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Thomas Boettcher, Chair
Jennifer Kallay,
Secretary
Sharon Daly
Elton Prifti
John J. Warchol

Peter D. Dion, General Manager

WAKEFIELD MUNICIPAL GAS & LIGHT DEPARTMENT
BOARD OF GAS & LIGHT COMMISSIONERS MEETING

April 2, 2026

IN ATTENDANCE: Commrs., Chair Thomas Boettcher
Jennifer Kallay, Secretary
Sharon Daly
Elton Prifti
Jack Warchol

Peter Dion, General Manager
Mark Cousins, Finance Manager
Dave Polson, Engineering and Operations Manager
Sylvia Vaccaro, Minute Secretary

PLACE: **Zoom Meeting**

CALL TO ORDER:

Commr. Boettcher called the meeting to order at 6:38 pm. He advised the meeting was being recorded

Members of the Public

None

Town Council Liaison

Not present

CHAIR REMARKS: None

COMMISSIONERS REMARKS: None

Old Business

Proposed 2026 Goals and Objectives

Commr. Kallay stated that since the last Board meeting, the subcommittee (Commr. Kallay & Commr. Daly) met with management to review potential improvements on the 2026 Goals and Objectives. It became clear there are several moving pieces, and that it would be more effective to work through them together as a group. She shared a summary of the key considerations ranging from process to scoring as well as a detailed matrix outlining the proposed changes. The goal for the night was to walk through these at a high level, and align on the key perspectives, and identify any considerations for next steps. Commr. Daly noted that this year was the first time the Board shared the scoring behind the performance goals with the General Manager. As a result, it has prompted discussion around both the process and scoring matrix.

Pete said that he appreciated seeing the scoring matrix because it raised some issues about how we establish goals moving forward. He also stated that we need to come to an understanding of the scoring mechanism itself. If the current system is going to remain in place, then the management team had some concerns that will directly impact how metrics are set, particularly depending on whether we incorporate bandwidths or allow for broader scoring ranges with both higher and lower outcomes. He noted that one key concern raised by the subcommittee is that if higher scores above the midpoint are given, could it potentially allow for a bonus of greater than 6%. Pete said that he understands that concern but under the broader issue of fairness: if points can be taken away for underperformance, there should also be an opportunity to earn additional credit for exceeding expectations. He pointed to how the Energy Park and a Class II gas leak that came in October 2025 had equal weighting under the current system.

Pete spoke with former colleagues at Eversource, their approach includes a range of outcomes such as "fails to meet," "partially meets," "meets expectations," "exceeds expectations," and "high performer." This type of structure allows for a more comprehensive and balanced assessment of performance across each goal.

The subcommittee and WMGLD management agreed with these Process Improvements:

- A separate Board meeting dedicated to evaluation/goal setting early in the year (January/February).
- A more productive mid-year review, whereby Management identifies and documents goals that are at risk and subcommittee and management discuss and document updates to goals (e.g., additional efforts) and potential changes to measures (targeted and as needed).

The subcommittee and management had discussed improvements to the scoring scale. A discussion ensued as to how each category was scored and the reasoning behind it. Pete suggested that perhaps instead of a score of a 5 indicating meeting a goal change it to exceeding the goal and make a score of 4 as meeting the goal.

Pete addressed the Board's concerns about safety in the field and supports moving to an independent third-party field safety audit observation program. However, implementation requires a formal procurement process and given that we are already in the second quarter, this cannot be done immediately. We need to set minimum number of times a year that they're going to come observe in an unannounced way, implement reporting protocols, and develop corrective action processes. The earliest we would be able to collect this baseline data would be in the Fall of 2026, so it would not be appropriate to tie this metric to performance scoring until the program is fully operational and baseline data is established.

Commr. Warchol suggested implementing a confidential employee questionnaire administered by a third-party to provide staff with an opportunity to evaluate management performance and gather candid feedback. Mark will contact Great Blue to see if they offer this service. He will report back to the Board with his findings.

Pete will provide the Board with his proposed scoring and weighting methodology to assess its impact on overall performance outcomes.

At Commr. Warchol's request, a retrospective analysis of 2025 results will be conducted using the proposed framework. This includes a revised scoring scale, where a score of 4 reflects meeting the goal, and a 5 represents exceeding the goal (extra credit).

The analysis will be completed under two scenarios:

1. Current equal weighting structure
2. Proposed redistributed weighting structure

Commr. Boettcher and the other Commrs. expressed their appreciation for the work of Pete and the staff and apologized if that recognition did not come across at the last Board meeting.

Any other matter not reasonably anticipated by the Chair

Pete expressed his appreciation for Commr. Warchol's years of service and suggested that the Board host a dinner in his honor.

Executive Session if necessary

Adjournment

A motion to adjourn was made by Commr. Warchol at 9:30 pm and seconded by Commr. Daly.

Roll Call Vote:

Commr. Kallay	Aye	Commr. Warchol	Aye
Commr. Daly	Aye	Commr. Boettcher	Aye
Commr. Prifti	Aye		

Vote: The motion was approved unanimously 5-0.