

## Open Session Minutes of September 18, 2013

### Meeting of the Ashburnham Municipal Light Plant Board

Present Commissioners: Richard Ahlin, Mark Carlisle & Kevin Lashua.

Stan Herriott Manager

Chairman Ahlin called the meeting to order at 7:00 P.M.

Customer or Citizen Comments: None

Chairman Ahlin called for a motion to approve the Regular Session Minutes from June 26, 2013. A motion was made by Commissioner Carlisle and seconded by Commissioner Lashua. The vote was unanimous.

Chairman Ahlin called for a motion to approve the Regular Session Minutes from the Special Meeting of July 24, 2013. A motion was made by Commissioner Lashua and seconded by Commissioner Carlisle. The vote was unanimous.

Manager Herriott addressed the Commissioners about the situation of the power line carrier meter-system. He began by saying that after about a year of struggling with Landis & Gyr to find the problem with the auto read system, they finally admitted to the fact the reading failures are linked to a component failure. At the same time they also delivered the news that the company would no longer support the hardware after March 30, 2014. Manager Herriott went on to say that there are 2 options. The first one is to gravitate towards the new Landis & Gyr PLEX system which is a real time two way power line carrier system. The second option is to change to a radio system. The PLEX system has some advantages such as it will be able to use the same billing software that is already integrated with our billing system, we can gradually transition over to the two way system as the new substation reader will read both TS1 and the new PLEX meters. Landis & Gyr is willing to give us the new substation equipment required to operate the new system, and they are also willing to give us a reduced cost on TS1 meters to keep the system

going until we get the new system installed. The new PLEX meters come preprogrammed and can include remote shut off.

The radio frequency system will do all the functions of the PLEX system as well as allow for programming from the office. The problem lies where you must build out the entire mesh radio system prior to deploying one meter. We would need to operate a dual system for several months while we switched systems. Manager Herriott felt the PLEX system advantages outweigh the additional functions of the radio frequency system and the total installation cost is slightly less.

Receipts and Expenses:

Receipts through May \$3,496,503.00

Expenses through May \$3,297,963.00

Manager Herriott said that the budget was running as expected.

The Commissioners had discussed the vacation policy at previous meetings. Manager Herriott requested they vote to approve the policy. The policy needs to reflect that we have been giving an additional day per year on the first of the year rather than at the end of the year. The error between practice and the policy was discovered in last year's audit. The new policy corrects this discrepancy. The Chairman called for a motion. It was made by Commissioner Lashua and seconded by Commissioner Carlisle. The vote was unanimous.

Manager Herriott has sought out costs to do an actuary study of the post-retirement healthcare since the Town has voted in post-retirement healthcare at the spring Town Meeting. The quote AMLP received was \$5,750.00 this quote was for all Town employees. The Commissioners had asked the Manager Herriott to find out what the cost would be just for AMLP employees. Manager Herriot said the cost would be \$3,500.00. The Commissioners feel that since AMLP was actively pursuing post-retirement healthcare it would be in the best interest of AMLP and the Town to move forward and do the complete study. After some discussion, the Commissioners directed Manager Herriott to notify the Town and let them know that AMLP would pay for the study for the entire Town.

Manager Herriotts expenses were \$708.31. This was for the cost of lodging associated with attending the New England Public Power Association annual meeting. The expenses were approved.

Manager Herriott mentioned that he had received two new Town policies governing expense reimbursement and payroll. Manager Herriott found it strange that the policies came from the Town Accountant and not the Board of Selectman. There was some discussion on the topic.

Manager Herriott reported that the pole replacement project is all set. AMLP crews were working on the transfers.

The FLO-Design wind project has been postponed indefinitely. In late August Bob Patten came to a meeting at the Light Department. He then stated that the Finance Review Board of FLO-Design completed a review of the Ashburnham project and had decided not to move forward. This decision was based on the fact that the return did not meet their financial model.

The solar project is well under way. The land has been cleared and leveled. Gro Solar is now waiting on the racking style to be decided. They will begin driving in the support posts. There will be a meeting with the Wire Inspector and the Electrical Engineer at the Light Department Thursday morning to go over any concerns they may have with the project.

Chairman Ahlin asked for a motion to approve the Executive Session Minutes from the July 24<sup>th</sup> meeting. There was no discussion only a vote. Commissioner Lashua moved the motion and it was seconded by Commissioner Carlisle. The vote was unanimous.

A motion was made by Commissioner Carlisle to adjourn and was seconded by Commissioner Ahlin. The vote was unanimous. The meeting adjourned at 9:00 P.M.

Respectfully submitted,  
Mark Carlisle  
Secretary