

Westfield Gas & Electric Municipal Light Board Regular Meeting Minutes June 1, 2022



Location: Gas & Electric Operations Center, 40 Turnpike Industrial Rd. Conference Room, Westfield, MA

The meeting was called to order at 6:30 p.m.

I. Call to Order

II. Chairman Roman stated that this meeting of the Municipal Light Board is being electronically recorded in both video and audio by the Municipal Light Board. As stated in the WG+E MLB Video Policy the recording will be available on the WG+E website within one week. Is anyone, other than the Municipal Light Board, recording the meeting and if so state whether it is an audio or video recording and whether the recording is being live streamed. Peter Currier of the Westfield News, who was in attendance remotely, indicated he was not recording.

III. ROLL CALL was taken as follows:

Present:

Appointed Commissioner, A. Edward Roman
Ward #1 Commissioner, Kevin M. Kelleher
Ward #2 Commissioner, Ray Rivera
Ward #3 Commissioner, Dawn Renaudette
Ward #4 Commissioner, Francis L. Liptak
Ward #5 Commissioner, Joseph B. Mitchell
Ward #6 Commissioner, Robert C. Sacco

Present: 7 Absent: 0

IV. PLEDGE OF ALLEGIANCE

V. READING OF THE RECORD OF:

On motion by Commissioner Mitchell, seconded by Commissioner Rivera, it was unanimously,

VOTED: To accept the minutes of the May 4, 2022, Regular Session Meeting of the Municipal Light Board as presented.

VOTED: To accept the minutes of the May 4, 2022, Executive Session Meeting of the Municipal Light Board as presented, but not release to the public at this time.

VI. PUBLIC PARTICIPATION:

On a motion by Commissioner Sacco, seconded by Commissioner Rivera, it was unanimously voted to allow an exception for public participation to resident, Richard Roy after the allotted time for public participation.

Richard Roy of 55 St. James Avenue inquired if there were any utility issues relevant to his street address. Mr. Roy went on to thank Mr. Flaherty and Commissioner Liptak for participating in having the LED light removed from the pole near his home several years ago. Mr. Roy voiced his concerns that other residents on his street had reached out to the Westfield Gas + Electric concerning the LED light. Mr. Flaherty assured Mr. Roy that no one has contacted him concerning the light to date.

VII. COMMUNICATIONS RECEIVED BY GAS AND ELECTRIC:

- a) **Acknowledgement- Westfield Sons of Erin Float Committee-** Westfield Sons of Erin Float Committee Member, Mary Jane McMahon sent a thank you note to the Westfield Gas + Electric on behalf of the float committee for the use of the G+E facility for building of the Sons of Erin float.
- b) **Acknowledgment- Westfield State Foundation-**Interim Vice President of the Institutional Advancement, Lisa G. McMahon expressed her gratitude on the behalf of the Westfield State Foundation at Westfield State University for the support and donation made by the Westfield Gas + Electric.
- c) **Acknowledgment- Boys & Girls Club of Greater Westfield-** Assistant Executive Director, Bo Sullivan sent a thank you letter to the General Manager, on behalf of the Boys & Girls Club of Greater Westfield for sponsoring a table and showing support of their annual Youth of the Year Dinner held on April 27th at Tekoa Country Club.

- a) **Customer Compliment- 25 Jessie Lane-** 25 Jessie Lane resident, Tim Fouche commended IT Tech Support, Steven Kolek for the excellent work he did on a service call made on Sunday, May 15, 2022, Steven was prompt, super courteous and very professional.

VIII. REPORTS FROM THE GAS & ELECTRIC

A. Action Required Items

- a) **Application Development Manager, OMS Management Status Update (verbal)**- Applications Development Manager, Brian Fioravanti presented an update and overview of the Outage Management System (OMS) to the Municipal Light Board which included a PowerPoint presentation explaining OMS and how it will be deployed, the current testing being done to move forward with the system. The Commissioners were appreciative of the presentation from Mr. Fioravanti.
- b) **Human Resource Quarterly Update-** The General Manager gave a brief summary of the Human Resource Quarterly Status Report reflecting personnel transactions that have occurred since last reporting. In March, there were two Jr. Utility Engineers hired, one Network Manager and one resignation. In April, there were two Jr. Fiber Technicians hired and one Apprentice Lineman, along with an existing employee promoted to an additional Apprentice Lineman position. In May, there was one Jr. Fiber Technician hired and one Quantitative Energy Supply Analyst.
- c) **Gas Customer Energy Credit Program** – The Senior Quantitative Risk Analyst gave an overview of the results for the Gas Energy Savings Credit Program. The Marketing team promoted the energy credit program before the start of winter on the Westfield Gas + Electric website and in the fall 2021 edition of the WG+E Power Line Publication. The 2021-2022 program year had a total of 61 participants with 22 winners receiving a fifty-dollar credit applied to their bills, these winners were notified by mail on April 8, 2022 and were thrilled to receive the credit. The Gas Energy Savings Credit Program for customers will continue for the upcoming winter of 2022-2023 with the winners receiving the fifty-dollar credit.
- d) **Energy Supply Update- (verbal)**- Senior Quantitative Risk Analyst gave a recap of the supply/demand imbalance of natural gas for the summer months and its effect on commodity pricing through a power point presentation to the Board. Both gas and electric futures remain elevated. Electric costs for May have particularly been affected by the Millstone nuclear outage, which extended beyond the scheduled maintenance period. As natural gas-fired generation increased across the region and WG+E lost a low-cost portion of its portfolio for the month, electric supply costs increased substantially over the original projection.

