

Concord Municipal Light Board
January 3, 2019
Draft 2

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Municipal Light Board was held on Wednesday, January 9, 2019, at 7:30AM, at the Light Plant Public Meeting Room. Present were Board members Gordon Brockway (Chair), Lynn Salinger, Dan Gainsboro, Peggy Briggs and Wendy Rovelli. Also in attendance were David Wood, CMLP Director; Laura Scott, CMLP Power Supply and Rates Administrator; Jan Aceti, CMLP Energy Conservation Coordinator; Brian Foulds and Deborah Mullen; Recording Secretary.

Note: definitions for acronyms used in these minutes:

- *CARES: Conservation and Renewable Energy Services*
- *CMLP: Concord Municipal Light Plant*
- *FTE: Full Time Equivalent*
- *kWh: Killowatt hour*
- *MLP: Municipal Light Plant*
- *mWh: Megawatt hour*
- *REC: Renewable Energy Credit*

Meeting handouts:

Board members only were provide with the CMLP 2019 Operating Forecast, dated 1/2/2019

CALL TO ORDER

The meeting was called to order at 7:00 AM. It was noted that the meeting was being recorded by the recording secretary

2019 BUDGET PRESENTATION

Mr. Wood oriented board members to the new format of the budget book and noted that the new format provides comparison to prior year actuals (2014-2017), 2018 budget and the Proposed 2019 Forecast. Graphics have been included to highlight key metrics and illustrate historical trends. Mr. Wood noted that there ae some minor changes that need to be made and he welcomed additional feedback from the board. Mr. Wood walked board members through each of the sections and commented on key assumptions that had an impact on the 2019 forecast. Some of the more salient comments and discussions included the following:

- Revenues vary over time, driven by changes in Sales. The impact of weather can be measured by degree days which varied between 6100 and 6600 during 2014-2018.
- The large increase in "Other Revenues" reflect the \$0.01 kWh increase in the energy rate intended for the purchase of RECs
- The downward trend in Sales volume is slowing
- Tree trimming costs for 2019 include expense for trimming about 1/3 of the trees in Town. The last major trimming project was conducted by a contractor in 2015 when tree trimming for half the town was completed.
- Energy costs have been relatively stable. Capacity and transmission have slowly increased over time.
- The salary and administration expense line item does not anticipate new staffing positions but does reflect anticipated salary market adjustments.
- The CARES forecast includes \$220K in funding for the new Massachusetts MLP Solar Rebate program
- Two new FTEs and a bucket truck are included in the Telecom budget for 2019. The new Telecom Manager position was included in the original five-year plan, but the position will be created sooner Mark Howell is finding it difficult to manage this along with his current responsibilities. A 4th Telecom position will be added in Q2 to support the increase in volume. There will be a focus on the internal platform in 2019 including a technology fiber refresh as some areas of town are close to capacity.

LIAISON & PUBLIC COMMENT

No comments from citizens were provided.

It was moved by Ms. Briggs, seconded by Ms. Rovelli and unanimously voted to adjourn the meeting at 8:00 AM.

Respectfully submitted,

Wendy Rovelli, Clerk