



WMGLD

P.O. BOX 190 480 North Ave.

Wakefield, MA 01880

Tel. (781) 246-6363 Fax (781) 246-0419

Peter D. Dion, General Manager

Philip Courcy, Chair

Thomas Boettcher, Secretary

Kenneth J. Chase, Jr.

Jennifer Kallay

John J. Warchol

WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT

BOARD OF GAS & LIGHT COMMISSIONERS MEETING

November 19, 2020

MINUTES

IN ATTENDANCE:

Comms. Phil Courcy, Chairman

Thomas Boettcher, Secretary

Jennifer Kallay

John J. Warchol

Ken Chase

Peter Dion, General Manager, WMGLD

Mark Cousins, Financial Manager

Sylvia Vaccaro, Office Manager

Julie Smith-Galvin, Town Liaison

PLACE: ZOOM MEETING

CALL TO ORDER:

Chair Courcy called meeting to order at 6:31 P.M. and informed the Board the meeting is being recorded. There are no members of the public in attendance.

Chair Remarks:

No remarks.

Commissioner Remarks:

Commr. Kallay spoke about the town wide training that Resilient Wakefield will be having for all Boards and Departments on December

10th from 10-11:00 a.m. She will share the Zoom link for all those interested in attending as well as the agenda. She noted that she heard that six municipalities in Massachusetts are working with a company called Abode to have resources in town to assist customers in heating and weatherization questions and decisions. She was not clear as to what their service was, but believed all municipals were part of ENE. Pete Dion said that he will check with other municipalities. She also mentioned she met someone in town that who could possibly assist townspeople with heating or weatherization questions as well.

Commr. Boettcher inquired if the rebate and incentive packet was forwarded to the Building Inspector's office. Pete said it had been in the past but would forward the information again for both residential and commercial. Commr. Boettcher also noticed that the rebate spreadsheet needs to be updated with both Sensibo and Sense products. He stated that he had a couple of businesses reach out to him inquiring about leasing their roof space for community solar projects. Conducting a forum or having roundtable discussions on how a program like this would work would be beneficial. He suggested that this may be something that the Board may want to consider in the future.

Commr. Courcy noted that he was approached by Friends of Lake Quannapowitt regarding gas service for the new project at the head of the lake. A total of 485 units may be built at this site. Pete stated the only way they would qualify for gas, is if they keep the existing gas service and the existing building. If they demolish the building, they will not qualify for gas service.

Town Council Comments:

No remarks.

Public Comments:

Secretary's Report

Pete incorporated comments from Commr. Kallay and Commr. Boettcher in the minutes. Commr. Kallay noted that the word peeking should be changed to peaking on page 10, paragraph 4.

A motion to accept the October 7, 2020 Board minutes with the amendments Commr. Jen Kallay provided was made by Commr. Boettcher and seconded by Commr. Courcy.

Vote: The motion was approved unanimously

Old Business:

Strategic Planning- Mission and Vision Statements

Commr. Warchol suggested using Pete's draft of the Mission, Vision and Values statements as a working document and see if there are elements from the other Commrs.' documents that may be incorporated into Pete's document. Pete said that he took the comments from all the Commrs and tried to include them into this one document.

Mission Statement

Commr. Courcy thought that both he and Commr. Boettcher's statements containing the employees was important to include. Commr. Boettcher noted that the employees are important to note as well as the community. Commr. Kallay stated that she thinks the Mission statement is close to where it needs to be. She said the key aspect that is missing here is the impact of all of this. We are doing all these things for what overall outcome. We need to include what we are we striving to achieve from all this.

Commr. Boettcher volunteered to share and update the document provided by Pete with the changes that the Board wants to make.

Commr. Kallay noted that there are three pivotable elements in a mission statement; our cause, who what where, our actions, and our impact.

After a considerable discussion, the Mission statement that was agreed upon is as follows:

The Wakefield Municipal Gas and Light Department (WMGLD) and its employees provide our customers with safe, reliable, competitively priced, and environmentally responsible energy resources and services, that enhance quality of life, while adjusting to the ever-changing energy marketplace.

Values

Commr. Warchol questioned the purpose and use of the Value statement. Julie Smith–Galvin remarked that she sees Value statements framed and posted in and around offices to remind employees of values. Commr. Boettcher stated it references back to the Employee Handbook and the core values. It tells our community what we stand for and how we conduct ourselves and hold our employees accountable to these values.

