

Ashburnham Municipal Light Board

Wednesday, August 14, 2024
Ashburnham Municipal Light Plant
24 Williams Rd, Ashburnham, MA 01430

Meeting Minutes

Commissioners: Richard Ahlin, Chairman
Mark Carlisle, Vice Chairman
Candace Wright, Secretary
General Manager: Brooke Czasnowski
Other Attendees: Aili Ruuska

Ahlin called the meeting to order at 9:00 a.m. with a roll call. Carlisle present, Wright present, Ahlin present.

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

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

Approval of Minutes: Wright made a motion to approve the June 18, 2024, open session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Citizen Speak: No citizen comments.

General Manager Items:

New Rate Schedules Discussion: Czasnowski discussed the steps that were taken to notify customer about the rate changes that will be effective September 1, 2024. The new rate schedules were posted in the Gardner News, along with an article highlighting the rate changes. Updates were made to the AMLP website including the addition of a rate calculator and redesigned pages for rate schedules and information on explaining the bill. Inserts are being included with the August bills to notify customers of the rate changes. Emails were also sent to all paperless customers with the billing insert. In addition, notifications of the rate changes were posted in the office and on the AMLP's Facebook page.

Budget & Power Bill Analysis Update: Czasnowski presented the Board with the July 2024 Budget & Power Bill Analysis. The presentation showed all budget items within expected ranges. Power costs are trending closely with forecasts. The battery will continue to be utilized during peaks to maximize cost savings.

Other Updates:

- *Osmose Update:* Osmose has completed testing for this year. There are twenty poles remaining due to access issues and Osmose anticipates those will be completed next year. To date AMLP has replaced 20% of the poles identified by Osmose and a replacement schedule has been created for the remaining poles. All poles that were marked as a high priority have been replaced.
- *Downtown Renovation Project:* AMLP has one remaining decorative light to install. A draft invoice was presented to the Board. The agreement with the Town and the AMLP was that the AMLP would credit the Town 75% of the truck and labor costs as a donation. The Town will pay full costs for materials and police details. The Board discussed the agreement. The final bill will be created for the Town when the last decorative light is installed.
- *Customer Large Service Upgrade:* Work is scheduled to begin August 15, 2024.
- *National Night Out & Celebrate Ashburnham:* Two AMLP employees and the General Manager attended Ashburnham's National Night Out.
- *Celebrate Ashburnham* - Scheduled for 9/21/24. AMLP will have a booth and a truck at the event.

New Business:

- *Grid Resiliency Grant:* Czasnowski attended a preliminary meeting for a grant that would provide an opportunity to build out systems and infrastructure. Further updates will be provided at a future Board meeting.
- *Town & Library EV Charging Stations:* The Board discussed the status of the charging stations at Town Hall and the Stevens Memorial Library. The Board agreed to make a one-time payment to cover 50% of the invoice cost to configure the payment module and purchase the GFCI module and data router which are necessary to have the station fully operational. The cost is estimated to be around \$500. The Board also agreed that Czasnowski would discuss the status of the Town Hall charging station with the Town Administrator so that the AMLP can take over the software renewal costs, usage billing, and administration.
- *MassDOT Route 101 Project:* The project is delayed. Nothing is required from AMLP at this time.
- *Vehicle Replacement:* The Board discussed the timeline for the replacement of three AMLP vehicles. Czasnowski will review vehicle options and pricing with the Board at a future meeting.

The next meeting for the Board was scheduled for September 17, 2024, at 9:00 a.m. at the Ashburnham Municipal Light Plant.

Wright made a motion to adjourn the meeting. Carlisle seconded. The vote was taken at 11:04 a.m. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Candace G. Wright 9/17/24
Candace Wright, Secretary