

**MINUTES OF THE  
MUNICIPAL LIGHT BOARD  
MARCH 26, 2019**

PURSUANT TO notice given the Wellesley Municipal Light Board ("Board") met in the Municipal Light Plant ("MLP") Gordon F. Kingsley Board Room, 4 Municipal Way, at 5:00 PM.

**PRESENT**

Those present included Chair Edward J. Stewart, III and Commissioners Paul L. Criswell, David A. T. Donohue and Jeffrey P. Wechsler. Also in attendance were MLP Director Richard F. Joyce, staff members David M. Allen, Kevin P. Bracken, Ann G. Collins, Debra J. Healy, Cynthia R. Lowe, William H. Marsh, Stephen G. Neshe, and Donald H. Newell. In addition, Advisory Representative William Maynard and Wellesley residents Gordon F. Kingsley and Mary Gard attended.

**APPROVAL OF MINUTES**

Upon a motion made by Mr. Criswell and seconded by Mr. Wechsler, it was unanimously

**VOTED:** To approve the February 25, 2019 Public Session Minutes as written.

Upon a motion made by Mr. Criswell and seconded by Mr. Stewart, it was unanimously

**VOTED:** To approve the February 25, 2019 Executive Session Minutes as written.

**CITIZEN SPEAK**

Mr. Stewart presented all of those in attendance with an opportunity to speak on matters pertaining to the MLP. Mr. Kingsley asked if Mr. Stewart would share their recent conversation with other members of the Board. Mr. Stewart detailed Mr. Kingsley's concerns regarding the retention of the Director and the importance of maintaining the current MLP culture. Mr. Kingsley cautioned the Board on the need to prioritize internal candidates given the Town's recent experience filling the Executive Director position. The Board thanked Mr. Kingsley for sharing his thoughts and expressed their commitment to a successful transition.

**DIRECTOR'S ITEMS**

**Search Committee.** The Director summarized the March 1, 2019 Minutes of the Director Search Committee ("Committee"). Town Counsel explained the importance of complying with all open meeting laws. The Committee elected Mr. Stewart as Chair. A draft copy of the Committee's meeting Minutes was discussed and the role of the Committee was reviewed. Final selection of the next MLP Director will be the decision of the Board with interviews in Public Session tentatively scheduled for May 20 – 23, 2019.

**Position Description.** The Director reviewed the revised MLP Director Position Description. Feedback from the Board, Committee and Carl Mycoff was incorporated within the final draft. Mr. Donohue and Mr. Joyce confirmed the proposed Position Description provided an accurate summary of the primary responsibilities. Upon a motion made by Mr. Stewart and seconded by Mr. Donohue, it was unanimously

**VOTED:** To approved the March 2019 Town of Wellesley Municipal Light Plant Director Position Description as presented.

**Line Operations & Engineering Organization.** The MLP's current organization for Line Operations & Engineering has successfully provided reliable electric service to Wellesley residents and businesses. After reviewing the current staff workload and organizational structure, Mr. Joyce was recommending only a few modest changes.

- Donald H. Newell, Assistant Director of Line Operations & Engineering, a reduction of his direct reports to two positions. Mr. Newell's supervisory role needs to be reduced to allow him more time to fulfill his critical decision-making responsibilities for internet, distributed antenna system ("DAS") and capital planning.
- Kevin P. Bracken, Assistant Superintendent will have supervisory responsibility for the fleet and inventory functions. If the Mass Development-Devens maintenance agreement is extended beyond June 30, 2019 he will also serve as the Devens Manager.
- David M. Allen, Supervisory Electrical Engineer recommendation to create a new position of Chief (or Principal) Engineer with three direct reports: Chief Substation Operator, Electrician and Supervisory Electrical Engineer.
- Daniel J. Trant, Construction Engineer to be promoted to vacated Supervisory Electrical Engineer.

The only financial impact would be the additional compensation for Mr. Trant. The Board discussed the importance of increasing staffing to accommodate the added responsibilities of energy conservation, internet service and fiber splicing. The Board expressed its support for the recommended re-organization.

