

2016-2-22

STERLING MUNICIPAL LIGHT DEPARTMENT
REGULAR SESSION
MEETING MINUTES

DATE: February 22, 2016

LOCATION: SMLD Building
Rear Board Room
50 Main Street
Sterling, MA 01564

BOARD MEMBERS: Matthew Stelmach (Stelmach), Chairman
Michael Rivers (Rivers), Vice Chairman
Brian Pierce (Pierce), Clerk

SMLD STAFF: Sean Hamilton (Hamilton), Manager

MINUTES: Brian Pierce-Clerk

6:05 p.m. **Meeting called to order, Chairman Stelmach stated that the meeting is subject to Audio recording** - Roll Call Attendance, Stelmach present, Rivers present, Pierce present

PLEDGE OF ALLEGIANCE

Board members and attendance pledge allegiance to the flag of the United States of America

APPROVAL OF AGENDA

Rivers made a motion to approve agenda, Pierce seconded, no discussion, Stelmach aye, Rivers aye, Pierce aye, all in favor

MANAGER'S REPORT

1. Hamilton reported that Wachusett recycling will be including information on our bills.
2. Hamilton Reported he will be in Washington march 7-9th he is hoping to get a meeting with Sandia Laboratories.
3. Hamilton said we received 8 bids for the Pikes Hill project, the winning bid appears to be Leones Landscaping and Construction at \$76,130, the bids ranged from \$76,130 to \$743,800.
4. Hamilton reported there was an issue with 2 Leominster septic, Favreau tried to clear it but couldn't so Roto Rooter was called , the combined cost was around \$1,200.00

Old Business

The DOER CCERI Grant -Hamilton reported that the RFPs for the CCERI project grant will be available and in the Central register March 2nd , March 17th there will be a walk through, April 14th the RFPs are due with a short list for interviews by May 2nd

MLP Grant Update- Hamilton reported that Senior Center HVAC system is under review after the high light bill with some concerns on why it is not running off the CO2 sensors instead of programmed to run 12 hours a day? He also reported the DPU lighting upgrade was complete and the Library HVAC system is under review. Hamilton inquired whether the board would be donating the lights to the center, Rivers asked for an update on town services, Pierce commented the lights are always on, Stelmach offered to review the building sensors once the town takes control of the building.

New Business

- a. Chocksett Gymnasium Lights-Hamilton Reported the cost to improve the lighting at Chocksett Middle School had increased to \$4,408 with the correct mounting, The Operations crew will be volunteering their time on March 12th to install them, on a motion by Rivers to amend previous vote and not to exceed \$5k, second by Pierce, no discussion, all in favor
- b. Hamilton presented a draft update to the SMLD Terms and conditions for the board to review and can be discussed at a future meeting.
- c. General Manager's Review Process- A discussion was held on a new evaluation worksheet presented by Rivers. The board agreed to use this during the Manager's Annual review.

APPROVAL OF PAST MEETING MINUTES-Minutes for regular session January 23,2016 approved on a motion by Rivers, seconded by Piece, no discussion, all in favor.

CUSTOMER COMMENTS AND QUESTIONS – NONE

FUTURE AGENDA ITEMS- LED private Lights, SMLD Terms and Conditions, Board Policy (A-08)

Next meeting March 10, 2016 at 5 pm

7:05 pm. – **Rivers made a motion to go into Executive Session under M.G.L. Chapter 30A section 21(a) to discuss trade secrets or confidential information or other proprietary information provided in the course of Activities conducted by a government body as an Energy Supplier, Solar PPA Offer. Only to return to regular session to adjourn.** Pierce "aye", Rivers "aye", and Stelmach "aye"

7:13pm Meeting was adjourned upon return to open session, on a motion by Rivers second by Pierce, no discussion, all in favor,

ATTEST:

Brian J Pierce
Brian Pierce, Clerk

DATE:

6/2/2016

Board Approval and Release

6/2/2016