



December 13, 2023  
 STERLING MUNICIPAL LIGHT DEPARTMENT  
 REGULAR SESSION  
 MEETING MINUTES



DATE: December 13, 2023

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

BOARD MEMBERS: Joe Curtin (Curtin), Chairman  
 Eric Darlington (Darlington), Vice Chair  
 Andrew Gonsorcik (Gonsorcik), Clerk (via ZOOM)

SMLD STAFF: Matt Stelmach (Stelmach), General Manager  
 Bill Underhill (Underhill), Network Coordinator  
 John Kwasniewski (Kwasniewski), Accountant

MINUTES: Patty Page

5:10 pm. Meeting called to order; Curtin stated that the meeting is subject to audio and video recording. Roll Call Attendance: Darlington present, Curtin present, Gonsorcik 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 the agenda. Gonsorcik seconded, no discussion, all in favor, Darlington aye, Curtin aye, Gonsorcik aye. (3-0).

Manager’s Report

1. Warrant is available for review.
2. Reminder of the holiday luncheon on 12/20.

Unfinished Business

- a) 2<sup>nd</sup> Draft of Budget - The Board reviewed the 2<sup>nd</sup> draft of the 2024 SMLD budget. Stelmach reviewed both the administrative and general (A&G) budget and capital budget items related to electrical operations. Underhill reviewed the overall fiber budget and projected revenues. Kwasniewski reviewed specific items of note in the A&G budget. There were a couple of items noted that require follow-up. Stelmach noted that he prefers to put more emphasis on actuals to determine the budget which is bit different from past practices at SMLD. He will continue to develop a format that will work best for the department and the Board. Darlington suggested adding a budget summary sheet. The Board will meet again on 12/20/2023 to finalize the budget.

APPROVAL OF PAST MINUTES: Darlington made a motion to approve the 10/18/2023 regular session minutes as amended, Gonsorcik seconded, no discussion, all in favor. Darlington aye, Curtin aye, Gonsorcik aye. Vote 3-0. Darlington made a motion to approve the 9/18/2023 executive session minutes as written, NOT to be released, Gonsorcik seconded, no discussion, all in favor. Darlington aye, Curtin aye, Gonsorcik aye. Vote 3-0.

Customer Comments: None at this time.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Future agenda item: BUDGET. Next meeting December 20, 2023 @ 2 pm.

At 6:50 pm Darlington made a motion to adjourn. Gonsorcik seconded. All in favor, 3-0.

ATTEST:



Andrew Gonsorcik, Clerk

DATE:

2/26/24

BOARD APPROVAL FOR RELEASE:

1/24/24