

# Rowley Municipal Lighting Plant



November 8, 2023, 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, Office Manager Eric Grover.

See attendance sheet for the public sign-in.

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Mark Cousins opened the meeting at 6:06 PM.

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## ***Citizen Query***

There wasn't anyone participating in citizen's query.

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## ***Review and Accept Previous Minutes***

After reading the minutes from the previous meeting session, June 14, 2023, provided, the corrections made by the board were previously edited prior to the meeting.

*Danby Whitmore made the motion to accept the regular minutes for June 14, 2023, with the corrections made. Bryan DiPersia seconded the motion. Roll call vote was taken. Mark Cousins, "I," Bryan DiPersia, "I" and Danby Whitmore "I." Voted in at 6:07.*

After reading the minutes from the previous meeting session, October 11, 2023, provided, the corrections made by the board were previously edited prior to the meeting.

*Bryan DiPersia made the motion to accept the regular minutes for October 11, 2023, with the corrections made. Bryan DiPersia seconded the motion. Roll call vote was taken. Mark Cousins, "I," Bryan DiPersia, "I" and Danby Whitmore "I." Voted in at 6:08.*

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## ***Employee Handbook Amendment***

Manager Matt Brown said the employee handbook has been corrected of any inconsistencies. There was a correction on page 2, overtime clarification on page 13, and on page 16 hours of operation. All employees have signed an acknowledgement of receipt, and Manager Brown filed it in the employee's personnel folder. This was more of a housekeeping matter, but when we first reworked the handbook, the board voted on it in an open meeting. Manager Brown felt it was important for this to be transparent.

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### ***Customer Survey Continued Discussion***

There was continued discussion on the survey idea from the board. Manager Brown said that Georgetown sent their survey out and only received 300 back, which is around 10% of their customer base. Brown thinks we should rework the questions and figure out how we should trigger the ratepayers to respond back to the survey. For example, using the website, phone, Facebook or even a QR code. The Georgetown ELD used a link for people to click on and do the survey. There was a maximum number of questions which kept the survey simple, and people didn't lose interest in it. Commissioner Whitmore suggested we keep the survey to 10-15 questions and the focus could be on changes within the department or where would the ratepayers like to see the department go in the future. Commissioner DiPersia suggested go the route that the library did this past fall with a QR code. He suggested the board come up with 10-15 questions on their own and produce something everyone was pleased with. Commissioner Cousins agreed with all of this and thought producing questions was a good start.

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### ***Discuss MA specialized Stretch Energy Code & Letter of Support to The Board of Selectman***

The Board has discussed in length the Specialized Stretch Energy Code and wanted to know if we should proceed with anything from the RMLP. Commissioner Cousins said he thinks we should be hands off as this is more a planning and building department issue. He said the Board of Selectman would have to vote on this anyways as part of the town meeting and adopt it into the bylaws of the town.

The state has put out guidelines for the Specialized Stretch Energy Code and members of the Green Community Acts can adopt them. Commissioner DiPersia suggested we send a letter to the Board of Selectman from the RMLP and suggested that Northeast Green Communities coordinator could help us with the bylaw. Manager Brown suggested we use the same format as we do with PILOT where a selected member can vote on how they think. DiPersia will work on a letter and have it for the next meeting to go over.

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### ***Battery Storage Project***

Last week, Citizens reached out to Fire Chief Mark Emery to discuss the battery storage project at the substation. Manager Brown did speak with the chief and said he understands the project and if something ever happened at the substation with the battery, the fire department would just secure the perimeter and wait for RMLP staff to arrive on the scene. Commissioner Whitmore asked if the next step was the negotiating phase of the project. Currently the developer is working on the interconnection study, and we have provided everything asked for by them. It is going in a good direction and Manager Brown will keep the board up to date on anything new.

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### ***Managers Update***

**MLP Solar Update:** There are three potential solar customers who have applied for service with 33 total systems now currently running. There is one in the que and another one that just started on Hillside Street.

**Construction Projects:** Currently we are working on phase one of three on Mansion Drive. The new wire is carrying the 13 KV load and the old 4 KV wire had been deenergized and removed. Once that is completed, then the line

crew can start working on the secondary from Kittery Ave to the old Sea View Nursing Home. We have two new subdivisions we have started to work on. One is Betsy Lane, which has 9 homes and Osprey Lane which is 6 homes.

The staff put up the flags in the downtown area for Veterans Day on Monday. Last week all the line trucks had rubber goods and hot line tools tested di-electrically. Everything passed without any issue. We will be putting up the holiday lights for the common in the coming weeks and Eric and Brigida are working on liens and write-offs for year end. Before you know it, inventory will be starting.

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***All Other Items Not Anticipated by The Chair***

Manager Brown brought up the date for the December meeting for the 13<sup>th</sup>. If everyone could see if there are any conflicts and get back to him, that would be great.

Commissioner Cousins asked how the supply chain was going with pad and pole mount transformers. There were some lead times of four years and he wanted to make sure the developers were aware of the long lead times. Brown said he they are very much up front with the developers and urge them to move forward quickly with the ordering process. Commissioner Whitmore said we should probably contact Kirk from the planning board to relay the issue everyone is having with supply issues.

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***Executive Session under GLC 30A, Section 21 a Strategy for Negotiations with Non-Union Personal***

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

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***Adjournment***

*Danby Whitmore made the motion to adjourn the meeting. Bryan DiPersia seconded. All voted in favor at 7:06 PM with a roll call vote with everyone saying yes.*

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Minutes submitted by Eric R. Grover

  
Mark Cousins, Chair

  
Danby Whitmore, Clerk

  
Bryan DiPersia, Member