

**Hingham Municipal Light Plant**  
**Tuesday, November 20, 2007**  
**Town Hall**

**Attendees:**

Kevin Bulman, Chairman  
John Stoddard, Secretary  
Walter Foskett, Commissioner  
John Tzimoragas, General Manager  
Paul Heanue, Assistant General Manager

**Agenda**

1. Call meeting to order
2. Approve Previous Meeting Minutes (Oct. 2 Tabled)
3. Russ Heissner, Chairman Hingham Energy Policy Committee
4. Manager's Report
  - a. General Business
    - i. 2008 Operating Budget
    - ii. Draft HMLP Power Supply Policy
    - iii. Billing System Update
    - iv. Miscellaneous
5. Other Business
  - a. Warrant Signatures
  - b. Correspondence
6. Executive Session (if necessary)
  - a. A motion to go into executive session for the purpose of discussing trade secrets and strategy with respect to litigation
  - b. A motion to end executive session and adjourn regular meeting
7. Motion to Adjourn

**1. Call to Order**

Chairman Bulman called the meeting to order at 7:05 a.m.

**2. Approval of Previous Meeting Minutes**

The minutes of the October 2<sup>nd</sup> meeting were tabled to the next Board meeting.

**3. Russ Heissner, Hingham Energy Policy Committee**

Chairman Heissner presented a summary of the presentation given to the Hingham Selectman by the Hingham Energy Policy Committee. He discussed the short term and long term goals developed by the Committee and was at the Board meeting to discuss 3 specific items that could impact the Hingham Light Plant. The following are the items of interest to the Light Board:

1. Energy Committee is asking the Light Board to fund an initial Carbon Footprint study to develop a baseline for the Town.

2. Consider establishing or participating in a Green Energy Fund on a community wide basis for renewable projects.
3. Maintain the current 12% of renewable energy sources in the HMLP portfolio over the next 5 years.

The Board and Mr. Heissner discussed these items and the Board asked questions relating to the goals determined by the Energy Committee.

**Upon a motion duly made by Commissioner Foskett and seconded by Commissioner Stoddard, the Board unanimously approved the funding of up to \$20,000 for the Carbon Footprint Study recommended by the Hingham Energy Policy Committee.**

The General Manager asked Mr. Heissner for copies of the proposals for the study for review and to set up a contract with the chosen vendor.

#### **4. Managers Report**

##### **a. General Business**

###### **i. 2008 Operating Budget**

The General Manager reviewed with the Light Board the proposed 2008 Operating Budget for HMLP. Several key areas including the increase ISO-NE charges and the continued Canal Second Contingency charged caused an increase in the power supply costs. The power purchase, transmission and ISO costs represent 81% of the total expenses in the HMLP 2008 budget.

Chairman Bulman asked about the funding of an energy conservation program for the Commercial customers. The conservation funding currently includes the residential energy audits and the appliance rebate program. The General Manager will contact ENE, the energy audit provider, to develop a pilot commercial energy audit and rebate program. The General Manager would report back to the Light Board on their findings.

###### **ii. Draft HMLP Power Supply Policy**

The General Manager discussed with the Board a Draft Power Supply Policy and associated comprehensive supply goals for the HMLP power supply, from 2008-2012. The GM asked the Board to review the documents and comment back to the GM. This policy will be reviewed with ENE, HMLP power consultant, to develop a long term plan to meet the needs and requirements of HMLP.

###### **iii. Billing System Update**

HMLP has begun sending out the new bills from the Cogsdale system. The October bills were sent to customers in early November, along with a sample bill to explain how to read the new bill. There has been some confusion by customers who assumed the sample bill was an additional bill and paid that one also. These customers are being contacted to explain what they did and ask them what they want done with this extra payment. There

has been some customers who have called to complain about the move to the new bill format and wondered why we switched from the old postcard format. The need to install a new computer system and the privacy issues associated with the postcard bill were some of the rationale explained to the customers who were asking, as to why the change has taken place.

We are still working with Cogsdale to develop the reports that would be most useful to the HMLP staff.

iv. Miscellaneous

The Board discussed the upgrade/renovation to the Cushing Street facility. The GM and Asst. GM will be meeting with consultants to discuss the facility and the options surrounding the building and the land use.

**4. Other Business**

a. Warrant Signatures

Warrant Signatures were provided by the Board members

b. Correspondence

No new correspondence

**Upon a motion duly made and seconded, the Board unanimously voted to adjourn the regular meeting 8:10 a.m.**

**Respectfully submitted,**

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**John A. Stoddard, Secretary**