

**STERLING MUNICIPAL LIGHT DEPARTMENT  
MEETING MINUTES**

**TUESDAY, APRIL 15, 2008**

**BOARD MEMBERS:** Kenneth I. H. Williams – Chairman  
Arthur J. Coughlin, Sr. – Clerk

**SMLD MANAGER:** John Kilgo

**MINUTES:** Christine Noponen

**IN ATTENDANCE:** Matthew Stelmach, 2 Birch Drive, Sterling, MA 01564

Kenneth Williams (Williams) opens the meeting at 4:58 p.m.

**APPROVAL OF THE AGENDA**

**Arthur Coughlin (Coughlin) makes a motion to approve the Tuesday, April 15, 2008 agenda as written. Seconded by Williams. Role call: Coughlin, aye. Williams, aye. Approved by the Board.**

**APPROVAL OF MINUTES**

**Coughlin makes a motion to accept the Tuesday, March 25, 2008 regular session Sterling Municipal Light Department Board Meeting Minutes as corrected. Seconded by Williams. Role call: Coughlin, aye. Williams, aye. Approved by the Board.**

**APPROVAL OF EXECUTIVE MINUTES**

**Coughlin makes a motion to accept the Tuesday, March 25, 2008 executive session Sterling Municipal Light Department Board Meeting Minutes as written. Seconded by Williams. Role call: Coughlin, aye. Williams, aye. Approved by the Board.**

**CUSTOMER COMMENTS**

Coughlin states to Williams that he was wrong as the generator for the Mary Ellen Butterick Building is in.

**FINANCIALS**

Kilgo notes that in general we are down just a little bit in kWh sales but our load factor is strong at 70.2%. The degree-days in March were slightly under last year. The revenues were up overall by 13% due to an increase in the PPA and adjusted Industrial rates.

## TANGLEWOOD UNDERGROUND PROJECT

The Tanglewood Underground project was placed out to bid and we received two bids. After a discussion with Earth Sun Construction, further reductions were made in the bid to \$99,000. Time frame is about 9 weeks to complete the job. The underground project will be a good investment as it has cost over \$20,000 to repair what is there last year. Letters will be going out to the customers affected and all questions should be directed through Customer Service.

**Coughlin made a motion to move in the words of the second to last paragraph on John's letter dated April 11, 2008, which states "to transfer from the Depreciation Account \$35,000 on May 16, 2008 and the remaining \$64,000 on June 6, 2008 into Operating Cash so that we meet the three payment requirements in the Bid Specifications (1/3 at start, 1/3 halfway, and 1/3 at completion)" for the Tanglewood Underground Project. Seconded by Williams. Role call: Coughlin, aye. Williams, aye. Approved by the Board.**

## OTHER BUSINESS

Kilgo states that the Open House is next week (April 24, 2008) and he may or may not be there. He also states that he has confidence in his staff for it to run efficiently and they are trying to put together a presentation for the new meters and the tree trimming tools will be available as well for display.

Williams asks if Kilgo knows what the numbers are for the Town of Sterling street lights. Kilgo says he will have them before the Annual Town Meeting on May 12.

Williams brought up that at the Department Head meeting, there was some discussion on the downtown project as to what is happening. Williams recommended that Ms Ackerman, or anyone else, talk to Kilgo about the downtown project. Continued discussion on what was happening within the town and different departments.

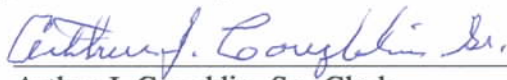
## NEXT BOARD MEETING

The May 2008 board meeting will be held on Tuesday, May 27, 2008 at 5:00 p.m.

## MOTION TO ADJOURN

**Coughlin makes a motion to adjourn the meeting at 5:17 p.m. Williams seconds the motion. All in favor? Coughlin, aye. Williams, aye. Approved by the Board. The meeting is adjourned at 5:17 p.m.**

ATTEST:

  
Arthur J. Coughlin, Sr., Clerk

DATE:

