

Ashburnham Municipal Light Board

Wednesday, December 18, 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, Kerri St. Cyr (left at 10:40 a.m.)

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

Approval of Minutes: Wright made a motion to approve the November 20, 2024, open session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Citizen Speak: No citizen comments.

General Manager Items:

Battery Storage Update: The battery continues to be used to reduce peak loads. Net savings have continued. Czasnowski will meet with MMWEC representatives to review shared-savings battery options. MMWEC will continue to review peak capture and battery usage.

Power Bill Analysis Update: Czasnowski presented the Board with the December 2024 Power Bill Analysis. The power bill remained on target, with power prices remaining in the expected range.

2025 Budget Presentation: Czasnowski reviewed the 2025 Budget with the Board. Line items were reviewed one by one, with a comparison to the previous year's budget. The Board was also provided with the 2025 Capital Budget. Czasnowski reviewed all proposed items with the Board and discussed funding the depreciation fund.

Carlisle made a motion to approve the 2025 Budget. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Carlisle made a motion to approve the 2025 Capital Budget. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Policy Update: Czasnowski discussed two new policies that she is asking for approval from the Board after recommendation from one of AMLP's attorneys.

The first policy is for Disability Insurance, Ashburnham Municipal Light Plant Policy 2.0010 v.1. This policy addresses both short-term and long-term disability insurance by changing the premium payment from employer paid to employee paid in accordance with the policy terms.

Carlisle made a motion to accept Ashburnham Municipal Light Plant Policy 2.0010 v.1. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

The second policy is for a Business Reliability Payment, Ashburnham Municipal Light Plant Policy 2.0011 v.1. This policy provides all employees not covered by the Collective Bargaining Agreement an Annual Business Reliability Payment of \$1,000 if a Business Reliability rating of 95% or greater is achieved during the preceding calendar year. Wright suggested adding annual approval by the Board in addition to approval by the General Manager. Czasnowski revised the policy to include annual approval by the Board.

Carlisle made a motion to approve the Ashburnham Municipal Light Plant Policy 2.0011 v.1. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.


New Business:

- EV Charging Station Update: AMLP will talk with the Stevens Memorial Library librarian and follow up with memo for the disconnect of the EV chargers at the library. The office will draft a revenue schedule for the EV charging stations at town hall for review at an upcoming Board Meeting.
- 2025 MMWEC Rate Study: Czasnowski will work with MMWEC to conduct a rate study in 2025. MMWEC will also review solar charges as part of the process.
- Inventory: The 2024 inventory counts and adjustments were completed this week. The auditors will be in the first week of January to perform their counts.
- Legislative Updates: Czasnowski has a meeting scheduled to discuss some of the proposed MA legislative changes. She will review this with the Board at the January Board Meeting.

- GIS Updates: Carlisle requested an update on the status of current switching orders. Switching orders for the substation have been updated and implemented. Field switching orders are being reviewed. Czasnowski also provided updates on the GIS system and future enhancements.
- Holiday Hours: AMLP will close at noon on December 24th and will be closed December 25th.

The next meeting for the Board was scheduled for January 22, 2025, 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 11:14 a.m. All in favor. Wright aye, Carlisle aye Ahlin aye.



Candace Wright, Secretary