

Ashburnham Municipal Light Board

Wednesday, September 13, 2017
24 Williams Road, Conference Room
Ashburnham, MA 01430

Meeting Minutes

Commissioners: Rick Ahlin, Chairman
Mark Carlisle, Vice Chairman
Sarah Davis, Clerk

AMLP General Manager: Kevin Sullivan

Other Attendees: Brooke Czasnowski, Anne Olivari, and Jeffrey Schrecke

Carlisle called the meeting to order at 7:05 pm with a roll call vote. Davis present, Carlisle present. Rick Ahlin absent from meeting.

Carlisle announced all Board meetings are subject to audio and video recording.

Carlisle made a motion to approve the agenda as written. Davis seconded.

Carlisle made a motion to approve the meeting minutes from June 7, 2017, June 13, 2017 and August 10, 2017. Davis seconded.

Citizen speak: There were no remarks.

General Manager Items:

General Manager Contract and Monthly Expenses: Sullivan mentioned how he has enjoyed his first month with the AMLP and has seen a great show of support from current and former employees. Expenses presented were for the NEPPA Annual Conference attended by Sullivan from August 20th through August 23rd 2017.

NEPPA Annual Meeting: Sullivan discussed how he had the opportunity to reconnect with many Central Massachusetts General Managers and made face-to-face introductions with MMWEC personnel.

PLC Metering Collector Update: Sullivan explained that prior to the installation of the new collector it was necessary to bring in a new cable line and modem to the substation shed and that it has been installed. He is now in the process of trying to expedite the shipping of the new collector. It is currently scheduled to ship on September 20th. Sullivan has been in contact with the metering specialist who is going to assist with the installation.

2nd Quarter Financials: In August Sullivan met with Heather Issacs from Goulet, Salvidio and Associates to close out Q2 financials and to discuss internal controls. Issacs recommended that the AMLP focus on improving inventory control and cross-training the office staff. She also noted that AMLP needs to have a rate study performed, the PPA needs to be reviewed and an accounting manual needs to be created.

MassCEC Energy Storage Grant Update: Application deadline for the ACES Grant was June 9, 2017. Sullivan noted that numerous applications were received and the award date has been moved to late November. Additionally, the possibility is such that ISO-NE coincident peak will not be reduced in 2018 due to the MassCEC new award schedule.

Website Upgrade: Sullivan spoke about the need for an updated website and some features that would be beneficial to the AMLP.

Goals and Objectives: Sullivan presented six goals for 2018. He stated he has already started working on most of them and this list will evolve over time. The Commissioners will review and decide on the goals deemed most relevant.

Electric Vehicle Charger Rebate: MMWEC has reached out to ChargePoint to partner with them for an EV charger. There was discussion in regards to the ChargePoint charger rebate and how it could be beneficial to the AMLP customers. Commissioners agreed that the AMLP should offer the rebate.

Bucket Truck Replacement: On September 8th, the pre-paint inspection was done on the truck. Sullivan said the truck is scheduled to be delivered next month.

Tree Trimming Bid Document: Sullivan said he is in the process of finalizing the document and will be putting it out to bid soon.

The next meeting for the board was scheduled for October 18, 2017 at 7:00pm.

Carlisle made a motion to enter into executive session under M.G.L. Chapter 30 A Section 21(a) and the following clauses 3. To discuss strategy with respect to collective bargaining or litigation. To return to open session only to adjourn. Davis seconded. Roll call vote was taken at 8:15 pm. Davis aye, Carlisle aye.

A handwritten signature in black ink, appearing to read 'Sarah Davis', is written over a horizontal line.

Sarah Davis, Clerk