e) **Monthly Financial Reports**- Jamie Naughton, Financial Reporting Manager gave a brief summary of monthly financials for the Gas, Electric, and Fiber Division through the month of April 2022 as provided in financial report. Through the month of April 2022, the Gas Division gain exceeds the original budgetary estimate by \$449k, while the Electric Division gain is tracking \$979k above the original forecast, these figures reflect the \$2m Gas and Electric revenue deferrals spread evenly across the first three months of 2022. Hilltown ISP revenues currently stands at \$1.298M and exceeds the initial forecast by \$433k as customer activations continue to expand. Total Whip City Fiber customers now exceed 14,102, with 8,002 Hilltown and 6,100 Westfield customers to date.

B. Informational Items

- a) **Utility Issues**- as presented.
- b) **Utility News**- as presented.
- c) **Utility Courses Update**- as presented.

IX. OLD BUSINESS:

X. NEW BUSINESS:

XI. EXECUTIVE SESSION:

On a motion made by Commissioner Mitchell, seconded by Commissioner Renaudette and on the basis of roll call it was:

VOTED: To adjourn the regular meeting of the Municipal Light Board meeting and enter into executive session for the purpose of discussing trade secrets and competitively sensitive information and not to reconvene the Regular Session after adjournment from Executive Session

Roman	"aye"
Kelleher	"aye"
Rivera	"aye"
Renaudette	"aye"
Liptak	"aye"
Mitchell	"aye"
Sacco	"aye"

Motion passed 7-0 0-absent

Chairman Roman stated that the Municipal Light Board would be entering into executive session for the purpose of discussing trade secrets and competitively sensitive information or other proprietary information and would not reconvene the Regular Session after adjournment from Executive Session.

XII. ADJOURNMENT

On the motion of made by Commissioner Mitchell, seconded by Commissioner Renaudette it was unanimously:

VOTED: To adjourn the regular meeting of the Municipal Light Board meeting.
Chairman Roman declared the regular session portion of the meeting adjourned at 8:09 p.m.

A TRUE RECORD.

Attest:

A handwritten signature in cursive script, appearing to read "A. Edward Roman", is written over a horizontal line.

A. Edward Roman, Chairman

	Documents Presented at REGULAR SESSION June 1, 2022 Meeting		
Municipal Light Board Regular Session Meeting Minutes —May 4, 2022			
Municipal Light Board Executive Session Meeting Minutes — May 4, 2022			
Acknowledgement- Westfield Sons of Erin Float Committee			
Acknowledgement- Westfield State Foundation			
Acknowledgement—Boys & Girls Club of Greater Westfield			
Customer Compliment- 25 Jessie Lane			
Human Resource Quarterly Update	Robin Krok, HR Coordinator/Records Manager		Administration/Organization Employee Workforce AO-3.6
Gas Customer Energy Credit Program	Keziah Bednarsky, Senior Quantitative Risk Analyst	6/1/2022	Marketing Gas Energy Savings Credit Program M-3.1
Monthly Financial Reports	T. Fouche, Accounting Manager	6/1/2022	Financial Annual & Quarterly Reports F-4.5
Utility Issues	Thomas P. Flaherty, General Manager	6/1/2022	Regulatory/Legislative Relations; Emergency Response Planning Information Brief RGA-1.8: AO-4.3
Utility News/Pulse Line	Leanne Cloutier, Executive Administrative Assistant	6/1/2022	Communications/Customer Service/Community Affairs Media Relations - CCA-1.6
Utility Course Update 2021 Seminars/Workshops	Robin Krok, HR Coordinator/Records Manager	6/1/2022	Administration and Organization WG+E Training & Development, AO-3.6