

*Chicopee Municipal Lighting Board
Minutes of Meeting
Wednesday, October 24, 2018*

Chairman Pasternak called a regular meeting of the Chicopee Municipal Lighting Board to order at 6:30 pm, Wednesday, October 24, 2018

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

Commissioner Pajak made a motion to accept the minutes of September 24, 2018 as presented. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Pasternak made a motion to concur with the payment of **Warrant #E100518** dated 10/1/2018 in the amount of \$36,327.08; **Warrant #E101218** dated 10/4/2018 in the amount of \$250,829.72; **Warrant #E101218** dated 10/9/2018 in the amount of \$329,759.95; **Warrant #E101218** dated 10/22/2018 in the amount of \$3,653,226.52 and **Warrant #E102618** dated 10/17/2018 in the amount of \$212,557.16. Commissioner Pajak seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Pajak made a motion to pay **Bills and Customer Refunds** in the amount of **\$232,910.56**. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Pasternak made a motion to Write-off Uncollectibles in the amount of **\$40,681.73**. Commissioner Pajak seconded the motion. Discussion: None; Motion was passed 2 to 0.

The General Manager updated the Commissioners on the Chicopee Community Caring Fund. The fund which is managed by the VOC provides funds assistance to low income families. To date the fund has received \$4,720.14 in donations. CEL has historically matched these funds. The General Manager recommended that CEL match the first \$10,000 in donations. Commissioner Pajak made a motion to match the first \$10,000 of contributions. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

The General Manager provided the Commissioners with an update on the High Speed Internet project. He explained that they have continued to have discussions with vendors and demonstrations to determine hardware solutions. CEL has been having difficulty finding ADSS heavy rated drop fiber that could span beyond 150 ft. He explained that CEL has been working to obtain IP addresses and this is a lengthy process. Lead times on materials are an issue. Also, interviews for Telecomm Manager position have been set up. CEL has also been working with a firm to develop logo and brand for Crossroads Fiber. The General Manager explained that originally CEL was planning on locating above the secondary's. Due to space he would like Commissioners approval to locate 40' below the secondary.

This would be at bottom of safety zone and above municipal zone. Commissioner Pajak made a motion to locates fiber 40” below electrical secondary when possible. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

The General Manager provided the Commissioners with an update on the AMI project. He explained that the Gatekeepers for the pilot project should be installed in November and that meter installs would also start in November. The goal is to have all the meters installed by year end in the pilot project area. The General Manager also said he surveyed the other MLP’s to determine the opt out rate for customers that didn’t want a wireless meter on their home. Based on the survey and an estimate of the vehicle and labor costs to manually read the meter the General Manager recommends an opt out rate of \$18.50 per month. Commissioner Pajak made a motion to set the opt out rate for meters to \$18.50 per month. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

The General Manager reviewed the September financials with the Commissioners and the projected year end financials. Based on the current projections the General Manager recommended that CEL offer a 10% rate discount for November and December. Commissioner Pajak made a motion to offer a 10% Holiday Discount for November and December. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.

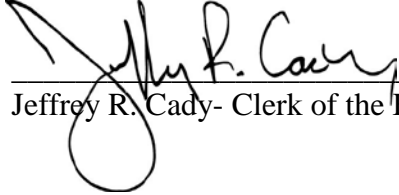
The General Manager gave an update on the operations building renovations. The current estimated schedule is to have bids go out at the beginning of 2019. Construction on the building would most likely not start until summer of 2019 with a 12 month to 18 month timeframe to complete.

The General Manager provided the Commissioners with an update on the Hydro Quebec and Holiday Hill projects. He explained that the Hydro Quebec paperwork with MMWEC would be completed and that the transaction would start in January 2019. The Holiday Hill PPA has been signed with an option to purchase the REC’s if they become available. Construction on the project should start soon and online date is projected to be October of 2019.

The General Manager gave an update on the latest mutual aid request. Florida requested crews to repair damage from hurricane Michael. CEL sent a crew as part of the NEPPA mutual aid response. CEL’s crew restored service in Tallahassee as part of the response.

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Commissioner Pajak made a motion to adjourn at 7:50 pm. Commissioner Pasternak seconded the motion. Discussion: None; Motion was passed 2 to 0.



Jeffrey R. Cady- Clerk of the Board

Approved: November 26, 2018