

TAUNTON MUNICIPAL LIGHTING PLANT

MINUTES OF MEETING

TIME: Tuesday, September 28, 2021

4:00 PM – 5:50 PM

PLACE: Office of the Commission

PRESENT: Chairman Corr, Commissioner Blackwell, Commissioner Martin, Manager Goulart, Ms. Holmes, Attorney Pollart (KP Law), Mr. Melanson, Mr. Irving, Mr. Foley, Ms. Davine, Mr. October, Mr. Botelho, Mr. Strojny, Mr. Tremont, Mr. Bell, Ms. Silveira, Mr. Worthington, Mr. Medeiros, Mr. Baker, Ms. Britland

Chairman Corr called the meeting to order.

Chairman Corr called for a roll call.

Present

Commissioner Blackwell
Commissioner Martin
Chairman Corr

Absent

MINUTES OF AUGUST 31, 2021
MINUTES OF SEPTEMBER 9, 2021

21-137

Motion by Commissioner Martin, seconded by Commissioner Blackwell to approve. Unanimous.

REGULAR WARRANT OF SEPTEMBER 2, 2021
REGULAR WARRANT OF SEPTEMBER 9, 2021
REGULAR WARRANT OF SEPTEMBER 16, 2021
REGULAR WARRANT OF SEPTEMBER 23, 2021

Motion by Commissioner Blackwell, seconded by Commissioner Martin to approve. Unanimous.

21-138

AWARD OF SEALED BIDS AND/OR PROPOSALS:

Award of Invitation for Bid for Electric Utility Excavation & Construction Services for TMLP

Manager Goulart read the following invitation for bid evaluation into the record:

<u>Invitation fro Bid #IFB21-04 Evaluation/Recommendation</u>		
<u>Electric Utility Excavation & Construction Services for TMLP</u>		
Bid Opening: 8/19/2021		
	G.Lopes Construction Inc. 490 Winthrop Street Taunton, MA	NO OTHER BIDS
<u>DAY RATES:</u>		
Standard Crew Day (8 hrs.)		\$4,188.00
Non-Standard Crew Day (8 hrs.)		\$2,440.00
Min. Crew Day (5 hrs.)		\$2,617.50
Min. Non-Standard Crew Day (5 hrs.)		\$1,525.00
Labor & Equipment Stipulations		5 hrs. min.
Performance Bond (cost per \$1000)		\$10.25
Payment Bond (cost per \$1000)		\$10.25

NOTE: *The IFB was advertised to the general public and central register however no other bids were submitted.*

RECOMMENDATION: *The T&D Engineering Department's recommendation is to award the Excavation Services Contract to G. Lopes Construction Inc., Taunton, MA for a one year period with option to renew for an additional term subject to mutual agreement of participants.*

Wage Rate Changes: *The Director of the Department of Labor and Workforce Development has established the wage rates for this contract for a one (1) year period. On the option years of this contract, if extended pursuant to a contract extension, new wage rates shall be established pursuant to a new requirement of said department. If additional contract years are exercised by the TMLP the new changes (difference) will be allowed in bid price for contract extension. The difference is the increase only in the updated prevailing wages from the previous year. No other additional costs will be allowed.*

Action Requested: *Request the Commission to award the IFB21-04 to G. Lopes Construction Inc., with all day rates and other labor and equipment rates for a one year period renewable to mutual agreement with DOL wage rate changes.*

