

# Ashburnham Municipal Light Board

Wednesday, January 20, 2021

Virtual Board Meeting

## Meeting Minutes

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

Entered at 11:05 am and left at 12:13pm: D.M. Moschos (Seder & Chandler Law Attorneys), William Montablano (Montablano Computer Services)

Entered at 12:30 pm: Jeffrey Shrecke

Carlisle called the meeting to order at 11:03 am with a roll call vote. Ahlin present, Hogan present, Carlisle present.

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

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.

Ahlin seconded. Vote was taken at 11:05 am. All in favor. Hogan aye, Ahlin aye, Carlisle aye.

Carlisle made a motion to exit executive session and return to open session. Hogan seconded. Vote was taken at 12:17 pm. All in favor. Ahlin aye, Hogan aye, Carlisle aye.

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

Hogan made a motion to approve the December 16, 2020 open session meeting minutes after removing the duplication. Carlisle seconded. All in favor. Hogan aye, Carlisle aye (Ahlin abstained).

Carlisle gave an update on the sidewalk project and streetlight grant. The Town is still waiting for grant approval. Sullivan will speak to the engineering firm to discuss possible options.

General Manager Items:

*2020 General Manager's Goals and Objectives:* Sullivan provided the Board with an update and recap of his 2020 goals as described in the Board packet.

**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-** 100% complete. Utility Body and Aerial Lift bid awarded to Altec.

**Create Specification for Ford Cab Chassis-** 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. GIS vendor collected pole data for most of Ashburnham and populated into the application. 2020 Capital Plan item 100% complete – funds exhausted. Data collection for northeast section of town will resume in 2021.

Sullivan presented the Battery Storage Value to AMLP 2018-2020 with MMWEC Operations spreadsheet to the Board and explained the savings realized from the battery.

*2021 General Manager's Goals and Objectives:* Sullivan discussed his 2021 goals provided in the Board packet.

**Multi-year Building Renovation** – 30% complete. Specification created, refined by Architect. Remove existing roof insulation and spray foam roof. RENOVATION ON HOLD - COVID.

**Review Feasibility of Customer Battery Installation** – 5% complete. Had introductory call with Green Mountain Power.

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

**Geographical Information System Phase 2** – 20% complete. Data migration from paper to electronic records started. GIS vendor collected pole data for most of Ashburnham and populated into application.

**Geographical Information System Phase 3** – Development of mapped data – 2021 Capital Plan Item. Data collection for northeast section of town will resume in 2021.

*Q4 Reliability Report:* Sullivan presented the Q4 reports and Yearly Comparison.

Q4 2020

Customer Average Interruption Duration Index (CAIDI)	88.765 minutes
System Average Interruption Duration Index (SAIDI)	11.023 minutes
System Average Interruption Frequency Index (SAIFI)	0.124 frequency

Reliability Report Yearly Comparison

2017

Customer Average Interruption Duration Index (CAIDI)	245.906 minutes
System Average Interruption Duration Index (SAIDI)	43.089 minutes
System Average Interruption Frequency Index (SAIFI)	0.175 frequency

2018

Customer Average Interruption Duration Index (CAIDI)	82.869 minutes
System Average Interruption Duration Index (SAIDI)	29.792 minutes
System Average Interruption Frequency Index (SAIFI)	0.36 frequency

2019

Customer Average Interruption Duration Index (CAIDI)	25.435 minutes
System Average Interruption Duration Index (SAIDI)	18.075 minutes
System Average Interruption Frequency Index (SAIFI)	0.71 frequency

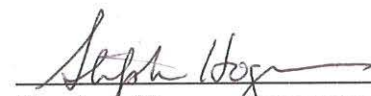
2020

Customer Average Interruption Duration Index (CAIDI)	48.871 minutes
System Average Interruption Duration Index (SAIDI)	23.285 minutes
System Average Interruption Frequency Index (SAIFI)	0.476 frequency

*Green Mountain Power Residential Battery Discussion:* Sullivan provided the Board with a recap of his conference call with Green Mountain Power to discuss their Tesla Powerwall battery installation project. Items discussed included project framework, lessons learned, and AMLP concerns.

The next meeting for the Board was scheduled for February 17, 2021 at 9:00 am (virtual meeting).

Hogan made a motion to adjourn the meeting at 1:00 pm. Ahlin seconded. All in favor. Hogan aye, Carlisle aye, Ahlin aye.

  
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Stephen Hogan, Secretary