

**SOUTH HADLEY ELECTRIC LIGHT DEPARTMENT
BOARD OF COMMISSIONERS EXECUTIVE SESSION VIRTUAL MEETING
DECEMBER 11, 2025, AT 4:00 P.M.**

Present for Board: Chair John Hine, Vice Chair Paul Dobosh, Ron Coutu, Tom Terry, Darren Hamilton

Present for SHELd: Sean Fitzgerald, General Manager, Director of Operations Adam St. Martin, Administrative Services Specialist Kim Mendoza, Finance Manager Michael Conchieri

Guests: Keith Martin and Tom Doolittle from Skanska USA Building, Ted Cutler from Tecton Architects, Paul Fleming, Aimee Bell, and Tim Clinton from Fuss & O'Neill, Scott Sullivan from Consulting Engineering

The open session of the virtual meeting was called to order by Chair John Hine at 4:00 P.M. A motion was made to move into executive session for the purposes of discussing properties, a MDU fiber project and a request from the IBEW regarding health insurance costs and return to open session at approximately 6:00PM (see open session minutes for vote).

Property: Mr. Fitzgerald stated that SHELd's new building Owners Project Manager (OPM) Skanska and Architect Firm Tecton, in addition to several construction engineering experts, were attending the meeting to present findings on both the Gaylord Street and Willimansett Street properties. Ted Cutler, from Tecton, reviewed their company mission of determining fit, feasibility, comparative costs, and potential risks associated with a SHELd retrofit and occupancy of the Gaylord Street Property, and then check it against a new build at Willimansett Street. He started with the existing conceptual new building plans which showed a total of 46,000 GSF for offices, warehouse, garages, and storage. The Gaylord St building is 136,000sf and 43 years old. Concluding that the east end of the building would be the best fit for SHELd, they concentrated on all the changes and upgrades that would need to be made for SHELd to occupy the building as an essential facility. They evaluated the general building, the site, the structural issues, the utilities and systems, the environmental concerns, zoning regulations, existing classifications, legal easements, and compliance requirements, as well as the construction of a fire wall to separate the SHELd occupied area from the remainder of the unused portion of the building. He then displayed a possible conceptual site and floor plan.

Moving on to the Willimansett Street site, they reassessed the existing conceptual one-floor plan, finding it comprehensive and efficient. They also looked at a possible two-story plan to see if it would be more efficient and possibly cost less. The two-story plan added 3000sf to the overall building with adverse operational impacts, and more expense to include 2 stairways and an elevator.

Mr. Cutler then displayed the bottom-line cost of each location/conceptual design along with a success factor rating for each site plan. Gaylord Street would cost \$47,057,103 and was rated the lowest success, Willimansett St 2 story would cost \$38,990,814 and rated in the middle, while the Willimansett one-story costing \$37,335,845 had the highest success rating after comparing the three proposals in eight categories.

After a brief discussion, the Board concluded that the Gaylord Street property had too many risks besides not saving money.

On a motion by Mr. Dobosh, seconded by Mr. Coutu it was
VOTED: To proceed with the one-story Willimansett Street building plan, by roll call vote: Mr. Coutu-aye, Mr. Hamilton-aye, Mr. Terry-aye, Mr. Dobosh-aye, Mr. Hine-aye.

Guests from Skanska, Tecton, Fuss & O'Neill, and Consulting Engineering left the meeting at 5:01.

IBEW Request: Mr. Fitzgerald presented a request from the IBEW 455 union representative asking that SHELD compensate them for the 40% increase in health insurance premiums this year. Most of their raises were eaten up by the insurance increases, especially those with family plans. Mr. Fitzgerald stated he has spent years building a highly skilled essential workforce and wants to retain them.

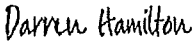
Most Board members were not inclined to compensate SHELD employees at this time since the town employees were facing the same situation and haven't received raises. Mr. Hine wanted to know what the other munis were doing. Mr. Fitzgerald reminded them that the other munis were not in the same situation as South Hadley because they are not in the same health insurance pool as SHELD that came up short funded this year. The Board tasked Mr. Fitzgerald with inquiring of the other local utilities to see what percentage of their pay was going towards their health insurance premiums and if their coverage was comparable, before they make a decision. They will revisit next month.

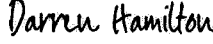


On a motion by Mr. Dobosh, seconded by Mr. Hamilton it was
VOTED: To approve the proposal and direct management to proceed with the construction of fiber at Stonybrook, by roll call vote: Mr. Coutu-aye, Mr. Hamilton-aye, Mr. Terry-aye, Mr. Dobosh-aye, Mr. Hine-aye.

On a motion by Mr. Terry, seconded by Mr. Hamilton it was
VOTED: To adjourn the executive session and return to the open session at approximately 6:00 PM, by roll call vote: Mr. Coutu-aye, Mr. Hamilton-aye, Mr. Terry-aye, Mr. Dobosh-aye, Mr. Hine-aye.

The Executive Session ended at 5:38 PM.

Signed by:

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Darren Hamilton, Light Board Clerk

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Approved: January 22, 2026

Approved for release w/ redactions:
October 22, 2026