MINUTES OF SEPTEMBER 28, 2021

FORM OF PROPOSAL #IFB21-04 EVALUATION/RECOMMENDATION				
ELECTRIC UTILITY EXCAVATION & CONSTRUCTION SERVICES FOR TMLP				
	G. Lopes Constr. Inc. 490 Winthrop Street Taunton, MA 02780		NO OTHER BIDS	
	Straight Time Rate (/Hr.)	Overtime Rate (/Hr.)	Straight Time Rate (/Hr.)	Overtime Rate (/Hr.)
PRICING:				
<u>Labor:</u>				
Laborer:	\$88.25	\$132.50		
Foreman:	\$108.25	\$162.40		
Truck Driver:	\$88.25	\$132.50		
Backhoe Operator:	\$100.15	\$150.75		
Misc. Categories:				
Superintendent	\$110.50	\$150.00		
Surveyor	\$95.50	\$130.50		
<u>Equipment:</u>	<i>*Equipment Rate includes Labor unless bare</i>			
Backhoe:	\$147.50	\$197.85		
6-Wheel Dump Truck:	\$130.00	\$174.25		
10-Wheel Dump Truck:	\$140.00	\$184.25		
18-Wheel Dump Truck:	\$150.00	\$194.25		
Utility/Rack Body Truck:	\$27.50	\$27.50		
Misc. Hand Tools:	incl. w/foreman	incl. w/foreman		
Misc. Excavation Tools:	incl. w/foreman	incl. w/foreman		
Compressor (185 cfm):	\$263/day	\$263/day		
Submersible Elec. 2" Trash Pump	\$51/day	\$51/day		
Generator (gas powered 3500W)	\$49/day	\$49/day		
Pickup Truck:	\$22/hr bare	\$22/hr bare		
Loader, front-end: CAT 950	\$171.50	\$222.10		
Loader, skid-steer (Bobcat):	\$141.50	\$192.10		
Brush Mower, off road:	\$125.00	\$169.25		
Bulldozer: D-6	\$176.00	\$226.00		
Heavy Equip. Flatbed Trailer:	\$160.00	\$204.25		
Mini Excavator: CAT 305	\$147.50	\$198.10		
Excavator - Large: CAT 320	\$171.50	\$222.10		
Hydro Seeder:	\$2500/load	\$2500/load		
Roller:	\$465/day bare	\$465/day bare		
Vibratory Roller:	\$465/day bare	\$465/day bare		
Paving Machine:	\$1125/day bare	\$1125/day bare		
Asphalt Berm Machine:	\$600/day bare	\$600/day bare		
Trencher (Ditch Witch):	\$135.00	\$179.25		
Vibratory Plow/Slicer:	\$135.00	\$179.25		
Drilling/coring Machine (Hole-hog):	\$135.00	\$135.00		
Steel Plates (8'Wx10'Lx1"H):	\$47.25/day	\$47.25/day		
Steel Plates (8'Wx12'Lx1"H):	\$52.25/day	\$52.25/day		
Portable Site Lighting:	\$263/day	\$263/day		
Dumpster - 15 cu. Yd. cap:	\$500 ea.	\$500 ea.		
Dumpster - 20 cu. Yd. cap.:	\$610 ea.	\$610 ea.		
Dumpster - 30 cu. Yd. cap:	\$780 ea.	\$780 ea.		
MECLAC 6MC:	\$150.00	\$200.60		
Asphalt/Concrete Road Saw w/blade (bare):	\$39.50	\$39.50		
Aluma-Lite Trench Shield:	\$145/day	\$145/day		
Trench Box 6'x18'x8'-bare (transportation extra)	\$205/day	\$205/day		
Double Drum Remote Compactor	\$263/day	\$263/day		
Gas Powered Plate Compactor/Tamper:	\$263/day	\$263/day		
Gas Powered Jumping Jack Compactor/Tamper:	\$55/day	\$55/day		

MINUTES OF SEPTEMBER 28, 2021

Motion by Commissioner Martin, seconded by Commissioner Blackwell to award the Invitation for Bid for Electric Utility Excavation & Construction Services for TMLP to G. Lopes Construction Inc. with all day rates and other labor and equipment rates for a one year period renewable to mutual agreement with Department of Labor wage rate changes per the recommendation of the T&D Engineering Department. Unanimous. 21-139

Award of Sealed Bid for (5) 15kv 630 Amp Reclosers with SEL Controls

Manager Goulart read the following bid evaluation into the record:

TMLP T&D Engineering Evaluation					
(5) 15KV 630 Amp Reclosers with SEL Controls					
IFB 21-07					September 23, 2021
Company	Meets Specs	Unit Price	Delivery	Total Price	Comments
Graybar Boston, MA	Yes	\$21,275.00	10	\$106,375.00	Quoting Cooper Recloser SEL Relay
Wesco Manchester, MA	Yes	\$22,418.34	9	\$112,091.70	Quoting Cooper Recloser SEL Relay
TMLP Engineering Department recommends Graybar for a Total Cost of \$106,375.00 meeting specifications.					

