

Reading Municipal Light Department

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06/04/2009 General Manager Committee Meeting Minutes

Reading Municipal Light Board of Commissioners General Manager Committee Meeting Minutes June 4, 2009

Start Time of Committee Meeting: 7:30 p.m.
End Time of Committee Meeting: 8:35 p.m.

Attendees:

Commissioners: Chairman O'Neill, Mr. Hahn, and Ms. Kearns

RMLD Staff: Mr. Cameron

Chairman O'Neill called the meeting to order at 7:30 p.m.

Mr. Kearns started the meeting by stating that she passed out an updated version of the General Manager's evaluation tool at the May 28, 2009 RMLD Board meeting. Ms. Kearns said that this version of the GM evaluation tool included comments from the General Manager as well as from the General Manager Committee. Ms. Kearns said that the committee should go through each portion of the document and review the comments.

In the first paragraph, Mr. Cameron wanted the word "according to Chapter 164" inserted at the end of the paragraph.

It was suggested by Mr. Cameron that the fourth item be deleted; however, it was reworded by Ms. Kearns and kept in. Discussion ensued. In the fourth paragraph the words "within 60 days" was added at the beginning of the paragraph and the last sentence was deleted.

In Section I (6) Finance, the words "If the Board so requests" were removed and the words "If necessary" were inserted. In (9) the words "year-end" was moved before "goal", the words "of \$6.5 million" was inserted after the word "goal", and the words "address this issue" was inserted after the word "to".

In Section II (3) the words "Conservation and " was inserted after "Implement the" and "programs" was inserted and the words "package approved by the Board" was deleted.

In Section III (1) the words "including cause and results" were deleted and the words "and the General Manager" was inserted after "Board Chair". In (2) the s in security should not be capitalized and the words "and the General Manager" was inserted after the word "Board Chair". In (3) the words "service territory" was inserted after the word "for" and the words "Wilmington, No. Reading and Lynnfield" were deleted. In (6) the words "and the General Manager" were added after the words "Board Chair."

In Section IV the second sentence was deleted. In (1) insert the word "and" at the end of the sentence and add "bring these matters to the attention of the Board". Delete (2) and (3).

In VI delete the first sentence. Delete (2) and (4).

In VII (1) delete the word "Reading." In (3) delete the word "good", delete MMWEC, NEPPA, APPA, and other". Delete (4). In (10) delete the word "or."

Ms. Kearns stated that she would make the changes and send them back to the Board.

Discussion ensued.

It was the sense of the committee that the evaluation form would be applicable for the period July 1, 2009 through June 30, 2010. Mr. Cameron stated that his next review date is February 7, 2010 and that the Board needs to consider

the period February 7, 2009 through June 30, 2009, if it is not going to review him until after the end of the 2010 fiscal year.

Discussion ensued.

Mr. Cameron stated that on the last page of his evaluation it should be stated that salary adjustments for the 2010 fiscal year should include the period February 7, 2009 through June 30, 2009.

Ms. O'Neill made a motion seconded by Ms. Kearns to recommend the General Manager's Evaluation Form to the RMLD Board of Commissioners with the suggested changes.

Motion carried 3:0:0.

Motion to Adjourn

At 8:35 p.m. Mr. Hahn made a motion seconded by Ms. Kearns to adjourn the Committee Meeting.

Motion carried 3:0:0.