Commr. Courcy cited that values can encompass quite a lot and questioned if these relate to hiring policies. Pete stated that is why he tried to keep them simple and related to the core values.

Commr. Kallay stated we need to determine if our values are well aligned with our goals. She stated we should have the discussion on values first then talk about if our goals are well aligned or need to be adjusted.

Commr. Warchol stated that it makes sense to have discussion on values first before we discuss our vision. He is just not sure what having a Value statement is going to accomplish for us.

Commr. Boettcher said it may live on our website so the public can view it and add it to the employee handbook as well.

Commr. Kallay commented that we should discuss values next with the Vision statement at the end. She stated that there are 4 things that should be included in the values:

- Community oriented
- Fair (cost, equity access)
- Collaborative
- Resilience (includes safety, diversity, and clean, also speaks to a changing world)

Commr. Kallay noted that equity is important now more than ever. She commented that a lot of these statements do not read differently for an investor owned utility versus a municipal utility. She is hoping for a little more thinking or information about what makes a municipal utility unique or different from an investor owned utility. She feels that the core values start to pull that out more. Pete noted one thing we have to keep in mind is that more than half our revenue comes from commercial customers, so you do not want to create the impression that you are taking money from the ratepayers and giving it to the community.

Upon extensive conversation and consideration these four elements were incorporated into the Values as follows:

WMGLD will accomplish its mission and maintain its vision by focusing on our core values:

- The safety of our employees and the community we serve
- Fiscally effective management of our resources to control costs and ensure the highest levels of service, quality, and resilience
- Courtesy and excellence in all communications with our customers
- Responsible leadership as stewards of the environment
- Collaboration and fairness through interactions with stakeholders

Vision Statement

Commr. Warchol inquired as to what “promoting the future of the energy resources entrusted to us” means. Pete explained that he was thinking of how the resources we have will change in the future. The forward thinking about the resources trusted to us as the electric and gas systems. Commr. Boettcher pointed out that the utility is the steward of the physical assets and contracts. Commr. Kallay noted that she has questions about the word entrusted. She stated that she likes the first half of the statement but is struggling with the second half.

Commr. Courcy expressed that a vision statement is out in the future, so that is why he led his statement with, to partner with the greater community as an advocate in promoting the use of electric power and other energy resources to achieve an affordable, cleaner and more sustainable energy future. Commr. Warchol agreed with his statement. All Commrs. agreed and it was added to the first half of the Vision statement. The approved Vision statement is as follows:

WMGLD is committed to being a trusted partner for our customers and the greater community in promoting the use of the electric power and other energy resources to achieve an affordable, cleaner, and more sustainable energy future.

Commr. Boettcher wondered if we should define who are customers are in either the Mission or Vision statement. Commr. Kallay stated that we could include this on the About Us Page on the WMGLD website.

Commr. Boettcher will forward the draft to Pete so he can share with Senior staff for their input. The draft will be included on next month’s agenda for approval.

Commr. Boettcher asked if the Board Meeting packets and recordings were added to the website. Pete stated that the recording of the last Board meeting was added to the website, however we are still working on getting the packets added. He noted that we are trying to have the meeting schedule, packets, minutes, and recordings all in one place.

Commr. Kallay thanked everyone for the opportunity for tonight's discussion.

Commr. Chase inquired about the status of Broadway. Pete explained that the Town is still working with the Federal Railway Administration (FRA) to obtain approval to reopen. He explained that it is a no horn crossing, so requirements must be met.

Julie Smith Galvin thought the agency was to come out yesterday but has not heard what happened. She this process may take some time.

Commr. Boettcher wondered why the FRA did not specify their requirement prior to this.

Commr. Courcy said that in his experience at National Grid he was never allowed to cut tracks. On his projects, they always had to jack and bore. He also stated that National Grid had railroad specialists, so they always had control over permitting, so the Town doing the permitting was out of his domain.

Commr. Kallay commented that National Grid's recent updates have had more details and joint statements. Pete said there is no date when it will reopen. It is now a permitting issue. Commr. Courcy asked if they are looking for a center divide between lanes. Pete said that was there before but believes they are looking for something more comprehensive now perhaps gates as well as island barriers.

A motion to adjourn was made at 8:44 p.m. by Commr. Courcy. and seconded by Commr. Boettcher.

Vote: Unanimously in favor of adjournment.