

WEST BOYLSTON MUNICIPAL LIGHTING PLANT

4 Crescent Street, West Boylston, Massachusetts 01583

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Board of Light Commission, Regular Session Meeting Minutes, May 15, 2012

Present: Board members, Winthrop Handy, Anthony Meola Jr, and William Smith, and GM Jonathan Fitch.

The meeting was called to order at 5:10pm by Chairman Winthrop Handy.

Agenda: The Board approved the agenda without changes.

Meeting Minutes: The Board reviewed and approved the meeting minutes dated April 17, 2012.

Bank Balances: The Board reviewed the bank balances as of March 31, 2012 and April 30, 2012. See attached list of bank balances.

2012 Financial Statements: The GM gave the Board the attached revenue summary and draft income statement for Q1, FY2012. The Board reviewed the revenue summary and draft income statement for Q1, 2012.

2011 Financial Audit: The GM let the Board know that the 2011 annual financial audit is still underway and would be completed soon. The delay is due to the solar coop financial audit.

Special Municipal Employee: Chairman Handy requested the GM to request the Board of Selectman to appoint the Board of Light Commissioners as “special municipal employees’ at its next meeting on May 16, 2012.

This designation, according to the state’s ethics commission, will allow light commissions to run and hold other public office and represent their constituencies related to other unrelated matters.

Indemnification: Commissioner Smith requested the GM to provide the Board with information regarding the; Indemnification of General Managers under the Massachusetts Tort Claims Act (MTCA).

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The GM requested Attorney Scobbo to provide background information on the Board's ability to indemnify past and present GM's. This indemnification does not apply to wrongful or illegal acts by any GM, but protects the GM's from frivolous civil law suits.

115kV Substation Project: The project to replace our substation will start in August/September. WBMLP's share of the project cost is approximately \$2M. We expect to finish the project by March 2013.

The Board discussed and prepared information for the annual Town Meeting is May 21, 2012, 7:00pm. WBMLP will include warrant article 17 to finance the project. The draft presentation describing the project and financial impact was reviewed and discussed.

Oct 2011 Storm: The GM informed the Board that WBMLP received \$14,544 from FEMA/MEMA for the repair costs associated with the Oct 2011 Storm.

Capital Project List: The Board reviewed the attached list of proposed capital projects. The focus of the capital project discussion revolved around the following projects.

- Computers and network equipment replacement
- Brick cleaning, pointing, and sealing
- Loading dock wall
- Trim painting
- AC Units for main office
- Material Handler Buck Truck Bid – due May 25th

The GM stated that the computer equipment replacement project was underway. WBMLP's server recently crashed and the computer workstations were originally purchased in 2006.

The GM let the Board know that he was soliciting additional quotes for siding as an alternative to painting the building trim. The GM also stated that he seek proposals from the regional Tech high school to replace the front door woodwork. The GM is seeking additional brick cleaning quotes.

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The GM asked the Board to vote on authorizing the main office AC project. The project replaces 10 year old portable ASC units with a new permanently mounted split unit system in the main office only.

The board unanimously voted in favor of approving the main office AC project.

Employee Health Insurance: The Town received the new health insurance rates for 2012/13. The rates will remain the same for all health plans. WBMLP's currently contribution is 80%.

Retiree Health Insurance: WBMLP provides retire health insurance to (15) retired employees. Based on the current contributions from WBMLP this cost approximately \$67,000 annually. Life insurance is provided to (10) retired employees and cost approximately \$400.00 annually.

The GM requested the board to begin discussions on the retiree health benefit's contribution amounts. The percent contributed by WBMLP varies from 73% - 87% and is based on a fixed amount per type of coverage. The GM recommends the board match the retiree health contribution by the Town, which is 60/80/80%.

Oakdale Hydro: The GM stated that arbitration activities will begin June 11th if no settlement is reached with MWRA by that date.

Other: Commissioner Handy requested the GM to put together a welcome package for new businesses. This would provide information that could lead to more businesses locating in West Boylston.

The meeting adjourned at 7:05pm

Winthrop Handy, Chairman

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