

Ashburnham Municipal Light Board

Tuesday, March 21, 2023

Ashburnham Municipal Light Plant
24 Williams Rd, Ashburnham, MA 01430

Meeting Minutes

Commissioners: Richard Ahlin, Chairman
Mark Carlisle, Vice Chairman
Candace Wright, Secretary

AMLP Acting General Manager: Brooke Czasnowski

Other Attendees: Jeffrey Schrecke, Heather Isaacs & Adam Schremser (Goulet, Salvidio & Associates) – left at 10:00 am.

Ahlin called the meeting to order at 9:01 am with a roll call. Carlisle present, Wright present, Ahlin present.

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

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

Wright made a motion to approve the February 14, 2023, open session meeting minutes. Carlisle seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Citizen Speak: No citizen comments.

General Manager Items:

Goulet, Salvidio & Associates Audit & Presentation of 2022 Financials: Isaacs thanked the AMLP for the opportunity to perform the yearly audit and prepare the financials. Isaacs presented the 2022 Financial Statements and the Internal Control Report. Goulet, Salvidio & Associates (GSA) provided a clean opinion. Czasnowski thanked GSA (Isaacs & Schremser left the meeting at 10:00 am).

NYPA Voting Representative (vote required):

- (1) Carlisle made a motion that the NYPA Recipient (City) (Town) of Ashburnham, pursuant to Section 5.1.4 of the Agency Agreement between the Massachusetts Department of Telecommunications and Energy (MDTE) and the Massachusetts Municipal Wholesale Electric Company (MMWEC), hereby designates Brooke Czasnowski (its manager of municipal lighting) (an employee of the municipal light department) as its Designated Voting Representative on the NYPA Recipients' Committee, to vote and execute written instruments or proxy vote, on its behalf relative to the reviewing of administrative reports, and reports of current issues and/or proposed litigation, to elect the Executive Committee, stand for election as a member of

the Executive Committee and to serve, if elected, and to discuss and take any other actions on behalf of the NYPA Project Power Recipient cities and towns as may be described in the Agency Agreement and to make appropriate recommendations on issues affecting the delivery of Project Power to the MDTE and/or MMWEC; and

- (2) that Richard Ahlin (its manager of municipal lighting) (an employee of the municipal light department) is hereby designated as an Alternate Designated Voting Representative for the (City) (Town) of Ashburnham, who shall, in the absence of the Designated Voting Representative, have all the power conferred upon the Designated Voting Representative except those additional powers conferred (if any) related to serving as a member of the Executive Committee.

Wright seconded. All in favor. Wright aye, Ahlin aye, Carlisle aye.

Cost of Service Study: Czasnowski presented the updated list of items to research as the AMLP continues to discuss the results of the cost of service study.

Business & Finance Manager Position: Czasnowski stated that she has started interviewing candidates for the Business & Finance Manager position. The job was posted in February.

MassDOT Route 101 Project: Czasnowski informed the Board that Czasnowski and Schrecke met with MassDOT on-site to walk the project. The anticipated start date is Spring 2025.

AMLP Financial & Budget Update: Czasnowski provided the Board with a Financial & Budget update. She discussed upcoming expenses as well as the budget and power bill analysis update.

Tree Trimming: Czasnowski stated that the tree contractor was put on hold due to snow. Expecting a start date of April 3rd.

Video Surveillance: The AMLP has been working with our security camera vendor to get a quote on installing cameras and monitoring software at the substation and the battery storage unit.

3/14/23 Storm Recap: Czasnowski provided the Board with a recap of the 3/14/23 storm.

New Business: Carlisle asked about the Main Street Sidewalk Project. Czasnowski said that the AMLP was notified about the project but has not received the plans.

The next meeting for the Board was scheduled for April 24, 2023, at 9:00 am at the Ashburnham Municipal Light Plant.

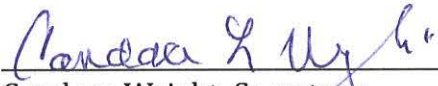
Ahlin stated that the Ashburnham Municipal Light Board shall go into Executive Session to discuss issues affecting the Light Plant pursuant to the points listed below and upon completion will return to open session to adjourn the meeting.

Carlisle made a motion that the Ashburnham Municipal Light Board shall enter executive session under M.G.L. Chapter 21(a)(2).

2.) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

Wright seconded. Vote was taken at 11:00 am. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Carlisle made a motion to adjourn the meeting. Wright seconded. Vote was taken at 11:23 am. All in favor. Wright aye, Carlisle aye, Ahlin aye.


Candace Wright, Secretary