

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

230 Ash Street
Reading, MA 01867
September 28, 2011
7:30 p.m.

- 7:30 p.m. 1. **Opening Remarks/Approval of Meeting Agenda**
- 7:35 p.m. 2. **Introductions**
- 7:40 p.m. 3. **Presentation of Fiscal Year 2011 Audit (Tab A)** **ACTION ITEM**
- a. **Melanson Heath & Company, PC Audit Review – Mr. Frank Biron**
- b. **Audit Committee – Vice Chair Pacino**
- ***Audited Financial Statement July 1, 2010 – June 30, 2011**
- Suggested Motion**
Move that the RMLD Board accept the Financial Statements as presented by Melanson Heath & Company for the fiscal year ended June 30, 2011.
- 7:55 p.m. 4. **Quarterly Conservation Program Update – Mr. Carpenter (Tab B)**
- 8:10 p.m. 5. **Approval of August 31, 2011 Board Minutes (Tab C)** **ACTION ITEM**
- a. **Suggested Motion:**
Move that the RMLD Board of Commissioners approve the Regular Session meeting minutes of August 31, 2011 as presented.
- 8:15 p.m. 6. **Report of Board Committee** **ACTION ITEM**
- a. **General Manager Committee – Chairman Hahn**
- ***General Manager’s Evaluation July 1, 2010 to June 30, 2011 (Tab D)**
- Suggested Motion:**
Move that the RMLD Board of Commissioners approve that the General Manager’s salary be increased by 5.1% retroactive to July 1, 2011, based on the General Manager’s performance review for the period 7/1/10 through 6/30/11.
- 8:25 p.m. 7. **General Manager's Report – Mr. Cameron**
- 8:35 p.m. 8. **Financial Report – June, July and August, 2011 – Mr. Fournier (Tab E)**
- 8:45 p.m. 9. **Power Supply Report – August 2011 – Ms. Parenteau (Tab F)**
- 8:55 p.m. 10. **Engineering and Operations Report – August 2011 – Mr. Sullivan (Tab G)**
Gaw Update
- 9:05 p.m. 11. **M.G.L. Chapter 30B Bids – Material (Tab H)** **ACTION ITEM**
- a. **2012-10 Disconnect Switches**
- Suggested Motion:**
Move that bid 2012-10 for 115KV, 2000 Amp Horizontal Disconnect Switches be awarded to EMSPEC Electro Mechanical Systems Inc. for a total cost of \$44,000.00 as the lowest qualified bidder on the recommendation of the General Manager.
- b. **2012-11 Three Phase Pad Mounted Dead Front Feed Transformer**
- Suggested Motion:**
Move that bid 2012-11 for Three Phase Pad Mounted Dead Front Loop Feed Transformers be awarded to: Power Sales for a total cost of \$157,352.00 as the lowest qualified bidder on the recommendation of the General Manager.

- 9:15 p.m. 12. General Discussion
- 9:25 p.m. BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED
Rate Comparisons, September 2011
E-Mail responses to Account Payable/Payroll Questions
- 9:30 p.m. Upcoming Meetings
RMLD Board Meetings
Wednesday, October 26, 2011 and Wednesday, November 30, 2011
RMLD Board Committee Meeting
Power & Rate Committee Meeting, Monday, October 3, 2011
Citizens' Advisory Board Meeting
Tuesday, October 4, 2011
- 9:40 p.m. 13. Approval of August 31, 2011 Executive Session Minutes (Executive Minute Tab) ACTION ITEM
(Board members only.)
a. Suggested Motion:
Move that the RMLD Board of Commissioners approve Executive Session meeting minutes of August 31, 2011 as presented.
- 9:45 p.m. 14. Adjournment ACTION ITEM
a. Suggested Motion:
Move to adjourn the Regular Session.