

*Chicopee Municipal Lighting Board
Minutes of Meeting
Monday, December 14, 2020*

Chairman Pajak called a regular meeting of the Chicopee Municipal Lighting Board to order at 4:00 pm, Monday December 14, 2020.

Present for this meeting were Commissioner Joseph F. Pasternak, III, Commissioner Carl E. Sittard, Commissioner Robert L. Pajak and General Manager and Clerk of the Board Jeffrey R. Cady.

Commissioner Pajak made a motion to accept the minutes of November 23, 2020 as presented. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 3 to 0.

Commissioner Pasternak made a motion to concur with the payment of **Warrant #E121120** dated 12/7/2020 in the amount of \$202,091.26 and **Warrant #E121120** dated 12/3/2020 in the amount of \$209,380.50. Commissioner Pajak seconded the motion. Discussion: None; Motion was passed 3 to 0.

Commissioner Pasternak made a motion to pay **Bills & Customer Refunds** in the amount of **\$602,235.82**. Commissioner Pajak seconded the motion. Discussion: None; Motion was passed 3 to 0.

Commissioner Pasternak made a motion to pay Power Bills in the amount of **\$1,615,110.64**. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 3 to 0.

The General Manager presented the Commission with the Bid for New/Unused Material Handler with Cab and Chassis. Commissioner Pasternak made a motion, to award the Bid for New/Unused Material Handler with Cab and Chassis, consistent with staff's recommendation in response to CEL Bid #20-0487. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 3 to 0. *Document: CEL Bid #20-0487*

The General Manager presented the 2021 Capital & Expense Budgets to the Commissioners for 2021. He explained some of the assumptions that went into the budget. Kwh Sales were forecast at 446,471,000 Kwh compared to the 5 year average of 457,000,000. For 2020 the Kwh Sales are forecast to be approximately 442,000,000 kwh. These were lower due to the shut downs in 2020, but expecting these to moderate for 2021.

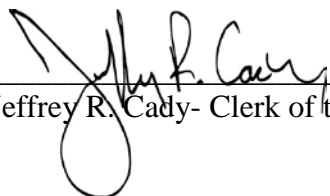
Revenues are budget to increase by \$1,863,000 over 2020 projected. These increases are mostly from the rate stabilization transfers which are budgeted to be approximately \$1,500,000 higher than 2020. The Purchase Power adjustment has been set lower to allow for the increased rate stabilization transfers. The goal is to reduce the rate stabilization account over the next several years as was discussed. Overall projected net income is estimated to be \$1,870,169. Telecomm expenses have increased to meet the needs of the high speed internet business. The 2021 Budget was increased \$148,000 over the 2020 budget.

After discussion Commissioner Pasternak made a motion to approve the 2021 Income and Expense Budgets. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 3 to 0. *CEL Document: 2021 Revenue and Expense Budget Assumption and 2021 Revenue and Expense Budget.*

The General Manager reviewed the 2021 Capital Budget with the Commissioners. The total budgeted Capital Expenditures for 2021 are \$11,125,755. The largest capital projects for the year are the operations building renovation and the continued high speed internet project. Other major projects for the year are the 18L underground feeder replacement projects, Chicopee Hydro Penstock replacement and vehicle replacements. Commissioner Sittard made a motion to approve the 2021 Capital Budget. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 3 to 0. *CEL Document: 2021 Capital Budget*

The General Manager and the Commissioners discussed CEL future staffing and management plan. The Commissioners, the General Manager and Assistant General Manager had discussed this at the previous meeting since the General Manager was planning on retiring in 2021. Based on these discussions the Commission recommended that the General Manager and Assistant General Manager come up with a succession plan. The General Manager explained that if the Commission wanted, the Assistant General Manager would become the interim General Manager after he retired and would remain on until the end of 2022. As part of the plan CEL would advertise for a new Electrical Engineer and Telecomm Engineer to take on some of the projects and tasks that he has been overseeing to allow Jim to learn more of the General Manager duties. CEL will also advertise for an Assistant General Manager with the intent of replacing Jim when he retires. The General Manager explained that he would continue to work part time as desired by the Commission and Jim would continue to work part time after he retires to help with the transition. The Commissioners agreed with this approach. Commissioner Pasternak made a motion to approve the plan and have the General Manager develop a contract for Jim Lisowski. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 3 to 0

Commissioner Sittard made a motion to adjourn at 5:50 pm. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 3 to 0.



Jeffrey R. Cady- Clerk of the Board

Approved: January 28, 2021