

**STERLING MUNICIPAL LIGHT DEPARTMENT  
MEETING MINUTES**

**Thursday, July 8, 2010**

**BOARD MEMBERS:** Matthew Stelmach, Chairman  
Michael Rivers, Clerk  
Arthur J. Coughlin, Sr., Third Member

**TRANSITION TEAM:** Gregory DeStasi  
Chris Courville  
Sandy Pellecchia

**MINUTES:** Sandy Pellecchia

Matthew Stelmach (Stelmach) opens the meeting at 5:07 p.m.

**APPROVAL OF THE AGENDA**

**Arthur J. Coughlin, Sr. (Coughlin) makes a motion to approve the Thursday, July 8, 2010 agenda with one change (an addition by Stelmach to add Other Business section). Mike Rivers (Rivers) seconds the motion. Role call: Rivers aye, Coughlin aye, Stelmach aye. Unanimously approved by the Board.**

**APPROVAL OF THE MINUTES**

**Coughlin makes a motion to approve the SMLD Light Board Special Session Minutes Wednesday, June 2, 2010 as written. Seconded by Rivers. Request for discussion. None. Role call: Rivers aye, Coughlin aye, Stelmach aye. Unanimously approved by the Board.**

Stelmach's concern is nine sets of outstanding meeting minutes. Pellecchia offers to look into the minutes being saved in an .mp3 file to be able to listen over the CD player in the 50 Main Street upstairs boardroom.

**CUSTOMER COMMENTS**

Stelmach had a call from a customer on Sandy Ridge Road. Courville informs him that it was an overload. A main line fuse got overloaded. If the load is high the energy finds the weakened fuse. This is what happened. Outage was approximated to be no more than 30-45 minutes.

## **TRANSITION TEAM UPDATES**

DeStasi offered this year's peak happened on Tuesday, July 6, 2010 (11.9 MW). He adds our capacity is no different that one year ago today. Carbolon was generating and we had services being controlled.

DeStasi also offers information on a scheduled outage for Elliot Road (just under 30 customers) scheduled for next week. Princeton Light Department will be assisting the SMLD on this planned work. Pellecchia adds that letters were sent on July 6, 2010 and also information was posted to the SMLD Web site.

## **OTHER BUSINESS**

DeStasi would like to discuss the sick-leave buy back as it relates to this year's audit. Rivers asks what was the total amount? Is there any other liability besides John Kilgo's sick leave buy back? Stelmach's opinion is to leave the audit as is and capture the liability next year as presented in option #2 by the auditor, Julia Adam.

**Coughlin makes a motion to accept option #2 as presented by Julia Adam regarding the liability of sick leave buy back. Rivers seconds the motion. Role call: Rivers aye, Coughlin aye, Stelmach aye. Unanimously approved by the Board.**

Second topic of business is MGL Chapter 66, Section 14. The SMLD Light Board recognizes and accepts that John Kilgo, Jr. is in compliance with MGL Chapter 66, Section 14 the delivering of records that he is not able to retain.

Pellecchia brings up the topic of the Open Meeting Law and the need to post agendas with the Town Of Sterling. Rivers asks is there anything else that we need to do to comply? Pellecchia says that the SMLD needs to also get a copy of the Open Meeting Law to each SMLD Light Board member and have him sign and turn in the last page.

## **GENERAL MANAGER SEARCH**

Stelmach makes the point that he would like to separate the three topics presented by Pellecchia in her draft of the June 8, 2010 press release for: 1) the General Manger retiring, 2) Interim General Manager named, and 3) Search Committee to be formed. There is discussion and finalization on what copy is to be made final and used as the formal press release.

Regarding the Search Committee, Rivers offers that the SMLD Light Board needs to give the Search Committee direction on what to look for in a new General Manager. Pellecchia offers to draft something and Stelmach asks Pellecchia to attach her list of General Manager tasks submitted previously to the SMLD Light Board.

Rivers asks should one of the SMLD Light Board Members be on this Search Committee? No answers Stelmach. Pellecchia offers that possibly Department Heads who are residents

may be approached to be on this General Manager Search Committee? The SMLD Light Board agrees.

**NEXT BOARD MEETING**

The next regular SMLD Light Board meeting will be on July 27, 2010 at 5:00 p.m.

**MOTION TO EXECUTIVE SESSION**

**Rivers makes a motion to go into Executive Session per Massachusetts General Law, Chapter 39 Sections 23B clause 1, clause 3, and clause 7 to return to open session only to adjourn. There is discussion. Coughlin seconds the motion. Role call. Coughlin, aye. Rivers, aye. Stelmach, aye. Approved by the Board.**

The Light Board goes into Executive Session at 5:49 p.m.  
The Light Board returns from Executive Session at 6:30 p.m.

**MOTION TO ADJOURN**

**Coughlin makes a motion for the Light Board to adjourn the meeting. Rivers seconds it. Role call. Coughlin, aye. Rivers, aye. Stelmach, aye. Approved by the Board. The meeting adjourns at 6:31 p.m.**

ATTEST:   
Michael Rivers, Clerk

DATE: 07/11/10