

2020-01-23  
STERLING MUNICIPAL LIGHT DEPARTMENT  
REGULAR SESSION  
MEETING MINUTES

DATE: January 23, 2020

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

BOARD MEMBERS: Joseph Curtin (Curtin), Chairman  
Brian Pierce (Pierce), Vice Chairman  
Eric Darlington (Darlington) Clerk

SMLD STAFF: Sean Hamilton (Hamilton), Manager

MINUTES: Jane Brunetta (Brunetta)

ATTENDEES: Darren Borge, Operation Supervisor  
  
Jackie Lemmerhirt  
Lemmerhirt Consulting

5:00 p.m. Meeting called to order, Chairman Curtin stated that the meeting is subject to audio recording - **Roll Call Attendance, Curtin present, Pierce present, Darlington present**

SAFETY ANNOUNCEMENT

Hamilton announced positions of all exits and location of Defibrillator

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

**Pierce made a motion to move 4c AMI RFP ahead of Manager's Report and table Executive Sessions, 9 and 9a** Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

4) Unfinished Business

c. AMI RFP – Jackie Lemmerhirt - Lemmerhirt Consulting, presented board members a detailed report for Automated Metering Infrastructure (AMI) Replacement. In the report 5 items were discussed.

1. Why Replacement
2. Process
3. Proposal Comparison - Vendor Rank
4. Financial Comparison
5. Advantages of Eaton for SMLD

Throughout the presentation, Lemmerhirt, gave detailed information on why the Eaton, Honeywell and L & G were selected, pros and cons for each company. After presenting all information, Lemmerhirt suggested that Eaton would be the best fit for SMLD needs.

Board members suggested that Lemmerhirt go back to the vendors to see if there were any opportunities for cost savings/reductions and report back at the next board meeting. Board Members thanked Lemmerhirt for giving such a detailed report on the AMI RFP.

#### MANGERS REPORT

1. Hamilton gave information to board members about the tour on the Millstone Project , should they want to attend
2. Hamilton presented information on upcoming Property Insurance Bill, nothing finalized, but deductible may be increased, will get more information for next meeting
3. Greenhouse Gas Emissions – Governor came out with a new carbon reduction policy, which they would like to implement, it is net zero carbon emissions by 2050. Hamilton presented a chart showing SMLD how they have been reducing carbon reduction by 76%
4. Pierce who suggested the board send a letter to West Boylston, Boylston and Shrewsbury Commissioners and Managers as a thank you for all their cooperation with the fiber project, Hamilton will bring it to the members at next meeting to sign
5. Abatements – Hamilton said he hasn't brought abatements up since 2016 – Right now we have 4 abatements totaling \$2,775.14, these low abatements are a result of the great work of Nancy and Meagan staying on top of collecting overdue bills, these are not liens, but auditors suggested not carrying them year after year. **Darlington made a motion to approve the 2019 Abatements of \$2,775.14**, Pierce seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
6. Hamilton presented members with an article from Berkshire Wind Power CO-OP stating that for the month of December the Capacity Factor ran at 62.16% which was historic for December

#### 4. UNFINISHED BUSINESS

- a. Fiber Project – Hamilton, fiber completed in the center of town and all services are completed for town buildings, project is in really great shape. Hamilton will be working on financial analysis with Bryan Hopkins of Comm-Tract. Total cost of \$252,000, less \$66,000 grant, budget right now is in good shape - SMLD Labor cost for last 4- 5 weeks is \$21,000. Hamilton presented members with cost analysis from 11/13/19 till 12/22/19.

- b. 2 Leominster Road - Inspection for rough framing completed, plumbing has started, electric will start installing on Friday, Monty Tech will be installing sheet rock, hired Frank Sesia of Frank Sesia and Son, from West Boylston who will be completing the finish work on the sheet rock, fire panel will be installed shortly, project is coming in on budget
- c. AMI RFP – Jackie Lemmerhirt – under Agenda
- d. Staff Accountant Search - All finalist declined offers. Hamilton thoughts are to hire someone just out of school and train them on our system, in hopes they will stay for years. Trying to see how our temp (Carl) can be used in the meantime or putting him on full time and meeting all the regulations on town employment requirements. Hamilton will update at next meeting

5. NEW BUSINESS

- a. 2019 CAID/SAIDI RESULTS – Borge presented the board members the 2019 Outage Analysis Raw Data –First page was the non-major outages; second page showed why the outages were caused, animals, lighting, equipment, etc.; third page showed Reliability Indices
- b. Depreciation Transfer for Fiber Project - **Darlington made a motion to transfer \$355,162.07 from Depreciation Account to Operations Account**, Pierce seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
- c. Solar Savings – Hamilton presented a chart showing Perkins Solar and Wiles Solar for a combined savings of over \$453,000
- d. NEPPA – New Mutual Aid Agreement - New agreement will take effect March 1, 2020 should we decide to join. Changes include 40 straight hours and now charging use of vehicles. Curtin suggested the manager speak to committee about agreement, and update the board with findings at next meeting
- e. Distribute Manager’s Annual Review Form - Curtin suggested forms be e-mailed to members for review

APPROVAL OF PAST MINUTES – 12/12/2019

**Pierce made a motion to approve December 12, 2019 Regular Session minutes as written**, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

CUSTOMER COMMENTS- None

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING

- 1. Fiber
- 2. 2 Leominster Road
- 3. AMI-RFP
- 4. Manager’s Review

Next Meeting – March 5, 2020

6:20 p.m. Meeting Adjourned

ATTEST:



Eric Darlington, Clerk

DATE:

3/5/2020

BOARD APPROVAL AND RELEASE:

3/5/2020