

**MINUTES OF THE
MUNICIPAL LIGHT BOARD MEETING
June 9, 2020**

PURSUANT TO notice given, the Merrimac Municipal Light Board (“Board”) met in the Municipal Light Department’s (“MLD” or “Department”) Administration Building, 10 W Main Street, at 3:30 PM.

PRESENT

Those present included Chairman Norman Denault, Vice Chair Paula Hamel, Secretary Larry Fisher, MLD’s General Manager Kenneth Lamb, and Office Manager Tara Aniello.

MEETING START

A motion was made and accepted to bring the meeting to order at 3:38 PM.

APPROVAL OF MINUTES

Commissioners voted 3-0 to accept the May 14, 2020 Board Meeting Minutes as written.

GENERAL MANAGER’S ITEMS

Audit Results review Mike Nelligan:

A motion was made to move Mike Nelligan up because the meeting was running behind schedule. Mike Nelligan from Powers & Sullivan went over the recent 2018-2019 audit for the Light Department. Mike mentioned that there were obstacles this year because of the COVID-19 situation, but it didn’t present any issues with the audit and everything went smoothly. Rather than audit in person everything was sent remotely. The Department had a good year financially, investments and inventory were up compared to last year and receivables were down. The Departments net position increased \$963,000 compared to the previous audit. A motion was made to accept the audit report.

April 2020 Financial Information:

The General Manager (“Manager”) asked the Board if there were any questions regarding the financial information for the month of April 2020 or the financial forecast. The Department saw a net income of \$166,016 compared to a forecasted income of \$26,422. Contributing to this difference was higher than expected returns on investments.

Full Strength Staffing Plan:

The Manager discussed the staff coming back to work during the COVID-19 situation. The line staff will start full time on June 13th and will have set guidelines in place to ensure health and safety. The office staff will continue to work part remote and in person and will return to work full time when the Town approves to do so. The drive thru will remain open but the lobby will continue to stay closed until further notice.

Line Superintendent Position:

The Manager discussed keeping the Line Superintendent position but making it part time instead of full time. The commissioner's mentioned contacting past employees that have helped out to see if they were interested. The previous Line Superintendent may also want to come in to work part time but may not be ready to be back right away. The Manager will post the position and see if they get any candidates for part time. The Manager will update the Board on any new information.

Discussion of new General Manager Objectives:

Phone System: The Light Department will be taking part in the new phone system that the Town will be taking advantage of. The office will have 2 cordless and 1 landline, while the garage will also have a cordless and a landline. Anne Jim and Chris Gaudet will be working with the Department to get everything set up.

Honeywell: The Manager will be signing an agreement with Honeywell for hosting and management partnership with Groveland.

Amesbury Streetlights: The contract was signed that the Town of Amesbury sent over and the Manager is waiting to hear back from Tom Barrasso.

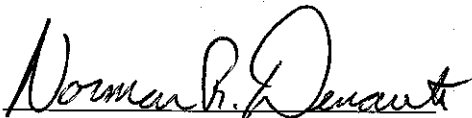
Battery and Fiber Proposals: The Manager is starting to get familiar with the battery storage and fiber optic proposals and will be looking into them soon. Larry Fisher said to take his time and get acquainted with everything else and not to rush into it.

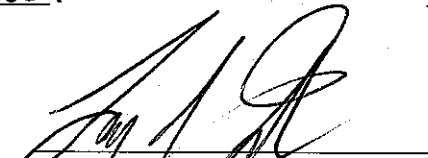
Other Items:

Kenneth Buzzell's Retirement:

Norman Denault asked what the plan was for having a get together for Ken's retirement. The Manager said that Ken did not want to have a party for his retirement and would rather work a normal day. The commissioner's decided to not have a get together and show appreciation through a retirement gift.

The meeting was adjourned at 4:50pm.


Chairman


Secretary

Vice Chair