

Ashburnham Municipal Light Board

Wednesday, October 24, 2018
24 Williams Road, Conference Room
Ashburnham, MA 01430

Meeting Minutes

Commissioners: Rick Ahlin, Chairman
Mark Carlisle, Vice Chairman
Stephen Hogan, Secretary

AMLP General Manager: Kevin Sullivan

Other Attendees: Brooke Czasnowski

Ahlin called the meeting to order at 4:00 pm with a roll call vote. Ahlin present, Hogan present, Carlisle present.

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

Carlisle made a motion to accept the agenda as written. Hogan seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

Carlisle made a motion to approve the meeting minutes from August 16, 2018 – Open and Executive Sessions and September 12, 2018 – Open Session. Hogan seconded. All in favor. Hogan aye, Carlisle aye, Ahlin aye.

General Manager Items:

Public Power Week 10/8-10/12: Sullivan informed the board that the AMLP gave away 120 LED desk lamps to customers in celebration of Public Power Week.

Day After Thanksgiving Vote: Sullivan stated that per the Collective Bargaining Agreement (CBA) a vote was needed to determine if the represented employees would receive the day after Thanksgiving as a paid Holiday in 2018. The Board asked for the General Managers recommendation. Sullivan recommended that the Board vote in favor of the Holiday. Hogan made a motion to accept. Carlisle seconded. All in favor. Hogan aye, Carlisle aye, Ahlin aye.

Meter Replacement Updated: Sullivan presented the GIS printout to the Board and explained that all the meters showing in green have been replaced and the meters in red have not been replaced. There are currently 29 meters that need to be replaced. All meters have been delivered to the AMLP. The AMLP had 103 new TS1 meters that were no longer needed. These meters were all purchased by Fox Island Cooperative in Maine.

MADEP Closeout Letter: Sullivan discussed the letter the AMLP received from the MassDEP. Sullivan was previously advised by the Board to put together a letter in response to the MassDEP's letter. Sullivan's draft was discussed and finalized and is ready to be submitted to the MassDEP.

Battery Storage Project Update: Sullivan presented the letter that was sent to MMWEC CEO Ron DeCurzio in response to DeCurzio's Letter of Explanation regarding the battery storage project. DeCurzio will be attending the 11/15 meeting and will speak directly to the Board. Sullivan informed the Board that there were four bidders present at the 10/3 meeting. He said he had thought there was a possibility of 3 bids and 1 sub bid. Only one bid was received, and it was from two of the bidders that partnered together. Sullivan explained that there were discussions with MMWEC to determine if it would be beneficial to put out for re-bid and delay the project until March. It was decided to award the bid to the Ryan Company and move forward with the project as scheduled. The bid was awarded on 10/17, the kickoff meeting was 10/22 and they will begin on 10/29. The expected completion date is 12/3 (not including the arborvitaes). The AMLP will be pulling the cable and the batteries will be ready when the AMLP is ready. Sullivan presented the Proforma spreadsheet from MMWEC. The spreadsheet will be discussed at the 11/15 meeting with DeCurzio.

GM Goals and Objectives: Sullivan provided the Board with an update of his goals as described in the board packet.

Reliability Report – Reliability reports were presented. Sullivan explained how the data can easily become skewed.

Geographical Information System – GIS meter replacement is almost complete. There are 29 meters that still need to be replaced. This is a multi-year project.

Accounting Manual – On going. Developed by Office Manager and Staff Accountant.

Cross-train Office Personnel – Development of office staff. Staff Accountant training is 75-80% complete.

Institute Rate Study – Meeting 9/6 followed up by data gathering. Study complete 10/10, meeting 10/18. Awaiting rate design recommendations(s). Matt Ide and Kelly Lovett from MMWEC will present at December meeting.

The next meeting for the Board was scheduled for November 15, 2018 at 10:00am.

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

10: To discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided: when such governmental body, municipal aggregator or cooperative determines that such disclosure will adversely affect its

ability to conduct business in relation to other entities making, selling or distributing electric power and energy.

Ahlin made a motion to adjourn the meeting. Hogan, seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

A handwritten signature in cursive script, reading "Steph J Hogan", is written over a horizontal line.

Stephen Hogan, Secretary