Motion by Commissioner Blackwell, seconded by Commission Martin to award the sealed bid for (5) 15KV 630 Amp Reclosers with SEL Controls to Graybar for a total cost of \$106,375.00 per the recommendation of the T&D Engineering Department. Unanimous. 21-140

COMMUNICATIONS:

Interoffice Communication from Craig Foley to Kenneth Goulart dated September 23, 2021: **Subject: Change Order #1 for mPower Innovations**

Manager Goulart read the following memo into the record:

Item #1

During the data collection for the Pole Assessment Major Project it was determined that the best course of action was to build the electrical model at the same time as the GPS collection. This work is necessary for the implementation of the Customer Service Module in Cogsdale. This work is estimated at \$500,000. The Major Project has been approve to cover these funds.

Original Purchase Order	\$450,000
Item #1	<u>\$500,000</u>
Total	\$950,000

We are requesting that this be approve by the Commission so that we can issue change order #1 to mPower Innovations.

Manager Goulart stated that this is a request for change in scope, this is not an overage on the existing scope of work. The Transmission & Distribution Department is asking you to consider approving additional work. For your consideration.

Motion by Commissioner Martin, seconded by Commissioner Blackwell to approve Change Order #1 to mPower Innovations for the Pole Assessment Major Project in the amount of \$500,000. Unanimous. 21-141

2022 Business Goals

Manager Goulart stated at this time of the year we come before the Commission to review the Business Goals from this year and how we would like to adjust them for next year for your consideration and approval. The Strategic Planning process takes over after that as far as the Action Items and the project vetting. This is the first major step in moving forward with the rest of the Capital outlay for next year.

Manager Goulart read the following memo into the record:

The Strategic Planning committee has reviewed the 2021 Business Goals approved by the Commission one year ago and is recommending some changes and additions for 2022.

The team is recommending the business goals be amended as follows:

- Under the Customer Service Goal, the adjustment of the following
 - Change Item #3 – To maintain TMLP status as a Diamond Level RP3 APPA Utility
- Under the Employee Goal, the adjustment of the following
 - Change Item #5 – Continue to monitor the state and CDC guidelines related to the pandemic and address as necessary
- Under the Environment Business Goal, the adjustment of the following
 - Change Item #3 – Maintain APPA Smart Energy Provider designation
 - Change Item #4 – Uphold the TMLP non-carbon emitting energy policy
- Under the Technology Goal, the adjustment of the following
 - Change Item #1 – Annually seek and pursue at least one revenue and/or savings opportunity for each business unit
 - Add new Item #4 – Evaluate and mitigate potential cybersecurity risks

We request the TMLP Commissioner authorize and approve the 2022 Business Goals in accordance with the recommendation of the Strategic Planning Committee (Business Goals document is attached).

2022 TMLP BUSINESS GOALS

Business Goals

Business goals describe what TMLP intends to accomplish and should be realistic, specific, measurable and controllable. Goals are subsets of, and should role up to one or more, operating strategies. Goals should focus on meeting customer or organizational needs while striving for continuous improvement. The following are the goals established by the team for the respective operating strategies:

Customer Service:

- 1) Exceed a 95% overall customer satisfaction rating bi-annually for all major customer classes (residential, commercial and industrial and telecom)
- 2) Exceed a ASAI (which refers to Average System Availability Index) of 99.96% and an Internet availability of 98% annually)
- 3) To maintain TMLP status as a Diamond level RP3 APPA utility

Employee:

