

2020-09-24
STERLING MUNICIPAL LIGHT DEPARTMENT
REGULAR SESSION
MEETING MINUTES

DATE: September 24, 2020

LOCATION: SMLD Building
Zoom and 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
Darren Borges (Borges) Assistant Manager

MINUTES: Jane Brunetta (Brunetta)

5:15 p.m. p.m. Meeting called to order, Chairman Curtin stated that the meeting is subject to audio recording- **Roll Call Attendance, Curtin present, Pierce present at 5:30, Darlington present**

PLEDGE OF ALLEGIANCE

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

Safety Announcement - Equipment in office

Approval of Agenda – **Darlington made a motion to approve agenda as written**, Curtin seconded, no discussion, all in favor, Curtin aye, Darlington aye

Manager's Report

1. Hamilton presented new SMLD logo
2. Hamilton hired D & G Graphics to design new sign for 2 Leominster Road
3. 2020 Financials should be completed for October Meeting
4. Great Blue has been hired to do a residential questionnaire concerning fiber at a cost of \$9800

UNFINISHED BUSINESS

- a. 2 Leominster Road – Borge stated that only 3 items are left before receiving occupancy permit, front hand rail, final taping of the ceiling in third bay and the fire system. All items should be completed by next week. Total cost of the project is \$362,000. Curtin stated the septic system should be address in the future, for right now all we have is a tight tank
- b. Fiber Project - Borge stated fiber to the town hall was lit today, also DPW, Senior Center, Rt. 12 Station have fiber, waiting for Guardian to switch over to the fiber from Comcast. Borge presented the Board Members with Fiber Pilot and Phase Deployment Proposal, showing location of fiber along with an analysis of the cost and savings to the town.
- c. AMI Project – Borge said all the Gateways are in and ready. Application is in for the private cellular network for the gateways from Verizon. Borge said 1760 residential meters have been received. Meters can be installed before the gateways are in. Borge said he is in the process of acquiring an app that will record all information from the old meter which will make it easier to keep all information accessible. Hamilton said DPW is trying to decide whether they are staying with Mueller or to go with Eaton. They recently hired Jackie Limmerhirt to help them make a decision.
- d. Assistant Manager Succession Plan – As a follow up from the previous Board meeting and the appointment of Darren Borge to assistant Manager, the Board Members agreed to a salary adjustment to \$120,000 annually due to increase of hours.
- e. Apprentice Hiring – Hamilton stated that Brian Fitzgerald and Kevin Ronan have been hired as apprentices. Both are extremely qualified.

NEW BUSINESS

- a. Reel Trailer Purchase - **Pierce made a motion to purchase a Reel Trailer for \$56,000**, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
Pierce made a motion to purchase a break assembly for \$9,000, Darlington seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
- b. 5 Year Plan – Borge presented Board Members with a detail plan, from services provided by SMLD, Power Supply, Substation Improvements, Distribution System Improvements, Office/Administration, and Transportation Replacement
- c. Senior Center Garage Service - **Curtin made a motion under the town pilot program to install a 100 amp controlled service in Senior Center new garage**, Darlington seconded, no discussion, Curtin aye, Darlington aye, Pierce nay
- d. Depreciation Transfer - **Darlington made a motion to transfer \$275,829.26 from Depreciation Fund to Operational Cash**, Pierce seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
- e. Tree Trimming Rates - Hamilton presented the increase in rates from the Department of Labor for tree trimming. Hamilton said they are going to go back to them, stating that they want the Hoisting Engineer removed, but it still is a 25% increase in rates.

APPROVAL OF PAST MINUTES – AUGUST 27, 2020

1. **Pierce made a motion to approve Regular Meeting Minutes of August 27, 2020 as written,** Curtin seconded, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor
2. **Pierce made a motion to approve Executive Meeting Minutes as written, not to be released,** Curtin aye, no discussion, Curtin aye, Pierce aye, Darlington aye, all in favor

CUSTOMER COMMENTS – NONE

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING

1. 2 Leominster Road
2. Fiber.
3. AMI Project
4. 5-Year Plan

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) (9.1) E.H.Perkins/Battery Project only to return to regular session to adjourn Pierce seconded, no discussion, **Roll Call Vote – Curtin aye, Pierce aye, Darlington aye, all in favor**

7:30 Meeting Adjourned

ATTEST:



Eric Darlington, Clerk

DATE:

10-29-2020

BOARD APPROVAL AND RELEASE:

10-29-2020