

**MINUTES
TOWN OF BELMONT
MUNICIPAL LIGHT BOARD
Remote Meeting via Zoom
June 21, 2023**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: August 24, 2023
TIME: 9:12 AM

CALL TO ORDER. Chair David Beavers called a meeting of the Municipal Light Board meeting to order at 7:30 a.m.

Present for MLB were Chair Beavers, Vice-Chair Travis Franck, Members Steve Klionsky, Andrew Machado, and Michael Macrae.

Present for Belmont Light was General Manager Craig Spinale, Assistant General Manager Sam Osmanecvic, Finance Manager Maria Makar-Limanov, Communications Coordinator Aidan Leary, and Energy Specialist Ben Thivierge.

FINANCIALS

- a. 2022 Audited Financial Statements & Department of Public Utilities Report: Ms. Makar-Limanov reviewed the memorandum containing the 2022 numbers, provided information on notable disconnects, and answered various questions from the Board.
- b. 2022 Internal Control Report: Ms. Makar-Limanov reviewed the report and highlighted some of the more significant findings. She emphasized that Belmont Light is in a good position and there were no surprises in the report.
- c. Q1 2023 Financials: Ms. Makar-Limanov said Q1 is typically not representative, and recommended revisiting the financials in September when more information will be available. There were some questions and discussion of the Q1 Financials.

APPROVAL OF MINUTES

April 12, 203 Executive Session:

***Motion**: Mr. Klionsky moved to approve the minutes of the April 12, 203 Executive Session of the Municipal Light Board meeting. Mr. Beavers seconded, and the motion passed unanimously by roll call vote.*

May 17, 2023 Regular Session: There were some questions about these minutes, so the vote was delayed.

May 17, 2023 Executive Session: Mr. Macrae had edits so these minutes will be approved at a future Executive Session.

PUBLIC COMMENT – there was no public comment.

GENERAL MANAGER'S REPORT

2023 Customer Satisfaction Survey: Mr. Spinale said the bi-yearly survey will soon start, and Mr. Leary explained how and when this would happen. There were some questions and discussion of the survey.

DC Fast Charger Installation: Mr. Spinale reported that the installation should be done by June 22, and described a credit card reader issue. There was a discussion about publicizing the new chargers.

125th Anniversary: Mr. Spinale said they are targeting a celebration in October during Public Power Week and talked about some of the possible activities.

Hiring: Mr. Spinale provided an update on open positions and hiring.

DISCUSSION ON DEBT FORGIVENESS

Mr. Spinale explained that they have had success in lowering outstanding balances but there is about \$324,000 still outstanding. There are 9 protected customers whose balances total \$198,600. The auditors asked that Belmont Light consider resolving the problem for all customers. Mr. Spinale said one option is to send them to a collections agency, but another option is a debt forgiveness program, which Mr. Spinale calls the Arrears Management Program. He explained the program, how it would work, and how it would be beneficial to protected customers and Belmont Light. There was a discussion of this proposal, and how to proceed with a pilot project. Mr. Spinale will bring a fuller proposal to the Board at a future meeting.

DISCUSSION ON REVIEW OF GENERAL MANAGER

Mr. Spinale reviewed the employee review score sheet that has traditionally been used. Once Board Members have submitted their scores, he would summarize the results and send them to the Board. He asked that his review be resolved at the next meeting. There was a discussion of next steps and the involvement of the Town Human Resources Director.

Mr. Franck asked how Mr. Spinale's yearly goals work into the review sheet and process, and Mr. Spinale said last year's goals are included in the document and that after this review, new goals could be set. There was a discussion of the yearly goals and next steps for the review process.

FUTURE MEETINGS

- June 28, 2023
- July 19, 2023
- July 20, 2023 Joint Meeting with the Energy Committee
- August 22, 2023

ADJOURNMENT

Mr. Franck moved to adjourn the meeting of the Municipal Light Board. Mr. Machado seconded and the motion passed unanimously by roll call vote. The meeting was adjourned at 9:55am.

Respectfully submitted by,

Susan Peghiny
Recording Secretary