



January 24, 2022
STERLING MUNICIPAL LIGHT DEPARTMENT
REGULAR SESSION
MEETING MINUTES



DATE: January 24, 2022

LOCATION: SMLD, Zoom & Rear Board Room
50 Main Street, Sterling, MA

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

SMLD STAFF: Darren Borge (Borge), Manager
Bill Underhill (Underhill), Network Coordinator
Sean Hamilton (Hamilton), Consultant

MINUTES: Patty Page

1) 5:00 pm. Meeting called to order; Curtin stated that the meeting is subject to audio recording. Roll Call Attendance: Darlington present, Curtin Present, Pierce present.

PLEDGE OF ALLEGIANCE

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

1.A) Safety Announcement - Equipment in office

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

3) Manager’s report given by Darren Borge

1. Will be attending NEPPA PUMP (Public Utility Management Program) in 2022.
2. Reached out to Hazard Mitigation Team about setting up a meeting to familiarize with role and move forward.
3. Dull Men’s Club – Underhill spoke to the group about fiber deployment. Was the largest turnout for any one event. At least 50 people attended and over an hour of Q&A. Lots of interest in the technical aspects and mostly positive feedback with no real negatives.
4. CAIDI (Customer Average Interruption Duration Index) – down to 45.757 minutes from 60.248 minutes in 2020.
5. SAIFI (System Average Interruption Frequency Index) – down to 12.096 minutes from 18.997 minutes in 2020.
6. ASAI (Average System Availability Index) – 99.9976% from 99.963% in 202.
7. Total Outages – down to 42 from 56 in 2020.
8. Vote depreciation transfer to Ops Cash - \$234,761.41 transfer for single reel trailer (\$35,163), 3-reel trailer (\$54,848), 50 Main St Garage (\$38,346.87), Circuit Switcher Replacement (equipment & travel) (\$106,403.54). **Pierce made a motion to approve the transfer**, Darlington seconded, no discussion, all in favor. Darlington aye, Curtin aye, Pierce aye.
9. Reserve Trust Transfer to Operation Cash as part of \$1.8M Fiber Deployment. Vote to transfer \$470,079.97 for funds to reimburse Operation Cash funds spent on Fiber Materials & Fiber Deployment. **Darlington made a motion to approve transfer**, Pierce seconded, no discussion, all in favor. Darlington aye, Curtin aye, Pierce aye.

4)Unfinished Business

- a. Fiber Project/American Rescue Plan- Update and Schedule for sections completed and ready for customer connections: Bridge Street to Maple to Town Beach, tested and completed. Billing 43 customers, 26 residential and 17 commercial (small to medium). 18 completed site surveys. Northgate Meadows 9/10 tenants on A side of building signed up for service. Better marketing and word of mouth. Fiber to 50 Leominster Road (Dunkin Donuts Plaza) installed and complete, 2 customers at location looking to sign up.
- b. Main Street URD Project Update: Town going with Weston & Sampson per recommendations by Ryan Mouradian (DPW Superintendent) and EDC. Lighting recommendation, a total of 18: 11 on Main Street/Meetinghouse and 7 on the Town Common. Curtin recommended setting one up with decorative design and banner arms as a demo so people can see what it looks like.
- c. 50 Main Street Garage Update: Completed.
- d. Leominster RMV EV Charger: No change.
- e. Town of Sterling EV Charger Update: Town Hall completed. Pad poured at the library.
- f. Fiber Marketing: Meetinghouse News will print a fiber update column each month as works progresses.
- g. Rate Study Update: Rate Study Review is complete and no change from previous meeting. Darlington recommended to see if BH Leymaster could do a 5-year forecasted study. Borge said will get scope of work and estimate and present at next meeting
- h. LED FL Conversion: Still continue to replace HPS/Merc/Inc floodlights as customers call in. Change out program is ongoing.

5)New Business

- a. SMLD Policy Review: Last completed in February 2018. Since then Juneteenth has been added to the holiday schedule. The policy should be updated. Borge will reach out to Kathleen Mills at HR Off-Site Resources. They help with previous version. Will have update at next meeting
- b. Clean Energy Fund Rebate Program: Borge presented the Board with current and new rebate and incentive programs for Residents and Businesses of Sterling. In 2022 the SMLD will continue with the same programs, that were offered in 2021. Will evaluate and review for any potential new programs and changes for 2023.
- c. Circuit Switcher Hinge Assembly: Southern States estimated circuit switcher blade hinge assembly. Was found during Circuit Switcher Changeout that hinges should be replaced. SMLD line crew understand and capable to do the work internally. Funds were not part of budget. Board Vote to approve \$24,510 for hinge assemblies. **Pierce made a motion to approve purchase**, Darlington seconded, no discussion, all in favor. Darlington aye, Curtin aye, Pierce aye.
- d. 1st Quarter Board Financial Presentation: 2021 4th quarter and 2021 Year End Summary packet presented to Board.
- e. NEPPA Discussion: Email from former NEPPA Board member to other members with his personal concerns regarding the direction of NEPPA (mutual aid and training programs.) Currently SMLD has Borge and 3 employees in program. SMLD will continue to monitor developments at NEPPA and look to review all training options to insure that staff receives the best training.
- f. Pratts Junction Road Warehouse Update/Future Land Needs: Hold until permitting can be sorted out, potential that variance will be required that may not meet criteria for variance because of existing buildings location that was done back in early 2000's.

6)APPROVAL OF PAST MINUTES: Table for now.

7)Customer Comments: None at this time.

8)FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Next meeting February 23, 2022 @ 5 pm.

- a) Fiber Project/American Rescue Plan- Update and Schedule for sections completed and ready for customer connections.
- b) Main St URD Project Update

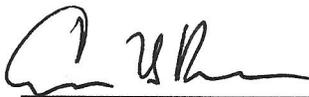
- c) Leominster RMV EV Charger
- d) Town of Sterling EV Charger Update
- e) Fiber Marketing
- f) Rate Study Update
- g) LED FL Conversion
- h) SMLD Policy Review
- i) Pratts Jct Rd Warehouse Update/Future Land Needs

9) Executive Session

At 6:38 pm **Pierce made a motion to go into Executive Session (1) 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 (9.2) New Customer Inquiry, only to return to regular session to adjourn, Darlington seconded, no discussion, Roll Call Vote, Curtin aye, Pierce aye, Darlington aye, all in favor.**

6:47 pm meeting adjourned.

ATTEST:



Eric Darlington, Clerk

DATE:

3/14/22

BOARD APPROVAL FOR RELEASE:

3/14/22