

Belmont Municipal Light Advisory Board Meeting
Conference Room 4, Belmont Town Hall
Monday, June 4, 2012
7:30 PM

ATTENDEES:

James Palmer, BMLD General Manager/CEO
Jennifer Murphy, BMLD Executive Assistant to the General Manager
John Dunleavy, BMLD Finance Manager
Ashley Brown, Municipal Light Advisory Board (MLAB) Chair
Robert Forrester, Municipal Light Advisory Board Vice Chair
Patricia DiOrio, Municipal Light Advisory Board
Gretchen McClain, Municipal Light Advisory Board

CALL TO ORDER:

The meeting of the Belmont Municipal Light Advisory Board was called to order at 7:45 PM by Municipal Light Advisory Board (MLAB) Chair, Ashley Brown.

APPROVAL OF MINUTES:

Minutes were approved by the Belmont Municipal Light Advisory Board (MLAB).

FINANCIAL UPDATE:

Palmer stated that the sum of \$495,395.00 for development costs for the substation project is not covered under the bond. These funds were paid out of working capital and will not be taken out of the rate stabilization fund. On May 31, 2012 there was an accident in the DPW yard at 12:30p.m. A DPW truck damaged a utility pole with three transformers on it which set a pole and storage shed on fire. McClain asked who is responsible for the costs incurred by this accident and Palmer stated that the BMLD will be reimbursed and the claim has been filed by MIAA (BMLD's insurance carrier). An estimate of \$20,000.00 in damage was reported. It is still unknown if any substation equipment was damaged, therefore that number could rise.

WARRANT ARTICLE THREE:

On May 13th a Town Meeting took place. Palmer stated a cost of \$69,000.00 was listed on the warrant for BMLD IT support. This concerned Palmer because he stated that it is not for IT support but for the salary of a full time employee, which was the original agreement with previous management. Palmer stated that the transfer of those funds should not be on the warrant. Palmer stated that the issue was brought to the attention of the Board of Selectmen are looking into it now. It was suggested that the Belmont Municipal Light Department develop its own IT Department to support its business operations. He stated that this is a crucial move in order for the Belmont Municipal Light Department to meet the Board's goals and objectives. Dunleavy agreed with Palmer and stated many issues that the Belmont Municipal Light Department has been dealing with. For example, online billing, internet access, customer web

and credit card payments are just a few of the restrictions the Town IT Department has implemented. Dunleavy also stated that the IT Department hired the security firm TBG Security, which came to look at the Town of Belmont software system. TBG Security then gave the IT Department recommendations as to what procedures should be implemented. With this security system in place, it is very hard to move ahead with improvements needed for the department.

PILOT PAYMENT REVIEW:

Forrester presented his analysis report and stated that the numbers look good for the next six years. Forrester took his figures and compared them to other municipalities that serve 20,000 plus customers. The department will go over his results and recommend what the needs are for the Belmont Light Department.

ADJOURNMENT:

The meeting of the Belmont Municipal Light Advisory Board went into executive session at 8:45 p.m.