- 1) Attain a safety rating that is equal to or better than the APPA standard
- 2) Promote a results driven employee evaluation process
- 3) Measure and execute an efficient succession planning process
- 4) Maintain and enhance staff training programs
- 5) Continue to monitor the state and CDC guidelines related to the pandemic and address as necessary

Financial:

- 1) Fund cash reserves at a minimum annual rate of 3% of revenues
- 2) Earn a minimum three-year rolling average annual margin of 5% of net plant

Environment:

- 1) Operate all areas of the TMLP as a conscientious steward of the environment while maintaining a balance between business operations, cost and environmental impact
- 2) Improve energy efficiencies for corporate facilities & system infrastructure by 3% annually
- 3) Maintain APPA Smart Energy Provider designation
- 4) Uphold the TMLP non-carbon emitting energy policy
- 5) Continue to invest in new renewable initiatives within the TMLP territory

Technology:

- 1) Annually seek and pursue at least one revenue and/or savings opportunity for each business unit
- 2) Commit to the upkeep of technological tools which support all business goals
- 3) Continue pursuit of expansion of telecom services within the TMLP territory
- 4) Evaluate and mitigate potential cybersecurity risks

Power Supply:

- 1) Keep generation costs to customers 5% below the annual average of neighboring IOUs
- 2) Strive for direct ownership and control over a minimum of 40% of our capacity obligation

Motion by Commissioner Blackwell, seconded by Commissioner Martin to authorize and approve the 2022 Business Goals in accordance with the recommendation of the Strategic Planning Committee. Unanimous.

