

Ashburnham Municipal Light Board  
Conference Room 24 Williams Rd.  
Ashburnham, MA 01430

Meeting Minutes, June 1, 2016

Commissioners: Richard Ahlin, Chairman

Mark Carlisle, Vice Chairman

Sara Davis, Clerk

AMLP Manager: Michael Rivers.

Others in attendance: James Goulet and Heather Isaacs from Goulet, Salvido & Associates.

AMLP employees: Anne Olivari, Jane Dancause, Matthew Wilson, Jeremy Holmes and Jeffrey Schrecke.

The Meeting was called to order by Ahlin at 6:34 pm with a roll call vote. Ahlin aye, Carlisle aye, Davis aye. Ahlin announced all meetings are subject to video and audio recording.

Carlisle motioned for the agenda to be accepted as written, seconded by Davis. The vote was unanimous.

Goulet presented the annual audit. He stated it was comparable to last year with one major change being the implementation of GASB, which is the accounting and reporting of postemployment employment benefits. Audits are now required to document the liability for the cost of future employee pensions.

Goulet reviewed the financials with the Board. AMLP received an "unqualified" opinion which is considered good. AMLP is in a strong position to pay the bills, has cash and reserves on hand should we encounter an unexpected event ie ice storm. Heather Isaacs presented the DPU report and Internal control statement. Isaacs stated that there were difficulties in this audit, She and Rivers concurred that there were communications issue that need to be improved. Rivers said there were several issues causing delays, including using a cloud-based file exchange for the first time.

Rivers asked Jim Goulet about a comment he made regarding putting all transformers into plant service at purchase, rather than carrying some in inventory.

There was discussion regarding the timing of the audit. AMLP is usually the first utility G&S does each year and the early timeframe is becoming more difficult as needed reports are coming later from other entities. After discussion, Ahlin recommended keeping the same schedule.

The Board thanked Goulet and Isaacs for their input and work and they left at 7:40 pm.

**Manager's report and old business:**

Rivers stated the new road sign is done, sealcoating was done, solar has been generating well, no news on intersection project. Rivers is checking on a new grant that would possibly help AMLP pay for lighting upgrades to some municipal buildings. This grant was designed for LED streetlight conversions but as we have done that he will check if it possible to re allocate funds to our lighting or to park & grounds department. Carlisle asked if it could be used towards LED lighting for Downtown. Rivers stated probably not this grant

Rivers advised the Board of an error in billing the hardware store for private area Lighting. Customer had been charged for 8 years for private lighting that had been removed prior to 2009 during the downtown lighting upgrade. Total overbilling was \$1627.50. Carlisle made a motion to credit the customer the \$1627.50. Davis seconded the motion. Vote was made, Ahlin aye, Carlisle aye and Davis Aye.

Amount of final Pilot payment to town was changed from initial estimate due to recalculation of kwh sales and amount was now \$68446.26.

Land purchase is moving forward with Board of Selectmen signing off.

Health insurance rates are increasing another 4% as of July 1,2016. Rivers noted this was the second increase this year, coming on top of an 11.5% increase in January.

We received a check for the grant on Overlook School LED lighting conversion, we are planning to convert the AMLP garage and exterior lighting this year as well.

GO program has had very few customers actually submit applications. Some discussion as to if we can increase amount of grant given and or if it could include refrigeration and sewage pumps for DPU.

Rivers presented an idea to place stone around mouth of driveway to eliminate the mulch and stop people from driving over mulch, plows from digging it up. Stone project would be close to \$10,000. Board decided to freshen it up, tack black cloth down, not interested in spending a large amount of money on the landscaping this year.

### **Inventory**

There was general discussion as how to get inventory more accurate and user friendly. It was decided to use average valuation, question on whether to change items being tracked from \$10.00 value to \$20.00, making adjustments for old items presently in stock to being considered dead items, therefore helping to streamline the item count

There was discussion related to training on Sage/Peachtree. Ahlin and Davis recommended getting someone to come in to train on the software. Carlisle commented there are local companies in Shrewsbury and Manchester who Rivers could contact.

### **Minutes:**

Minutes of April 13,2016 were presented and read. Carlisle made a motion to approve the Minutes as written, Davis seconded. Carlisle and Davis voted to accept. Ahlin abstained as he was not present for the April meeting.

### **Upcoming events:**

Rivers reviewed the update list he had emailed previously to the Board.

MMWEC meeting next week in Shrewsbury discussing NYPA and SREC3. The Smart Grid conference is June 26-29.

Rivers stated that he purchased smart strips and we are giving them to customers until the supply runs out, he had purchased close to 100 through MMWEC.

AMLP is paying for the tent and chairs for Community Day. Community Day is being sponsored by the Ashburnham Lion's club. Olivari mentioned that the parks and recreation department is showing a movie on the night before Community Day and she would take the GLO necklaces and handout from the Department at that event. These were originally purchased for Ashburnham's 250th celebration.

### **Future meetings and agenda items:**

Next meetings were tentatively scheduled for June 22, and July 13, 2016. Items to be discussed are inventory, 101 intersection and expenses.

Motion was made by Carlisle adjourned to Executive session to discuss under M.G.L.Chapter 30A Section 21a #2,3,6 and 10 and they Board would only be going into regular session only to adjourn. Davis seconded the motion. Roll Call Vote, Ahlin aye, Carlisle aye, Davis aye.

Meeting adjourned regular session at 8:45 p.m.

Sara Davis, Clerk

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