

Ashburnham Municipal Light Board

Wednesday, January 17, 2018
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, Jeffrey Schrecke

Ahlin called the meeting to order at 7:02 pm with a roll call vote. Ahlin present, Carlisle present, Davis present (via phone).

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

Carlisle made a motion to approve the meeting minutes from November 29, 2017. Ahlin seconded. All in favor. Carlisle aye, Ahlin aye, Davis aye.

General Manager Items:

GM Goals Update: Sullivan discussed his goals. The website is getting closer to completion. He said the goal right now is to have it finished by late February or early March. The reliability report has been implemented. The data has been entered for August thru December 2017. The meeting with the vendor to discuss Geographical Information System was canceled in December. The office staff have been working to create an accounting manual and work to continuously cross-train office personnel. Sullivan has had discussions with MMWEC regarding performing a rate study. The AMLP is entitled to a study every five years and the cost is included as one of MMWEC's services.

Reliability Report August: Sullivan presented the reliability report for August thru December 2017. The three-year subscription for the report was purchased from APPA for \$418. The report is set up and data on outages will be entered ongoing. Three of the metrics calculated by the report are SAIDI (System Average Interruption Duration Index), SAIFI (System Average Interruption Frequency Index) and CAIDI (Customer Average Interruption Duration Index). The report will be useful for self-evaluation and comparative analysis. It can also be used to view the AMLP against other utilities of the same size.

Uncollectible Customer Accounts: Czasnowski discussed the accounts receivable aging for the AMLP as of 12/31/2017. A detailed breakdown was presented to show

the accounts that were 150+ days and for all inactive accounts dated 2016 and prior. Czasnowski noted that there were liens placed on three accounts in 2017.

Meter Replacement Update: Sullivan stated that he has been working with Landis+Gyr (L+G) to finalize a letter highlighting L+G's commitment to service the PLX system for 15 years. Sullivan received a draft letter from Landis+Gyr's Senior Vice President of Customer Operations, Tim Weidenbach. The final revisions of the letter are still in process. The letter mentioned the 15-year commitment and stated that if L+G fell short of the 15-year service commitment that they would refund to the AMLP an amount equal to the cost of the metering system divided by 15, for each year of the 15-year service agreement they were not able to fulfill. Sullivan was satisfied with the letter and presented it to the board for a vote on moving forward with the meter system upgrade.

Carlisle made a motion to move forward with the upgrade of the meter system to the Landis+Gyr PLX system. The upgrade is not to exceed \$500k. The two contingencies with moving forward are receiving the executed letter from L+G stating their 15-year commitment and receiving a satisfactory master agreement with the read guarantee of greater than 99%. Davis seconded the motion. All in favor Carlisle aye, Davis aye, Ahlin aye.

Battery Storage Update: Sullivan said that MMWEC was still waiting to receive the contract from the MassCES. Sullivan has a meeting at the AMLP on 1/18 to discuss details of the project with MMWEC.

The next meeting for the board was scheduled for February 21, 2018 at 7:00pm

Ahlin made a motion to enter into executive session under **M.G.L. Chapter 30A: Section 21(a)** and the following clauses:

3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

10. To discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided in the course of activities conducted by a governmental body as an energy supplier.

To return to open session only to adjourn. Carlisle made a motion. Davis seconded. Vote was taken at 8:23pm. All in favor Carlisle aye, Davis aye, Ahlin aye.

 Vice Chairman

Sarah Davis, Clerk