



Town of Reading Meeting Posting with Agenda

Board - Committee - Commission - Council:

RMLD Citizens Advisory Board

Date: 2018-11-14

Time: 6:30 PM

Building: Reading Municipal Light Building

Location: Winfred Spurr Audio Visual Room

Address: 230 Ash Street

Agenda:

Purpose: General Business

Meeting Called By: Dennis Kelley, 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:

1. Call Meeting to Order – D. Kelley, Chair
2. Approval of Minutes – D. Kelley, Chair
Suggested Motion: Move that the Citizens' Advisory Board approve the Minutes of the September 19, 2018, meeting as written.
3. General Manager's Update – C. O'Brien, General Manager
 - Director of Integrated Resources
 - Town Meetings - Board of Selectmen Meeting Dates and Agendas
4. Review of Recent Weather/Outage Issues – H. Jaffari, Director of
Engineering & Operations
5. Payment to the Town of Reading – C. O'Brien, General Manager
6. Upcoming Meetings – D. Kelley, Chair
7. Adjournment – D. Kelley, Chair

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.

Attachment 1- Agenda Item 2: Draft Minutes from September 19, 2018 Meeting



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

RMLD Citizens Advisory Board

Date: 2018-09-19

Time: 6:30 PM

Building: Reading Municipal Light Building

Location: Winfred Spurr Audio Visual Room

Address: 230 Ash Street

Session: Open Session

Purpose: General Business

Version: Draft

Attendees: **Members - Present:**

Mr. George Hooper, Chair (Wilmington); Mr. Jason Small, Vice Chair (North Reading); Mr. Dennis Kelley, Secretary (Wilmington); Mr. Neil Cohen (Reading); Mr. Vivek Soni (Lynnfield)

Members - Not Present:

Others Present:

Mr. David Hennessy, Board of Commissioners
Ms. Coleen O'Brien, Ms. Jane Parenteau, Ms. Kathleen Rybak

Minutes Respectfully Submitted By: Mr. Dennis Kelley, Secretary

Topics of Discussion:

1. Call Meeting to Order – G. Hooper, Chair
Chair Hooper called the meeting of the Citizens' Advisory Board to order at 6:30 PM and noted that the meeting was being audio recorded.
2. Approval of Minutes – G. Hooper, Chair
Materials: Draft Minutes from April 30, May 16 (Regular and Executive Sessions) and June 20, 2018 meetings.

Mr. Soni made a motion that the Citizens' Advisory Board approve the Minutes of the April 30, 2018, May 16, 2018 (Regular and Executive Sessions), and the June 20, 2018, meetings as written, seconded by Mr. Small. Hearing no further discussion, **motion carried 5:0:0** (5 in favor, 0 opposed, 0 absent).

3. NEPPA Annual Conference Recap – G. Hooper, Chair

CAB members and staff shared their impressions of the NEPPA Annual Conference held in August. Ms. O'Brien noted that she would pass feedback along to NEPPA.

4. CY2019 Budget Process – C. O'Brien, General Manager

Ms. O'Brien noted that staff is excited to be changing to a calendar year budget, which will be much more efficient. RMLD has had its FY18 audit and the results are forthcoming. Since RMLD has gone to a six-year plan, and the current FY19 Budget includes the first six months of CY19, there are not a lot of changes expected with the CY19 Budget. The exception is the cost of the new substation, which could potentially go down depending on the property purchased. The CAB will receive the CY19 Budget

by the end of September. A Budget review meeting was scheduled for October 9, at 6:30 PM, at a location to be determined.

5. CAB Reorganization – G. Hooper, Chair

Chair Hooper stated that the current Chair and Secretary terms are expiring, noting that he had served the limit of two terms as Chair.

Mr. Cohen nominated Mr. Kelley as Chair. Mr. Kelley accepted the nomination. Mr. Cohen made a motion to appoint Mr. Kelley Chair, Chair Hooper seconded the motion, hearing no further discussion, **motion carried 5:0:0** (5 in favor, 0 opposed, 0 absent).

Chair Hooper nominated Mr. Soni as Secretary. Mr. Soni accepted the nomination. Mr. Hooper made a motion to appoint Mr. Soni Secretary, Mr. Cohen second the motion, hearing no further discussion, **motion carried 5:0:0** (5 in favor, 0 opposed, 0 absent).

6. Next Meeting – G. Hooper, Chair

As discussed, the next meeting will be held October 9th.

Mr. Cohen asked about the status of the Subcommittee for the Payment to the Town of Reading. Ms. O'Brien reported that she had performed a study and made recommendations to the Board of Commissioners. The September 20th Commissioners meeting will include a discussion about the next steps and what will be presented to the Town. Ms. O'Brien confirmed that the study had not been presented to the Subcommittee.

7. Adjournment – G. Hooper, Chair

Mr. Small made a motion to adjourn the Citizens' Advisory Board meeting, seconded by Mr. Soni. Hearing no further discussion motion carried 5:0:0 (5 in favor, 0 opposed, 1 absent).

The CAB meeting adjourned at 7:06 PM.

8. Tour of the Control Center – C. O'Brien, General Manager

CAB members proceeded to the Control Room. Ms. O'Brien provided an overview of the updated technology.