

Open Session Minutes of February 19 , 2014

Meeting of the Ashburnham Municipal Light Plant Board

Present Commissioners: Richard Ahlin, Mark Carlisle & Stan Herriott, Manager

Absent Kevin Lashua

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

Customer or Citizen Comments:

We received a letter from the Salvation Army thanking the employees who participated in the annual bell ringing. We also received a note from a customer, thanking Matt for the prompt service on a very cold night to repair the electrical service to their home.

Chairman Ahlin asked for a motion to vote on the Minutes from the November 20 , 2013 which were not voted on at the last meeting because of a lack of a quorum. A motion was made by Commissioner Carlisle and seconded by Commissioner Ahlin. The vote was unanimous.

The Minutes from the December 18 , 2013 meeting could not be voted due to lack of a quorum present in attendance at the last meeting. The Minutes will have to be held until the next meeting when Commissioner Lashua will hopefully be in attendance.

Manager Herriott gave the Commissioners the amended Terms and Conditions. He explained that the Insurance Trust that we belong to requested that all systems have the Terms and Conditions reviewed to ensure that they would withstand a legal challenge. The Commissioners questioned the cost to set a pole today as opposed to what was printed in the amended Terms and Conditions. Manager Herriott said he would look into this for the next meeting. The Commissioners decided to table any action on the amended Terms and Conditions until the next meeting.

Manager Herriott reported the receipts are running about 4% under projections with expenses running about 3% under projections.

Receipts through January \$487,310.00

Expenses through January \$477,419.00

Managers Expenses: \$162.00 cost of food for employee safety meeting and retirement luncheon. Approximately 30 people in attendance.

Manager Herriott reported on the progress of hiring a replacement for Don Bisbee. The first search conducted was for a 1<sup>st</sup> Class Lineworker. The search yielded approximately three possible candidates and two were interviewed. Although qualified, neither of them seemed to be a good fit for our small department. Manager Herriott then re-advertised for an Apprentice Lineworker. We received several applications which produced two very qualified candidates. Manager Herriott felt these applicants seemed to fit with our current employees. Manager Herriott stated to the Commissioners that he would like to move forward and conduct interviews with these two apprentice candidates. The Commissioners reviewed the applications and agreed it would be a good direction to move in. Manager Herriott said that he would move forward with the interviews.

Manager Herriott reported that he had ordered the first group of LED replacement fixtures for the town street lights at a cost of \$181.00 each. They are expected to be delivered in mid-March at which time we will begin to install them. The new lower wattage lights are expected to save

approximately \$4,000.00 per year in energy costs. The conversion should be completed by mid-year.

We have planned to begin the second year of pole replacements around the first of March. With the heavy snow fall recently this will likely have to be pushed back. We are planning to replace another 100 poles. Pole replacement will be done by U.S.A. with the transfer work being completed by AMLP crews.

Manager Herriott had previously announced his plans to retire July 31, 2014. Manager Herriott presented a letter to be included with the Minutes to formalize that date.

Next meeting date is planned for Wednesday the 26<sup>th</sup> of March beginning at 6:00 P.M. The Commissioners that were present had conflicts with the normal third Wednesday of the month.

Manager Herriott reported on the continuing meter problem. Manager Herriott met with the representatives from Landis & Gyr on Wednesday the 19<sup>th</sup> of February. While speaking with them he told them about his concerns and the problems with the solar readings were now being blamed on the new solar array. He stated that that he could not go forward with the PLEX system if this issue was not resolved in writing. He reported that Landis & Gyr was agreeable to writing a proposal that would reflect our needs for a guarantee that the system would perform. Also a proposal to install a pilot program of 100-200 meters and if the system was not performing to our expectations the equipment would be removed and returned at no cost to AMLP. The Commissioners agreed that was the way to move forward. Manager Herriott said they will make that presentation at the April meeting.

Manager Herriott stated that we are still working with Attorney Scobbo and Peabody Light on the pole attachment rates for Comcast. Manager Herriott went on to say that we have received payment from Comcast for our current invoice that was due in April 2013. Manager Herriott also intends to send the invoice for 2014 using the same formulas we have used for many years. This will be an on-going issue.

There was a motion to enter Executive Session to discuss personnel matters. The motion was made by Commissioner Ahlin and seconded by Commissioner Carlisle to enter Executive Session and to return to Open Session only to adjourn.

A roll call vote was taken.

Commissioner Ahlin "Aye"

Commissioner Carlisle "Aye"

The meeting entered Executive Session at 9:05 P.M.

The Meeting reconvened in Open Session at 9:20 P.M.

A motion was made by Commissioner Carlisle to adjourn and was seconded by Commissioner Ahlin. The vote was unanimous. The meeting adjourned at 9:20 P.M.

Respectfully submitted,

Mark Carlisle

Secretary