

**ASHBURNHAM MUNICIPAL LIGHT PLANT
REGULAR SESSION
Meeting Minutes**

Date: September 10, 2014
Location: 24 Williams Road, Ashburnham, MA Conference Room
Board Members: Richard Ahlin (Ahlin) Chairman
Mark Carlisle (Carlisle) Secretary
Kevin Lashua (Lashua)
AMLP Staff: Michael Rivers (Rivers) General Manager
Attendees: Chardell Davis, George Pape, Walter Carrington

Chairman Ahlin opened the meeting at 7:00 pm.

The first agenda item was a request from ratepayer Lindsey Sundberg to discuss the proposed natural gas pipeline. Sundberg was not present. Ratepayer Chardell Davis said that Sundberg got the email notice of the meeting and was unsure why Ms. Sundberg wasn't present.

George Pape made a request to receive a copy of the Manager's employment agreement. Rivers asked Pape whether it was ok to send via email. Pape said that was fine. Ahlin requested that it be sent to Mr. Pape via Certified Mail.

Managers Update

Comcast-Rivers said that the Comcast pole attachment litigation was likely finished, but would be discussed later in Executive Session.

National Public Power Week-We would be giving out the remaining LED night lights for the upcoming National Public Power Week.

NEPPA Annual Conference-Rivers said that the NEPPA Annual conference held in August had been very productive. One of the major continuing issues will be the wholesale electric price fluctuations due to possible curtailment of natural gas to power plants due to the lack of pipeline capacity in New England.

Manager Employment-Rivers noted that everything was completed with regard to his employment as Manager, including the CORI check, bonding, Driver's License check, etc.

Monty Tech-There was recently a nice article in the Sentinel about the lights the AMLP installed for Monty Tech school on the athletic fields.

The Ashburnham Business Council / Chamber of Commerce has asked our opinion as a member about whether to combine the Downtown Days with the 250th Anniversary celebration to be held at Oakmont. The Board and staff concurred this would be a good thing.

Berkshire Wind-There is an Open House at Berkshire Wind this week if anyone is interested.

Trucks-The new Digger Derrick is here and will be registered tomorrow. Several items the Line crew wanted on the truck aren't there, such as a locking differential and flail chains, but they weren't in the bid spec, so we may just have to add them later at our cost.

Propane-Rivers noted that he had gone out for quotes on propane for the AMLP building and generators. We had been paying market-based rates of \$3.30 to \$3.60 per gallon, and we got a

fixed price of \$1.80 per gallon which can also be used by other town departments. We may need to budget to purchase a tank next year to continue to get the lower price is we change vendors in the future.

Meeting Minutes-Rivers discussed having a Senior Citizen participating in the Senior Work Off program write the minutes in the future. It was agreed this is something we should look into.

Finances-Rivers noted that the Northern Data (NDS) wasn't able to print financial reports until the fiscal year was closed, but he asked them to create that function. There still needs to be a reconciliation between that reporting process and the spreadsheet based financials that the dept has traditionally used during the year. The Board agreed that this will be an ongoing process to work out in the future. We are on track this year for a small operating profit for reinvestment.

Facebook-We have created a Facebook friend page, that has already been used once to keep people informed during a daytime outage.

Training-National Grid has no openings in their consolidated training programs for us due to the large number of their own new employees going through the school.

Energy Grant-We lost about \$10,000 from the maximum amount of the energy grant for the LED streetlights because we had already started the project when the grant was announced, but something is better than nothing, and the project was already going to be done without the grant.

NEW BUSINESS

HELPS Program-Rivers presented the new HELPS rebate program from MMWEC. They are changing it so that the entire base contract doesn't have to be rewritten and signed every time there is a minor change. The "boilerplate" contract stays the same, and just the appendices and numbers change, which the Manager can approve if the Board votes that way. The Board also has to vote to change the legal representative for HELPs to the new Manager Rivers.

Ahlin made a motion to approve the amended HELPS Agreement and to authorize the Clerk to sign the contract on behalf of the Board. Carlisle seconded. Roll Call Vote, Ahlin aye, Carlisle aye, Lashua aye.

Carlisle made a motion to designated Rivers as the HELPS program representative, and have Ahlin as the alternate. Lashua seconded. Roll Call Vote, Ahlin aye, Carlisle aye, Lashua aye.

MMWEC Level One Energy Audit-Rivers noted that as part of the Town's application for Green Community designation. Rivers and Carlisle did a preliminary walk through of many town buildings with Kim Boas from MMWEC, and we have gotten an estimate of \$4,125 to perform a Level One audit of the town buildings. The town wants the AMLP to pay for the audit. Rivers discussed with Town Administrator Doug Briggs the idea of AMLP paying for the audit and then deducting the amount from next year's PILOT payment, which Briggs was ok with. The Board was ok with the idea. Rivers also noted that one other future project might be to update the Water Dept pumps because they are large 50hp motors that are near the end of their lifespan and inefficient. We are also exploring ways to reduce the motor usage during peak demand periods for peak shaving.

Ahlin made a motion to approve an amount up to \$5000 for a Level One Energy audit for town buildings if the funds are needed. Lashua seconded, all in favor.

Cost of Service Study-Rivers noted that the last study was done in 2007, and should be done relatively soon. He has gotten several quotes all of which are in the same range around \$10k. The Board agreed this was something that needed to be done.

RP3 Reliability Program-A national program that documents and quantifies Reliability, Safety, Workforce Development, and System Improvement. Rivers believes it would be a good way to capture information that is now only in people's heads. We will be losing almost 150 years of institutional knowledge within a few short years due to retirements, and we need to plan for that transition. A goal, maybe for a year or two in the future.

Resiliency Grant-We have an unprecedented percentage of solar generation, and Rivers would like to begin planning for grid storage. Rivers shared some load printouts that showed how much solar generation can be lost due to unexpected storms at the worst possible times. There is a grant that could possibly be used for grid storage, although the deadline has passed, there might still be an opportunity to get an application in.

Future Agenda Items-None requested

The Board then offered the residents present the opportunity to discuss the Pipeline issue that Ms. Sundberg had requested, even though she wasn't there. Ratepayers Davis and Carrington expressed concerns that they haven't gotten enough information from Kinder Morgan related to the proposed pipeline. The Manager and the Board explained how the lack of natural gas pipeline capacity affects the electrical industry. A discussion of almost an hour ensued regarding renewable energy and other issues.

At 8:35 pm Carlisle made a motion to enter Executive Session to discuss Confidential and Proprietary Information as an energy supplier. Lashua seconded. Roll Call vote, Ahlin aye, Carlisle aye, Lashua aye.

At 9:10 pm returned to Open Session from Executive Session.

Lashua made a motion to adjourn, Carlisle seconded, all in favor.

Respectfully submitted,

_____ Date _____

Mark Carlisle
Secretary