

GML Utility Services Coop  
Meeting Minutes  
September 7, 2023

The following individuals were in attendance:  
Nick Lawler, Chair; Kevin Snow; Michael Cloutier; Scott Edwards

Meeting called to order at 10:30 AM.

***Approval of Agenda:***

**Kevin Snow motioned to approve the agenda as written. Michael Cloutier seconded the motion. Motioned carried 3-0.**

***Approval of Minutes:***

**Kevin Snow motioned to approve the amended minutes of July 11, 2023. Michael Cloutier seconded the motion. Motion carried 3-0.**

***Contract of CEO:***

The CEO contract expired on June 7<sup>th</sup>. **Michael Cloutier motioned to extend the contract for three years beginning on June 8, 2023 and commencing on June 7, 2026. Kevin Snow seconded the motion. Motion carried 3-0.** Kevin Snow presented an executable version of said contract to the Board and CEO. It was signed by all present.

***Membership for Holden Municipal Light Department:***

Holden's GM, Barry Tupper spoke to the Holden Town Manager and HMLD's Advisory Board about joining GML. Barry is planning on adding it to the budget for next year. Scott will support the process in any way necessary, including the language of the vote taken by each of the existing members' Commissions.

***Service Inquiry from Marblehead Municipal Light Department:***

Marblehead Light Department asked about obtaining services from GML. There was a productive discussion as to what GML can deliver at this time. Scott will reach out to Greg Chane and let him know that we can do pole testing and GIS updating can be done now, as well as various engineering services. There was consensus that we can't really offer tree services or fleet maintenance/repair at this time. It would be more practical to wait until the garage is established and another tree crew is added. Kevin will facilitate communication with Marblehead as needed.

***944 Salem Street Unit H build out:***

The contractor has been selected and materials are beginning to come in. Once all materials are available, the work will begin. The building permit has been issued.

***Update from the CEO:***

Scott has completed IRS Form 1065 and handed each Director their Schedule K-1. The taxes and financial reporting will get easier as more information is entered into QuickBooks. The workers' compensation audit will begin soon. This will determine the exact premium GML needs to pay for coverage. The tree crew has signed up for hoisting license class and will be doing online safety training through TCIA soon. Scott will have Dave Burch look into CPR training through the Fire Department. If necessary, the tree crew could sit in with one of the member MLPs during NEPPA CPR training. Pole testing and GIS data collection is completed for this year in Holden. Pat Lavery will enter GIS updates and will train a Holden Light employee to do it as well. Diedre has the contracts from Citizens Energy regarding the BESS project. She would prefer to write the contract herself, but there are other MLPs utilizing the contract authored by Citizens lawyers. Diedre will reach out to Chris Pollart for insight into the final RMLD contract. The license agreement is getting closer to finalizing. We still need to determine the insurance requirements and the rent amount. Scott will talk to Nichole, Nick will look at the NEPPA lease and Kevin will check existing MIIA coverage and gather rent comparisons. There was discussion on tree service expansion. Kevin offered his tree truck for rental so that Scott only needed a crew to be able to expand. This will allow us to add a second tree crew without the capital investment needed to purchase a truck. Nick mentioned that among the three member MLPs, we could keep the two crews busy; however, it also allows us to offer the services to prospective customers. Kevin also mentioned purchasing a chipper.

**Kevin Snow made a motion to adjourn at 11:50 AM. Michael Cloutier seconded the motion. Motion Carried 3-0.**

Respectfully submitted,

Michael Cloutier, Secretary