

**Middleton Electric Light Commission  
Meeting Minutes  
April 21, 2021**

The following individuals were in attendance:

Frank Twiss, Chairman

Chuck Clinch

Jim Kelley

Tim Houten

Jim Carbone

Michael Cloutier, Manager

Chairman Twiss called the meeting to order at 5:12PM.

***Approval of Agenda:***

**Motion:**

**Tim Houten motioned to approve the agenda as amended to move Executive Session to end of regular meeting. Jim Kelley seconded the motion. Motion carried 5-0.**

***Approval of Minutes:***

**Motion:**

**Tim Houten motioned to approve the minutes of March 24, 2021 as written. Jim Kelley seconded the motion. Motion carried 4-0.**

**Tim Houten motioned to approve the Executive Session minutes of March 24, 2021 as written. Jim Kelley seconded motion. Motion carried 4-0.**

***Financials:***

February price for KWH was down to a number not typically seen in the winter. We bought 1.6 million KWH off the ISO Interchange that was inexpensive. We are tracking sales about the same as 2020. Industrial sales were off because of the pandemic but residential sales were up. We gained 1 million KWH over the year.

Cash position is strong, and our investments are up. Overall, we are maintaining a steady course.

***Manager's Report:***

Rail Trail Committee did not get their grant. We are still going to remove the steel towers. Mr. Cloutier met members from the Rail Trail Committee by the Central Street entrance. They showed him where they would like to put a small kiosk and Mr. Cloutier agreed to have MELD drill the holes. The members also asked Mr. Cloutier if there would be a problem if they sold bricks as a fundraiser. He told them he would check with the Commissioners for approval. They also want to put up mile markers that would be sponsored by local companies. The Rail Trail Committee members are really appreciative of the MELD support and continuously verbalize their gratitude. They are also respectful of the MELD ownership. The Commissioners agreed to both and Mr. Cloutier will let them know.

Another issue is between Maple Street and Webb Street, it is muddy and wet. As they did not get the grant, Mr. Cloutier would like to offer assistance and have MELD pay for French mattresses. This would benefit MELD as the trucks would have an easier time getting down the trail whenever there is a need to do work along the trail. Mr. Cloutier said the Rail Trail Committee did get prior approval for the installation from the Conservation Commission. There were no objections from the Commissioners. It was suggested that on the Highland Road side of Maple Street that we plant some trees so it will not look so barren. Mr. Cloutier told the Commissioners that they have already planned to reseed the area and he will talk to Kenny about some trees.

We missed the deadline for the level three charger grant. We are currently working on another level two grant. We will have another chance at the level three grant.

Bill Fraher is working on the audit.

***Municipal Cooperative:***

Nick Lawler, Kevin Snow and Mr. Cloutier spoke with two law firms regarding the set up of the Cooperative. There is a law firm out of Boston that Deidre recommended that they like but a decision has not been made. It has been discussed that they would like to take two Commissioners from Littleton and Middleton and the three managers to have a strategic planning session. This would take place at a remote location to discuss strategies, talk about the governing document, bylaws and articles of incorporation. They would like to do it in the next month or two. Mr. Cloutier suggested our representative be the chairman, if he had the time.

Next meeting: May 19, 2021 (subsequently changed to May 26, 2021)

Mr. Clinch left the meeting.

**Motion made to go into Executive Session and return to regular meeting. Mr. Carbone took a roll call vote. Jim Kelley, Frank Twiss, Tim Houten and Jim Carbone voted yes.**

Returned to regular meeting at 5:55PM.

**Motion made by Jim Kelley to adopt proposed adjustment to wages and benefits as presented in Executive Session. Tim Houten seconded motion. Motion carried 4-0.**

Tim Houten motioned to adjourned at 6:05PM.

Respectfully submitted,

James Carbone  
Clerk

