

Hingham Municipal Light Plant
Wednesday, March 7, 2006
Town Hall

Attendees:

John Stoddard, Chairman
Walter Foskett, Secretary
Kevin Bulman, Commissioner
John Tzimirangas, General Manager

Agenda

1. Call meeting to order
2. Review and Approval of previous Board Meeting minutes (January)
3. Manager's Report
 - a. 2006 Energy Conservation Program
 - b. Major Project Discussion
 - c. Line Extension Policy
 - d. 2006 Goals Discussion
4. Other Business
 - a. Correspondence
 - b. DAS Discussion
5. Executive Session
 - a. A motion to go into executive session for the purpose of discussing trade secrets and strategy with respect to litigation
 - b. A motion to end executive session and adjourn Special Meeting
6. Motion to Adjourn

1. Call to Order

Chairman Stoddard called the meeting to order at 6:35 p.m.

2. Review and Approval of previous Board Meeting Minutes

Upon a motion duly made and seconded, the Board unanimously agreed to accept the minutes of January 30, 2006, with certain changes.

3. Manager's Report

A. 2006 Energy Conservation Program

This year's energy conservation budget is approximately \$50,000.00 over previous years. A commercial pilot program has been added to budget. The parameters of the program and numbers still need to be finalized. The School Budget includes \$20,000 for a program at the Plymouth River School and HMLP agreed to match the school department contribution. This matching funding was also included in the 2006 HMLP budget.

B. Major Project Discussion

Chief Engineer Panos Tokadjian presented an update on Hobart Substation Project. He reported that all major equipment has been installed and we are on track to be operating and tested in about one month. Mr. Tokadjian stated that Project Manager Tom Davis' oversight has been a valuable asset to the project. The General Manager reiterated hiring Davis has saved time as well as money.

C. Line Extension Policy

There are existing loopholes in wording of policy that need to be addressed. Commissioner Bulman inquired if current wording leaves it open-ended "after construction" is completed. Secretary Foskett inquired what lead paragraph "subject to foregoing terms..." referred to. General Manager stated that he believed that it referred to terms and conditions set forth in front of Blue Book, but will check the wording to check the reference. The topic will be reexamined and reviewed against other line extension policies for consistence during the updating of the Schedule for Electric Service book.

Upon a motion duly made and seconded, the Board unanimously agreed to accept the updated version of the line extension policy, understanding that this section may change with the new Schedule for Electric Service book.

D. 2006 Goals Discussion

The General Manager asked the Board for any suggestions or additions to the proposed goals. Secretary Foskett inquired about General Manager's Advisory Board. The General Manager stated that it would be a group of residents that meet four to six times per year with General Manager to exchange ideas, gather feedback and create dialogue with ratepayers, including commercial entities. Secretary Foskett suggested that the General Manager present a one page outline reviewing project.

An Organizational Review proposal was presented. The goal of the project would be to describe what should HMLP look like in five years, succession planning suggestions and organizational structure review.

Secretary Foskett suggested creating an institutional history, or journal for the daily activities. The General Manager stated that the system now in place documents on a per project basis, and gave the new computer system project as an example that has been well documented.

4. Other Business

A. Correspondence

Retirement Board Request

The General Manager distributed a letter from the Hingham Retirement Board requesting that pension liability for the year contributed by HMLP be submitted earlier than June, 2006 in order to avoid a PRIT fund transfer. This will not change contribution or involve penalties, only some bookkeeping modifications. The General Manager stated that he will request a written detailed explanation from the Retirement Board. Secretary Foskett asked the General Manager if this was his recommendation and General Manager stated that it made good business sense. After discussion, a motion was made by Commissioner Bulman to contribute funds of \$285,215.00 earlier than the planned June, 2006 date.

Upon a motion duly made and seconded, the Board unanimously agreed to move \$285,215.00 earlier than originally planned, with further explanation from the Retirement Board for the record.

Advisory Board Request

The General Manager distributed copies of memo from Advisory Board regarding overtime hour information. Secretary Foskett inquired why they wanted this information.

Advisory Board representative, Irma Lauter said that overtime numbers seemed unusually high, and the Advisory board was "curious". Commissioner Bulman stated that an explanation had been previously given, i.e., 30% load growth, storms, etc.

Letter from Board of Selectman

Chairman Stoddard distributed copies of a letter that he received from Phil Edmundson and asked for feedback from the Commissioners. Secretary Foskett stated that as a member of Long Range Planning Committee, these questions have been answered by him already. Commissioner Bulman stated that Item #3 has already been addressed, and that he did not recall that Item #2 was a recommendation made by the Committee. The General Manager agrees that Item #2 was not a specific recommendation that he could recall. Commissioner Bulman inquired of the Board whether the General Manager should again study the letter, or should each Board member write their own letter giving individual opinions. Secretary Foskett replied that members have differing opinions, and as a member of the committee, he has already given his recommendation. A suggestion was made that each Commissioner addresses the items with their opinion.

New Billing System

The General Manager presented six possible versions of new bill formats and inquired of the Board and the audience if there is anything specifically that ratepayers want to see on their bills. The General Manager stated that under the new system there will be three billing cycles per month to even out the work load. An audience participant suggested that she would like to see the Fuel Adjustment Clause explained in clearer terms on the bill. The General Manager stated that it will be and additionally the new bills will contain a 12 month usage history as well as a message box, where information and events will be highlighted. The General Manager stated that he does not recommend paid return envelopes to be included in the new bills.

Meeting of General Managers

The General Manager extended an invitation to Board members to a General Managers Business meeting on April 6-7, 2006. The meeting is open to all commissioners and general managers, and hopes to have 20-30 attendees.

B. Distributed Antennae System

Sprint/Nextel has been approached regarding interest in participation. They have indicated that they would rather use a cellular site. The General Manager stated that he would like to meet with them to discuss this technological option to pure cell towers. The General Manager stated that there are possible ZBA and town concerns with cell towers. Commissioner Bulman inquired whether one more meeting would be helpful. The General Manager stated that yes, he would like to discuss with them once more, and if there is no interest, put an end to discussions.

Motion to Adjourn

Upon a motion duly made and seconded, the Board unanimously agreed to adjourn the Board Meeting at 9:00 PM.

Respectfully submitted,

Walter A. Foskett, Secretary