

Hingham Municipal Light Plant
Wednesday, April 27, 2005
Town Hall

Attendees:

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

Agenda

1. Call meeting to order
2. Review and Approval of previous Board Meeting minutes (March 15, 2005)
3. Substation Expansion Project update
4. Computer System RFP Update
5. Rate Structure Clarification
6. Schedule of Electric Service Book Revision
7. Manager's Report
8. Correspondence/New Business
9. 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 return to the Regular Board Meeting
10. Motion to Adjourn

1. Call to Order

Chairman Bulman called the meeting to order at 4:30

2. Review and Approval of previous Board Meeting Minutes

Commissioner Foskett raised questions regarding language in 3/15/05 Executive Session minutes. This issue will be addressed with Legal counsel.

Upon a motion duly made and seconded, the Board unanimously agreed to approve the minutes of March 15, 2005, with minor changes.

3. Substation Expansion Project Update

A Zoning Board of Appeals meeting was held on Thursday March 24, 2005 and a presentation was made and approval was granted based on the existing Special Permit from 1986. Some of the issues addressed at the ZBA meeting were a Landscape plan, Work zone hours (Monday-Friday 7:00 a.m. to 7:00 p.m.; Saturday 8:00 a.m. to 4:00 p.m). An abutter raised concerns regarding noise levels, which the General Manager stated would be the same as the existing equipment. He also raised concerns regarding what will be visible from the homes and whether another transmission line will be installed. The General Manager stated no new lines will be installed, only the existing lines will be utilized and the fencing would be improved to help conceal the equipment.

The Transformer bids have been received and are being evaluated. Some of the highlights are:

- Five year Warranty included.
- One year in and out warranty included.
- Lead time of thirty-one weeks fits schedule.
- Lowest bidder (Kuhlman) came in \$30,000 below budget.
- A decision will be made within the next week.
- Switchgear bids are due Thursday, April 28, 2005.
- Structure and Switch bids are due May 19, 2005.

The General Manager stated that project is presently on schedule.

Commissioner Foskett stated that he received very good feedback from Zoning Board with respect to the meeting and they appreciated the information.

General Manager stated that site work will begin in September, 2005, and work will continue into the winter months as long as possible, weather permitting.

4. Computer System RFP Update

Camp, Dresser and McKee conducted interviews during a 2 1/2 day period with HMLP employees, in an effort to tailor a system to the needs of the company. A presentation is anticipated by CDM to the Board on May 17, 2005. The General Manager stated that he had CDM address business practices of HMLP, and met with Charlie Cristello, Ted Alexiades and Steve Becker from the Town to receive their input.

Chairman Bulman asked if CDM has done this work before. The General Manger stated yes, including systems in Massachusetts, Reading being the latest, which is larger than Hingham.

It was noted that the most challenging portion of project will be conversion of accounts.

5. Rate Structure Clarification

The General Manager stated that the rates approved in November are fine, but confusion exists with language on bill regarding early pay option. The new computer system will allow the bill to clearly display the discount. The General Manager stated that the Board should vote on the language clarification since it is rate policy.

Upon a motion duly made by Commissioner Foskett and seconded by Chairman Bulman, the Board unanimously agreed to approve the rate revision language submitted by the General Manager.

6. Schedule of Electric Service Book Revision

General Manager distributed a draft of the Schedule of Electric Service book and said that the second revision is already being worked on. The General Manager said that revisions should include a more standardized format, i.e., to address specific codes and regulations with respect to various departments and bring them in-line with utility

standards. HMLP departments are reviewing and submitting recommendations for changes to the book. Revisions will be submitted to the Board in the future on a section by section basis for ease of review. The General Manager stated that the HMLP deposit policy should be addressed and perhaps revised based on recent comments from customers.

7. Manager's Report

The Municipal audit program of schools is on-going and expected to be completed in the next two weeks. A review of the heating system is still in progress. The General Manager requested that funding resources are identified in the report and that eventually every town building will be evaluated for savings. The General Manager stated that he would be sending a letter to the Central Fire station Committee to offer HMLP's help in the design of the new building with regard to the energy components.

The General Manager stated that there will be an article in the newspaper on April 28, 2005 and in a future HMLP newsletter regarding rate comparisons. A chart will be included to clarify differences. Hingham's residential rate is 9-39% lower than the surrounding electric companies. A future story is anticipated which will focus on reliability issues around Town.

An interactive Customer Satisfaction Survey is being planned for the HMLP website. This will be announced in a future newsletter, so customers can submit their input.

The General Manager received a letter from Whole Foods on 4/27/05 indicating interest in forming a partnership with HMLP for possible wind power generation project. The Board had several questions regarding location, ownership and costs. The General Manager stated that S.R. Weiner owns the Whole Foods property and would have to be involved in any possible project. Chairman Bulman stated that there is a topographical/wind map available on-line for research of viable options. A major challenge is how complicated and more expensive than conventional energy sources wind power can be.

The General Manager stated that CEG has been hired to investigate future alternate substation and transmission locations in Hingham and gain preliminary ideas for possible land purchase looking out five to ten years. The General Manager reiterated that in order to address reliability in the future, alternatives must be investigated today. CEG was asked to narrow their suggestions to 3-4 sites with budgetary cost estimates; their report is due in September.

Commercial Street

The General Manager addressed a concern regarding location of two poles with switches that exist on the new train right of way in East Weymouth. If they need to be accessed for maintenance or repair, train service would have to be interrupted or the work done at night. The MBTA has reacted favorably to the relocation, which would include new access will be through the Weymouth Mass Electric substation. It will provide better access for workers, will be simple and can be remotely accessed. The anticipated date of completion is November 2005.

The General Manager presented and distributed a graphic chart showing load growth from past five years with nine months graphed, showing usage has increased more than 10% in Hingham. The Minimum Demand Growth (this is the baseload) experienced a large increase to approx. 11 megawatts, compared to 8-9 megawatts just last year. This pattern is expected to continue as new customers arrive in the area.

General Manager stated that a copy of draft financials will be available Friday, May 6, 2005. It will be decided at a later time if a meeting is necessary to review the documents with the Auditors.

8. Correspondence/New Business

-See Whole Foods under #7

9. Executive Session

A motion to go into executive session for the purpose of discussing trade secrets and strategy with respect to litigation was made by Mr. Stoddard.

A roll call vote on the motion was taken:

Mr. Bulman "aye"

Mr. Foskett "aye"

Mr. Stoddard "aye"

The motion passed unanimously at 5:35 PM.

A motion to end the executive session and reconvene the regular meeting was made by Mr. Foskett.

A roll call vote on the motion was taken:

Mr. Bulman "aye"

Mr. Foskett "aye"

Mr. Stoddard "aye"

The motion passed unanimously at 6:30 PM ending the Executive Session.

The Open Meeting reconvened at 6:30 PM

10. Motion to Adjourn

Upon a motion duly made by Mr. Foskett and seconded by Mr. Stoddard, the Board unanimously agreed to adjourn the meeting at 6:31 PM.

Respectfully Submitted,

John A. Stoddard, Jr., Secretary