

STERLING MUNICIPAL LIGHT DEPARTMENT

**Regular Meeting
MEETING MINUTES**

DATE: September 4, 2013

LOCATION: SMLD Conference Room
50 Main Street, Sterling, Ma 01564

BOARD MEMBERS: Matthew Stelmach (Stelmach), Chairman
Michael Rivers (Rivers), Vice-Chairman
George Pape (Pape), Clerk

SMLD STAFF: Sean Hamilton (Hamilton), Manager

MINUTES: Jane Brunetta (Brunetta)

Attendees: Richard Maki, Rate Payer

4:11 p.m. Meeting called to order, **Stelmach opens the meeting with a Roll Call Attendees, Stelmach, present, Pape, present, Rivers present. All President.**

PLEDGE OF ALLEGIANCE

Board Members and attendees pledge allegiance to the flag of the United States of America

APPROVAL OF AGENDA

Rivers motions to accept agenda as written, Pape seconded, no discussion, Rivers aye, Pape aye, Stelmach aye, All in Favor.

REVIEW OF WARRANTS

Hamilton stated that there was discussion with putting more details in summary of bids submitted and if bids not accepted, state as to why.

1. MANAGERS REPORT

- a. MMWEC Returns – Hamilton presented detail information to the board stating that is the same as working capital. Rivers asked what their obligation to MMWEC is, Hamilton stated that about 3 months of average bill, Hamilton said that we are just where they should be with MMWEC and are in good shape. Pape asked about the interest and Hamilton stated it goes right back into the fund and not the town. Hamilton showed the board the MMWEC residential rates that have come in since the new roll rates went into effect.
Union Contract Status Update - Hamilton stated that they will be meeting this Friday, September 6, 2013 to go over the changes. As of today no contract has been signed.
- b. Sterling Fair - Hamilton stated that they should be done by Thursday earlier than usual
Stelmach questioned whether there would be an increase in our contribution, Hamilton stated it should be less

- c. Hamilton stated that a meter that was disconnected and was reconnected by a resident and that the police are now involved and the resident was sent a bill that is to be paid before electricity is connected.
- d. Hamilton stated he will be attending a Procurement Seminar Training September 9 thru the 12th in Boston.
- e. Hamilton said they would be meeting with Mueller Thursday, September 5 concerning controls of thermostats, appliances, etc.
- f. Hamilton said he was meeting with someone next week with Lori Barge concerning small hydro contract they have in New Hampshire that expires next year.
- g. Hamilton mentioned that the new bucket truck has arrived but not in use for they have to have a full instructional meeting and with the sterling fair, just didn't have time, but will be completed next week. Hamilton suggested sending the old bucket truck to the DPW and that we could still use if needed.
- h. Web site - is up and running, but still a work in process

2. OLD BUSINESS

- a. Auditors Report – Vote – **Rivers made a motion to accept Auditors for 2012 as presented Pape seconded, no discussion, Rivers aye, Pape aye, Stelmach aye All in Favor.**

3. NEW BUSINESS

- a. SLCTV – Pape questioned as to why their meetings are not being played. Stelmach said he would talk to them and see what the problem is and report back at the next meeting.
- b. Town Accounting - Pape stated that he talked to Ms. Chick, Town Account ion and she said she was still having problems with getting data. Hamilton said he feels that it is a communication problem, but he stated that they are in really good shape with the accountant. Hamilton said they are right up to date, last one was July 2013

4. APPROVAL OF PAST MEETING MINUTES

Stelmach suggested that the board set a meeting just for minutes, all agreed.

5. QUARTERLY REVIEW OF EXECUTIVE SESSION MEETING MINUTES FOR RELEASE

The following Meeting Minutes were approved and released.

February 28, 2012 Executive Session # 1

Rivers made a motion to Sign and Release February 28, 2012 Executive Session # 1 as approved and signed by clerk on March 31, 2012, Pape seconded, no discussion, Roll Call Vote, Rivers aye, Pape aye, Stelmach aye, dated September 4, 2013. All in Favor.

March 5, 2012 Executive Session # 1

Rivers made a motion to Sign and Release March 5, 2012 Executive Session # 1 as approved and Signed by clerk on March 31, 2012, Pape seconded, no discussion, Roll Call Vote, Rivers aye, Pape aye, Stelmach aye. All in Favor.

March 5, 2012 Executive Session # 2

Rivers made a motion to Sign and Release March 5, 2012 Executive Session # 2 as approved and Signed by clerk on March 31, 2012, Pape seconded, no discussion, Roll Call Vote, Rivers aye, Pape aye, Stelmach aye. All in Favor.

September 25, 2012 Executive Session # 2

Rivers made a motion to Sign and Release September 25, 2012 Executive Session # 2 as approved and signed by clerk on May 17, 2012, Pape seconded, no discussion, Roll Call Vote, Rivers aye, Pape aye, Stelmach aye. All in Favor.

9. CUSTOMER COMMENTS


Stelmach stated that one of his neighbors on Birch Drive said the Fox Fire contractor was back, Stelmach asked why, Hamilton said one was for loam and to touch up a driveway

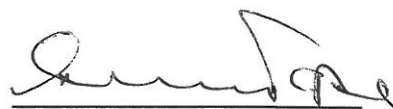
10. FUTURE AGENDA ITEMS & SCHEDULE NEXT BOARD MEETING

- 1. Bucket Truck
- 2. Budget Review
- 3. Energy Audit - set meeting with Tom Ruderford, Capital Committee and invite Bob Brown and Mr. Cutler, Selectman
- 4. GDS Final Report
- 5. Procurement Discussion
- 6. Five Year Plan
- 7. Past Minutes

11. Rivers made a motion to go into Executive Session # 1 under M.G.L. Chapter 39: Section 23B, Clause 10 (To Discuss Trade Secrets or Confidential, Competitively-Sensitive or Other Proprietary Information Provided in the Course of Activities Conducted by a Governmental Body as an Energy Supplier) – Natural Gas and/or Real Estate and to return to open session only to adjourn, Pape seconded, no discussion, Roll Call Vote, Rivers aye, Pape aye, Stelmach aye. All in Favor.

5:40 Adjourned

ATTEST: 
George Pape, Clerk


Board Approval

DATE: 9/16/13

 9/16/13
Board Approval for Release

- Attachments:
- 1. Agenda