



January 18, 2023
 STERLING MUNICIPAL LIGHT DEPARTMENT
 REGULAR SESSION
 MEETING MINUTES



DATE: January 18, 2023

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

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

SMLD STAFF: Sean Hamilton (Hamilton), Interim General Manager
 Bill Underhill, Network Coordinator

MINUTES: Patty Page

6:09 pm. Meeting called to order; Curtin stated that the meeting is subject to audio recording. Roll Call Attendance: Darlington present, Pierce present (phone), 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 - **Darlington made a motion to approve agenda with the following changes: Add “d” to New Business “EV Truck” and add “9.1 – Perkins PPA” to Executive Session.** Pierce seconded, no discussion, all in favor, Pierce aye, Darlington aye, Curtin aye. (3-0).

Manager’s report given by Sean Hamilton

1. Underhill gave a fiber update – 177 active customers. Line crews will be running cable on Heywood, as a result 100 “fiber-ready” customers will get doorknockers. Two new customers have signed up using the new affordability rate. LAMB has initiated a “refer-a-friend” program where each customer would receive a \$10 discount for one month. LAMB did a presentation at the senior center on January 12th where over 70 people participated and there was a lot of interest. There are at least 295 customers on the “interested” list.
2. Locational Marginal pricing (LMPs) has decreased from last month.
3. The final audit with DPU report was presented to the Board. SMLD is already implementing internal controls mentioned in the report.
4. Hamilton would like to bring back the co-op (intern student) program. Someone from Assabet has already reached out and he will get in touch with Monty Tech.
5. Hamilton attended a MEAM meeting which was well attended. There were some changes initiated to the bylaws that would allow manager’s to vote for the Board.
6. The Economic Development Committee has contacted SMLD about putting flyers in the February/March bills for Sterling’s Town Clean-up Day.

Unfinished Business

- a) PURMA Cyber Security Policy Update – No update.
- b) Replacement LED Sign – Leave on for future discussion. Replacement cost has actually decreased recently.
- c) ERP Billing Software RFP Update – Three vendors submitted RFPs. Demos will begin in the next couple of weeks.
- d) Rate Restructure – The new rate will take effect in the February 5th billing

New Business

- a) New Digger/Derrick Bid – One bid is at least 2 years out and one is estimated at 3 to 4 years out. The bodies for the trucks are unavailable. Curtin commented that perhaps SMLD should start working on the next truck replacement given the lead times.
- b) New General Manager Search Committee Formation – Resumes are due January 31. The board members along with Hamilton and someone from the office staff will review. Resumes will be numbered and the name/address will be blocked to keep the decision unbiased. Each person's top candidates are due by February 6th and expect by the 13th to start scheduling interviews.
- c) Appoint Interim GM as a Voting Representative – Hamilton spoke to legal and verified that because of Chapter 164 and the board's vote, all rights and authority transfers with the interim title.
- d) EV Truck – With the lead time for the new Digger/Derrick truck leaving room in the budget Hamilton asked about replacing Tim's truck with a new Ford F150 Lightning EV Truck and shifting his current F-250 to the Fiber install crew to replace their aging vehicle and for increased towing capacity for the Fiber Reels. There is one in stock for \$57,457.20. **Pierce made a motion to purchase the Ford F150 Lightning for \$57,456.20**, Darlington seconded, no discussion, all in favor, 3-0. Curtin aye, Pierce aye, Darlington aye.

APPROVAL OF PAST MINUTES: 12/20/2022 Minutes: **Pierce made a motion to approve the regular 12/20/2022 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 12/20/2022, not to be released**. Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin aye. Vote 3-0.

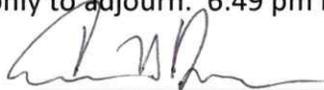
Customer Comments: Customers continue to visit the office thanking the staff for all that they do.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Next meeting February 15, 2023 @ 6 pm.

At 6:46 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**. 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. 6:49 pm meeting adjourned.

ATTEST:


Eric Darlington, Clerk

DATE:

4/12/2023

BOARD APPROVAL FOR RELEASE: _____