

PRINCETON MUNICIPAL LIGHT DEPARTMENT  
P O B O X 2 4 7  
1 6 8 W O R C E S T E R R D  
P R I N C E T O N M A 0 1 5 4 1  
T E L : 9 7 8 - 4 6 4 - 2 8 1 5  
F A X : 9 7 8 - 4 6 4 - 5 3 7 7

---

**BOARD OF LIGHT COMMISSIONERS**

**MAY 10, 2017**

**REGULAR MEETING MINUTES**

---

**The meeting was called to order at 4:01 PM.**

**Present were: Commissioner/Chairman, Jim Whitman, Commissioner, Chris Conway, Commissioner Rick Rys and PMLD General Manager, Brian Allen.**

**New Board Member:**

The Commissioners welcomed the new commissioner, Richard Rys. Mr. Rys was elected to the position on May 8, 2017 to serve a 3-year term.

**Agenda:**

The Board voted unanimously in favor (3-0) to approve the May 10, 2017 agenda as presented.

**Meeting Minutes:**

- The Board voted unanimously in favor (2-0) to approve the April 12, 2017 regular meeting minutes as presented. Rick Rys abstained from the vote.

**PMLD Financials:**

- **Bank Balances** - The Board reviewed the bank balances report dated May 10, 2017 (a copy will be placed on file). The Citizen's Bank Operating account has a balance of \$273K, the Depreciation account has a total balance of \$792K, the MMDT Rate Stabilization account has a balance of \$811K, the Unibank Operating account has a balance of \$1K, the Meter Deposit account has a balance of \$36K. As of May 10, 2017, PMLD has \$133K listed for accounts payable and is still waiting for \$280K in customer account receivables. Mr. Allen provided a brief overview of each account for the benefit of Mr. Rys. Mr. Allen agreed to meet with Mr. Rys one-on-one to educate him on the accounting process. Mr. Allen explained that there was only \$3K in both the depreciation and stabilization accounts when he was hired and so there has been a lot of effort over the past 5 years to rebuild the financial position of the department.
- **2017 Year-to-Date Operating Budget Review** – The Board reviewed the 2017 working budget analysis spreadsheet dated 05/09/2017 (a copy will be placed on file). The target measure for revenue and expenses through February is 25.02%. Revenues are currently at 27.14% and expenses

are at 24.48%. Commissioner Conway asked Mr. Allen to find out the 'Mod Rate' for the Workers Compensation Insurance and see if PMLD's percentage rate can be determined. PMLD and the Town share the cost of the Workers Compensation Insurance provided by Graves Insurance. Mr. Allen shared that the ISO tariff costs per month have increased from \$21K to \$30K in recent months and continues to increase. Mr. Allen is watching the increase in other transmission costs as well.

#### **New Business:**

- **MMWEC HELPS Program Offer – Nissan LEAF Electric Vehicle \$10,000 rebate off MSRP** – Mr. Allen shared the latest conservation offer through the HELPS program for Princeton electric customers. Beginning June 1, 2017 through September 1, 2017, while supplies last, with proof of an electric bill, Princeton customers can purchase a LEAF electric vehicle through Nissan and receive a \$10,000 rebate off the MSRP. There are also additional incentives through State and Federal programs totaling \$10,000 that customers may be eligible for which will reduce the cost of the vehicle to be around \$13K-\$17K. A flyer promoting the program will be mailed out with the electric bills. Mr. Allen also shared information about a smart charger program for the electric vehicles, but it does require reliable wi-fi. Mr. Allen is working with MMWEC to understand how the smart charging program works between the customer and PMLD, how it is to be managed and what kind of parameters need to be in place regarding peak and off-peak charging.

#### **Unfinished Business:**

- **Police Department / PMLD Protocol for Emergencies** – Police Chief Powers has agreed to be trained on turning off non-electrical reclosure power to the town in the event of an emergency. Chief Powers will train with Mr. Allen and then decide if this is something she wants the Officers to be trained in as well.
- **PMLD Driveway Maintenance** – The Hubbardston Rd millings will be delivered to PMLD by the Highway Department the week of May 15<sup>th</sup> to be applied by a paving contractor. Thanks goes to Glenn Lyons and his Highway Department crew for providing the material at no cost to the department/ratepayers.
- **LED Street Light Grant Update** – The delivery of the new street lights is expected in June. Once received Mr. Allen and his line crew will install the units.
- **Energy Action Committee** – The Board acknowledged the approval at the May 9<sup>th</sup> Town Meeting to support the organization of an Energy Action Committee. Mr. Allen acknowledged that he has already been in contact with the committee organizers, Claire Golding and Corey Howard-Burnham. Chairman Whitman shared that he has put out an invitation for the Committee, once appointed by the Selectmen, to come and meet with the Board of Light Commissioners to discuss their goals. Mr. Allen and Commissioner Conway offered to sit on the Committee as adhoc members to represent PMLD's involvement.
- **Meter Change-out Project** – Mr. Allen shared that he and his staff have successfully changed out all, but 180 meters, of the electrical-mechanical meters to digital meters at Princeton homes and businesses. The project will be completed once the last shipment of new digital meters is received in July/August.
- **Wind Farm Update** – Spring 2017 maintenance has been completed on both turbines at the wind farm. This maintenance includes top to bottom inspections, cleaning, lubrication, etc. Mr. Allen expressed his great confidence and appreciation for his General Foreman, Christopher Courville, and his efforts to understand the machines and maintain a high level of expertise and knowledge. Mr. Allen confirmed that PMLD has a healthy supply of replacement parts in-stock at the shop for typical fixes and maintenance.

**At 4:50 PM the Board voted unanimously in favor (3-0) to adjourn.**

***Respectfully Submitted,  
Christine Trudeau***

*Recording Secretary*