

**SOUTH HADLEY ELECTRIC LIGHT DEPARTMENT  
BOARD OF COMMISSIONERS' VIRTUAL MEETING  
JUNE 23, 2022, AT 5:15 P.M.**

Present for the Board: Chairman John Hine, Vice-Chair Denise Presley, Kurt Schenker (5:16), Paul Dobosh

Present for SHELD: General Manager Sean Fitzgerald, Administrative Assistant Kim Mendoza, Financial Manager Michael Conchieri, Sr Engineer Mark Gilmore

Guests: Attorney Lisa Brodeur-McGan, Howard Cheney & Eric Pinsoneault of Meyers Brothers Kalicka, PC

The virtual meeting was called to order at 5:15 P.M. by Chairman Hine.

On a motion by Mr. Dobosh, seconded by Ms. Presley, it was unanimously VOTED: To move to executive session pursuant to M.G.L. c. 164, § 47D, for purposes of discussing trade secrets, confidential, competitively sensitive, or other propriety information and to discuss strategy with respect to the collective bargaining unit as having discussions in open session may be detrimental to SHELD, returning to open session at approximately 6:00PM., by a roll call vote: Mr. Dobosh – aye, Ms. Presley – aye, Mr. Hine – aye.

The open session reconvened at 6:00 PM.

**Update on 131 Woodbridge Street and SHELD Terms & Conditions:**

Attorney Lisa Brodeur-McGan reviewed background information on an issue raised in the open session of the March 24, 2022 Light Board meeting regarding the Marcotte property at 131 Woodbridge Street. Statements made that night prompted the topic to be on tonight's agenda. During that meeting individuals, including a former SHELD employee, made comments which raised questions about the history, terms & conditions, and tariffs of SHELD. Their statements led to Attorney Brodeur-McGan's involvement in the situation. After Attorney Brodeur-McGan researched historical documents, and had correspondence with the parties involved, the homeowners withdrew their request. Attorney Brodeur-McGan felt there were still questions from the March 24<sup>th</sup> open meeting that needed to be addressed, so she read answers to those questions to clarify SHELD's Terms & Conditions for ratepayers.

**Minutes Approval:**

5/26/2022 Open Session:

On a motion by Ms. Presley, seconded Mr. Dobosh, it was unanimously VOTED: To approve the May 26, 2022, open session meeting minutes by a roll call vote: Mr. Schenker – aye, Ms. Presley – aye, Mr. Dobosh-aye, Mr. Hine – aye.

5/26/2022 Executive Session:

On a motion by Ms. Presley, seconded Mr. Schenker, it was unanimously VOTED: To approve the May 26, 2022, executive session minutes and not release, by a roll call vote: Mr. Dobosh-aye, Ms. Presley – aye, Mr. Schenker – aye, Mr. Hine – aye.

**2021 Audited Financial Statements Report & Presentation:**

Howard Cheney & Eric Pinsoneault of Meyers Brothers Kalicka, PC presented a high-level review of SHELD's 2021 financials and the December 31, 2021 statements. SHELD has received an unmodified opinion, which means there were not material misstatements found during the audit. The firm did not find any material weaknesses in the financial and internal controls which is a positive reflection on the company. Mr. Pinsoneault continued by stating SHELD is financially sound and stable. There was an increase in cash flow from the previous year. Revenue had increased, primarily due to the fiber business. Continued investments were being made in the plant with fiber, AMI, and the peaking plant which will enable SHELD to continue to serve the town effectively. Mr. Pinsoneault reviewed the statement of net position, revenue, expense, and the liability pages highlighting the areas with noticeable changes and explaining them for the Board.

Mr. Cheney answered questions relating to the OPEB trust fund, funds that are set aside for retiree's health benefits, and the required Hampshire County retirement funding. Mr. Pinsoneault reviewed the Report to Management comments which are suggestions from the firm. Some of the changes may be difficult for a small company like SHELD, with limited staff, to implement but there were no significant deficiencies in the internal controls. Most of their previous suggestions were either in process or unchanged from previous years.

**Public Comment:**

Mr. John Howard stated that he had sent two letters to the Board on SHELD's net metering policy and asked that the Board address the topic at a future meeting. Mr. Hine said they would put in on an agenda.

**Manager's Report:**

Outages:

There were three minor outage this month impacting 47 customers for less than an hour.

Fibersonic Update:

There are currently 3750 passings, over 1500 connected fiber customers and 259 phone customers. Construction is ongoing and includes some underground areas. The Amherst Road fiberhood is nearing completion and is expected to be taking applications in July.

**Old Business:**

There was none.

**New Business:**

There was none.

**Adjourn:**

On a motion by Mr. Schenker and seconded by Mr. Dobosh, the meeting was unanimously VOTED: to adjourn by a roll call vote: Mr. Dobosh-aye, Mr. Schenker - aye, Ms. Presley – aye, Mr. Hine – aye.

The open session ended at 6:53P.M.



---

Gregory Dubreuil, Light Board Secretary

Approved: July 28, 2022

**EXHIBIT A**

List of Documents reviewed at the June 23, 2022, Municipal Light Board Meeting

1. Brodeur-McGan Board Statement re: 131 Woodbridge St
2. Draft Open Session Minutes May 26, 2022
3. Draft Executive Session Minutes May 26, 2022
4. Audited Financial Statement December 31, 2021