

Wendell Municipal Light Board (MLB) Meeting

Tuesday, March 11, 2025 6:30 pm

draft Minutes

Present: MLBoard - Robert Heller, Laurie DiDonato, Lou Leelyn; MLP Manager - Ray DiDonato.

Meeting called to order 6:31 pm

Minutes - Approval of February 11th minutes. Robert made a motion to approve. Laurie seconds. Motion passed.

Outstanding Receivables - Lou added notes to [spreadsheet](#) to clarify our process and decisions on past and current cases. It's been agreed the MLB will reach out one additional time after Whip City has cutoff service before writing off the past due amount. Lou already told Carolyn to write off many of the old debits and refund the credits. Lou will follow up to see if it has been completed.

With new overdue accounts- there was discussion on what was the best way to reach out. It was agreed an email that is a form letter might be best. Depending on the situation we can try harder with a snail mail letter or dropping a notice at their home.

BEAD grant - MBI is going to write this grant in the next month to get federal money for all houses to be served. Individual service providers can apply and MBI is handling the grant statewide. Whip City is facilitating connecting to MBI. Wendell has 3 unserved locations eligible for BEAD \$\$ - two are on Gate lane and are hunting camps. The other is Gale Mason on Cooleyville Rd. Gale is off-grid so may not be able to have internet anyway. It is possible new sites with extensive drop costs could also be eligible. Ray and Robert will reach out to Andrew Short to see what is needed. Michael Baldino from MBI is involved.

MLP Manager Job Application-

We will have short interviews at the next meeting. The plan will be to keep it casual and have a few questions that we can ask each candidate. Ray confirmed he is willing to be part of a transition phase. We have funds in the budget for them to onboard within this fiscal year. It is likely they would be paid quarterly. It was suggested a calendar of payments should be created. This will be an annual appointment so if not a good fit we might have to wait out the year. Lou will solidify a time at our next meeting that she can come. Ray is flexible about when he would want to leave the position. He will work on documents that will aid a transition that will include: vendors and contacts we communicate with, logins, etc. Lou will compile important information about the CRM.

MLP Manager Report-

- Annual report - Ray can write it and send it off- Board agrees
- Cebula came yesterday and did the fire alarm test. Hut looked clean, but the app is not working. Ray will reach out on that. Lock was clicking but not opening- needed a screwdriver.

- Spring ride-out with optional hut inspection will include checking the locking mechanism. Ray signed on for that.
- Pole on Depot road is broken and our fiber has been removed. Waiting on Verizon for the next step.
- Not many big outages over the winter, although there have been local outages in the tech calls with the cold weather.
- Accountant has a different format for the budget that she pointed out and it has been adjusted.
- Information request from Chesterfield - 7 questions. Ray can handle it.

Operations- 362 bills that went out for February.

Board member potentials - none yet.

Next meeting- April 8th - 6:30pm - in-person. Laurie will sign up for the conference room at town offices.

Adjourned 7:36pm