



May 15, 2024
 STERLING MUNICIPAL LIGHT DEPARTMENT
 REGULAR SESSION
 MEETING MINUTES



DATE: May 15, 2024

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

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

MINUTES: Patty Page

5:00 pm. Meeting called to order. Roll Call Attendance: Darlington present, Gonsorcik present. Curtin arrived after the meeting started. (5:45 pm).

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 with the following changes: move executive session to the beginning of the meeting and board reorganization to the last item. Gonsorcik seconded, no discussion, all in favor, Darlington aye, Gonsorcik aye. (2-0).

At 5:02 pm Gonsorcik 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.) Darlington seconded, no discussion, Roll Call Vote, Gonsorcik aye, Darlington aye. All in favor, 2-0. (Curtin was absent for executive session).

The Board reconvened in Open Session at 5:42 pm (Curtin arrived at 5:45pm).

Manager's report

1. PILOT payment –SMLD provided approximately \$100,000 of in-kind services to the Town of Sterling in 2023. A recent MEAM analysis indicated that SMLD's contribution to the town is in line with similar sized municipal light departments.
2. Battery systems status – NEC inverter issue resolved. Solar storage battery issue remains with ½ of Greensmith down (parts issue). SMLD is working with LG to store spare parts locally.
3. Farm Energy Discount List – Stelmach shared a list of the farms that receive discounted electricity – this program is run through the state.
4. MEAM annual conference in Plymouth May 16 & 17.
5. APPA conference in San Diego CA June 7-12.

Unfinished Business

- a) 2015A Project Update – The unit is now running on both gas and oil. Continued emissions testing and commissioning. Still on target for go live at the end of May. MMWEC shed June capacity obligation but still cash positive in the ISO-NE capacity market.
- b) NISC Enterprise System Update – Underhill presented the update. Go live is set for May 20th. The software will separate fiber from electric. The software allows SMLD to budget, general ledger, purchase orders, work orders, accounts payable, invoices, payroll, on-line documents, fleet management, and inventory. Training will continue throughout summer. The customer care portion will go live in October. The Mosaic system is business intelligence and reporting for Underhill, Stelmach, and the Board. This has a September 9 go live date.
- c) Website Design – Stelmach received a designer reference from the North Central Worcester County Chamber of Commerce. This resulted in being connected to a company in Gardner that has a very talented team. Their quote came in less than the RFP that was previously put out. Moving forward with inConcert Web Solutions. Would like to get the new website up and running as soon as possible.

New Business

- a) Fiber Update – Underhill stated that there are 419 subscribers. Take rate is up and revenues are trending up. Phoenix continues to splice. Fiber equipment order has been processed and stock is coming in. The number of interested is 400. 1501 are fiber ready. LAMB has found a way to provide services to subdivisions with underground utilities with a test project in the works.
- b) Q1 Financials – Kwasniewski updated the Board on the financials.
- c) Operations Engineer Position – looking to hire someone under the direction of the General Manager and in coordination with the working foreman as well as the network coordinator. Would like this person to: maintain GIS mapping, maintain outage management system, maintain advanced metering infrastructure, expand and maintain the supervisory control and data acquisition, create and maintain power system one-line diagram, maintain transformer database, processes customer solar applications, process commercial customer applications, develop and maintain SMLD standards and specs, expand and maintain VETRO fiber mapping system, create and submit pole petitions, create and submit MassDOT permit applications. Ideally, an engineer in training. The position is entry level and non-union.

APPROVAL OF PAST MINUTES: Darlington made a motion to approve the 4/17/2024 regular session minutes as written, Gonsorcik seconded, no discussion, all in favor. Darlington aye, Curtin aye, Gonsorcik aye. Vote 3-0. Darlington made a motion to approve the 4/17/2024 executive session minutes, as written, to be released, Gonsorcik seconded, no discussion, all in favor. Darlington aye, Curtin aye, Gonsorcik aye. Vote 3-0.

Customer Comments: Continued praise for the extremely helpful staff and their excellent customer service.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Future agenda items to include items on this agenda - unfinished business, manager's report, fiber update, website design, plus fiber rate update. Next meeting June 20, 2024 @ 6:00 pm.

At 7:09 pm Darlington made a motion to adjourn. Gonsorcik seconded. All in favor, 3-0.

ATTEST:


Andrew Gonsorcik, Clerk

DATE:

6/27/24

BOARD APPROVAL FOR RELEASE:

6/26/24