

Electric Light Department

Town of South Hadley

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SOUTH HADLEY ELECTRIC LIGHT DEPARTMENT BOARD OF COMMISSIONERS MEETING SELECTBOARD MEETING ROOM, TOWN HALL FEBRUARY 23, 2017 AT 6:00 P.M.

Present for Board: Anne Awad, John Hine, Gregory Dubreuil, Vern Blodgett, Kurt Schenker
Also present: SHEL D General Manager Sean Fitzgerald

The meeting was called to order at 5:56 P.M. by Chair Anne Awad. Chair Awad noted the first item on the agenda was an Executive Session for the purpose of discussing litigation strategy. A motion, made by Kurt Schenker and seconded by Vern Blodgett to go into Executive Session to discuss strategy with respect to litigation relative to the Hampshire County Court Action #1680CV00080 because discussing in Open Session may have a detrimental effect on the litigating position of SHEL D, and to return to Open Session following the Executive Session, was voted unanimously by a roll call vote; Hine-aye, Blodgett-aye, Awad-aye, Schenker-aye, Dubreuil-aye.

The Board returned to Open Session at 6:43 PM.

Also Present for Staff: Paul Byrne, Office Manager and Michael Conchieri, Financial Manager

Public Comment:

Mr. Howard requested an early vote on RET (Renewable Energy Trust). Ms. Awad stated that the new Manager started this week. She has asked him to review RET and prepare to lead a discussion on the topic as soon as possible.

Ms. Awad noted that Mr. Sean Fitzgerald started on Tuesday and she welcomed him to SHEL D. She indicated that Mr. Byrne's and Mr. Morrin's experiences as Co-Interim Managers will be invaluable to Mr. Fitzgerald going forward. There is a good team in place.

Business report:

Paul Byrne reiterated the information he gave last month stating that his first goal is to improve technology in the office which will help improve SHEL D's communication with customers and contractors. Mr. Fitzgerald has brought many good ideas with him. There is an office employee who will be retiring this summer. Mr. Byrne said he would be posting an ad shortly to hire someone so they will be trained and can step in when that person retires.

Financial report:

Mr. Conchieri gave a brief report. The YTD results are tracking along the lines of the November 30th results. We should show a plus or minus \$100,000 operating profit and an overall profit of plus or minus \$200,000.

We are preparing for the auditors who will be in the office in late March.

The HELPS and the GO Programs resulted in \$90,000 in incentives and rebates for ratepayers. In 2017 we will be replacing 1000 street lights with LED bulbs. SHEL D secured approximately \$132,000 from the State for this project. Once completed, approximately 90% of all the street lights in Town will be LED.

Operations report - outages:

Mr. Fitzgerald will have a report at next month's meeting on the outages, what caused them and what measures we could take, if any, to prevent them.

Paid Time Off Policy:

Mr. Hine reviewed the personnel policy pertaining to vacation accrual and he thinks the policy is fairly clear. An employee can carry over up to 50% of earned but unused vacation allowance. Allowance is the key term. Vacation allowance being vacation time earned during the course of a year. In that case, no one would ever have more than one and one-half year of vacation accrual and that is how it should be reflected on any reports as a liability.

Chair Report:

Ms. Awad stated that things are running smoothly, Mr. Fitzgerald has arrived and she indicated would have more detail for next month's Chair report.

Minutes:**Approval of Open Session minutes – 1/18/2017, 1/26/2017**

Discussion of minutes of January 18, 2017 – there were no edits.

On a motion made by Mr. Hine and seconded by Mr. Schenker, it was unanimously

VOTED: To approve the minutes of the SHEL D Board of Commissioners meeting of January 18, 2017.

Discussion of minutes of January 26, 2017 – there were no edits.

On a motion made by Mr. Hine and seconded by Mr. Blodgett, it was unanimously

VOTED: To approve the Open Session minutes of January 26, 2017.

Approval of Executive Session minutes - 1/26/2017

Discussion of minutes of January 26, 2017 – there were no edits.

On a motion made by Mr. Dubreuil and seconded by Mr. Blodgett, it was unanimously

VOTED: To approve the Executive Session minutes of January 26, 2017, but not to release.

Ms. Awad asked if anyone had any further business.

Mr. Fitzgerald asked for an opportunity to speak. He thanked SHEL D for the warm welcome he has received from everyone. His focus this week has been meeting with Staff. He is impressed


with the dedication, experience and commitment to serve the ratepayers and to keep the lights on. There is an incredible team atmosphere which is encouraging. It has been an exciting first week and he thinks the position is a good fit for his skills. There is a good working relationship which will enable him to achieve some key initiatives in the next thirty to sixty days. One of the key objectives is to achieve more efficiency. It will take some time but there is a lot of opportunity at SHELD.

Adjourn:

Ms. Awad asked for a motion to adjourn.

Mr. Schenker moved and Mr. Hine seconded a motion to adjourn. The vote was unanimous.

The Open Session ended at 6:59 P.M..



Greg Dubreuil, Clerk

Approved: March 23, 2017