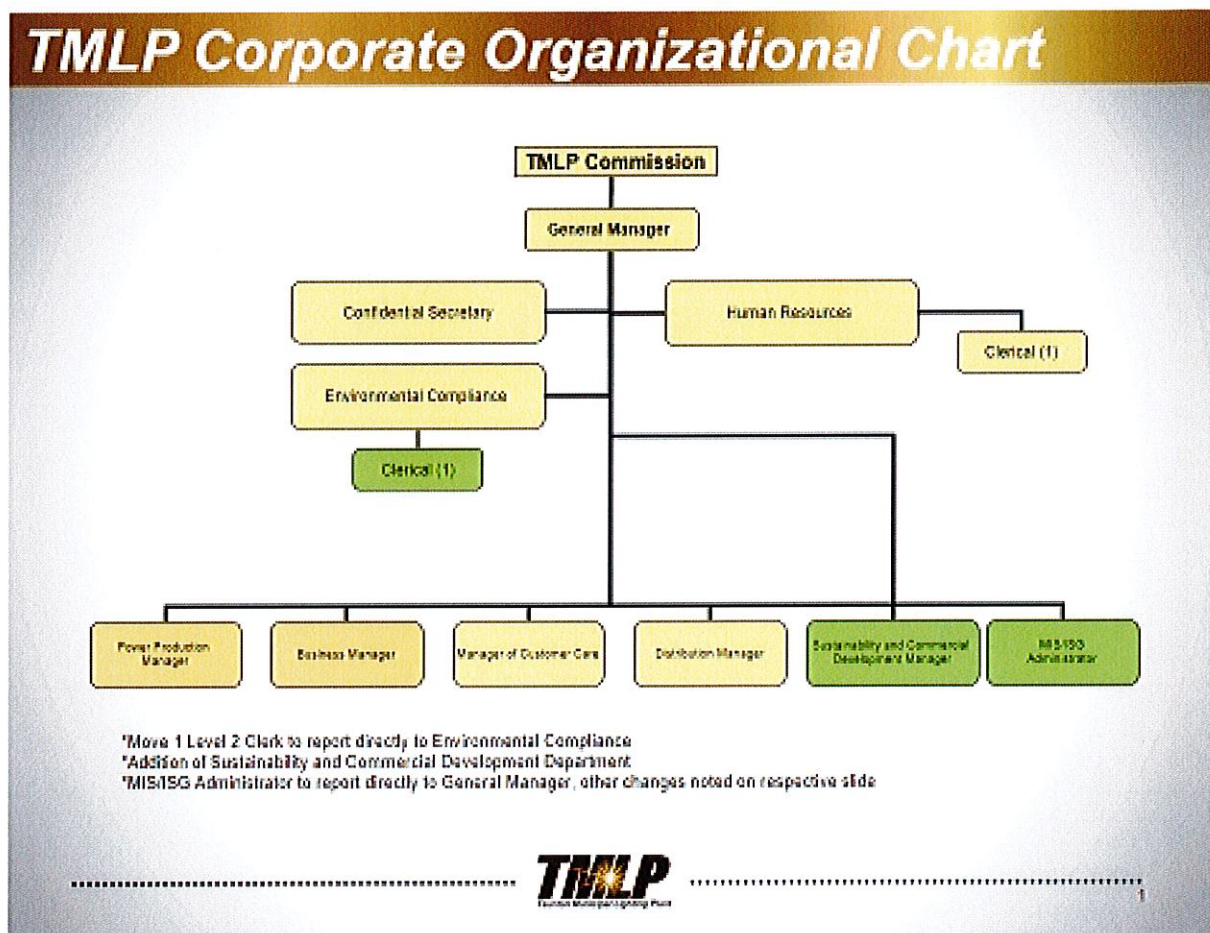
21-142

Reorganization Recommendation

Manager Goulart stated over the last few months, after the Commission approved the appointment of Kimberly Holmes as the next General Manager upon my retirement, we have been working with you in Executive Session to work through some of the changes that Kim would like to make to the organization. With your permission I would like to invite her to the table to go over those proposed changes for your consideration and approval.

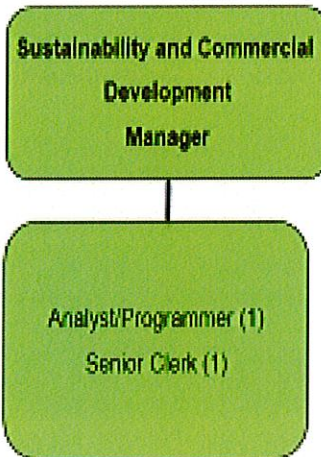
The Commission invited Ms. Holmes to the table.

Ms. Holmes stated that in the pages you have in front of you are a few of the departments I pulled out of our current overall org chart to define the changes. It is only the items in green that I am proposing to change at this point. Everything in yellow will remain the same and that is how it is currently shown in the org chart.



Ms. Holmes stated I am recommending that the Environmental Compliance Administrator receive clerical assistance that directly reports to that position. This is not a new position, it would be moved from the MIS/ISG Administrator and we will get to that at a later page. Additionally on this page is the addition of a Sustainability & Commercial Development Manager which is on the following page where I will get into more detail on this position. Also, until further notice the MIS/ISG Administrator would report directly to the General Manager instead of the Business Manager as it currently is.

Sustainability & Commercial Development



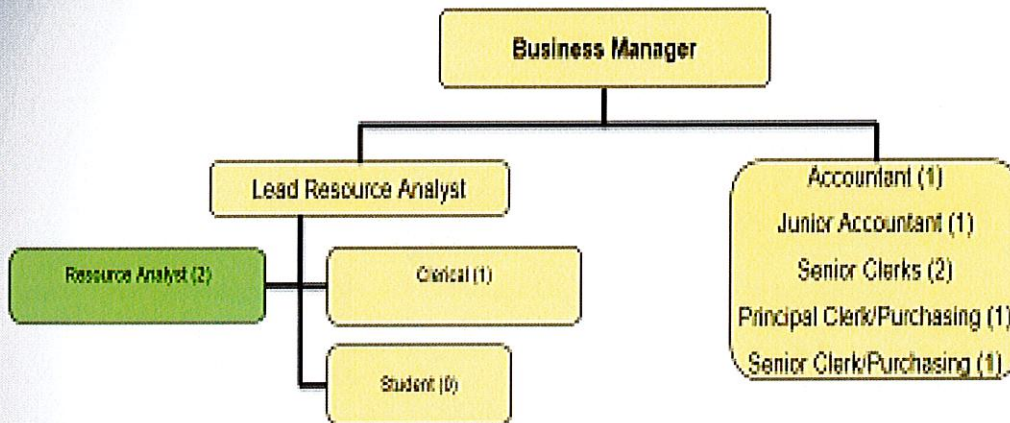
The Sustainability and Commercial Development primary areas of responsibility include planning for TMLP's and our customers' sustainability goals; development maintenance and promotion of sustainability initiatives; grant research and writing.

