

**READING MUNICIPAL LIGHT DEPARTMENT
BOARD OF COMMISSIONERS MEETING**

230 Ash Street
Reading, MA 01867

October 1, 2012

8:00 p.m.

- 8:00 p.m. 1. Opening Remarks
- 8:05 p.m. 2. Introductions
- 8:10 p.m. 3. Presentation of Fiscal Year 2012 Audit ACTION ITEM
Melanson Heath & Company, PC – Mr. Frank Biron (Tab A)
- Note: RMLD Board will only receive a copy of the draft report.
- 8:30 p.m. 4. Approval of July 25, 2012 and August 29, 2012 Board Minutes (Tab B) ACTION ITEM
Suggested Motion:
Move that the RMLD Board of Commissioners approve the Regular Session meeting minutes of July 25, 2012 and August 29, 2012.
- 8:40 p.m. 5. Report of Board Committees ACTION ITEM
- a. General Manager Search Committee – Chairman Pacino
- b. Budget Committee – Commissioner West
- c. Audit Committee – Commissioner West
- 9:00 p.m. 6. Discussion of RMLD Board Committees (Tab C) ACTION ITEM
- 9:10 p.m. 7. Power Supply Report – August 2012 – Ms. Parenteau (Tab D)
- Note: Tab includes July and August reports.
- 9:20 p.m. 8. Renewable Energy – Ms. Parenteau (Tab E)
- a. Discussion of Renewable Energy Policy
- b. Discussion of Renewable Energy Certificates
- 9:30 p.m. 9. Engineering and Operations Report – August 2012 - Mr. Sullivan (Tab F)
- Note: Tab includes July and August reports.
- 9:40 p.m. 10. Financial Report – August 2012 – Mr. Fournier (Tab G)
- Note: Tab includes June, July, and August Reports.
July and August will only reflect the profit and loss statements pending approval of the Audited Financial Reports.
- 9:50 p.m. 11. General Manager's Report – Mr. Cameron
- 10:00 p.m. 12. M.G.L. Chapter 30B Bids – Material (Tab H) ACTION ITEM
- a. 2012-26 Engineering Analysis Software
Suggested Motion:
Move that bid 2012-26 for Engineering Analysis Software be awarded to Milsoft Utility Solutions for a total cost of \$73,250.00.

12. M.G.L. Chapter 30B Bids – Material (Tab H)

ACTION ITEM

b. 2013-01 Janitorial Services

Suggested Motion:

Move that bid 2013-01 for the Janitorial Services be awarded to S.J. Services for \$120,780.00 as the lowest responsive qualified bidder on the recommendation of the General Manager. (This is a three year contract.)

10:10 p.m. 13. General Discussion

10:15 p.m. BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, August and September 2012

E-Mail responses to Account Payable/Payroll Questions

10:20 p.m. RMLD Board Meetings

Wednesday, October 31, 2012, Wednesday, November 28, 2012

RMLD General Manager Search Committee Meeting, Wednesday, October 3, 2012

Citizens' Advisory Board Meeting

Wednesday, October 17, 2012 at RMLD

Budget Committee Meetings

Wednesday, April 3, 2013 and Wednesday, April 10, 2013

10:25 p.m. 14. Executive Session

ACTION ITEM

Suggested Motion:

Move that the Board go into Executive Session to approve the Executive Session meeting minutes of July 25, 2012, to discuss strategy with respect to collective bargaining and return to Regular Session for the sole purpose of adjournment.

10:40 p.m. 15. Adjournment

ACTION ITEM

Suggested Motion:

Move to adjourn the Regular Session.