

**STERLING MUNICIPAL LIGHT DEPARTMENT  
MEETING MINUTES  
REGULAR SESSION**

**DATE:** Monday, August 20<sup>th</sup>, 2012  
**LOCATION:** SMLD Conference Room, 50 Main Street,  
Sterling, MA

**BOARD MEMBERS:** Michael Rivers (Rivers), Chairman  
Matthew Stelmach (Stelmach), Vice-Chairman

**SMLD STAFF:** Sean Hamilton (Hamilton) – Manager

**OTHER ATTENDEES:** Bruce Leymaster (Leymaster)

6:08pm Meeting brought to order. Rivers opens the meeting with a Roll Call attendance, Rivers present, Stelmach present. Rivers noted that Pape would not be in attendance.

**PLEDGE OF ALLEGIANCE**

Board members and attendance pledged allegiance to the flag of The United States of America.

**APPROVAL OF THE AGENDA**

Rivers discussed approval of the agenda. Hamilton requested that a quick Manager's Report be added just after Approval of Agenda.

6:06pm Stelmach moved to approve the agenda as modified. Motion seconded by Rivers. Roll call vote: Rivers aye, Stelmach aye. Motion approved by the Board.

**MANAGER'S REPORT**

Hamilton announced the resignation of Operations Supervisor Glenn Metallic. Glenn will be pursuing an opportunity with Hydro Quebec and we wish him well. His work with the new AMI metering system is greatly appreciated.

Glenn's current duties will be spread between the Operations Engineer in Training and the Office Assistant. Hamilton stated that there are no current plans to fill the position of Operations Supervisor.

**OLD BUSINESS**

**Rate Study**

Leymaster presented his latest revision of the Cost of Service Rate Study spreadsheet dated 8/16/12. The Board offered the following comments:

1. Under the heading of "2013 Cost Based Rates", the figure of 118.39 percent change does not appear correct for Medium General Service.

2. Under "Return Calculations", the amount for "Other Revenue" appears low at \$56,065. Hamilton noted that it could possibly be raised to as high as \$300,000.
3. There appears to be a great disparity between the cost of service for Municipal Street Lighting and what is actually being charged. The spreadsheet appears to indicate that the rate should be increased to meet targets, but the rate is shown as actually being decreased.
4. Medium General Service customers appear to be getting a break in comparison to small and large size customers. A higher percentage increase for medium General Service customers may be in order as a first step to remedying this situation.

Leymaster agreed to take these Board comments into consideration while working with Hamilton on the next revision of his spreadsheet.

**NEXT BOARD MEETING**

Rivers noted the Board's next Regular Meeting will be August 28<sup>th</sup> at 7:00pm.

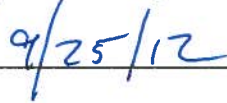
**MOTION TO ADJOURN**

8:34pm Stelmach moved to adjourn Regular session meeting. Motion seconded by Rivers. Roll call vote: Rivers aye, Stelmach aye. Unanimously approved by the Board. Meeting Adjourned.

ATTEST:

  
\_\_\_\_\_  
Matthew Stelmach, Vice-Chairman

DATE:

  
\_\_\_\_\_  
9/25/12

**List of Referenced Documents:**

Cost of Service Rate Study, 8/16/12  
MMWEC Rate Comparison Graphs for June 2012