

**Hingham Municipal Light Plant
Wednesday, December 9, 2009
Town Hall**

Attendees:

Walter Foskett, Chairman
John Stoddard, Jr. Secretary
Kevin Bulman, Vice-Chairman
John Tzimirangas, General Manager
Paul Heanue, Assistant General Manager

Agenda

1. Call meeting to order
2. Approve Previous Meeting Minutes
3. General Manager's Report
4. 2010 Operating Budget
5. Energy New England Director Vote
6. Other Business
 - a. Warrant Signatures
 - b. Correspondence
7. Executive Session
 - a. A motion to go into executive session for the purpose of discussing trade secrets, personnel and strategy with respect to litigation.
 - b. A motion to end executive session and adjourn Regular Meeting
8. Motion to Adjourn

1. Call to Order

Chairman Foskett called meeting to order at 7:05 p.m.

2. Approval of Previous Meeting

Upon a motion duly made and seconded, the Board unanimously agreed to table the minutes of HMLP Board Meeting of October 22, 2009.

3. General Managers Report

Conflict of Interest Law

Massachusetts has issued a new Conflicts of Interest Law. All employees, as well as Municipal Light Board members must take a test on-line and sign documents stated they have read and understand the law.

HMLP is presently going forward with the testing for all employees.

Current deadline is April 1, 2010.

General Manager will e-mail a summary of the law and information on test, as well as signature page.

350 Lincoln Street Move

Assistant General Manager Heanue gave detailed schedule of office relocation, which is scheduled to begin on Thursday, January 14, 2010, and open for business on January 19, 2010.

Telephone and internet systems will be moved on January 1st, to ensure everything is up and running on final relocation date.

Vice-Chairman Bulman inquired about 'SCADA' system, with voice-over IP. General Manager stated that the quality is not sufficient for our use; however, the system we are installing is expandable, and may be utilized in new ways in the future.

2009 Financial Audit

Auditor Jim Goulet will be meeting with the General Manager in January, 2010 to begin the year end audit.

North Street Underground Project

Gus Bregnard gave an update on underground project. The work has begun on North Street, with progress at 60'-70' per day. Presently we are at Station Street, and working toward Tosca's Restaurant on Mill Street.

Water and concrete issues have been worked out.

General Manager described in detail the underground route.

Assistant General Manager inquired whether digging will continue through the winter months.

-Gus stated that they will dig as much as possible under winter conditions, and anticipates they will be at North Street in the spring.

Wiring Replaced

Gus stated that a problem was found with control wiring at the sub-station through routine maintenance testing, and it has been replaced at a cost of \$28,000.00. This wiring is from the original station upgrade in 1986. The wiring issue was caused by rats chewing through the wires.

Employee Termination

A discussion took place regarding termination of an apprentice due to lack of qualifications under HMLP guidelines

General Manager stated a replacement is not recommended at this time.

Energy Management -Grounded Power

Chairman Foskett inquired about Grounded Power project.

-General Manager stated that we have seven customers signed up for the project, and states the project is moving ahead.

-General Manager states he wants to try to get funding from the State, through the RGGI program.

Concord Steam

A wood/natural gas cogeneration plant in Concord, New Hampshire

General Manager is investigating possibility of purchasing power from Concord Steam, and will be attending a meeting on Tuesday, December 15, 2009.

-If HMLP purchased 2-3 megawatts, this would compensate for the eventual 1.5 megawatt loss of the Randolph GRS facility.

-This purchase would help satisfy renewable energy issues.

Wind Project Update

HMLP has shared information and data with the town of Scituate, where a wind turbine has been planned, with construction to begin in the summer of 2010.

4. 2010 Operating Budget

General Manager submitted and distributed copies of HMLP 2010 Operating Budget Summary.

General Manager highlighted some of the Budget line items.

-Operating Revenue projections remain approximately the same as 2009. There has been a decrease in commercial sales, hence a decrease in kilowatt-hour sales.

-Canal Second Contingency-HMLP spent \$100,000.00 in litigation costs, between 2008 and 2009, but saved \$1.5 million by getting the plant to stop running.

-Some additional funds have been set aside for maintenance upgrades. General Manager states that we've spent significant dollars on new construction in the past 4 years. It is time to tend to older facilities and shift to spending more money on maintenance matters.

-Depreciation Fund - increased to 5%, which may be used for things like paying for a new building, which could lead to a new facility w/ no debt. Also replenishes the fund after completing all the upgrade work.

-Commercial entities account for 60% of revenue budget.

General Manager stated he would like to put together a comprehensive conservation program, with possibility of rebates or credits. A draft has been composed and General Manager will send to the Board and discuss further at January 2010 meeting.

Chairman Foskett asked if this is the next level over audits we currently do.

General Manager feels that if we stay out of the MTC fund the moneys collected from ratepayers will remain local.

Assistant General Manager Heanue stated that he has received several telephone inquiries regarding rebates.

Assistant General Manager Heanue stated that out of six commercial audits conducted last year, only one participant has called back.

Vice-Chairman Bulman stated that we should follow up on Energy New England Audits conducted last year, and receive feedback from customers.

Energy New England Update

ENE has 17-18 municipal clients

General Manager gave an update on energy New England, stating that ENE has expanded to Delaware, thus ENE now operates outside of New England area.

5. Energy New England Director Vote

ENE is in process of hiring a new director. General Manager strongly supports the appointment of Vincent J. Ragucci, III for the position.

General Manager distributed Mr. Ragucci's resume to Board members and a detailed discussion followed.

Upon a motion duly made and seconded, the Board unanimously agreed to vote in favor of the appointment of Vincent J. Ragucci, III as a Director to the Energy New England, LLC Board of Directors for a term of three years.

6. Other Business

a. Warrant Signatures

-Warrant signatures were provided by the Board members

b. Correspondence

7. Executive Session

Upon a motion duly made and seconded, the Board unanimously agreed to end regular session and enter executive session at 8:15 p.m.

General discussion

Upon a motion duly made and seconded, the Board unanimously voted to end executive session and enter regular meeting at 9:05.

Christmas Party

The General Manager reminded Board members that the HMLP Holiday party will be held on Thursday, December 24th at 9:00 a.m. at Black Rock Country Club. Board members were encouraged to recommend other invitees.

Retirement Party

A retirement party is being planned for Ed McDonald in the middle of January, 2010. General Manager will speak with Paula and pass along further details as they are known.

6. Motion to Adjourn

Upon a motion duly made and seconded, the Board unanimously agreed to end regular session and adjourn meeting at 9:15.

Respectfully submitted,

John A. Stoddard, Jr., Secretary