

2019-10-24
STERLING MUNICIPAL LIGHT DEPARTMENT
REGULAR SESSION
MEETING MINUTES

DATE: October 24, 2019

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)

6:00 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**

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 table Executive Session and approve agenda as amended, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darling aye, all in favor

MANAGER'S REPORT

1. Hamilton said he is going to meet with Steve Sears to discuss septic system at 2 Leominster Road. Curtin suggested that maybe one system can be for both buildings
2. Hamilton said he was asked to speak at Distributed Generation and Resiliency Workshop with DOR on November 4, 2019, it would be just one day
3. Hamilton presented the board with the report by Dina Pinnell, of GDS Associations for Sholan Terrace, indicating a savings of \$250,000 could be achieved – Hamilton will present more details at next meeting
4. Hamilton told the board that the Mutual Aid Agreement with NEPPA is being reviewed
5. Hamilton said that Monty Tech has a wish list of list items they could use including chairs, heavy duty staplers and other needed equipment.

Pierce made a motion to fund, not to exceed \$1,000 to purchase items for Monty Tech,
Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

UNFINISHED BUSINESS

- a. Fiber Project - Hamilton said about 60% framed, met with SELCO and Town today, waiting for Comm-Tract to begin installing service to the building ahead of the cable, expected to be here on the 29th, Boylston 100% completed framing, West Boylston just starting
- b. 2 Leominster Road Project - Hamilton said building is enclosed, looking for information on heating system and siding. After wiring complete, Monty Tech will start hanging sheetrock. Estimated completion date, April 2020.
- c. AMI RFP –RFP released 7 vendors responded, phone call will be on October 31, 2019 for any questions, RFP due back December 5, 2019. Hamilton discussed with board members as to the best way to pay for AMI, paying out of SMLD funds or financing. Final decision on financing will be after RFP report is received

NEW BUSINESS

- a. 2020 Budget Discussion – Hamilton presented members with a detailed itemization of budget for 2020 Budget, explaining any increases or decreases in numbers. The one item that needs further information is the OPEB schedule. Hamilton will reach out to Parker Elmore of Primoris to have a study to decide best way for SMLD to proceed
- b. DEMO Truck – Hamilton presented information from Altec Capital about purchasing or leasing a Demo Truck – After discussion to the savings and use of this truck, **Pierce made a motion to leave the decision with SMLD Manager whether to purchase or lease the Demo Truck,** Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

APPROVAL OF PAST MINUTES – 10/03/2019 –

Pierce made a motion to approve Regular Session Minutes of October 3, 2019 as written, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

Pierce made a motion to approve Executive Session Minutes of October 3, 2019 as written, not to be released, Darlington seconded, no discussion, Roll Call Vote – Curtin aye, Pierce aye, Darlington aye, all in favor


CUSTOMER COMMENTS – NONE

FUTURE AGENDA ITEMS – NEXT MEETING – November 19, 2019 at 5:00 p.m.

1. Fiber
2. 2 Leominster Road
3. AMI

7:45 p.m. Meeting Adjourned

ATTEST:



Eric Darlington, Clerk

DATE:

11/19/2019

DATE APPROVAL AND RELEASE:

11/19/2019