

**MASSENA ELECTRIC UTILITY BOARD**  
**MINUTES of Monday, July 24, 2023**  
 Town of Massena Electric Department – 71 East Hatfield Street

Present:

James Shaw - via Zoom  
 Charles Raiti - via Zoom  
 Richard Maginn  
 John Bogosian  
 Rene Hart  
 Eric Gustafson, Attorney

Andrew McMahon, Superintendent  
 Jeffrey Dobbins, Treasurer  
 Matt Gray, Deputy Superintendent  
 Margo Rochefort, Deputy Treasurer  
 Patrick Facteau, Town Liaison  
 Debra Willer, Town Liaison  
 David Grant – Public via Zoom

Vice President Hart opened the meeting at 12:01 p.m.

1) APPROVAL OF MINUTES:

RESOLUTION:

The Massena Electric Utility Board hereby approves the minutes of the regular meeting of June 26, 2023 as presented.

*Moved by John Bogosian - Seconded by Richard Maginn - All in Favor*

2) OPERATIONS UPDATE: by Matt Gray, Deputy Superintendent

A. Safety: MED has not had a lost time injury since June 8<sup>th</sup>, 2022. The number of consecutive days without a lost time accident now stands at 387 days. There were no reportable injuries in June. This brings the number of days without a reportable injury to 750 days.

B. Customer Impact Chart: MED experienced 3,934 Customer Impact Minutes throughout the month of June. With this month's lower than average amount of Customer Impact minutes, our 12-month average remains relatively unchanged and is at 37,396.

C. Reliability: MED Crews had an active month as they responded to sixteen calls. Twelve of the calls received contributed to our monthly CIM total. Fortunately, eight of the CIM contributors affected only one customer. The largest CIM contributor was due to a tree contact on Hopson Road that affected ninety-three Customers for twenty-five minutes. The tree contacted the overhead primary wire as a homeowner was felling it. The second largest CIM contributor was due to an animal contact on Fregoe Rd that affected twenty-two Customers for forty-six minutes. The remaining CIM contributing calls were routine in nature and involved minimal Customer impact.

D. Work Schedule: Crews continue to address make-ready adjustments in relation to the fiber optic installation in the village. This project will encompass the whole village and parts of the Towns of Massena, Louisville and Norfolk. Crews have completed primary wire adjustments on Haverstock road in preparation of protective guard installation for the NYPA transmission project.

3) FINANCIAL REPORTS: by *Jeff Dobbins, Treasurer*

A. Write-Offs:

RESOLUTION:

The Massena Electric Utility Board hereby authorizes the write-off of bad debt totaling \$16,255.38 as audited by Mr. John Bogosian.

*Moved by John Bogosian - Seconded by Richard Maginn - All in Favor*

B. Power Comparison Graph: Power cost were over \$425,000, higher than the previous 5 years. Transmission/ISO Exp was the driving cost for June - \$149,830. Unforced Capacity, which we discussed last month, was \$54,250. Other ISO related charges were \$38,000. Charges for Transmission (NYPA and Long Sault) totaled over \$57,000. Supplemental Power costs were just \$70,850. 2,870 MWh of incremental energy purchased during June. Zone D Average Energy rate was \$24.70/MWh. Impact to Customers – PPAC for July of 0.6¢ / kWh. MWh purchased, over 14,700, also, very similar to previous years. Typically purchase between 13,500 – 15,000 MWh in June. Peak Demand for June was 29,300 kW. Very similar to previous years, peak is usually between 28,000 – 31,000. Set towards the end of the month on a warm/humid day. Air conditioning load contributed to Peak.

C. Cash Flow: The Operating Fund increased by \$156,400. The Operating Fund at month end was \$7.1 MM. June receipts were \$967,500. Customer payments remain steady as customers continue to pay down their winter heating bills. Interest revenue remains higher. June expenditures totaled over \$811,110, this is \$127,430 less than budgeted.

D. Approval of Bills:

RESOLUTION:

The Massena Electric Utility Board hereby approves the bills as audited by Mr. John Bogosian totaling \$690,555.37.

