



October 19, 2022
 STERLING MUNICIPAL LIGHT DEPARTMENT
 REGULAR SESSION
 MEETING MINUTES



DATE: October 19, 2022

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

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

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

MINUTES: Patty Page

6:00 pm. Meeting called to order; Curtin stated that the meeting is subject to audio recording. Roll Call Attendance: Darlington present, Pierce 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 - **Pierce made a motion to approve agenda as amended.** Darlington seconded, no discussion, all in favor, Pierce aye, Darlington aye, Curtin aye. (3-0).

Manager’s report given by Darren Borge

1. Reserve/capital wasn’t on the warrant because there was no September report and was still unavailable. Joe would like to see the warrants separated by fiber and electric. Show department expense separated.
2. Tree crews – invoiced bi-weekly for tracking purposes. Billing prices by the road cost on Bid
3. Land RFP – no responses.
4. 2022 Calix Customer Award – there were more than 4000 business customers and SMLD/LAMB won the award. A high honor to receive such an award. Finalists are determined by the highest positions at Calix.
5. San Antonio APPA Strategic Leadership Program – Cost of Service and Strategic Financing for the future was a big discussion point.
6. APPA Webinar- Borge currently attending 10/18-10/19. Training on federal funding for public power.

Unfinished Business

- a) PURMA Cyber Security Policy Update/Discussion – Nothing new to report. Vertikal6 has been doing penetration testing and is currently working on the executive summary.
- b) SMLD 5-Year Rate Study – Rate Study to be reevaluated due to newly released Power Supply Forecast. Most recent MMWEC forecast now includes additional cost due to Mystic Generation Facility cost. Curtin wants to see side by side “Bulk Power Forecast.” He’d like to see a solid number to provide the rate payers.

- c) SMLD 5 Year Plan Update – Not many changes. 5-Yr Plan stayed consistent with previous versions. Will need to be reevaluated due newly released MMWEC Power Supply Forecasts and Revenue Sales Projections that will be used in 5-Yr Rate Study.
- d) Replacement LED Sign – Table for now.
- e) ERP Billing Software RFP Update – SMLD to look at cost saving measures. RFP for software, has no cost to SMLD. If SMLD decides to move, Sterling DPW is interested and keeping the superintendent in the loop to pool resources.

New Business

- a) 1st Draft SMLD 2023 Budget Presentation/2022 Year-End –2022 Year-End was over budget due to increased power supply costs. SMLD was able to recover increased power costs with PPAC and other Misc. Revenue. SMLD was able to recover costs and operate \$25k below operating expenses for Year End 2022. First Draft 2023 Budget Presented to Board. Power Supply will be largest increase due to current Market Conditions. 2023 Budget to be reviewed and discussed at next board meeting.
- b) ReConnect Round 4 – SMLD working on USDA Reconnect Round 4 grant. Previous Grant was for 100% grant and requirements were 90% of customers have a download speed of less than 100Mbps and upload speed less than 25Mbps. Recommendation is to go for the 50/50 grant. Only 50% of the customers would need to qualify. As part of Grant SMLD/LAMB would need to offer an Affordable Rate. Affordable rate would be 150Mbps for \$50 per month for “low cost/senior rate.” Vote required: **Pierce made a motion to approve the “150 for \$50” rate**, Darlington seconded, no discussion, all in favor, 3-0. Curtin aye, Pierce aye, Darlington aye.
- c) Northgate Building 2 Rebate Vote – SMLD Board approved a rebate for 72 units at \$500 per unit at Northgate Bldg 2. Vote required: **Darlington made a motion to approve the \$500 rebate for mini-splits for 72 units**, Pierce seconded, no discussion, all in favor, 3-0. Curtin aye, Pierce aye, Darlington aye.
- d) HR Study (non-Union Personnel) – SMLD would like to do a job description and rate study. They would do a review of the jobs and rates. The cost is \$400 per employee and \$2800 for all 7 on the non-union personnel in electric department. This was last done in 2012. Board recommended to put this on hold to be placed on the budget for 2023.

APPROVAL OF PAST MINUTES:

9/21/2022 Minutes: **Pierce made a motion to approve the regular 9/21/2022 minutes**, Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin abstain as he was absent. Vote 2-0-1. **Pierce made a motion to approve the executive session minutes of 9/21/2022, not to be released.** Darlington seconded, no discussion, all in favor. Darlington aye, Pierce aye, Curtin abstain as he was absent. Vote 2-0-1.

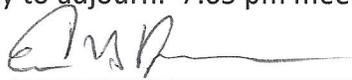
Customer Comments: None at this time.

FUTURE AGENDA ITEMS AND SCHEDULE NEXT BOARD MEETING: Next meeting November 16, 2022 @ 6 pm.

At 7:02 pm **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) Existing Vendor Inquiry Update and (9.2) New Vendor Inquiry Update, only to return to regular session to adjourn**, 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. 7:05 pm meeting adjourned.

ATTEST:



Eric Darlington, Clerk

DATE:

11/16/22

BOARD APPROVAL FOR RELEASE:

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