

**CITIZENS' ADVISORY BOARD  
MEETING MINUTES  
Regular Session**

Time: 6:32 P.M.  
Date: August 7, 2012  
Place: Reading Municipal Light Department, Spurr/A/V Room, 230 Ash Street, Reading, MA  
Present: J. Norton (North Reading), George Hooper (Wilmington), T. Ollila (Wilmington),  
T. Capobianco (Reading), David Nelson (Lynnfield)  
RMLD Board: Gina Snyder  
RMLD Staff: V. Cameron

Mr. Norton called the meeting to order at 6:32 P.M.

**New CAB Member – David Nelson**

Mr. Norton asked Mr. Nelson, who replaced Mr. Carakatsane as the CAB representative from Lynnfield, to enlighten the CAB as to his background. Mr. Nelson said that he is originally from California, worked for 35 years in many levels at Southern California Edison. Mr. Nelson is retired and has moved to Lynnfield.

**CAB Vice Chairman**

Mr. Norton explained that he thought a Vice Chairman position on the CAB would make sense.

Discussion followed.

Mr. Hooper made a motion seconded by Mr. Nelson that the Citizens' Advisory Board create the position of Vice Chairman.

**Motion carried 5:0:0.**

**CAB Reorganization**

Mr. Norton asked Mr. Cameron to run the meeting and to handle the nominations and the voting for the Chairman's position on the CAB.

**Chairman**

Mr. Cameron opened the floor for nominations for Chairman of the Citizens' Advisory Board.

Mr. Hooper nominated Mr. Norton for the Chairman of the CAB. Mr. Nelson seconded the motion.

Mr. Capobianco nominated Mr. Hooper for the position of Chairman of the CAB. There was no second on the motion.

Mr. Hooper made a motion seconded by Mr. Nelson to close the nominations for Chairman of the CAB.

Mr. Capobianco, Aye; Mr. Hooper, Aye; Mr. Ollila, Aye; Mr. Nelson, Aye; and Mr. Norton, Aye.

**Motion carried 5:0:0.**

Mr. Cameron called for the CAB to vote that Mr. Norton be the Chairman of the CAB.

**Motion carried 4:0:1. Mr. Norton abstained**

Mr. Cameron turned the meeting over to Chairman Norton.

**Vice Chairman**

Mr. Norton opened the nominations for the Vice Chairman of the CAB.

Mr. Ollila made a motion seconded by Mr. Capobianco to nominate Mr. Hooper as the Vice Chairman of the CAB.

Mr. Nelson made a motion seconded by Mr. Hooper to close the nominations for the Vice Chairman of the CAB.

Mr. Capobianco, Aye; Mr. Hooper, Aye; Mr. Ollila, Aye; Mr. Nelson, Aye;, and Mr. Norton, Aye.  
**Motion carried 5:0:0.**

The CAB voted Mr. Hooper as Vice Chairman of the CAB.  
**Motion carried voted 4:0:1. Mr. Hooper abstained.**

### **Secretary**

Mr. Norton opened the floor for nominations for the Secretary of the CAB.

Mr. Ollila made a motion seconded by Mr. Capobianco to nominate Mr. Nelson as Secretary of the CAB.

Mr. Hooper made a motion seconded by Mr. Capobianco to nominate Mr. Ollila as Secretary of the CAB.

Mr. Nelson made a motion seconded by Mr. Hooper to close the nominations for the Secretary of the CAB.

Mr. Capobianco, Aye; Mr. Hooper, Aye; Mr. Ollila, Aye; Mr. Nelson, Aye;, and Mr. Norton, Aye.  
**Motion carried 5:0:0.**

The CAB voted Mr. Nelson as Secretary of the CAB.  
**Motion failed 2:2:1. Mr. Norton and Mr. Hooper against and Mr. Nelson abstained.**

The CAB voted Mr. Ollila as Secretary of the CAB.  
**Motion carried 4:0:1. Mr. Ollila abstained.**

### **Minutes**

Mr. Hooper made a motion seconded by Mr. Ollila to accept the minutes of May 16, 2012 with edits.  
**Motion carried 4:0:1. Mr. Nelson abstained.**

Mr. Capobianco made a motion seconded by Mr. Ollila to accept the minutes of June 12, 2012 as written.  
**Motion carried 2:0:3. Messrs. Nelson, Norton, and Hooper abstained.**

### **General Manager's Retirement**

Mr. Norton said that Mr. Cameron has announced his retirement from the RMLD. Mr. Cameron said that he is leaving the RMLD in very good shape. The RMLD's cash position is strong, the reliability is high, the power supply portfolio is stable, the rates are competitive, and the customer service is excellent.

Mr. Cameron went on to explain the hiring process for the new General Manager.

Mr. Norton asked for a volunteer for the General Manager's Search Committee.

Mr. Hooper said that he was interested in the position.

Mr. Nelson made a motion seconded by Mr. Capobianco that Mr. Hooper be the representative from the CAB on the RMLD General Manager Search Committee.  
**Motion carried 4:0:1. Mr. Hooper abstained.**

**Schedule of CAB Meetings**

Mr. Norton said that the CAB should consider establishing dates for meetings in advance.

Discussion followed.

It was the sense of the CAB that they meet on the first Wednesday of each month, if necessary.

**Schedule of CAB Operating and Capital Budget Review Meetings**

Mr. Norton also said that it is important that they CAB establish two days where they can meet to discuss the RMLD's Capital and Operating Budgets.

Discussion followed.

It was the sense of the CAB that they would meet on April 3, 2013 and April 10, 2013 to discuss the FY14 Capital and Operating budgets.

**RMLD Board meeting coverage.**

Mr. Nelson said that he would cover the August RMLD Board meeting. Mr. Ollila said that he would cover the September RMLD Board meeting. Mr. Hooper said that he would cover the December RMLD Board meeting.

At 7:12 p.m. Mr. Hooper made a motion to adjourn seconded by Mr. Ollila.

**Motion carried 5:0:0.**

Respectfully submitted,



Thomas Ollila, Secretary

Minutes approved on: 10/17/12