

MINUTES OF GAS & ELECTRIC COMMISSION MEETING
REGULAR SESSION
APRIL 30, 2019

A meeting of the Holyoke Gas and Electric Department was held on April 30, 2019 at 5:30 P.M. in the Department's offices. In attendance were Commissioners Hoey, Griffin and Sutter; Manager Lavelle; Superintendent Beauregard; Acting Gas Superintendent Brian Roy, Steve Roy, Kirk Jonah, Brooke McMahon, Jim Jackowski, Terry Sweeney and Attorney John Ferriter.

CALL TO ORDER:

Commissioner Hoey called the meeting to order at 5:30 PM.

MINUTES:

On a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to approve the minutes from April 2, 2019.

REPORTS & RECOMMENDATIONS OF MANAGER:

Financial Report:

Ms. McMahon reviewed the draft March financial statements. There was a brief discussion on the matter.

DIVISION REPORTS:

GAS DIVISION

Mr. Roy reported that wholesale natural gas procurements continue consistent with the hedging plan for the current 12-month procurement window, and stated that the Purchased Gas Adjustment would be seasonally adjusted from the current \$0.33/ccf to \$0.11/ccf, effective for the May billing cycle. He then reviewed the May natural gas rate comparisons and reported that the Department remains competitive in all rate classes. Mr. Roy then gave an update on planned maintenance and capital projects for the current year and he gave a brief report on the Department's gas leak repair plan. There was a brief discussion on the matter.

ELECTRIC DIVISION

Power Supply:

Mr. Beauregard reviewed the May electric rate comparisons and noted that the Department was very competitive in all rate classes. He then reviewed the May mark to market report for power supply and natural gas supply and stated that all transactions are within policy limits. He then gave a brief update on load reduction activities through April. There was a brief discussion on the matter.

TRANSMISSION & DISTRIBUTION

Mr. Beauregard gave an update on the Holyoke 17L Substation construction and noted that the transfer of the station load to the new transformer was scheduled for April 15th. He stated that the

demo of the existing plant would be completed by the end of May and that Phase 2 of the project is on schedule for completion in early November. There was a brief discussion on the matter.

ELECTRIC PRODUCTION

Mr. Lavelle reported that hydro production is approximately 6% below plan year-to-date, and is 6.5% below last year's first quarter output. He reported that the Department received FERC approval on the Department's recent modification to the Water Quality Monitoring plan. He then gave an update on the status of the Hadley Falls Unit #2 overhaul scope development. He further reported that water flows are expected to decrease over the next several days and that it is anticipated that fishlift operations could commence by Monday, May 6th depending on water turbidity. Finally he reported that the Robert E. Barrett Fishway would be open to the public beginning on Wednesday, May 8th through Sunday, June 6th. There was a brief discussion on the matter.

TELECOMMUNICATIONS

Mr. Jonah gave a brief update on commercial sales and ongoing projects. There was a brief discussion on the matter.

OLD BUSINESS: None

NEW BUSINESS: None

BID AUTHORIZATIONS:

GATEHOUSE ROOF REPLACEMENT: Mr. Lavelle requested authorization to solicit bids for the replacement of the roof at the Gatehouse, as the current roof is has numerous leaks and is beyond reasonable repair. After a brief discussion, and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to solicit bids to replace the Gatehouse roof per the recommendation of management.

BIDS RECEIVED:

ELECTRIC WIRE & CABLE ANNUAL CONTRACT – EXTENSION: Mr. Lavelle recommended that the Commission authorize a one year extension to the contracts for Electric Wire and Cable with Arthur J. Hurley company, Inc. and Prysmian Cables and Systems USA, consistent with the provisions for extension under those contracts and under the same terms and conditions for both existing contracts. After a brief discussion and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to authorize the extension of the contracts per the recommendation of management.

TREE TRIMMING & VEGETATION MANAGEMENT ANNUAL CONTRACT – EXTENSION: Mr. Lavelle recommended that the Commission authorize a one year extension to the contracts for Tree Trimming and Vegetation Management with All Reliable Services, Inc. and Asplundh Tree Expert Co., consistent with the provisions for extension under those contracts and under the same terms and conditions for

both existing contracts, other than a 3% increase in labor and equipment rates for each contract. After a brief discussion and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to authorize the extension of the contracts per the recommendation of management.

1ST LEVEL CANAL WALL REPAIRS, CABOT ST: Mr. Lavelle recommended that the Commission reject all bids and authorize a re-bid for the project. He stated that the bids were significantly higher than budget and that several local contractors, who normally bid on this type of work did not respond to the solicitation. After a brief discussion and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to reject all bids and authorize a re-bid per the recommendation of management.

CONSTRUCTION OF PENSTOCK CLOSURES, ALBION & NONOTUCK UNITS A&D: Mr. Lavelle recommended that the Commission award the contract for the closure of Penstocks at the Albion and Nonotuck Units A&D to Gardner CIS, Inc., the lowest responsible and eligible bidder meeting all requirements of the solicitation. After a brief discussion and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to award the contract per the recommendation of management.

EMERGENCY/NON-EMERGENCY SPILL RESPONSE & TRANSPORTATION/DISPOSAL OF HAZARDOUS WASTE & MATERIALS – ANNUAL CONTRACT: Mr. Lavelle recommended that the Commission reject all bids received for the Emergency/Non-Emergency Spill Response and Transportation/Disposal of Hazardous Waste and Materials Annual Contract and authorize a re-bid due to an error in the bid documents as well as inconsistencies in responses from vendors that prevented a fair evaluation of responses. After a brief discussion and on a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to reject all bids and authorize a re-bid for the contract.

COMMUNICATIONS:

- 04/26/19 – Draft Commission Meeting Minutes from 04/02/19
- 04/24/19 – JL/DD/Financial Statements, Balance Sheet March 2019
- 04/26/19 – COMM/JL/2019 Cadet Engineering Scholarship
- 04/01/19 – PD/KT/Authorization to Bid – Gatehouse Roof Replacement
- 04/22/19 – JL/YD/Recommendation – Extension of Electric Wire & Cable Annual Contracts
- 04/25/19 – JL/YD/Recommendation – Extension of Tree Trimming & Vegetation Management Annual Contract
- 04/23/19 – JL/CW/Bid Recommendation – 1st Level Canal Wall Repairs, Cabot St
- 04/22/19 – JL/YD/Bid Recommendation – Construction of Penstock Closures, Albion & Nonotuck Units A&D
- 04/26/19 – JL/YD/Bid Recommendation – Emergency/Non-Emergency Spill Response & Transportation/Disposal of Hazardous Waste & Materials Annual Contract

NEXT MEETING DATE:

It was agreed that the next Commission meeting would take place on Tuesday, May 28, 2019 at 5:00 P.M.

ADJOURNMENT:

On a motion from Commissioner Griffin, seconded by Commissioner Sutter, it was unanimously voted to adjourn the Meeting at 6:17 PM.



HG&E Commission

Minutes 04/30/19