

**SOUTH HADLEY ELECTRIC LIGHT DEPARTMENT
BOARD OF COMMISSIONERS EXECUTIVE SESSION VIRTUAL MEETING
December 9, 2021, AT 5:15 P.M.**

Present for the Board: Chairman Gregory Dubreuil, Vice-Chair John Hine, Denise Presley, Kurt Schenker (arrived 5:40), Ron Couto

Present for SHELd: General Manager Sean Fitzgerald, Administrative Assistant Kim Mendoza, Financial Manager Michael Conchieri

The virtual meeting open session was called to order at 5:15 P.M. by Chairman Dubreuil. It was voted to move into Executive Session to discuss new fiber opportunities and contract negotiations with the General Manager, by a roll call vote.

General Manager Fitzgerald informed the Board of active fiber business development opportunities. Mr. Fitzgerald provided a brief description of three fiber opportunities and a financial analysis for consideration.

The towns of Leverett and Shutesbury are 100% fiber constructed and service approximately 800 internet and telephone customers and 700 internet and telephone customers, respectively, under existing contracts with other providers. SHELd conducted preliminary meetings with officials of both towns who are requesting proposals for service from SHELd. Holyoke G&E will be handling the network administration.

SHELd also provided the City of Easthampton with engineering and design cost data and an Intergovernmental Agreement. Easthampton also requested and received a proposal from SHELd for a complete Gigabit Passive Optical Network (GPON) fiber network design. Easthampton is considering the proposal.

Mr. Fitzgerald answered several questions from board members including SHELd staffing requirements for servicing the Leverett and Shutesbury contracts, any major concerns with these projects, and the cost accounting for SHELd staff time spent on the projects.

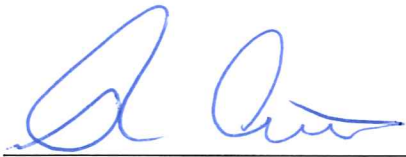
Mr. Fitzgerald said SHELd can do the majority of work for the conversions and much of the other work would be outsourced to vendors and should not be a large drain on SHELd resources to manage these projects.

On a motion by Mr. Hine, seconded by Ms. Presley, it was VOTED: To authorize the General Manager to pursue agreements with Leverett and Shutesbury regarding service proposals, by a roll call vote: Mr. Hine – aye, Ms. Presley – aye, Mr. Couto – aye, Mr. Dubreuil – aye.

The next topic was the General Manager's 5th contract amendment. Chairman Dubreuil had circulated information to the board members and informed the Board that he and Vice Chairman Hine had conducted a meeting with Manager Fitzgerald and negotiated terms as proposed in the 5th amendment to the Managers contract. Chairman Dubreuil shared the history of contract changes and asked Mr. Hine to provide an overview of the negotiations. Vice Chair Hine explained that based on the MEAM Salary Survey that the median salary for MLP Managers with telecommunications was \$208,000. Mr. Fitzgerald's proposed increase would be to \$204,000 and include a 1-year contract clause extension which was mutually agreeable to Mr. Fitzgerald, Chairman Dubreuil and Vice Chair Hine. There was additional discussion related to goals and Chairman Dubreuil explained that voting for the Managers 5th amendment will need to occur in open session. Chairman Dubreuil concluded the meeting at 5:53PM.

On a motion by Mr. Hine and seconded Mr. Coutu, it was

VOTED: to adjourn executive session and return to open session at 6:00PM, by a roll call vote: Mr. Hine – aye, Ms. Presley – aye, Mr. Schenker-aye, Mr. Coutu – aye, Mr. Dubreuil – aye.



Ronald Coutu, Secretary

Approved: January 27, 2022