

Town of Danvers
Electric Division



1 Burroughs Street
Danvers, MA 01923
978-777-2668

**TOWN OF DANVERS
Municipal Light Board
March 27, 2018**

Attendees:

Light Board Members: Stan Svensson, Jim Evans and Bill Hayes

Town of Danvers: David Lane, Mark Piccarini, Chuck Underhill and Peter Korpusik

Scribe: Stephanie Doherty

The meeting was called to order at 8:37 A.M.

1. Receive Public Comments

- No Public present.

2. Accept Minutes

Bill Hayes recommended to amend the minutes by adding the following sentence to the Public Comments "Mark Zubereck speculated the funds will be rolled into the budget for tax supported activities and not the Electric Divisions activities."

A motion was made to approve the February 13, 2018 meeting minutes as amended by Bill Hayes and was seconded by Stan Svensson. The motion passed unanimously.

3. Financials

Peter Korpusik reviewed the preliminary financials through December 31, 2017. Revenues for 2017 have come in the same as last year and costs are less. Peter did state the cash balance has improved again and we continue to have a positive cash balance. Stan Svensson made a motion to accept and Jim Evans seconded. The motion passed unanimously.

4. PP&FA

Chuck Underhill presented the PP&FA for February 2018, followed by a discussion with the Board. He discussed the recommendation to maintain the PP&FA charges for residential at \$0.05075 and for all others at \$0.05353. Bill Hayes made a motion to accept and Jim Evans seconded. The motion passed unanimously.

5. Engineering Report / Project Update Director of Engineering and Operations

- Mark stated his department has been dealing with the storms over the past few weeks. His division went above and beyond the call of duty.
- David Lane thanked Mayer Tree and how everyone worked together as a cohesive group.
- The second storm was the most challenging. Worst storm since 2008. We dealt with over 400 calls.
- David is looking into doing an Employee Appreciation Day for the Electric Division and DPW.

6. The Utility Director Will Provide an Update to the Board on Various Items of Interest

- Projects
 - 54 Cherry Hill Drive**
 - The new solar array is under construction and will be a new resource joining our portfolio.
 - Street Light / Mass DOER Grant**
 - LED light replacements have been the focus of the Line Operations department. Less than 155 lights remain to be replaced.
 - Electric Vehicle Program**
 - We are waiting for the ENE Proposal.
 - Stan Svensson would like to see David Lane and Steve Bartha driving electric vehicles.
 - Double Poles**
 - Staff have been working on double poles. Verizon has also been in town working on their poles.
- Efficiency Audit / Strategic Plan
 - David Lane passed out his latest draft of the audit.
 - David asked the Board to review and send their comments to Stephanie.
 - The RFP is planned to go out the beginning of April.
- Middleton ROW
 - The Town Manager is planning to update the MLB on the ROW funds at a future meeting.
- Peter Korpusik is finalizing the procurement of a new vendor for on-line billing and customer payment.
- Other
 - Stan mentioned he and Jason Small looked at a pole in a resident's backyard. Mark Piccarini said he would look into it and get back to Stan.

- Bill Hayes asked for an update of a new space for the Electric Division. David Lane stated the Governor of Massachusetts is selling off state owned land to towns that are not being used. David is looking into this. It is being proposed that a new building be built to house all of the Electric Division along with the DPW for 2023.
- Bill Hayes asked David for an update of the Efficiency Engineer position. He wanted to state the reason he keeps bringing it up is because it has been vacant for 18 months. His concern is that the Town Manager could say we don't need the position anymore because it has been vacant for so long. Bill would like to see a sense of urgency getting the position filled. David stated he met with Human Resources on the job descriptions for the Efficiency Engineer and the finance position. Substantial process has been made on these job descriptions.
- Stan Svensson would like to see the town using electronic banners to advertise events taking place in town.
- Stan Svensson mentioned someone went to Dan Bennett saying they had a bad experience at the Business Office. David Lane met with Steve Bartha and updated him on the excellent customer service work done in the business office and the difficult customers which the office has to deal with.
- Stephanie will get copies of the Fiscal Year 2019 Town Budgets to the Board Members, Mark Piccarini and Chuck Underhill.

Jim Evans motioned to adjourn the meeting at 10:42 am and Bill Hayes seconded. The next meeting is scheduled for April 24, 2018 at 8:30am.

cc: Stan Svensson
Jim Evans
Bill Hayes

David Lane
Mark Piccarini
Peter Korpusik
Chuck Underhill