

# Ashburnham Municipal Light Board

Wednesday, October 21, 2020  
99 Central Street, Public Safety Training Room  
Ashburnham, MA 01430

## Meeting Minutes

Commissioners: Mark Carlisle, Chairman  
Richard Ahlin, Vice Chairman  
Stephen Hogan, Secretary  
AML P General Manager: Kevin Sullivan  
Other Attendees: Brooke Czasnowski, Jeffrey Schrecke

Carlisle called the meeting to order at 9:03 am with a roll call vote. Ahlin present, Hogan present, Carlisle present.

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

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

Hogan made a motion to approve the September 16, 2020 open session meeting minutes. Ahlin seconded. All in favor. Ahlin aye, Hogan aye, Carlisle aye.

### General Manager Items:

*Apprentice Lineworker Update:* Sullivan informed the Board that Ryan Perrault began with the AMLP on 10/13 in the position of Groundman III. He is currently enrolled in NEPPA training and will begin his 3<sup>rd</sup> year in January 2021.

*T&C's Review:* Sullivan discussed the deposit required for commercial and industrial customers in the Terms and Conditions. A decision was made to investigate this further and review at a later date.

*Goals and Objectives Report:* Sullivan provided the Board with an update on his 2020 goals and objectives.

**Create Streetlight Specification-** 100% complete. Created Infrastructure Placement and Use section of the Terms and Conditions.

**Create Specification and Perform Building Renovation-** 30% complete. Specification created, refined by Architect. Draft plan developed. ON HOLD DUE TO COVID – scheduled for 2021.

**Create Specification for Squirt Bucket-** 90% complete. Specs very close to complete – will be sent to bidders.

**Working with Ford Cab Chassis Designers -** 100% complete. Cab Chassis bid awarded to Marcotte Ford.

**Determine the Vendor and AMLP Involvement of Outsourcing AMLP billing/ mailing tasks** - 100% complete. Billing Outsourcing complete. Mailing Outsourcing live.

**Develop AMLP 5-year Strategic Plan**- On-going. 25% complete. Strategic outline complete. Adding details to strategic plan.

**Geographical Information System**- On-going. 20% complete. GIS vendor collected pole data for most of Ashburnham and populated into the application. 2020 Capital Plan item complete – funds exhausted. Data collection for northeast section of town will resume in 2021.

*Q3 Reliability Report:* Sullivan presented the Q3 reports.

Customer Average Interruption Duration Index (CAIDI)	48.423 minutes
System Average Interruption Duration Index (SAIDI)	0.411 minutes
System Average Interruption Frequency Index (SAIFI)	0.0085 frequency

*Solar Installation(s) Update:* The AMLP had one customer go live in 2020. Two additional customers should go live by the end of 2020. All customers that have expressed an interest in solar have been contacted.

*Tree Trimming Bid:* Sullivan informed the Board that the new bid went out and bids are due back for public opening 11/5. The present bid ends December 2020.

Discussion ensued about scenic roads and tree trimming thereof.

*OPEB 2020 Funding Vote Required:* Sullivan recommended making a \$62,000 contribution in 2020 to the unfunded actuarial liability for OPEB. After discussion, Ahlin made a motion to make a \$65,000 contribution to the OPEB fund. Hogan seconded. All in favor. Ahlin aye, Carlisle aye, Hogan aye.


The next meeting for the Board was scheduled for November 18, 2020 at 2:00 pm (virtual meeting).

Hogan made a motion to enter 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.

Ahlin seconded. Vote was taken at 10:32 am. All in favor. Hogan aye, Ahlin aye, Carlisle aye.

  
Stephen Hogan, Secretary