

**MINUTES OF THE
MUNICIPAL LIGHT BOARD MEETING
November 13, 2018**

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 Vice Chair Norman Denault, Secretary Paula Hamel, MLD’s General Manager Francisco Frias, and Office Manager Tara Aniello. Also present was Brad Muroe, Sales Manager of Fujitsu Network Communication.

MEETING START

A motion was made and accepted to bring the meeting to order at 3:35 PM.

APPROVAL OF MINUTES

Commissioners voted 3-0 to accept the October 9, 2018 Board Meeting Minutes as written.

GENERAL MANAGER’S ITEMS

August 2018 Financial Information:

The General Manager (“Manager”) asked the Board if there were any questions regarding the financial information for the month of September 2018. The Department saw a total Net Income of \$152,289.00, compared to a forecasted net income of \$80,305.00. The high usage in August was the main reason for the high number. Included in the Financial Information portion of the Board package was the Comparative Operating Statement for the previous year and the current year. Also enclosed was the spreadsheet for August’s ending balances.

System Arc Flash Update:

The Manager informed the Board that he found a company to do the Arc Flash Study Analysis that is required every time the system updates. The last time this needed to be done was when there were solar installations. They are able to provide a report which saves time and money while making sure that the PPE will stay the same. This will also be very helpful with the possible OSHA changes coming next year.

NGrid – Merrimac Supply Lines Work Update:

The Manager met with National Grid and other Municipalities to discuss the storm response in March. Merrimac was out the longest out of all the other towns which should not have been the case since it was so close to the Substation. There are no provisions in which Merrimac would be powered up first. In order to gain control of getting the power back within Town, The Department can install a gang switch with some indicators which can isolate the rest of the line and energize our supply lines. The Manager will request that Amesbury place a pole on Middle Road. Once approved, the pole can be

installed and the switch and indicators can be put on line 23-96. Another line where a fault indicator will be placed is line 23-77. This will save a lot of time and allow us to have power within Town even if there are issues outside of Town.

Public Streetlights Energy Cost and Rate:

With the installation of LED's the streetlight cost is going down substantially. With the calculation provided by Mass General Law for the pricing of streetlight services, we would not be covering the average that we are paying for. Instead of using the streetlight calculation the Manager suggested a more reasonable number to cover cost. Since it is not due until March, The Manager will get the numbers for 2018 to make it more accurate. The Manager will gather information and discuss at a later date.

Fujitsu Network Communication Presentation:

Brad Muroe from Fujitsu Communication came in to speak with the Board about what the company has to offer. It is a publically traded company based in Japan with annual revenue of 38 Billion. Fujitsu has helped other Utilities, Towns and Cities by offering broadband services where there may be a lack of internet or overabundance of usage. They design, engineer, build and run municipal networks. They can secure and manage the system while helping from a marketing perspective. A ballpark cost would be about \$35,000 a mile for the broadband internet. The Manager will look into how many miles overall the system has and follow up. Commissioner Larry Fisher also wanted to know the cost of the feasibility report which Mr. Munroe will research and follow up with the Manager and the Board.

MLP Solar Rebate Program:

The Manager informed the Board that the Solar Rebate Program has been approved and the target launching date is in December. The established dollar amount per kilowatt would be split between the DOER and the Light Department. If the established dollar amount were \$1.20 per Kilowatt then the Department will pay \$0.60 per Kilowatt and the DOER \$0.60. There is a cap on the amount that will be paid which is the amount we commit to. This only applies to new systems that are installed and cannot be retroactive. The Manager needs to send a letter on the amount the Department will commit to in order to move forward with the process. The Board made a motion to put \$25,000 into the program.

Haverhill Streetlight Upgrade:

The City of Haverhill will be installing \$8,000 streetlights in order to convert over to LED. Five communities put out bids and one was selected by the City. The Merrimac Light Department will still be doing maintenance on the streetlights until further notice.

Community Website and Public Relations Ideas:

Commissioner Larry Fisher provided information on a proposal made for the Town by John Guilfoil. The Town currently uses CivicPlus for the website but it can be difficult to use and hard to manage. Guilfoil will create a new Town website and help with things that we don't have the capabilities to manage. This is something the Department could possibly benefit from and would help is with advertisement. It would be roughly \$999.00 per department if it was to replace the entire CivicPlus website. As more information becomes available the Department will be updated.

KP LAW FEE:

The Town contacted KP Law in May when the Light Department provided the paperwork to transfer from Bartholomew into a Trust Fund. Since the Light Department provided the correct paperwork and the Town had requested a second opinion which resulted in the charges, the Manager did not feel that the Light Department should be absorbing the charges. The Board made a motion to pay for the \$180.00 charge with the understanding that they will not pay for a service that they did not initiate in the future.

MANAGER'S CONTRACT:

Vice Chairman Norman Denault notified the Manager that he was still working on his contract and would have it ready for the next meeting.

The meeting was adjourned at 6:00 PM.



Chairman



Vice Chair

Secretary