



February 23, 2023
 STERLING MUNICIPAL LIGHT DEPARTMENT
 EXECUTIVE SESSION
 MEETING MINUTES



DATE: February 23,2023

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

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

SMLD STAFF: Sean Hamilton (Hamilton), Interim General Manager
 Nancy Forgione (Forgione) Office Manager

MINUTES: Sean Hamilton

1. 6:05 PM. **Meeting called to order; Curtin stated that the meeting is subject to audio recording - Roll Call Attendance, Darlington present, Curtin Present**

PLEDGE OF ALLEGIANCE

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

1a. Safety Announcement - Equipment in office

2. **Approval of Agenda – Pierce made a motion to approve agenda as written,** Curtin seconded, no discussion, all in favor, Darlington aye, Curtin aye, Pierce aye.
3. **General Manager’s Report – No report.**
4. **Enterprise Resource Planning (ERP) RFP Discussion.** Forgione explained to the board the issues she was having balancing and separating accounts between fiber and electric as requested by the auditors. Hamilton explained the responses to the RFP by SEDC, our current provider, would require IT upgrades and standalone solutions, he also has concerns with the merger of Meridian and SEDC and how SEDC will be phased out in a few years and we will have to migrate over to Meridian, another vendor’s response offered the solutions we needed in one program and ongoing monthly payments were much less. A more detailed presentation will be made at next board meeting.
5. **Future Agenda Items and Schedule Next meeting-** next Meeting scheduled for March 7, 2023 at 6 pm, Hamilton will send out agenda for Board member comments.
6. **6:18 PM – A motion was made by Pierce seconded by Darlington to go into executive session, Curtin “aye”, Pierce “aye”, Darlington “aye “, All in favor 3-0, Board enters into Executive Session**

(6.1) Under M.G.L. Chapter 39: Section 23(b), Clause 8, to hold an initial screening (including interviews if they are part of the initial screening process) by a preliminary screening committee or a subcommittee appointed by a governmental body of candidates for employment if an open meeting would have a detrimental effect in obtaining qualified candidates.

6.1) Executive Session

General Manager Interviews- Chairman Curtin (Curtin) explained the interview process including how the questions that were assigned and distributed to each member would be asked.

6:20 PM -Candidate number 4 was brought in and introduced, candidate 4 took a few minutes to introduce himself and gave a brief summary of his experience. Each member took turns asking questions and scoring the candidate based on his answers, at the conclusion of the interview Forgione (Forgione) collected score sheets to be tabulated. The interview concluded at 7:37 pm.

7:45 PM -Candidate number 1 was brought in and introduced, candidate 1 took a few minutes to introduce himself and gave a brief summary of his experience. Each member took turns asking questions and scoring the candidate based on his answers, at the conclusion of the interview Forgione collected score sheets to make a final tabulation. The interview concluded at 8:45 pm.

Forgione reported the final scores of the candidates with #1-449, #2-392, #3-299, #4-391, after discussion of the scores and the results of the four candidates interviews and resumes, the members agreed they should appoint number 1 , the highest vote recipient as the next general manager, **A motion was made by Curtin seconded by Darlington to take a vote of the Search Committee on whether to begin negotiations with candidate number 1 for the position of General Manager , Curtin "aye", Pierce "aye", Darlington" aye ", Forgione "aye", Hamilton "aye", All in favor 5-0.** Curtin asked Hamilton to contact Candidate number 1 and begin negotiations based on the discussed wages and benefit offer letter that was approved by legal.

9:30 PM -Mr. Pierce made a motion to close the executive session and move to public session to adjourn, Mr. Darlington seconded, Curtin "aye", Pierce "aye" Darlington "aye" All in favor, 3-0.

ATTEST:



Andy Gonsorcik, Clerk

DATE OF APPROVAL:

6/27/23

BOARD APPROVAL:



BOARD APPROVAL FOR RELEASE:

