

# Rowley Municipal Lighting Plant



**June 13, 2018 Commissioner's Meeting**

**7:00 PM – Town Hall Selectman's Room**

Commissioners Present: G. Robert Merry, Robert Snow, Kevin Snow. Also in attendance was General Manager Daniel Folding, Office Manager Eric Grover

See attendance sheet for the public sign-in.

G. Robert Merry opened the meeting at 7:00 PM

## ***Citizen Query***

Resident Bryan DiPersia extended an invitation to the board for the Massachusetts Climate Action Network Green Muni Summit held on Saturday June 23<sup>rd</sup>. Bryan read the letter into record and said it would be great if someone could attend from Rowley as several other municipalities will be attending. The board thanked Bryan for the invite.

## ***Review and Approve Meeting Minutes***

After reading the minutes from the regular meeting of May 9, 2018 provided, there were no corrections.

*R. Snow made the motion to accept the regular meeting minutes of May 9, 2018. K. Snow seconded the motion. All voted in favor at 7:03 PM.*

## ***Rowley LLC Solar Update***

Bonnie Berkowitz gave a quick update on the solar project. She said they were still working with the planning board and other departments to get things rolling. There is going to be a site plan walk through with the planning board, engineer, and a third-party engineer on June 14<sup>th</sup>. Manager Folding asked about a DOER deadline and Bonnie couldn't give one because there isn't a set start date available yet.

K. Snow asked if there have been any extensions in regard to the PPA because the dates are expired in the contract. Folding said the RMLP and Rowley Solar LLC will have to sit down and finalize the dates. K. Snow noticed the dates and Folding said he hasn't pushed for revisional dates because there wasn't a start date nailed down.

## ***Approval of 2018 Write Offs***

Manager Folding presented the board with a list of uncollectable revenue that needs to be written off the books for 2018. They are customers from our collection agency that have exhausted all their means of collecting or old customers with a +/- \$50.00 not being able to be collected through the RMLP.

*K. Snow made a motion to accept the write offs from the manager ending 6-30-18 for \$1613.28. R. Snow seconded the motion. G. Robert Merry recused himself due to a conflict of a former customer. K. Snow and R. Snow voted in favor at 7:18.*

### ***Operations and Maintenance Budget Update***

Folding handed out the latest financials as of April 18, 2018. Where this is the first quarter of the year, everything looks good so far. There was little discussion as the numbers are just getting underway. There will be some added expenses in the year to come, so these numbers will change.

### ***Accounts Receivable***

R. Snow asked Dan Folding about the accounts receivable within the RMLP and what that number would be. Not knowing off the top of his head, Folding said he would investigate it and send R. Snow an email. R. Snow would like to have it broken out to by age, 30, 60, 90 days. Folding assured him we could get something over to him tomorrow.

### ***EV Program Update***

Manager Folding handed out the draft of the program to the board along with a Power Point presentation explaining the program update and what the customer would expect. Folding explained the program to what the customer would expect, and the different equipment needed and its functionality. It is still in the planning stage and the board would have to see how they want to structure the program. There are all kinds options we have to walk through for the program.

### ***General Managers Review***

Manager Folding passed out the evaluation sheet the department has used for many years. The board reviewed the evaluation and came up with it the "exceeds standards" across the board. Both R. Snow and Merry were happy with Folding's performance and how the department was being run. He has kept the rates down and the board informed of what was always going on. Snow said the budget was always online and he was very happy with Folding's straight forward performance.

*R. Snow made the motion to accept the review of Manager Folding. K. Snow seconded the motion. All voted in favor at 8:02 PM.*

The board started to negotiate with Folding for a raise. Folding said he usually puts together a comparison sheet to the surrounding towns in the area to try to keep in the same percentage. The board offered him 2.5% as that is what the rest of the staff received. K. Snow said he would like to offer Folding 3.0% as this is what he negotiated with his department. After some discussion, it was decided K. Snow was going to get some information on surveys and we could discuss this at the next meeting.

*R. Snow made the motion to table the raise for Folding until the next meeting. K. Snow seconded the motion. All voted in favor at 8:07 PM.*

**Adjournment**

*R. Snow made the motion to adjourn. K. Snow seconded. All voted in favor in favor at 8:16 PM.*

Minutes submitted by Eric R. Grover

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G. Robert Merry, Chair

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Robert Snow, Member

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Kevin Snow, Clerk