

MINUTES OF GAS & ELECTRIC COMMISSION MEETING
REGULAR SESSION
DECEMBER 6, 2017

A meeting of the Holyoke Gas and Electric Department was held on December 6, 2017 at 5:00 P.M. in the Department's offices. In attendance were Commissioners Hoey, Griffin and Sutter; Manager Lavelle; Superintendent Beauregard, Dan Smith, Brian Richards, Kirk Jonah, Kate Sullivan, Brooke McMahon, Jim Jackowski, Terry Sweeney and Attorney John Ferriter.

CALL TO ORDER:

Commissioner Hoey called the meeting to order at 5:00 PM.

MINUTES:

On a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to approve the minutes from November 16, 2017.

REPORTS & RECOMMENDATIONS OF MANAGER:

Financial Report:

Mr. Richards reviewed the draft October financial statements. There was a brief discussion on the matter.

DIVISION REPORTS:

GAS DIVISION

Mr. Smith reported that wholesale natural gas procurements continue consistent with the hedging plan for the current 12-month procurement window. He also presented the December natural gas rate comparisons and noted that the Department is very competitive in all classes. He then gave an update on ongoing capital and maintenance projects. There was a brief discussion on the matter.

ELECTRIC DIVISION

Power Supply:

Mr. Beauregard reviewed the December electric rate comparisons and noted that the Department remains very competitive in all rate classes. He also reviewed the mark to market report for power supply and stated that all transactions are within policy limits. There was a brief discussion on the matter.

Mr. Beauregard gave an update on ongoing solar and power supply projects and also gave a brief update on demand management activities. There was a brief discussion on the matter.

TRANSMISSION & DISTRIBUTION

Mr. Beauregard reported that planned preventive maintenance and capital projects are on schedule and he gave an update on the design and planning activities for the Holyoke 17L Substation. There was a brief discussion on the matter.

HYDRAULIC STRUCTURES MAINTENANCE & REPAIRS ANNUAL CONTRACT-

EXTENSION: Mr. Lavelle recommended that the Commission authorize a one year extension to the Hydraulic Structures Maintenance & Repairs Annual Contract with Gardner Construction & Industrial Services Inc., consistent with the terms of the existing contract and an average 3% increase in labor and equipment rates. He stated that the proposed rates still remain very competitive. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to authorize the one year extension to the contract per the recommendation of management.

GAS CONSTRUCTION CONTRACTOR ANNUAL CONTRACT: Mr. Lavelle recommended that the Commission award the Gas Construction Contractor Annual Contract to Kudlic Bros., the lowest qualified and eligible bidder. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to authorize the contract extension per the recommendation of management.

ELECTRIC LINE CONTRACTORS ANNUAL CONTRACT: Mr. Lavelle recommended that the Commission award the contract for Electric Line Contractors Annual Contract to Asplundh Construction, the lowest responsive and eligible bidder for both overhead and underground work. He further recommended that the Commission award a secondary contract for overhead work to McPhee Electric, the second lowest bidder for that work, and award a secondary contract to J.S. Sullivan Cable Co. for underground work, the second lowest bidder for that work, in the event that Asplundh is not able to meet the Department needs in either area. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to award the contracts per the recommendation of management.

COMMUNICATIONS:

- 11/30/17 – Draft Commission Meeting Minutes from 11/16/17
- 11/30/17 – JL/DD/Financial Statements, Balance Sheet October 2017
- 11/17/17 – JL/JJ/Residential Assistance – 27 Morgan Street
- 11/29/17 – JL/JJ/Residential Assistance – 117-119 Westfield Road
- 11/30/17 – JL/YD/Recommendation – Extension of General Contract Work Annual Contract
- 11/30/17 – JL/YD/Recommendation – Extension of Road Repairs Annual Contract
- 12/01/17 – JL/YD/Recommendation – Extension of Hydraulic Structures Maintenance & Repairs Annual Contract
- 12/01/17 – JL/YD/Bid Recommendation – Gas Construction Contractor Annual Contract
- 12/01/17 – BB/CP/Bid Recommendation – Electric Line Contractors 2018

NEXT MEETING DATE:

It was agreed that the next Commission meeting would take place on Tuesday, January 9, 2018 at 5:00 P.M.

ADJOURNMENT:

On a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to adjourn the Meeting at 5:51 PM.


H&E Commissioner