



## Town of Reading Meeting Posting with Agenda

### Board - Committee - Commission - Council:

RMLD Board of Commissioners

Date: 2019-11-21

Time: 7:30 PM

Building: Reading Municipal Light Building

Location: Winfred Spurr Audio Visual Room

Address: 230 Ash Street

Agenda:

Purpose: General Business

Meeting Called By: David Talbot, Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

### Topics of Discussion:

\*Executive Session scheduled for 8:30 p.m. may occur later.

READING MUNICIPAL LIGHT DEPARTMENT  
BOARD OF COMMISSIONERS MEETING  
230 Ash Street  
Reading, MA 01867  
November 21, 2019  
7:30 p.m. Regular Session  
8:30 p.m. Executive Session\*

1. Call Meeting to Order
2. Opening Remarks
3. Introductions
4. Public Comment
  - Public Comment
  - Citizens' Advisory Board
  - Liaisons to RMLD Board
5. General Manager's Report
  - Update on Town Payment study and Dec. 2 presentation
6. Approval of Board Minutes (Attachment 1) – **ACTION ITEM**  
May 23, 2019  
Suggested Motion: Move that the Board approve the meeting minutes of May 7, 2019, May 23, 2019, June 20, 2019 on the recommendation of the General Manger.



## Town of Reading Meeting Posting with Agenda

7. CY 2019 Capital Budget\* – Mr. Jaffari – (Attachment 2) – **ACTION ITEM**  
Suggested Motion: Move that the RMLD Board of Commissioners approve the Calendar Year 2020 Capital Budget in the amount of \$11,513,482 as presented, on the recommendation of the General Manager.  
  
\*On October 23, 2019 the CAB voted to recommend 3:0:1 (3 in favor, 0 opposed, 1 absent).
8. CY 2019 Operating Budget\* – Ms. Markiewicz – (Attachment 3) – **ACTION ITEM**  
Suggested Motion: Move that the RMLD Board of Commissioners approve the Calendar Year 2020 Operating Budget with a Net Income of \$4,479,987 as presented, on the recommendation of the General Manager.  
  
\*On October 23, 2019 the CAB voted to recommend 3:0:1 (3 in favor, 0 opposed, 1 absent).
9. General Manager Committee - Mr. Talbot
  - a. Updated GM Performance Review Process – Mr. Hennessey
  - b. Preliminary Discussion of CY 2020 goals
  - c. Committee’s Recommendation to Disband Committee
  - d. Committee’s Nov. 7 Recommendation: Review of General Manager for the period July 1, 2018 to June 30, 2019 – **ACTION ITEM**  
Suggested Motion: Move that the Board approve the General Manager Committee’s recommendation that effective July 1, 2019, Ms. O’Brien receive a salary increase of four percent, in addition to a \$4,000 bonus, paid out as Ms. O’Brien chooses as ICMA, cash, or a combination of the two.
10. RMLD Procurement Requests Requiring Board Approval – Mr. Jaffari – (Attachment 4) – **ACTION ITEMS**
  - IFP 2019-24 Three Phase Pad Mounted Transformers**  
Suggested Motion: Move that proposal IFP 2019-24 for Three Phase Pad Mounted Transformers be awarded to: **WESCO Distribution, Inc.**, for **\$174,625.00**, pursuant to M.G.L. c. 164 Section 56D, on the recommendation of the General Manager.
  - IFB 2019-26 Construction and Installation of New Stand-by Generator with ATS**  
Suggested Motion: Move that IFB 2019-26 for Construction and Installation of New Stand-by Generator with ATS be awarded to: **Sparks Company, Inc.**, for **\$130,687.00**, pursuant to M.G.L., Chapter 149/Chapter 30 Section 39M, as the lowest responsible and eligible bidder, on the recommendation of the General Manager.
11. General Discussion
  - RMLD Board Meetings  
Monday, December 2, 2019  
Thursday, December 19, 2019
  - CAB Meeting  
December: Mr. Stempeck  

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED  
Account Payable/Payroll Questions



## Town of Reading Meeting Posting with Agenda

### 12. Executive Session – **ACTION ITEM**

Suggested Motion: Move that the Board go into Executive Session to discuss confidential, competitively-sensitive or proprietary information in relation to making, selling, or distributing electric power and energy; consider complaints brought against a public officer, employee, staff member or individual; discuss purchase of real property; and discuss strategy with respect to collective bargaining and return to Regular Session for the sole purpose of adjournment.

*Executive Session is scheduled for 8:30 p.m. but may begin earlier or later.*

### 13. Adjournment – **ACTION ITEM**

Move to adjourn Regular Session.