

**MINUTES OF GAS & ELECTRIC COMMISSION MEETING**  
**REGULAR SESSION**  
**JULY 12, 2022**

A meeting of the Holyoke Gas and Electric Department was held on July 12, 2022 at 5:20 P.M. in the Department's offices. In attendance were Commissioners Hoey, Sutter and Marrero; Manager Lavelle; Superintendents Steve Roy and Brian Roy; Kirk Jonah, and Attorney John Ferriter.

**CALL TO ORDER:**

Chairman Hoey called the meeting to order at 5:20 P.M.

**MINUTES:**

On a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to approve the minutes from June 8, 2022.

**REPORTS & RECOMMENDATIONS OF MANAGER:**

**Financial Report:**

Mr. Lavelle reviewed the draft May 2022 statements. There was a brief discussion on the matter.

**DIVISION REPORTS:**

**GAS DIVISION**

Mr. Brian Roy reported that wholesale natural gas procurements continue consistent with the hedging plan for the current 12-month procurement window. He stated that 93% of summer supply is locked in price and that 39% of winter ('22-'23) is locked in price. He stated that staff was in process of securing LNG contracts for peak winter supply and noted that, due to increased global demand for LNG, prices are approximately 300% higher than last year. He then reviewed the July natural gas rate comparisons and reported that the Department remains very competitive in all rate classes.

Mr. Roy gave a brief update on the County Road inter-connect upgrade project, the LNG reliability project and the impact of the moratorium. He also gave an update on the cast iron replacement project on Northampton Street and stated that work on that project should be completed in four weeks. He also gave an update on bare steel service replacements on Northampton, West Franklin, Merrick and Meadow Streets. Mr. Roy then provided an update on leak repairs, PSMS implementation, and recent DPU audits. Commissioner Hoey asked how the annual cast iron and bare steel service replacements were prioritized and whether the replacements were performed by Department personnel or contractors. Mr. Roy stated that accurate records are kept for all assets in service and that replacements are replaced based on a combination of age, condition, leak history, and construction activity by other utilities (water, sewer, etc). He also stated that bare steel services are typically performed by in-house personnel and that, cast iron replacements, which are larger scope projects, are typically performed by contract personnel under the supervision of qualified Department personnel. There was a brief discussion on the matter.

## **ELECTRIC DIVISION**

### **Power Supply:**

Mr. Steve Roy reviewed the July electric rate comparisons and reported that the Department remains competitive in all rate classes. He then reviewed the July Mark-to-Market report and reported that all transactions are within policy limits. He also gave an update on peak load reduction activities and an update on a recent residential heating source analysis conducted by staff. There was a brief discussion on the matter.

### **TRANSMISSION & DISTRIBUTION**

Mr. Roy reported that efforts continue on the H-2 circuit conversion with the final phase of the project planned for Friday July 15<sup>th</sup>. He then reported that installation of the four (4) electric vehicle (EV) chargers is substantially complete, and all units are expected to be operational by the end of July, pending receipt of outstanding parts. He also gave an update on recent North Canal Substation maintenance, Transmission right-of-way clearing and the Hadley Station GSU maintenance. There was a brief discussion on the matter.

### **ELECTRIC PRODUCTION**

Mr. Roy reported that June hydro generation was 42% below plan due to low water flows and that year-to-date generation is currently 6% behind plan. He then reported that Hadley Falls Unit #2 was de-watered to allow for a unit inspection in preparation for the planned overhaul outage in 2023. He then gave an update on Cobble Mountain maintenance activities. There was a brief discussion on the matter.

### **TELECOMMUNICATIONS**

Mr. Jonah gave an update on the status of sales activity and capital projects. He then discussed recent network operator business growth. There was a brief discussion on the matter.

### **MARKETING AND COMMUNICATIONS**

Mr. Lavelle reported that the Customer Satisfaction Survey wrapped up yesterday (July 11<sup>th</sup>) with 539 completed responses and that Great Blue Research would now begin to compile and analyze the responses. He also noted that the Robert E. Barrett Fishway is now closed for the season and that 40 groups and approximately 500 people visited the facility under the modified schedule for the season. There was a brief discussion on the matter.

**OLD BUSINESS:** None

### **NEW BUSINESS:**

**COMMERCIAL ENERGY CONSERVATION ASSISTANCE REQUEST:** Mr. Lavelle reported that the Department received a Commercial Energy Conservation Assistance request in the amount of \$27,200 from the owners of 472-474 Appleton Street for the replacement of two gas fired HVAC units with high-efficiency units. Commissioner Sutter disclosed that he has a business relationship with the property owner, and he abstained from deliberation on the matter. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Hoey, it was voted 2-0 to approve the assistance per the recommendation of management. Commissioner Sutter abstained.