*Moved by John Bogosian – Seconded by Richard Maginn - All in Favor*

4) COMMITTEE REPORTS: by *Andrew McMahon, Superintendent*

A. Personnel

1. Staff Update: Mr. McMahon reported that overall health is good and we are fully staffed.
2. Security Update: We are still working on some minor open items from the tabletop drill which was undertaken at the beginning of June.
3. Summer Help: It has been a successful summer with this year's intern. We will schedule a meeting with the engineering committee before his time with us concludes.

## B. Finance & Economic Development

1. Energy Efficiency Programs: Treasurer Dobbins reported that he received the first reimbursement request from the project approved last month for the local authority replacing its older lighting with LED fixtures. The submission included invoices for the lights approved and an update of the locations where the lights were replaced. As part of future reimbursement requests, the local authority will also provide pictures of the locations prior to installing the new fixtures and after the fixtures are installed.
2. BST Engagement Letter: Finance Committee member Hart reported that engagement proposal was reviewed by the Department's legal counsel since the last meeting and that there were no issues or concerns with the proposal.

### RESOLUTION:

The Massena Electric Utility Board hereby authorizes Finance Committee member Hart to sign the audit engagement proposal from BST & Co. CPAs, LLP for the years ending in December 31, 2023, 2024, 2025 and at the discretion of the Department years ending December 31, 2026 and 2027.

*Moved by John Bogosian - Seconded by Richard Maginn - All in Favor*

## C. Engineering & Energy

1. Cybersecurity: There have been no significant developments on this front but we continue to keep the issue top of mind and push forward with deployment of Dragos.
2. EAB extra work: Mr. McMahon pointed out that some of the bills that had just been signed reflected some of the extra work that had been done on this front.
3. NYSERDA Submittals: Mr. McMahon described a web portal that is now up and running with our 2 projects listed. The smaller of the 2 projects, which is on water heaters, is listed as approved. The other project, on system needs in the era of Beneficial Electrification, is still listed as pending. We know that NYSERDA sent the project out for bid and that those bids were due July 12. As we have not done NYSERDA grant projects before we are continuing to feel our way on next steps and timeline.
4. Transformer purchase: To our knowledge all orders are on schedule for this fall.
5. Potential vehicle purchase: As noted the larger of the two pickups has been ordered but the smaller pickup has not been ordered as yet as they are not available.

### 5) LEGAL ISSUES: *by Eric Gustafson, Attorney:*

Mr. Gustafson asked for permission to attend the APPA Legal Conference October 15-18, 2023 in Seattle.

### RESOLUTION:

The Massena Electric Utility Board hereby approves Mr. Gustafson's request to attend the APPA Annual Legal Conference in Seattle, WA October 15-18, 2023.

*Moved by Richard Maginn – Seconded by John Bogosian - All in Favor*

6) UNFINISHED BUSINESS:7) NEW BUSINESS:

## RESOLUTION:

The Massena Electric Utility Board hereby authorizes Chairman Shaw, Superintendent McMahon, Treasurer Dobbins and Board member Raiti to attend the NYAP Conference October 3-4, 2023 in Cooperstown, NY.

Moved by John Bogosian – Seconded by Chuck Raiti – All in Favor

8) ARTICLES OF INTEREST:

Mr. McMahon briefly discussed the articles which had been included in the board packet. Mr. Bogosian commented on the impending shortages projected by NYISO that our state Government would be well advised to read some of these articles.

9) SCHEDULE OF EVENTS: Next regular meeting scheduled for August 17, 202310) PUBLIC COMMENT:11) EXECUTIVE SESSION:

Motion to move into executive session at 12:29 p.m.

Moved by John Bogosian– Seconded by Richard Maginn- All in Favor

Motion to move out of executive session at 12:34 p.m.

Moved by Richard Maginn– Seconded by John Bogosian -All in Favor

Motion to adjourn at 12:34 p.m.

Moved by Richard Maginn – Seconded by John Bogosian- All in Favor