It is anticipated that the department will need at least a programmer and clerical assistance, however requirements may change once the department is up and running.



Ms. Holmes stated the idea behind this was to create a department where all of the sustainability goals, initiatives and other things like that which we are trying to achieve and promote, there will be one head of household to oversee that. Right now there are various departments that are picking up different pieces and trying to fit it in their current workload and in doing so there is an overlap in work or it is not as efficient as it could be. So I am recommending a creation of a department that would focus on these goals and getting more businesses involved and commercial initiatives going. I envision this person to also look in the grants that are available and doing some of the research and grant writing that would come with that. Without having this department fully developed I do not know exactly what resources they are going to need but based on what I know of what is out there they would need additional support in terms of either an analyst or a programmer type of position and also some clerical assistance to help them get the ball rolling. So the bottom half of this department might change or I might request a change going forward once it is fully developed but I would like to at least start the department moving and then determine what it really needs from there.

Business Department

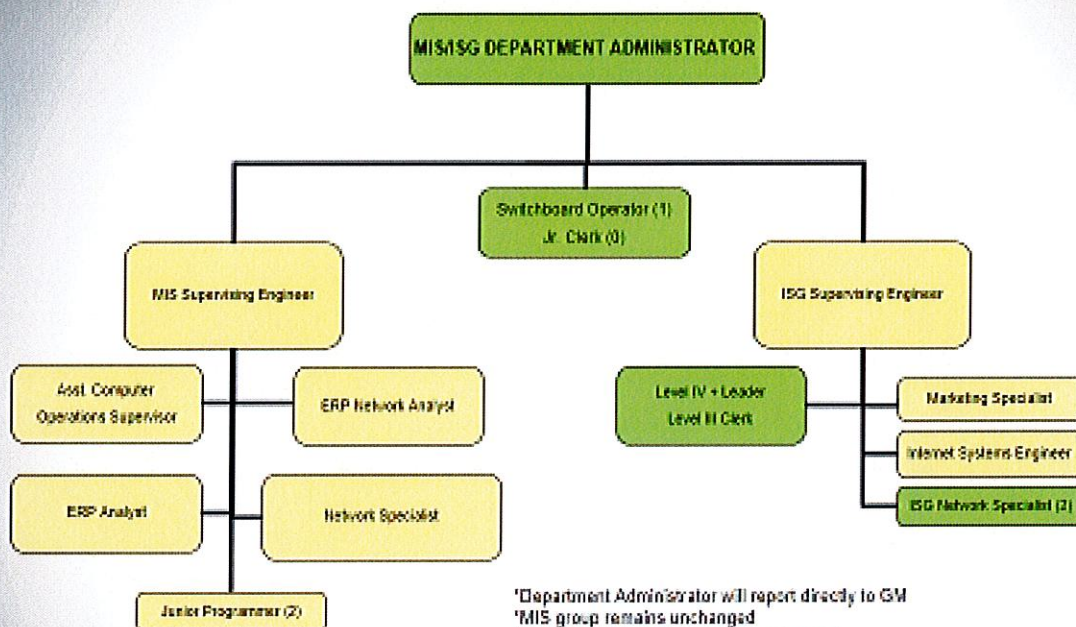


*Business Manager has been changed to move MIS/ISG to directly report to the GM.
 *Reverting back to old staffing model to include an additional Resource Analyst.



