

Rowley Municipal Lighting Plant



November 19, 2025, Commissioner's Meeting

6:00 PM – Remote Go to Meeting

Commissioners Present: Bryan DiPersia, Mark Cousins, Danby Whitmore. Also, in attendance was General Manager Matthew Brown and Office Manager Eric Grover.

Bryan DiPersia opened the meeting at 6:05 PM.

Citizen Query

There were no participants in this citizen's query.

MEAM meeting 9/18 - 9/19 Plymouth MA

Manager Matt Brown provided the board with the agenda for the meeting. He said they went over the legislative report and approved several months of minutes. One thing that is going to happen this year, is the APPA National Meeting will be held in Boston on July 26th through July 1st. This is the first time in over a decade the meeting will be held in Boston. The next meeting is on January 14, 2026, in Littleton.

Review and Accept Previous Minutes

After reading the minutes from the previous meeting session, October 15, 2025, provided, the corrections made by the board were edited prior to the meeting.

Mark Cousins made the motion to accept the regular minutes for October 15, 2025, with the corrections made. Danby Whitmore seconded the motion. The roll call vote was taken. Mark Cousins, "I," Bryan DiPersia, "I" and Danby Whitmore "I." Voted in at 6:06.

Battery Storage Update

Manager Brown said there haven't been any real developments with the battery storage project. Currently he is working on the substation project trying to keep that on track. There should be more to report at the December meeting. Brown did reach out to Littleton Electric Light, and they are reporting the same back from Citizens.

Managers Update

MLP Solar Update: There are 38 total residential systems now. There have been two more new applications turned into to be processed.

Construction Projects: The following is a breakdown of the work done:

Kittery Ave. – All the poles have been set and framed for the second wire pull. We are continuing to make progress on this project.

Substation Project: General Manager Matthew Brown stated the substation project is going well. The transformer is scheduled to start heading towards Rowley at the end of the week from Virginia. The site work and the oil containment wall have been finished. Trenching to the control building is the next step once the transformer is in place. Brown wanted to let the board know once the transformer passes all its tests; the second payment will be to Virginia Transformer in the form of a wire transfer. Office Manager will get that out once it is completed.

Winter Prep: This will begin in the coming weeks; a lot has already been done. The septic system has been pumped and tools, vehicles, and building maintenance have been completed along with gutters being cleaned. The front entry stairs have been fixed with all new stair treads being installed.

Annual Di-Electric Testing: Stuart Irby was out the week of the 10th to conduct our annual truck/rubber/ and hot stick testing. It was a one-day event where the company brings a trailer, and all testing is completed right at the department.

Shut Offs, Liens, Write Offs, Community Solar: Terminations were scheduled for Wednesday the 5th of November as this was supposed to be the last round for the year, but it was cancelled by the Department of Public Utilities. We are still sending reminder letters out to ratepayers. Lien letters have been put together and will be sent out at the end of the week. We have about the same amount as last year, 35-40. There is always a good response once these are sent out. The write-off list will be completed and ready for signing off at the December meeting. All of this will be sent out to the board prior to the meeting for review. The annual community solar rebates went out on the bills to ratepayers who signed up when the program started. 357 ratepayers took advantage of the rebate equaling \$3060.80 to them. The average was \$3.00 to \$30.00 which depended on the KWH usage.

All Other Items Not Anticipated by The Chair

General Manager Matthew Brown wanted to let the board know the MSDS work has been completed and that W.F. Biggins Associates, Inc, and training was at the fire department this morning. Also at next month's meeting, Brown is going to introduce GML Coop. Their mission is *"At GML Utility Services Cooperative we empower municipal utilities through innovative engineering, energy consultation, line clearance, and vehicle repair. Committed to reliability, sustainability, and client satisfaction, we forge collaborative partnerships, delivering tailored solutions for resilient communities."* RMLP is currently using GML for pole testing, engineering projects, and consulting with the battery project.

Also, Office Manager Eric Grover is looking into Invoice Cloud and integrating their services into the billing process. They are an online billing company who uses the same concept as Unibank, our current online bill paying company, but Invoice Cloud has more to offer. Grover will keep the board up to date as the process moves forward.

Commissioner Bryan DiPersia wanted to thank Matt for the updated banner on the website promoting solar installation.

(Handwritten mark) **Executive Session if required.**

There was no reason to go into an executive session for this meeting.

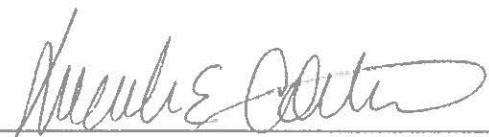
Adjournment

Mark Cousins made the motion to adjourn the meeting. Danby Whitmore seconded. All voted in favor at 6:38 PM with a roll call vote with everyone saying yes.

Minutes submitted by Eric R. Grover


Bryan DiPersia

Bryan DiPersia, Chair


Mark Cousins

Mark Cousins, Clerk


Danby Whitmore

Danby Whitmore, Member