**COMMERCIAL ENERGY CONSERVATION ASSISTANCE REQUEST:** Mr. Lavelle reported that the Department received a Commercial Energy Conservation Assistance request in the amount of \$52,554 from the owners of 200 Whiting Farms Road for the replacement of two gas fired HVAC units with high-efficiency units. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to approve the assistance per the recommendation of management.

**BID AUTHORIZATIONS:** None

**BIDS RECEIVED:**

**POWER PIPING SYSTEMS & HVAC MAINTENANCE, INSTALLATIONS & REPAIRS**

**ANNUAL CONTRACT - EXTENSION:** Mr. Lavelle recommended that the Commission authorize a one-year extension to the Power Piping Systems & HVAC Maintenance, Installations and Repairs Annual Contract with Harry Grodsky & Co., Inc., subject to an approximately 1% increase in labor rates and all other terms and conditions remaining consistent with the existing contract. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to authorize the contract extension per the recommendation of management.

**NETWORK VAULT NO. 459 COVER REPLACEMENT (266 HIGH ST):** Mr. Lavelle recommended that the Commission award the contract for the replacement of the Network Vault No. 459 Cover to Rousseau Brothers, Inc., the low and only bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to award the contract per the recommendation of management.

**CIENA SUPPORT RENEWALS:** Mr. Lavelle recommended that the Commission authorize the expenditure of up to \$116,886 for the renewal of OEM technical support for sixteen (16) Ciena Optical and Metro E Business Transport switches. He stated that the contract would cover three years of support for fourteen (14) of the switches and one (1) year of support for two (2) of the switches in order to put all of the switches on the same support schedule. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to authorize the expenditure per the recommendation of management.

**SCADA MASTER SYSTEM:** Mr. Lavelle recommended that the Commission award the contract for the SCADA Master System to Survalent Technology Inc., the low bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to award the contract per the recommendation of management.

**GAS LEAK SURVEYS ANNUAL CONTRACT:** Mr. Lavelle recommended that the Commission award the contract for Gas Leak Surveys to Omark Consultants Inc., the low bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to award the contract per the recommendation of management.

**30 WATER ST (RIVERSIDE 4/5/7) ROOF REPLACEMENT:** Mr. Lavelle recommended that the Commission award the contract for the replacement of the 30 Water Street Roof to DP Carney, the low

bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to award the contract per the recommendation of management.

**VEHICLE #15 REPLACEMENT (GAS DIVISION M&R):** Mr. Lavelle recommended that the Commission award the contract for the replacement of Vehicle #15 to Marcotte Ford through the State Contract #VEH110. After a brief discussion and on a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to award the contract per the recommendation of management.

**COMMUNICATIONS:**

06/03/22 – Draft Commission Meeting Minutes from 06/08/22

06/27/22 – JL/DD/Financial Statements, Balance Sheet & Summary Report – May 2022

06/09/22 – KC/MC/CECP – 472-474 Appleton Street

06/30/22 – KC/MC/CECP – 200 Whiting Farms Road

06/15/22 – JL/CW/Recommendation - Power Piping Systems & HVAC Maintenance, Installations & Repairs Annual Contract - Extension

06/13/22 – SR/VO/Bid Recommendation - Replacement of Network Vault Cover No. 459 High Street

07/06/22 – KJ/TH/Purchasing Approval: Ciena Support Renewals

07/06/22 – SR/JA/Bid Recommendation – SCADA Master System

07/06/22 – JL/CW/Bid Recommendation – Gas Leak Surveys Annual Contract

07/07/22 – JL/CW/Bid Recommendation – 30 Water St (Riverside 4/5/7) Roof Replacement

07/01/22 – CW/RB/Technical Review – 2022 Purchase of New Vehicle #15

**NEXT MEETING DATE:**

It was agreed that the next Commission meeting would take place on Tuesday, August 16th at 5:00 P.M.

Mr. Lavelle recommended that the Commission enter into Executive Session to discuss strategy and trade secrets. Chairman Hoey stated that the Commission would not return to regular session.

**ADJOURNMENT:**

On a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to adjourn the Meeting at 6:29 P.M.

On a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted, on a roll call vote, to enter executive session at 6:30 P.M.

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HG&E Commission