

**TAUNTON MUNICIPAL LIGHTING PLANT**

**MINUTES OF MEETING**

**TIME:** Tuesday, January 24, 2023 4:00 PM – 5:12 PM

**PLACE:** Office of the Commission

**PRESENT:** Chairman Blackwell (Absent), Commissioner Corr, Commissioner Hebert, Manager Holmes, Mr. Pollart (KP Law), Mr. Melanson, Mr. Irving, Ms. Davine, Mr. Worthington, Mr. Strojny, Ms. Britland, Mr. Tremont, Mr. Sullivan

Commissioner Corr called the meeting to order.

Commissioner Corr called for a roll call.

**Present**

Commissioner Hebert  
Commissioner Corr

**Absent**

Chairman Blackwell

**RE-ORGANIZATION – ELECTION OF OFFICERS**

Motion by Commissioner Corr, seconded by Commissioner Hebert to nominate Mr. Timothy Hebert as Chairman of the Commission. Unanimous.

23-001

Motion by Commissioner Hebert, seconded by Commissioner Corr to nominate Mr. Peter Corr as Secretary of the Commission. Unanimous.

23-002

**MINUTES OF DECEMBER 20, 2022**

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve. Unanimous.

23-003

- REGULAR WARRANT OF DECEMBER 15, 2022**
- REGULAR WARRANT OF DECEMBER 22, 2022**
- REGULAR WARRANT OF DECEMBER 29, 2022**
- REGULAR WARRANT OF JANUARY 5, 2023**
- REGULAR WARRANT OF JANUARY 12, 2023**
- REGULAR WARRANT OF JANUARY 19, 2023**

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve. Unanimous.

23-004

**AUTHORIZATION TO ADVERTISE FOR SEALED BIDS AND/OR PROPOSALS**

**Interoffice Communication from Dana Sullivan to Kimberly Holmes dated January 18, 2023:**

**Subject: Request for Sealed Bids for Scada-Mate Switches**

Manager Holmes read the following memo into the record:

*Request to send out sealed bids for (4) Scada-Mate Switches with Electronic Controls, Scada Ready. The cost of each is approximately \$40,000 for a total price of approximately \$160,000. All four are for stock*

Motion by Commissioner Corr seconded by Commissioner Hebert to approve the request to request sealed bids for (4) Scada Mate Switches for an approximate total of \$160,000.00. Unanimous.

23-005

**AWARD OF SEALED BIDS AND/OR PROPOSALS**

**Award of Sealed Bid for (2) Stainless Steel 500 kVA Network Transformers 13.8 KV Primary, 216/125V Secondary**

Manager Holmes read the following bid evaluation into the record:

**Transmission and Distribution Engineering Bid Evaluation**  
**(2) Stainless Steel 500 kVA Network Transformers**  
**13.8 KV Primary, 216/125V Secondary**

IFB 22-21

January 18, 2023

Company	Meets Specs	Unit Price	Load Loss (W)	No Load Loss (W)	Evaluated Unit Price	Delivery Weeks	Total Purchase Price	Comments
Technology International Lake Mary, FL	Yes	\$105,616.00	570	4,610	\$130,091.00	98	\$211,232.00	Quoting Pioneer Transformers
Power Sales Danvers, MA	Yes	\$137,775.00	634	4,080	\$159,760.00	52	\$275,550.00	Quoting Howard Industries with material escalation
Wesco Hookset, NH	Yes	\$215,744.00	744	3,787	\$236,539.00	52	\$431,488.00	Quoting Hitachi - Subject to Hitachi Price Adjustment Policy
Stuart C. Irby Liverpool NY	Yes	\$217,900.00	744	3,787	\$238,695.00	52	\$435,800.00	Quoting Hitachi - Subject to Hitachi Price Adjustment Policy

The TMLP Engineering Department recommends Power Sales Group quoting Howard Industries based on shortest lead time and lowest purchase price for a total cost of \$275,550.00

Motion by Commissioner Corr, seconded by Commissioner Hebert to award the bid for (2) Stainless Steel 500 kVA Network Transformers, 13.8 KV Primary, 216/125V Secondary for a total purchase price of \$275,550.00 per the recommendation of the T&D Department. Unanimous.

*23-006*

**Award of Sealed Bid for (2) Network Protectors and Installation Services**

Manager Holmes read the following bid evaluation into the record:

**TMLP T&D Engineering Evaluation**  
**(2) Network Protectors and Installation Services**

IFB 22-23

January 19, 2023

Company	Meets Specs	Unit Price	Installation Services	Delivery Weeks	Total Price	Comments
Richards Manufacturing Irving, NJ	Yes	\$41,780.00	\$4,000.00	30	\$87,560.00	Quoting New Protectors
Richards Manufacturing Irving, NY	No	\$39,380.00	\$4,000.00	30	\$82,760.00	Quoting Refurbished Protectors

TMLP Engineering Department recommends Richards Manufacturing quoting new protectors for a total cost of \$87,560.00

Motion by Commissioner Corr, seconded by Commissioner Hebert to award the bid for (2) Network Protectors and Installation Services to Richards Manufacturing quoting new protectors for a total cost of \$87,560.00 per the recommendation of the T&D Department. Unanimous.

*23-007*

**COMMUNICATIONS:**

**Major Project Request – 15 Mechanics Lane**

Manager Holmes read the following Major Project Request Form into the record:



Project Title: 15 Mechanics Lane

Project Description: To repair and replace the flat roof and wall rebuilding

(This project has been vetted by the Strategic Planning Committee.)

