

Town of Danvers
Electric Division



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

**TOWN OF DANVERS
Municipal Light Board
December 18, 2018**

Attendees:

Light Board Members: Stan Svensson and Bill Hayes

Absent Board Members: Jim Evans

Town of Danvers: David Lane, Mark Piccarini, Peter Korpusik and Jeffrey Elie

Other: Mark Zuberek, Resident

Scribe: Stephanie Doherty

The meeting was called to order at 8:35 A.M.

1. Receive Public Comments

- Mark Zuberek stated he is looking forward to seeing the Efficiency Audit and would like the right to reserve his comments when the audit is available.

A motion was made to close the Public Comments portion by Bill Hayes and was seconded by Stan Svensson. The motion passed unanimously.

2. Accept Minutes

A motion was made to approve the November 27, 2018 meeting minutes by Bill Hayes and was seconded by Stan Svensson. The motion passed unanimously.

3. Financials

Peter Korpusik reviewed the preliminary financials through November 30, 2018. Peter stated we continue to have a positive cash balance. Stan Svensson made a motion to accept and Bill Hayes seconded. The motion passed unanimously.

4. PP&FA

David Lane presented the PP&FA for December 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. Stan Svensson made a motion to accept with no action and Bill Hayes seconded. The motion passed unanimously.

5. First Draft 2019 Budget

- David Lane reviewed the draft CY 2019 budget with the Board.

6. First Draft Energy Efficiency Audit

- David Lane stated a first draft report was received from Baker Tilly. They are still working on a number of items and a copy of the report will be provided to the Board when this is completed.
- Some highlights of the report include:
 - time of use rates,
 - electric vehicles,
 - daily cash policy
 - restricted revenue policies,
 - investment policies, and
 - work order recommendations.

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

- Mark Piccarini reviewed the Calendar Year 2019 Capital Plan with the Board.
- We are close to being ready to put the control house at Station 42 out for bid.
- Nothing significant to report on since last month's project update.

8. Maple / Summer Street Project Update

- Project area is cleaned up for the winter shutdown. There are no machines left on the side of the road to interfere with any plowing.
- Signal equipment anticipated in late February or early March.

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

- David stated we may have to make an adjustment to the PP&FA in 2019. For now it will remain the same for January.
- We are also working closely with ENE on the PP&FA. They are coming here on Friday to meet with us.
- David stated we can fund this year and last year's capital program at a 3% depreciation level. There is a possibility we need to increase this amount in 2021 and 2022 due to the plan sub-station improvements.
- The Assistant Utility Director position is being advertised. Wayne Marquis, Steve King and the electric manager from Middleton will be part of a pre-screening committee.
- More residents than expected are purchasing electric vehicles. We need to come up with a recommendation on how they will pay at the charging stations which will be located at Town Hall and Burroughs Street. Jeff Elie is working on what other towns are doing.
- We are still working on the issues with our Elster meters.

10. Board Members Closing Comments and Correspondence

Bill Hayes

- Bill asked where we are with solar. David stated we have some who are grandfathered in for 10 years and after that they will fall into the new program.
- He wanted to know if there would be a readiness charge. Mark stated we have to build the system to meet the needs of the solar customers.
- Bill commented that we should look at keeping 1 and 2 Burroughs Street together as a small project versus keeping it with the DPW. A new public works building is included in the town's long range capital plan.

Stan Svensson

- Stan asked if there are any residential customers who owe us money. Peter stated not that he is aware of other than those who have financial or medical hardships.
- Stan stated if we make an adjustment to the PP&FA he would like to have backup material provided.
- Stan asked David if there are any grant programs. David stated there are 3 endeavors, Landfill Solar, Electric Vehicles and Energy Audit.
- Stan asked Mark about the last 2 FERC items on the capital plan. Mark stated this includes small capital improvements that we cannot predict what they are.

10. Board Members Closing Comments and Correspondence (continued)

Stan Svensson

- Stan asked about ROW money. David stated funds are in the operation budget for mowing and clean up. We have cash funds in 2020 and 2021 set aside for bridge upgrades.
- Stan feels the lobby located at 2 Burroughs Street should be upgraded and money be budgeted for upgrades every year.
- Stan asked if there was any grant money from the March storms. David stated we met with the coordinator and should be receiving some money.
- Stan would like an update on the Cloud billing system at the next meeting. Stephanie will put it on the agenda for January.
- Stan would like to see the Electric Division have an electric vehicle as part of their fleet.

Stan Svensson motioned to adjourn the meeting at 10:00 am and Bill Hayes seconded. The next meeting is scheduled for January 23, 2019 at 8:30am.

cc: Stan Svensson
Jim Evans
Bill Hayes

David Lane
Mark Piccarini
Peter Korpusik