

Electric Light Subcommittee

2/21/2018
7:00 PM to 9:00 PM
Utilities Department Conference Room
272 High Street
Ipswich, MA

Type of meeting: Monthly Meeting, Open Session

Attendees: Ed Rauscher, William Whitmore, Whitney Hatch, Jim Engel, Jon Blair (Operations Manager), Ray Leczynski (Business Manager) and Dylan Lewellyn (Implementation Specialist). The Minutes Secretary, Julie Cleary was present.

Agenda

Citizens' Queries	Chair	5
Approval of Minutes	Chair	5
FY19 Budget	Jon Blair	60
Rate Discussion	Jon Blair	40
Other Business	Chair	10

Additional Information

Ed Rauscher called the meeting to order at 7:03PM with all members present (except for Michael Schaff) and the Minutes Secretary.

Handouts:

Packet for 2/21/18

Minutes for 12/13/17

Detailed agenda for 2/21/18

Abbreviations Used : ATM= Annual Town Meeting BOS=Board of Selectmen ELD= Electric Light Department EV= Electric Vehicle GHG= Greenhouse Gas MMWEC= MA Municipal Wholesale Electric Company KWH=kilowatt hour MW=megawatts PPA=Purchase Power Agreements REC= Renewable Energy Credit SREC= Solar Renewable Energy Credit

Citizens' Queries	Chair	5
Discussion:		
There were no citizen queries		
Conclusions:		
Action items:		

Approval of Minutes	Chair	5
Discussion: Ed moved to accept the minutes from 12/13/17 and the motion was seconded. The vote carried unanimously.		
Conclusions: The minutes from December 2017 were accepted.		
Action items:	Person responsible:	Deadline:

FY19 Budget

Jon Blair

60

Discussion: Jon Blair- Last month set the stage for the budget process, wants/needs of the department, personnel and down the road type needs. Budget allocations fall into three general allocations- 3000 series= Fixed assets, 5000 series= All expenses 9000 series – Admin overhead. The P/L reflects where we will fall at the end of our year.

William inquired about the difference between actual/budget amounts. Jon discussed how a transition year and change in line crew affected budget prediction. Jim noted some discrepancies in line items and Jon explained that they're rough numbers and would be firming up amounts.

Jon went over budget items line by line and clarified any questions. Under Fixed assets the items discussed included modernization effort of the generating plant, bringing in engineering firm for distribution, the purchase of a new truck, funding of the Mueller meter conversion, street light project, the hiring of a consultant on street lighting, and Fiber improvement.

Jim inquired about a five-year outlook and Jon discussed potential goals such as new transformers, modernizing the power plant, and capping the landfill for a solar field. There was also a discussion on the feasibility of a second wind machine. Purchase power was reviewed and broken out to show not just lump energy purchase and capacity but also expenses and credits. Jim recommended building solar site into budget.

Under Expenses and Admin overhead Jon reviewed line items and answered any questions or concerns. Under labor, three new positions were discussed, the hiring of an Operations Manager, a Power Plant apprentice and a Systems Integration Specialist. Administrative expenses stayed level other than 2% salary increased and the proposed SIS.

The discount program was discussed as well as a discussion on ways to create revenue sources that fund reserves. The importance of discipline with any increased revenue was reiterated.

Conclusions:

Action items:

Jon will firm up any discrepancies in amounts for the next meeting.

Rate Discussion	Jon Blair	40
<p>Discussion: The Street and Flood Light Rate studies were reviewed. The impact of the street light conversion was discussed as well as the new data on KW usage. Jon did not propose a rate change on the Flood lights however he did propose an aggressive conversion for FY19.</p>		
<p>Jon provided a Residential comparison graph and where we stand in comparison with surrounding towns.</p>		
<p>Conclusions:</p>		
<p>Action items:</p>		

Other Business	Chair	10
<p>Discussion: Town Hall allocations were reviewed and the impact on town hall was restated. Final allocation to be determined.</p>		
<p>Conclusions: Allocation to be reviewed with the Finance Director. Total amount of allocation is agreed however individual account and amounts to be determined.</p>		
<p>Action items: Jon to finalize.</p>	<p>Person responsible:</p>	<p>Deadline:</p>

Additional Information

The next meeting is set for March 14, 2018. Jim Engel moved to adjourn at 9:25pm and was seconded by Jon Blair. Unanimous