Ms. Holmes stated in the Business Manager Department this reflects that the MIS/ISG Administrator will no longer report directly to the Business Manager and within the ESP Group I would like to revert back to the old business model where there were two Resource Analysts in there instead of the one that there is right now.

MIS & ISG



*Department Administrator will report directly to GM

*MIS group remains unchanged

*Switchboard operator remains unchanged

*Of the two Level II clerks currently reporting to the MIS administrator, 1 will now report to Environmental Compliance, the second will report to ISG Supervising Engineer.

*Current Level III ISG clerk position will be replaced by a Level IV plus leader

*Level II ISG position will be replaced by a Level III

*Current Jr. Programmer would be replaced by a second ISG Network Specialist

TMLP
Tactical Multi-Participating Plan

Ms. Holmes stated in the MIS/ISG Department the Administrator will report directly to the General Manager. Beneath that, the Switchboard Operator I foresee being unchanged and the Junior Clerk would move from two to one. One of those clerks would report to the Environmental Compliance Administrator and the second one to the ISG Supervisor Engineer. The MIS Group I see unchanged at the moment and then within the ISG Group we would instead of replacing the Junior Programmer we would replace that position with a second ISG Network Specialist and the Level 2 Clerk would be replaced with a Level 3 Clerk and the current Level 3 Clerk would be replaced by a Level 4 Clerk plus Leader. This is to assist them in the volume of calls they have been getting which require a higher level of expertise and the more responsibility. On the Network Specialist side there was not enough technical assistance that they were able to get from a Junior Programmer, they need someone with more technical expertise.

Power Production

Over the next few months the plan is to work with Management and Collective Bargaining units to address the specific needs of Cleary. Future changes to the TMLP org chart will be required and further requests will be made at that time based on those longer term plans.

- Retirements
- Consolidations
- Building and Site Security
- Production Operations



Ms. Holmes stated that this is still a work in progress. What I would like to do over the next few months is to work with both Management and the Collective Bargaining Units for Cleary and go through what their retirements are looking like in the upcoming years and see what we can do to consolidate. See what we are going to do with building and site security and then what are we going to do with Production Operations, are we going to add more battery storage and that type of thing. That I see as a "Coming Soon" once we finish evaluating all of the needs of Power Production.

QUESTIONS & COMMENTS:

Commissioner Corr asked about the Leader being added in the ISG Group. Would that be if someone called in and had a problem this person would address the problem over the phone?

Ms. Holmes responded yes and if they could not answer the problem they would refer the call to and Engineer.

Manager Goulart stated that I have a couple of clarifications from my perspective before you vote on these concepts if you are comfortable with them.

1. With the MIS/ISG Administrator there are both short term and long term scenarios here as far as the group reporting to the GM. The short term idea is to right now move MIS/ISG under the GM until further notice so that Kim will have more time to focus on the other GM responsibilities as she prepares to replace me. On the long term side of this I think that we do not know where MIS/ISG is going right now, specifically ISG from the standpoint of if a full territory roll-out occurs it's possible that we would need a whole separate department for that at the point. So the intent

right now is put them under the GM and free Kim up but I believe long term there will be another shift.

2. Power Production – We have been talking about this for 6-7 months way back to when Steve Cote retired. Kim had been talking about making adjustments to the way Cleary operates and other additional cost saving measures and I think things just keep shifting at Cleary and so we were not prepared to get anything in front of you today as far as an actual org chart change. I think as the weeks and months move on we can come back with some very clean adjustments that Kim would want to make.

The goal today, if you are comfortable, is to approve the concept of these changes moving forward.

Motion by Commissioner Martin, seconded by Commissioner Blackwell to approve the changes as presented by Ms. Holmes today pertaining to the Corporate Organization Chart. Unanimous.

21-143

Thank You Note from Applause Academy

Manager Goulart read the following into the record:

On behalf of the whole Applause Academy Team, we want to thank you for your sponsorship of our organization. Your generosity and support will help to bring so many new opportunities for the promising student of Applause Academy. We thank you again for playing a role in making our student's dreams come true.

