

MINUTES OF GAS & ELECTRIC COMMISSION MEETING
REGULAR SESSION
AUGUST 16, 2022

A meeting of the Holyoke Gas and Electric Department was held on August 16, 2022 at 5:00 P.M. in the Department's offices. In attendance were Commissioners Hoey, Sutter and Marrero; Manager Lavelle; Superintendents Steve Roy and Brian Roy; Brooke McMahan, Kirk Jonah, Kate Sullivan, Lisa Rogers and Attorney John Ferriter.

CALL TO ORDER:

Chairman Hoey called the meeting to order at 5:00 P.M.

MINUTES:

On a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted to approve the minutes from July 12, 2022.

REPORTS & RECOMMENDATIONS OF MANAGER:

Financial Report:

Ms. McMahan reviewed the draft June 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 98% of summer supply is locked in price and that 41% of winter ('22-'23) is locked in price. He then reviewed the August 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 reported that the cast iron replacement project on Northampton Street (between Dwight and Hampden Streets) has been completed and that crews are now working on Sargeant St. and Magnolia Street cast iron replacements. He stated that 4,800 feet of cast iron pipe has been replaced to date and that crews are on schedule to remove 1.5 miles by the end of the year. He also gave an update on bare steel service replacements and reported that crews are on schedule to meet the target of 200 replacements by the end of the year. Mr. Roy then provided an update on leak repairs, PSMS implementation, moratorium impacts, grant funding opportunities and recent DPU audit activity. There was a brief discussion on the matter.

ELECTRIC DIVISION

Power Supply:

Mr. Steve Roy reviewed the August electric rate comparisons and reported that the Department remains competitive in all rate classes. He then reviewed the August Mark-to-Market report and

reported that all transactions are within policy limits. He also gave an update on peak load reduction activities. There was a brief discussion on the matter.

TRANSMISSION & DISTRIBUTION

Mr. Roy gave an update on the electric distribution circuit conversion activity, and he reported that all four EV chargers that were recently installed are now fully operational. He reported that all planned manhole and pole inspections have been completed for the year. He also gave an update on recent maintenance activities. There was a brief discussion on the matter.

ELECTRIC PRODUCTION

Mr. Roy reported that July hydro generation was 9% below plan due to low water flows and that year-to-date generation is currently 13% behind plan. He also reported that FERC staff recently conducted their Part 12 inspection and that there were no significant findings from the audit. He then gave an update on recent Hadley Falls Unit #2 inspections and Cobble Mountain Facility 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 stated that supply chain issues are impacting several projects, largely due to the lack of availability of computer chips. There was a brief discussion on the matter.

CUSTOMER SERVICE

Ms. Rogers gave an update on accounts receivable and credit and collections activity. There was a brief discussion on the matter.

MARKETING AND COMMUNICATIONS

Ms. Sullivan reported preliminary results of the recent Customer Satisfaction Survey and stated that the final results are being compiled by Great Blue Research and the full report is expected to be completed by September 1st. She then gave an overview of recent legislation that was passed at both the state and federal level and stated that the Green Team would be reviewing energy efficiency and other programs to ensure alignment with the recent legislation. She then gave an update on planned activities for Public Power and Public Natural Gas week scheduled for October 5th. There was a brief discussion on the matter.

OLD BUSINESS: None

NEW BUSINESS:

SPONSORSHIP REQUEST – GREATER HOLYOKE CHAMBER OF COMMERCE: Mr. Lavelle reported that the Greater Holyoke Chamber of Commerce has requested that the Department renew its Corporate Leadership Sponsorship of the Chamber in the amount of \$10,500, the same amount as the past several years. Ms. Sullivan described the benefits of the sponsorship opportunity. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to approve the sponsorship as requested.

SPONSORSHIP REQUEST – HPD SENIOR HOLIDAY EVENT: Mr. Lavelle reported that the Department received a sponsorship request from Chief Pratt of the Holyoke Police Department in the amount of \$1,500 for the annual HPD Senior Holiday Event. After a brief discussion and on a motion

from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to approve the sponsorship as requested.

RESIDENTIAL ENERGY CONSERVATION ASSISTANCE REQUEST – 85 BEECH

STREET: Mr. Lavelle reported that the Department received a Residential Energy Conservation Assistance request in the amount of \$15,000 from the owners of 85 Beech Street for the installation of two high-efficiency whole home heat pump 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:

15 KV PADMOUNTED TWO-WAY SWITCHGEAR: Mr. Lavelle recommended that the Commission award the contract for 15 kV Padmounted Two-Way Switchgear to S&C Electric Company, c/o E.L. Flowers and Associates, the lowest qualified and eligible bidder. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to award the contract per the recommendation of management.

HONEYWELL PERMASERT FITTINGS: Mr. Lavelle recommended that the Commission authorize the expenditure of up to \$150,000 for the purchase of Honeywell Permasert stab fittings required to complete planned gas distribution projects for the 2023 construction season. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to authorize the expenditure per the recommendation of management.

EXCAVATIONS & RESTORATIONS ANNUAL CONTRACT: Mr. Lavelle recommended that the Commission award the contract for Excavations and Restorations to JSC Construction LLC, the low and only bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Marrero, seconded by Commissioner Sutter, it was unanimously voted to award the contract per the recommendation of management.

VEHICLE #76 REPLACEMENT: Mr. Lavelle recommended that the Commission award the contract for the replacement of Vehicle #76 (Ford Transit) to Marcotte Ford of the Statewide Contract No. VEH110 as the lowest cost option meeting the 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.

15 KV SPACER CABLE INSTALLATION (MAIN ST. AND FAIRMONT ST): Mr. Lavelle recommended that the Commission award the contract for 15 kV Spacer Installation to Power Line Contractors, 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.

COMMUNICATIONS:

08/03/22 – Draft Commission Meeting Minutes from 07/12/22

07/26/22 – JL/DD/Financial Statements, Balance Sheet & Summary Report – June 2022

07/21/22 – JL/KC/Sponsorship Request – Greater Holyoke Chamber of Commerce Annual Sponsorship
07/25/22 – KC/MC/Sponsorship Request – HPD Senior Holiday Event
07/18/22 – KC/ST/RECP Request – 85 Beech Street
07/28/22 – SR/CP/Bid Recommendation – 15 kV Padmounted Two-Way Switchgear
08/03/22 – BR/WS/Purchasing Approval: Honeywell Permasert Fittings
08/02/22 – SR/VO/Bid Recommendation – Excavations & Restorations
08/04/22 – SR/JP/Recommendation – 2023 Electric Division Vehicle Replacement
08/09/22 – SR/CP/Bid Recommendation – 15kV Spacer Cable Installation

NEXT MEETING DATE:

It was agreed that the next Commission meeting would take place on Tuesday, September 13th at 5:00 P.M.

Mr. Lavelle recommended that the Commission enter 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 5:55 PM.

On a motion from Commissioner Sutter, seconded by Commissioner Marrero, it was unanimously voted, on a roll call vote, to enter executive session at 5:55 PM.

HG&E Commission