

Minutes of January 16, 2008

Meeting of the Ashburnham Municipal Light Plant

Present Commissioners: George Ainsleigh, Richard Ahlin and Kevin Lashua

Stan Herriott, Manager

The Meeting was called to order at 4:30 p.m.

Chairman Ainsleigh called for approval of the agenda; the motion was made by Commissioner Ahlin and seconded by Commissioner Ainsleigh. The vote was unanimous.

Chairman Ainsleigh called for a motion to approve the Minutes of the December 19, 2007 meeting. A motion was made by Commissioner Ahlin and seconded by Commissioner Ainsleigh. The vote was unanimous. Secretary Ahlin signed the Minutes of the December 19, 2007 meeting.

Commissioner Lashua arrived.

Manager Herriott reviewed the year end 2007 budget with the Commissioners. He pointed out that we finished out the year at 2% over the projection set at the beginning of the year with regard to expenses and receipts were about 5 % over projections. Manager Herriott said that he was pleased with this result. He went on to say that there were no major unexpected events that would have impacted the budget. The main cost driving the budget is power supply which finished out the year about 7% over projections; however this is a very difficult number to pin down because electric sales are highly influenced by the weather. Even though we had cooler than normal temperatures during the summer we experienced much cooler temperatures in December setting a new system peak of 7.2 Mw's early in the month.

Manager Herriott told the Commissioners that he received notice that we were going to be audited by NPCC in conjunction with the new NERC reliability reporting requirements. This audit is what they refer to as an "On Site Audit" which means we are

to prepare the documents and send them along to their offices in New York City by March 5, 2008. Manager Herriott told the Commissioners that he was using just about all his time producing the reports and needed policies to deal with the audit request. He told the Commissioners that they needed to vote on the two policies that were given to them at last months meeting because they were needed to complete one of the requirements of the audit. These policies were the Sabotage and the UFLS Relay Testing. After some discussion a motion was made by Chairman Ainsleigh and seconded by Secretary Ahlin to approve the policies.

The Manager gave the Commissioners two other policies that require their action. The first is the Whistle Blower Policy which is required to meet one of the new accounting standards. The second is the Sick Time Policy, the updating of this policy was necessary because of the change in the way we handle sick time, which was agreed to in June of 2006. The policy was never updated to reflect the actual practice so this is an attempt to align the policy with the practice. The Commissioners said that they would take both of these polices under advisement for consideration at next months meeting.

Manager Herriott reported on the 100th Anniversary Project. He said he was working through the Gardner Chamber to secure the tent, tables and chairs. We were developing a list for sending out the invitations. He asked Commissioner Lashua if he thought the Lions Club would consider putting on their chicken dinner in the evening instead of the day so we could have that for the dinner. If so when we send out invitations we would include the cost per person and a return envelope so we could collect the monies for the dinner in advance. Commissioner Lashua said that he would talk to the club and get back to Manager Herriott. Manager Herriott said the plan was still to work with the scouts to give away hot dogs during the day to any resident of Ashburnham. The Light Department would reimburse any expense the scouts incurred. The Manager went on to say that he has put in binders all the historical information we had which will be available for people to look at. We have already received the 100th Anniversary award from APPA. Manager Herriott said the accountants had asked him to get a legal opinion on expending Light Department funds for this event. In talking with

the attorney he said the basic rule of thumb is if it is made available to the general public and does not single out a sub-set. For example if we wanted to pay for just the town employees to attend the dinner, that might not be considered a benefit for the general public and would not be allowed.

We are still working with the Historical Commission to select some acceptable styles of lighting for the new poles in the downtown area. The Manager said that he was not happy with the progress; Chairman Ainsleigh said that he would mention it to Ms. Sargent and see if he could speed the process up. The Manager thanked the Chairman and said that he would push from this end.

Manager Herriott said that there was nothing to report at this time on the MASSPOWER litigation. It was still moving through the appeals process.

Manager Herriott said that he had submitted the paper work to UMASS on a possible wind study. He had not heard anything yet. He also said that he was meeting with the local wind groups on Thursday to discuss ways of keeping things moving forward.

The Manager thanked the Commissioners for moving the meeting along so he could get to his next meeting.

A motion was made by Commissioner Ahlin and seconded by Chairman Ainsleigh to adjourn. The vote was unanimous.

The meeting adjourned at 5:43 p.m.

Respectfully submitted,

Rick Ahlin

Secretary