

MINUTES OF GAS & ELECTRIC COMMISSION MEETING
REGULAR SESSION
OCTOBER 25, 2017

A meeting of the Holyoke Gas and Electric Department was held on October 25, 2017 at 5:00 P.M. in the Department's offices. In attendance were Commissioners Hoey, Griffin and Sutter; Manager Lavelle; Superintendent Beauregard, Kirk Jonah, Dan Smith, Brian Richards, Kate Sullivan, Brooke McMahon, 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 October 3, 2017.

REPORTS & RECOMMENDATIONS OF MANAGER:

Financial Report:

Mr. Richards reported that the unaudited September financial statements were being processed and would be issued for the next Commission meeting. He further reported that the 2018 budget is under development and that the first draft would be ready for early November. 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 then gave an update on ongoing capital and maintenance projects. There was a brief discussion on the matter.

ELECTRIC DIVISION

Power Supply:

Mr. Beauregard reported that the Department continues to work through the Municipal Electric Association of Massachusetts to try to preserve local control for municipal light plants (MLP's) relative to the Renewable Portfolio Standard (RPS). He reminded the Commission that several bills have been submitted to the legislature that would require that MLP's comply with the RPS program requirements. There was a brief discussion on the matter.

Mr. Beauregard gave an update on various renewable energy projects in which the Department is considering participating at some level. He also gave an update on various solar projects that are under development within the City, and he reported that the Scuderi Clean Energy project appears to be progressing for commencement of construction before the end of the year. There was a brief discussion on the matter.

TRANSMISSION & DISTRIBUTION

Mr. Beauregard gave an update on the design and planning activities for the Holyoke 17L Substation. There was a brief discussion on the matter.

Mr. Beauregard provided an update on several distribution infrastructure projects. He stated that the railroad crossing for the Mt. Tom Battery Storage project was finally completed after a very lengthy approval process by MassDOT. He further reported that the infrastructure work for the MGHPCC and Lyman Terrace projects is ongoing and expected to be substantially complete by the end of the year. He also reported that the replacement of underground vacuum switches, planned for the current year, has been completed. He noted that this would be an ongoing project for several years. There was a brief discussion on the matter.

ELECTRIC PRODUCTION

Mr. Duchenev reported that river flows have been very low for several weeks and production has been below plan as a result. He also gave an update on ongoing maintenance projects. There was a brief discussion on the matter.

TELECOMMUNICATIONS

Mr. Jonah gave a brief update on commercial sales and ongoing projects. He also reported that the project to migrate the Department's email to the cloud is nearly complete and the project continues to go relatively smoothly. There was a brief discussion on the matter.

OLD BUSINESS: None

NEW BUSINESS:

RESIDENTIAL ENERGY ASSISTANCE REQUEST – 50-60 NONOTUCK STREET: Mr. Lavelle recommended that the Commission approve a Residential Energy Assistance Request in the amount of \$10,000 for the owners of 50-60 Nonotuck Street for the conversion to an energy efficient gas-fired heating system. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to approve the assistance per the recommendation of management.

SPONSORSHIP REQUEST - INTERNATIONAL VOLLEYBALL HALL OF FAME: Mr. Lavelle reported that the Department received a sponsorship request from the International Volleyball Hall of Fame in the amount of \$4,000 (the same level that the Department has sponsored for several years) and he recommended that the request be approved. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to approve the sponsorship per the recommendation of management.

HOLIDAY DISCOUNT: Mr. Lavelle recommended that the Commission authorize an extra 10% discount for the December billing period for residential and commercial customers that are not already on an additional discount plan. He stated that the discount was built into the 2017 budget. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to approve the discount per the recommendation of management.

BID AUTHORIZATIONS: None

BIDS RECEIVED:

WOOD POLES ANNUAL CONTRACT EXTENSION: Mr. Lavelle recommended that the Commission authorize a one year extension to the Wood Poles Annual Contract with Cox Industries, Inc., consistent with all pricing, terms, and conditions of the existing contract. 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.

SALE OF SURPLUS ELECTRICAL EQUIPMENT: Mr. Lavelle recommended that the Commission award the contract for the Sale of Surplus Electrical Equipment to the highest bidder for each item as identified in the October 19, 2017 memorandum from Brian C. Beauregard. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to award the contract per the recommendation of management.

SALE OF SURPLUS HYDRO GENERATION EQUIPMENT: Mr. Lavelle recommended that the Commission award the contract for the Sale of Surplus Hydro Generation Equipment to Ware River Power, Inc., the highest qualified bidder. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to award the contract per the recommendation of management.

HOLYOKE SUBSTATION 115 KV STRUCTURES & EQUIPMENT: Mr. Lavelle recommended that the Commission award the contract for the Holyoke Substation 115 kV Structures and Equipment to DIS-TRAN Packaged Substations the apparent 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 award the contract per the recommendation of management.

PURCHASE OF MICROPROCESSOR RELAYS: Mr. Lavelle recommended that the Commission award the contract for Microprocessor Relays to Wesco Distribution, the apparent 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 award the contract per the recommendation of management.

PROFESSIONAL SERVICES – COBBLE MOUNTAIN PENSTOCK INSPECTIONS: Mr. Lavelle requested that the Commission authorize the expenditure of up to \$74,000 for professional services required to inspect three penstocks at the Cobble Mountain Reservoir Hydro Electric Facility. He stated that the costs are fully reimbursable from SWSC. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to authorize the expenditure per the recommendation of management.

COMMUNICATIONS:

10/20/17 – Draft Commission Meeting Minutes from 10/03/17

10/11/17 – JL/JJ/Residential Assistance – 58-60 Nonotuck Street

10/20/17 – JL/JJ/Sponsorship Request – International Volleyball Hall of Fame

10/24/17 – JL/LS/Holiday Discount

10/19/17 – JL/YD/Recommendation – Extension of Wood Poles Annual Contract

10/19/17 – JL/YD/Bid Recommendation – Sale of Surplus Electrical Equipment

10/18/17 – JL/YD/Bid Recommendation – Sale of Surplus Hydro Generation Equipment

10/20/17 – JL/YD/Bid Recommendation – Holyoke Substation 115kV Structures & Equipment

10/20/17 – JL/YD/Bid Recommendation – Purchase of Microprocessor Relays

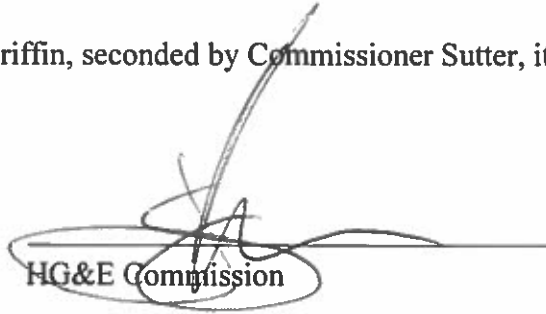
10/20/17 – PD/KT/Purchasing Approval: Inspection Services at Lower Flat Portions of Cobble MT Penstocks

NEXT MEETING DATE:

It was agreed that the next Commission meeting would take place on Thursday, November 16, 2017 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 5:54 PM.



Handwritten signature in black ink, appearing to be 'JA', written over a horizontal line. Below the signature, the text 'HG&E Commission' is printed and partially enclosed by the signature's loops.

Minutes 11/09/17