All Our Best,

The Applause Academy Team

Motion by Commissioner Blackwell, seconded by Commissioner Martin to receive the thank you note from Applause Academy and place on file. Unanimous.

21-144

Letter from Taunton Alternative High School to the Commissioners dated August 25, 2021:

Subject: Letter of Appreciation

Manager Goulart read the following letter into the record:

Dear Commissioners Martin, Blackwell and Corr:

I want to take this opportunity to thank you and the entire TMLP team for your donation to our technology repair lab. The students and staff at TAHS greatly appreciate the support TMLP has provided us during these challenging times.

I look forward to having your team visit our lab, expanding our relationship and preparing TAHS students for meaningful career paths at TMLP and beyond.

Respectfully,

Bert Delaney, Principal

Motion by Commissioner Blackwell, seconded by Commissioner Martin to receive the thank you letter from Taunton Alternative High School and place on file. Unanimous.

21-145

Letter from the Taunton Retirement Board to Kenneth Goulart dated September 15, 2021: Subject: Retirement of Steven Bianchi effective November 13, 2021

Manager Goulart read the following letter into the record:

Please be advised of the retirement for Superannuation of Steven Bianchi an employee of the Light Plant on November 13, 2021 under the provisions set forth in Section #5 of Chapter 32 of the General laws of Massachusetts.

Please pay regular compensation and accumulated benefits up to the day before retirement.

If you have any questions, please feel free to contact our office.

Respectfully yours,

Karen Medeiros, Assistant Executive Director

Manager Goulart stated that Steve is a 17 year employee of the TMLP.

The Commissioner wished Mr. Bianchi a long and healthy retirement.

ITEMS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE:

None

ANNOUNCEMENTS:

Public Service Announcement – Virtual Open House – October 3-9, 2021

The Commission invited Ms. Sonja Britland to the table.

Ms. Britland stated that this year again we will be doing a virtual Public Power Week celebration similar to last year where we will utilize our Facebook Page at the TMLP to view videos some employees have created and that we went out and found that would represent Public Power. Hopefully next year we can come back and enjoy this celebration out back here at 55 Weir but until then we hope you have fun. Public Power Week is the first full week in October which is October 3rd through the 9th this year. Check out our Facebook Page at the TMLP to watch our videos and participate in the contest daily. Thank you.

Chairman Corr announced that the next Commission meeting is scheduled to be held on Tuesday, October 26, 2021 at 4:00 PM.

Chairman Corr stated that the next order of business is Executive Session for Competitive Advantage, Executive Session pursuant to G.L. c.30A, sec. 21 (a) (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or union personnel and to conduct contract negotiations with non-union personnel or union personnel – COVID Pay Request and Contract Negotiations.

Manager Goulart stated that we will not be returning to Public Session and will be adjourning in Executive Session.

Motion by Commissioner Martin, seconded by Commissioner Blackwell to go into Executive Session for the reasons stated by the Chairman. (4:24 PM)

21-176

MINUTES OF SEPTEMBER 28, 2021

The Commission was recorded in a roll call vote to go into executive session as follows:

In Favor

Commissioner Blackwell
Commissioner Martin
Chairman Corr

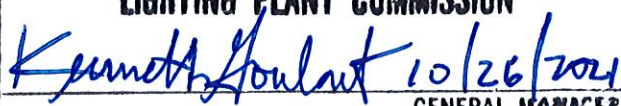
Absent

Executive Session discussion.



SECRETARY

dmt

APPROVED: BY VOTE OF
TAUNTON MUNICIPAL
LIGHTING PLANT COMMISSION
 10/26/2021
GENERAL MANAGER

EXECUTIVE SESSION

Competitive Advantage

Manager Goulart and the Commission discussed numerous topics on this issue.

Contract Negotiations

Manager Goulart and the Commission discussed numerous topics on this issue.

Motion in Executive Session by Commissioner Martin, seconded by Commissioner Corr to adjourn. (5:50 PM)

21-147