Project Justification: 15 Mechanics Lane is a stock warehouse that stores electrical apparatus used in every day operations. The roof and 20 feet of wall are in dire need of fixing. Currently, water is leaking into the building putting the building's integrity in jeopardy. Water has migrated into the building, down a section of wall and has caused significant deterioration inside and to the roof structure. Roof repair would be done through city contract and wall repair would be done mostly by in house labor.

Alternates Considered: Letting the building continue to deteriorate while losing value due to costly repair increases over time.

Budget Estimate: Project Start Year: 2023

Total Amount Requested: \$80,000.00

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve the Major Project Request for 15 Mechanics Lane to repair the roof and walls for a budget estimate of \$80,000.00. Unanimous.

23-008

**TMLP Sponsorship Policy – Outside Organizations Update**

Manager Holmes stated that this policy was first approved in 2009 and we are just updating it for a couple of minor changes. The purpose of the policy is to allow the expenditure of funds for the purpose of sponsoring the activities of local non-profit organizations within TMLP's service territory. The two key changes that we are proposing is to remove the requirement of specific electric messaging where we were limited to safety and or other type messaging. It would open it us to allow us a little bit more and it also allows more flexibility for the Internet Services Group and their required advertising.

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve the revised TMLP Sponsorship Policy / Outside Organizations policy as presented. Unanimous.

23-009

**Interoffice Communication from Kimberly Holmes to the Commission dated January 17, 2023:  
Subject: 2023 Performance Review Budget – Exempt Management**

Manager Holmes read the following memo into the record:

The proposed performance review budget is as follows:

Exempt Salaries (pre-review)	\$1,227,990.40
Allowance for Merit Reviews	\$ 36,839.71*
TOTAL 2023 BUDGET	\$1,264,830.11

This budget covers all currently authorize (& occupied) positions and will be in effect as long as there are no additions to personnel.

\*Please note: Actual costs for the calendar year will be less than the budgeted amount due to pro-rating of annual salaries as of the respective employment anniversary date.

Manager Holmes stated that all exempt managers get their raises on their anniversary date not at the beginning of the year. This is consistent with the 3% that the Collective Bargaining Units are receiving for 2023.

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve the 2023 Performance Review Budget for Exempt Management. Unanimous.

23-010

**Letter from Edward F. Leddy Preschool dated December 9, 2022: Subject: Request for Donation**

Manager Holmes read the following letter into the record:

*Dear TMLP,*

*I am writing this letter with the hopes that, as the business partner for the Edward F. Leddy Preschool, you would again be able to assist us with the purchase of an additional eight GoTalk 9+ Communication Devices and seven GoTalk 4 devices to be used with our nonverbal students. With the use of the GoTalk devices purchased for us by your generous donation during the 2021-2022 school year, we have seen a dramatic increase in the ability of our nonverbal students to communicate. The GoTalk devices are a low-tech, Augmentative Alternative Communication Device which uses a system of pictures and pre-recorded messages, tailored to each student and situation.*

*We are asking for your help with the purchase of additional devices in order to help more students in their quest to communicate effectively. The cost of a GoTalk 4 device is \$199, and the cost of a GoTalk 9+ is \$219. The total purchase price for all 15 devices would be \$3,145. Our staff and students would greatly appreciate any amount you are able to give.*

*As our business partners you have been an amazing support in assisting us over the years. We greatly appreciate your help.*

*Sincerely,*

*Lisa Pereira, Principal*

Motion by Commissioner Corr, seconded by Commissioner Hebert to purchase (15) GoTalk devices for the Edward F. Leddy Preschool for a total price of \$3,145.00. Unanimous.

23-011

**Interoffice Communication from Robert Frank to Kimberly Holmes dated January 17, 2023: Subject: Mileage Reimbursement**

Manager Holmes read the following memo into the record:

*The IRS has issued new mileage rates to be effective January 1, 2023. The new rate for 2023 is 65.5 cents per mile, an increase of 3 cents from the current rate of 62.5 center per mil.*

*I am requesting Commission approval to adjust TMLP's mileage reimbursement rate to keep in line with the IRS standards. The TMLP Employee Travel Expense Reimbursement Policy will also be updated to reflect the new mileage rate.*

Motion by Commissioner Corr, seconded by Commissioner Hebert to approve the new mileage rate of 65.5 cents per mile effective January 1, 2023 per the IRS Standards. Unanimous.

23-012

**ITEMS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE:**

None

**ANNOUNCEMENTS:**

Chairman Hebert announced that the next Commission meeting is scheduled to be held on Tuesday, February 21, 2023 at 4:00 PM.

Chairman Hebert stated that the next order of business is Executive Session for Competitive Advantage.

Motion by Commissioner Corr, seconded by Commissioner Hebert to go into Executive Session for Competitive Advantage. (4:15 PM)

23-013

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

**In Favor**

Chairman Hebert  
Commissioner Corr

**Absent**


Commissioner Blackwell

Manager Holmes stated that no votes are anticipated and we will be adjourning in Executive Session.

*Executive Session discussion.*

  
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SECRETARY

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APPROVED: BY VOTE OF  
TAUNTON MUNICIPAL  
LIGHTING PLANT COMMISSION  
  
GENERAL MANAGER



EXECUTIVE SESSION

Competitive Advantage

Manager Holmes and the Commission discussed numerous topics on this subject.

Motion by Commissioner Corr, seconded by Commissioner Hebert to adjourn. Unanimous. (5:12 PM)

23-014