

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

230 Ash Street
Reading, MA 01867
September 29, 2016
7:30 p.m.

1. Call Meeting to Order

2. Opening Remarks

3. Introductions

4. Public Comment

- **RMLD Citizens' Advisory Board**
- **Liaisons to RMLD Board**
- **Public Comment**

5. Report of the Committee

ACTION ITEMS

a. Policy Committee – Commissioner Hennessy

- i. RMLD Policy 13, Revision 4, Facility Use**
- ii. RMLD Policy 20, Revision 3, Family and Medical Leave**
- iii. RMLD Policy 21, Revision 9, Non-Union Management Compensation and Benefits**

b. Fiber Optic Committee – Commissioner Talbot

6. Report RMLD Board Member Attendance at RMLD Citizens' Advisory Board Meeting

Note: There was no Board representation at the CAB meeting on August 14, 2016.

7. Approval of Board Minutes (Attachment 1)

May 26, 2016, June 30, 2016, July 28, 2016

ACTION ITEM

8. General Manager's Report – Ms. O'Brien

9. Power Supply Report – June and July 2016 – Ms. Parenteau (Attachment 2)

10. Engineering and Operations Report – June and July 2016 – Mr. Jaffari (Attachment 3)

11. Financial Update – Ms. Markiewicz

12. RMLD Procurement Requests Requiring Board Approval (Attachment 4)

a. IFP 2017-12 Battery Bank

Suggested Motion:

Move that proposal 2017-12 for Battery Bank at Substation 4 be awarded to WESCO as the most advantageous and responsive proposer on the recommendation of the General Manager for a total cost of \$24,000.00.

b. IFP 2017-14 Service Cable 1/0

Suggested Motion:

Move that proposal 2017-14 for 1/0 Triplex Service Cable be awarded to WESCO as the most advantageous and responsive proposer on the recommendation of the General Manager. The term of the contract is for one (1) year with an option for additional second or third year at the sole discretion of the Reading Municipal Light Department for a total cost of \$507,600.00.

12. RMLD Procurement Requests Requiring Board Approval (Attachment 4)

c. IFB 2017-17 Sports Utility Vehicle with Trade-In

Suggested Motion:

Move that bid 2017-17 for one: Sport Utility Vehicle (SUV) with Trade-In be awarded to: Stoneham Motor Co. for \$22,606.00 as the lowest responsive and responsible bidder on the recommendation of the General Manager.

d. IFP 2017-18 Sicame Connectors

Suggested Motion:

Move that proposal 2017-18 for Sicame Insulation Piercing Connectors be awarded to WESCO as the most advantageous and responsive proposer on the recommendation of the General Manager. The term of the contract is for one (1) year with an option for additional second or third year at the sole discretion of the Reading Municipal Light Department for a total cost of \$306,000.00.

13. General Discussion

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

E-Mail responses to Account Payable/Payroll Questions
Rate Comparisons, August and September 2016

RMLD Board Meetings

Thursday, October 20, 2016

Thursday, December 15, 2016

RMLD Committee Meetings

Thursday, October 20, 2016 RMLD Audit Committee meets with Town of Reading Audit Committee

RMLD Board Policy Committee Meeting in November – To be determined.

CAB Meetings

Wednesday, October 12, 2016

14. Executive Session

ACTION ITEM

Suggested Motion:

Move that the Board go into Executive Session to approve the Executive Session Meeting minutes of May 12, 2016, May 26, 2016, June 30, 2016, July 28, 2016 and discuss strategy with respect to collective bargaining and return to Regular Session for the sole purpose of adjournment.

15. Adjournment

ACTION ITEM

Suggested Motion:

Move to adjourn the Regular Session.