**Electric Vehicle Incentive Program.** Mr. Newell recommended the implementation of an electric vehicle charging program. Several other municipal electric utilities have implemented a program designed by Sagewell, Inc. Those utilities surveyed were pleased with the effectiveness of the program. Mr. Newell provided a detailed cost-benefit analysis that supported the adoption of the Sagewell incentive program even without an automated metering infrastructure ("AMI") in Wellesley. All Board Members were in favor of adopting the program as presented with future expansion as warranted. Mr. Wechsler asked Mr. Newell to explore the possibility of a price reduction since some of Sagewell's AMI responsibilities were not applicable to the MLP. Upon a motion made by Mr. Criswell and seconded by Mr. Wechsler, it was unanimously

**VOTED:** To authorize Mr. Newell to enter into negotiations with Sagewell, Inc. for the design and implementation of an electric vehicle incentive program for the Municipal Light Plant; upon the conclusion of favorable Wellesley-specific contractual terms similar to those presented, Mr. Newell was further authorized to execute a Services Agreement with Sagewell, Inc.

**Energy Purchase.** On March 20, 2019 the MLP and Energy New England completed the purchase of 370,384 megawatt-hours of electricity. This purchase eliminates the MLP's calendar years 2020 through 2023 open positions using the fixed price, 100% balanced block hedging strategy. The prices were attractive given some of the energy purchased included the environmental attributes from Seabrook Station and delivery to the Northeastern Massachusetts

Load Zone. The MLP can never be 100% hedged since unseasonable daily temperatures will create "short" and "long" positions. Overall the 100% balanced block strategy adopted in 2014 has reduced market risks and provided better financial results than the previous "layered and staggered" portfolio. To further reduce winter price volatility risks, the MLP purchased an additional two megawatts each year in January and February. The Board and Director discussed the open positions that remain due to load growth, Wellesley College, Palmer Bio-mass and the offshore wind purchases.

**MLP Newsletter.** The Board expressed their appreciation to Cynthia R. Lowe for the informative and professional newsletter.

**Executive Session.** Mr. Stewart requested a meeting in Executive Session to discuss confidential operational and financial terms with the American Tower DAS Agreement. The secretary, Mr. Wechsler, polled each Member individually to enter into Executive Session for the sole purpose of discussing the DAS Agreement. Each Board Member answered in the affirmative and the Board entered Executive Session at 6:10 PM.

**Return to Public Session.** The Board returned to Public Session at 6:30 PM.

Respectfully submitted,

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Jeffrey P. Wechsler, Secretary

**EXECUTIVE SESSION MINUTES OF THE  
MUNICIPAL LIGHT BOARD  
MARCH 26, 2019**

PURSUANT TO notice given the Wellesley Municipal Light Board ("Board") met in the Municipal Light Plant ("MLP") Gordon F. Kingsley Board Room, 4 Municipal Way, at 6:10 PM.

**PRESENT**

Those present included Chair Edward J. Stewart, III and Commissioners Paul L. Criswell, David A. T. Donohue and Jeffrey P. Wechsler. Also in attendance were MLP Director Richard F. Joyce, Assistant Directors Debra J. Healy and Donald H. Newell and Advisory Representative William Maynard.

**Distributed Antenna System ("DAS").** The Director reviewed key milestones and financial terms of the Master DAS Agreement with American Tower Corporation ("ATC"). Both the MLP and ATC are disappointed with DAS expansion in Wellesley. The Board and staff discussed the benefits and drawbacks of three available alternatives. The Board asked Ms. Healy to contact ATC to communicate the Town's concern regarding the lack of progress and ask to meet in Executive Session at the next Board Meeting.

**ADJOURNMENT**

There being no further items to be discussed in Executive Session, Mr. Wechsler polled each individual Member to return to Public Session. Each Board Member responded in the affirmative and adjourned the Executive Session at 6:30 PM.

Respectfully submitted,

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Jeffrey P. Wechsler, Secretary