

2021-4-29
STERLING MUNICIPAL LIGHT DEPARTMENT
REGULAR SESSION
MEETING MINUTES

DATE: April 29, 2021

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

BOARD MEMBERS: Joe Curtin (Curtin), Chairman
Eric Darlington (Darlington) Clerk

SMLD STAFF: Sean Hamilton (Hamilton), Manager
Darren Borge (Borge) Assistant Manager

MINUTES: Lisa Call

5:30p.m. 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

Safety Announcement - Equipment in office

Approval of Agenda – **Darlington made a motion to approve agenda as written**, Curtin seconded, no discussion, all in favor, Darlington aye, Curtin aye.

Manager's report given by Darren Borge

1. Shared APPA reliability report, SMLD better than all average compared to other light departments of similar profile, zone 8, class 3.
2. Citizen petition is circulating to dissolve DPW Board. Its superintendent would then report to town manager. Sterling is one of only 7 towns in MA which has a DPW board.
3. Discussed MA Clean Action Network article regarding its opposition to the Peabody Peaker Plant, of which SMLD owns 1.52 megawatts.
4. Shared an incident in Gardner of a National Grid worker injured due to arc flash. Reviewed incident with the crews, SMLD uses a different procedure so we would not be at risk for this type of incident but a good reminder to be careful.

5. Signed a contract with PSN, (Payment Service Network), an on-line payment service to be used with the My Meter app. Customers will be able to view their usage breakdown, purchase services, add and remove if necessary, and make payments.

Unfinished Business

1. Fiber Project - SMX server is a trouble shooting tool - support starts with initial call. Velocity server works with billing software and will be turned on when customers begin to sign on. DHCP server hosts the 1,024 IP addresses that we. SMLD issued 4 IP address to Town Hall. Once conversion at Town Hall is complete SMLD can issue more if needed. Sterling Fire and Police have switched over, town hall is waiting until after June 16th meeting. Northgate getting ready for residents, spliced in all 4 fibers, underground feed will be set on Monday and realtor will be showing demo apartment. SMLD has a packet regarding electric and fiber to prospective residents.
2. AMI Project - 3,533 meters installed, 89% deployed and in the system.
3. Main Street URD Project - Sean and Joe met with town administrator and Fred Aponte (Town Accountant). There is a discrepancy of which set of plans to use, so we can install underground conduits in proper locations. 2 engineers from World Tech Engineering, discussed and waiting to hear back. Need to consider the Main Street project and the shared street grant from the state.
4. NEEP/SEPA project- No status change, has been submitted to the DoE. It's not looking to start gathering questions until September.

New Business

1. 1835 Building LED light request - asked to purchase 20 new LED lights for the 1835 Building and 2 additional for the Board of Health office, at the cost of \$990. **Darlington made a motion to approve the purchase of 22 lights at a cost not to exceed \$1000**, Curtin Seconds, no discussion, all in favor, Darlington aye, Curtin aye.
2. National Grid Easement at 27 Pratts Jct, (warehouse) - Looking to put a lean-to off of the back of the Pratt's warehouse for added covered storage. Need to ask Nat'l Grid for an easement to do this. Talked to Mike there and asked for asked for easement from real estate stake holders. It wants \$300 for first 5 years then increase to \$600 each year after that. We reminded it how Sterling granted Nat'l Grid easement for paving to ease access with trucks/equipment to its new building at no cost. Looking for good faith offer in kind. Waiting for response.
3. 50 Main Street garage - building is uninsulated, not heated, and as we get more inventory, particularly due to fiber optic project. Asking to start with padding out the exterior walls and siding to match 2 Leominster Road. Looking to then add adequate heating system. Borge will start looking into pricing, to put into budget for next year.
4. Administrative/Billing Department office hours - Town hall is looking to switch to 4 ten hour days, SMLD exploring the option to match. Most employees are in favor, one concern is childcare for an employee, but she is still open to the change. Board prefers someone here on Fridays, should something go wrong, would be overtime

pay if someone need to come in. Board Suggested a split schedule where employees work 4 ten hour shifts but building open 5 days. Provides, more coverage as building could be open five full days.

APPROVAL OF PAST MINUTES – March 25, 2021

1. **Darlington made a motion to approve March 25, 2021 Regular Session Minutes, as amended, Curtin seconded, no discussion, Curtin aye, Darlington aye, all in favor**
2. **Darlington mad a motion to approve March 25, 2021 Executive Session Minutes as written, not to be released, Curtin seconded, no discussion, Roll Call Vote, Curtin aye, Darlington aye, all in favor.**

Customer Comments

Dick Maki commented 'great job'. He is looking for 5 days of customer service.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING

1. Fiber Project
2. AMI Project
3. NEEP/SEEP Grant
4. Main Street URD Project
5. National Grid easement
6. 50 Main Street garage
7. Admin/Billing building hours

Next Regular Session Meeting – May 24, 2021 at 5:00 p.m.

6:42p.m **Darlington made a motion to go into Executive Session (1) under M.G.L. Chapter 30A: Section 21(a), Clause 10 (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) E.H. Perkins/Battery Project (9.2) Fiber Study (9.3) New Customer Inquiry, only to return to regular session to adjourn, Pierce seconded, no discussion, Roll Call Vote, Curtin aye, Pierce aye, Darlington aye, all in favor**

7:26 p.m. Meeting adjourned

ATTEST:

DocuSigned by:

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 Eric Darlington, Clerk

DATE:

9/2/2021

BOARD APPROVAL FOR RELEASE:

