belonging to the Ashburnham Municipal Light Plant for going on 12 years now. At this time a vote was taken as follows:

"On a motion by Chris, seconded by Gregg, 3-0 in favor the Board voted to purchase the Sauber Trailer for \$31,982."

Dana – Aye

Gregg – Aye

Chris – Aye

The Manager presented the Board with a second draft of the new TMLWP phone policy that he had proposed for implantation for reasons of both productivity and safety. This newer draft would allow the light and water operations personnel in the field to have their personal cell phones with them so that they could use them at their designated break times only. The office personnel would have to keep their personal cell phones off at all times in the office unless there was some emergency condition necessitating its being left on, only with the written consent of the Manager. At this time a vote was taken as follows:

"On a motion by Gregg, seconded by Chris, 3-0 in favor the Board voted to adopt the new phone policy as written in this second draft as part of the TMLWP Employee Handbook in effect as of September 2010."

Dana – Aye

Gregg – Aye

Chris – Aye

The Light Plant's outside auditing firm, Goulet, Salvidio & Associates (Goulet), had still not yet responded to the Manager's e-mail of February 29, 2016 in which he had inquired about the increased cost to switch from Braver, PC (Braver) to Goulet without any improvement in the delivery date of the audited financial statements OR the MA DPU Report. The Manager did state that for the first time in several years the Light Plant had been able to file its MA DPU Report (thru Goulet) on time on March 31, 2016. He also stated that the Light Plant had already received from Goulet a draft version of the audited financial statements and had anticipated receiving the final version this month. The Manager's theory was that rather than Goulet responding with words to his e-mail, Goulet responded with action by getting these tasks completed in a prompt manner for the Light Plant.

Dana said that this still left the issue of the increased audit cost to about \$24,000 from about \$18,000 without any (until now) real benefit to the Light Plant. He felt that in the future the manager should put this service out to competitive bid in the interest of achieving the best possible audit fee for years going forward. The Manager agreed and he would do this for the 2016 Audited Financial Statements.

New Business:

There were four (4) hand-outs that the Manager had prepared for the Board that did not particularly require any specific discussion:

- March 2016 KWH Sales/Revenues
- February 2016 Power Supply
- March 2016 Wind Generation
- April 2016 Residential Electric Rate Comparisons

At this time a roll call vote was taken as follows (8:15 p.m.):

"A motion was made by Dana, seconded by Chris, 3-0 in favor for the Board to enter into Executive Session to discuss trade secrets or confidential, competitively sensitive or other proprietary information AND to conduct strategy sessions in preparation for negotiations with union personnel. The Light Commission believed that if it were to have such discussions and/or conduct such strategy sessions in Open Session it would have a detrimental effect on the Light Plant's collective bargaining position. It was announced that the Board would later reconvene in Open Session but only for the purpose of Adjournment."

Dana – Aye

Gregg – Aye

Chris – Aye

There being no other Open Session business to discuss, on a motion by Gregg, seconded by Chris, 3-0 in favor the Light Commissioners' Meeting adjourned at 9:00 p.m.

Respectfully Submitted,

John M. Driscoll



General Manager