



December 20, 2022
 STERLING MUNICIPAL LIGHT DEPARTMENT
 REGULAR SESSION
 MEETING MINUTES



DATE: December 20, 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
 Sean Hamilton (Hamilton), Consultant

MINUTES: Patty Page

6:00 pm. Meeting called to order; Curtin stated that the meeting is subject to audio recording. Roll Call Attendance: Darlington present, Pierce present, Curtin 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 - **Pierce made a motion to approve agenda with the following changes: Move presentation of the DPU report up, add Executive session item 9.1.2 and table the LED sign.** Darlington seconded, no discussion, all in favor, Pierce aye, Darlington aye, Curtin aye. (3-0).

New Business: SMLD 2021 Department of Public Utilities (DPU) Report - Goulet, Salvidio & Associates presented the SMLD’s financials to the Board. After review and discussion, **Pierce made a motion to approve the DPU report as written**, Darlington seconded, no discussion, all in favor, 3-0. Curtin aye, Pierce aye, Darlington aye.

Manager’s report given by Darren Borge

1. SMLD’s current fiber apprentice tech has accepted a position at another utility. Borge working on the job description and posting for Indeed and NEPPA.
2. Borge attended a meeting of the Cider Hill Estates Homeowner’s Association at the Senior Center on Tuesday December 13, 2022. The association has expressed interest in bringing fiber into the existing underground of the development. LAMB is looking to get 60% of the existing customers to agree to a 3-year commitment of service in writing. Currently have 28 of the 44 owners and are putting together cost estimates.
3. SMLD sold 66,239,792 KWH in 2022, which is in line with the projection of 65,485,648 KWH. A 1.15% increase.

Unfinished Business

- a) PURMA Cyber Security Policy Update – SMLD is in receipt of executive summaries from Vertikal 6 and CISA. With the summaries, SMLD can work on a plan with our IT consultant to become cyber secure.
- b) Replacement LED Sign – tabled.
- c) ERP Billing Software RFP Update – Currently in receipt of three RFPs and are under review as well as scheduling demonstrations.

New Business

- a) SMLD 2021 DPU (moved to beginning of agenda)
- b) 3rd Lead Lineman Position – SMLD has been regularly running three crews. Would like to create a 3rd lead lineman position. When/If one lineman leaves, there will be the option to fill or promote from within or go back to just two lead lineman. Overall, it's an increase of \$6,132 per year to the base pay. After review and discussion, **Pierce made a motion to add an additional Lead lineman position**, Darlington seconded, no discussion, all in favor, 3-0. Curtin aye, Pierce aye, Darlington aye.

APPROVAL OF PAST MINUTES: 11/30/2022 Minutes: **Pierce made a motion to approve the regular 11/30/2022 minutes**, Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin aye. Vote 3-0. **Pierce made a motion to approve the executive session minutes of 11/30/2022, to be released.** Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin aye. Vote 3-0. 12/9/2022 Regular Session Minutes: **Pierce made a motion to approve the regular 12/9/2022 minutes as written**, Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin aye. Vote 3-0.

Customer Comments: There was a customer that came to the office and praised the staff on how helpful and understanding they were.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Next meeting January 18, 2023 @ 6 pm.

At 6:45 pm **Darlington made a motion to go into Executive Session (1) under M.G.L. Chapter 30A: Section 21(a), (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 Existing Vendor Inquiry Update, 9.2 General Manager Departure Discussions, 9.3 Discussions on Interim Manager, only to return to regular session to adjourn.** Pierce seconded, no discussion, Roll Call Vote, Pierce aye, Darlington aye, Curtin aye. All in favor.

The Board reconvened in Open Session, only to adjourn. 7:10 pm meeting adjourned.

ATTEST:


Eric Darlington, Clerk

DATE:

1/18/2023

BOARD APPROVAL FOR RELEASE:

1/18/2023