

2019-09-05  
STERLING MUNICIPAL LIGHT DEPARTMENT  
REGULAR SESSION  
MEETING MINUTES

DATE: September 5, 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)

5:00 p.m. Meeting called to order, Chairman Curtin stated that the meeting is subject to only 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 add under New Business 5e –Circuit Switcher Repair to the agenda**  
Darlington, no discussion, Curtin aye, Pierce aye, Darlington aye

MANAGER'S REPORT

- a. Omi-Astro Energy – nothing to report
- b. Hydro Truck Grant – no word from the state
- c. Sholan Terrace - Hamilton stated that they have radiant heat and no central air. Reached out to GDS about doing an energy audit, cost quoted at \$2800. Hamilton stated that this project could be completed under the Energy Grant – Hamilton didn't bring this to the Energy Board, but Curtin suggested that this audit could go under the Sterling Municipal Pilot Program.  
**Pierce made a motion to approve GDS Audit for Sholan Terrace for \$2800 to be taken from the Capital Depreciation Fund**, Darlington seconded, no discussion, Pierce aye, Curtin aye, Darlington aye, all in favor

- d. Hamilton said he had Graybar come out to assess the lighting at the West Sterling League Field – no cost amount at this time
- e. AMI – RFP – Hamilton does not have a cost yet, but met with Eaton concerning the Mueller System which is failing, which will have to be replaced, hoping to have a firm number by end of the year. Hamilton gave a brief summary how the old system will be replaced. Curtin stated that there are a number of Capital Items that need to be done, stating we should make sure funds are available. Hamilton gave a brief accounting of working capital that will be available, said this would be a 2020 budget item.
- f. 50 Main Street – Underground Tank to be removed next week by Gregg Aubin and Ken Lavoie from Fitchburg
- g. Virtual Peaker – MMWEC Grant of \$75,000 reduces the annual subscription rate to \$4,000/yr.

#### UNFINISHED BUSINESS

- a. Fiber Project – Municipals agreements are completed, SELCO agreement is about 90% completed.  
Hamilton said payback on the project is 4 years, but with grant it is reduced to 2.5 years. Hamilton gave an itemized account of cost and when and how the fiber will be installed, including testing, splicing fiber, and training Sterling Municipal Employees. **Pierce made a motion to approve Comm-Tract for \$63,680 for testing, splicing and \$158,550 for laterals (which with the grant will be reduced by \$150,000) and \$5952 for project oversight and training**, Darlington seconded, no discussion, Pierce aye, Curtin aye, Darlington aye, all in favor
- b. Northgate HVAC Update- Hamilton showed the plan for the project showing which building will be built first. Hamilton said builder asked SMLD for an estimate to purchase the street lights and maintain them, which will be 30 lights for 72 units. Hamilton illustrated how the wiring will be brought in from the street. Builder hopes to start next spring.
- c. 2 Leominster Road Project – Update – Building permit approved, only request was to install female shower. Removal of roof should start next week, windows on order, ready to begin, should be ready for indoor work in the winter. Monty Tech will be ready middle of October...
- d. Community Service Vehicle (Electric) SMLD handed vehicle over to the Selectmen, which they turned over to Senior Center. The cost of the vehicle after all discounts and grants was \$19,885 which is comes from the Pilot Program for SMLD
- e. Handicap Ramp Decking – Hamilton getting prices for materials, Monty Tech said they may be available to do the repairs if time permits when working on 2 Leominster Road project.

#### NEW BUSINESS

- a. Navajo Nation Recognition – Hamilton showed the plaque from Navajo Nation which was presented at the NEPPA Meeting, also stating they could not thank SMLD Employees enough for all their work and also presented a plaque to the Town of Sterling for allowing SMLD employees to participate in this project. Navajo said SMLD employees were great to work with.
- b. Depreciation Transfer – **Darlington made a motion to transfer \$123,241.78 from Depreciation Fund to Operations fund**, Pierce seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
- c. Mitsubishi Rebate Flyer – Hamilton presented information for a rebate by Mitsubishi which will match our rebate, stating information is on SMLD web site, but will be included in next billing cycle
- d. Library Lighting Quote (Vote)- **Pierce made a motion to approve lighting for the Library to Graybar for a total, not to exceed, \$3002.40 under the SMLD Pilot Program to be taken from**

**the Capital Budget in 2020**, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

- e. Circuit Switcher Repair- Hamilton said these switchers are 32 years old, one has already been replaced, but two more need to be replaced at a cost of approximately \$100,000 which should be included in Capital Fund for 2020 Budget

APPROVAL OF PAST MINUTES – July 25, 2019

**Pierce made a motion to approve Regular Minutes of July 25, 2019 with minor changes**, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

CUSTOMER COMMENTS

None

FUTURE AGENDA ITEMS AND SECHEDULE NEXT BOARD MEETING

1. Fiber
2. Northgate
3. Leominster Road
4. Executive Minutes Review
5. Mitsubishi Rebate

October 3, 2019 at 5:00 p.m.

6:30 p.m. **Darlington made a motion to go into Executive Session under M.G.L. Chapter 30A: Section 21(a), 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)-Peaking Plant alternative update, APPA Generator, Solar Array Revitalization only to return to regular meeting to adjourn**, Pierce seconded, **Roll Call Vote**, Curtin aye, Pierce aye, Darlington aye, all in favor

6:37 p.m. Meeting Adjourned

ATTACHMENT:

1. Agenda – September 5, 2019

ATTEST:



Eric Darlington, Clerk

DATE:

10-3-2019

BOARD APPROVAL AND RELEASE:

10-3-2019