

# Ashburnham Municipal Light Board

Wednesday, October 15, 2025

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  
AMLP Staff: Aili Ruuska  
Other Attendees:

Ahlin called the meeting to order at 9:04 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 September 24, 2025, open session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

**Citizen Speak:** No citizen comments.

### General Manager Items:

*Residential Distributed Generation Policy Discussion:* Czasnowski discussed the Residential Distributed Generation Policy and the changes that have been previously discussed by the Board. She presented the revised policy which includes changes to:

1. **Average Load Determination:** The method for calculating a customer's average load is revised from using 24 months of billing history to using a minimum of 12 months and a maximum of 24 months of billing history.
2. **Check Meter Requirement:** All distributed generation installations are now required to install a check meter. The check meter can be used to monitor system performance and to verify that the DC generation does not exceed the maximum system size agreed to in the interconnection agreement.
3. **System Verification and Compliance:** A new policy section has been added granting Ashburnham Municipal Light Plant (AMLP) the right to conduct witness

tests periodically or as deemed necessary to confirm that the system has not been modified to exceed the maximum DC output specified in the interconnection agreement. If any alterations are identified that result in generation above the agreed-upon limit, AMLP may take corrective action, including immediate disconnection of the system until compliance is achieved.

Carlisle made a motion to approve Ashburnham Municipal Light Plant Residential Distributed Generation Policy MDPU #94 v.4 with a revision date of 10/15/25. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

OPEB Funding: Czasnowski recommended that Board fund the Massachusetts Municipal OPEB Trust in the amount of \$60,000 in 2025. This amount is consistent with prior years and is recommended to stay on track with funding requirements.

Carlisle made a motion to fund the Massachusetts Municipal OPEB Trust in the amount of \$60,000 in 2025. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

NextZero Rebate Selection Discussion: Czasnowski reviewed NextZero rebate program costs with the Board and presented recommendations for 2026 rebate selections. The Board agreed to continue offering the same rebates that were offered in 2025.

Capital Expenditure Discussion (Decorative Streetlights): The Board discussed the placement and cost to install additional decorative streetlights downtown. Czasnowski will provide the Board with estimated costs for materials and installation at an upcoming Board meeting.

Monthly Dashboard: Czasnowski provided the Board with a monthly snapshot of customer service and operational performance metrics.

Battery Storage Update: The battery continues to be used to reduce peak loads. The installation of the new battery is on track. Czasnowski continues to work with MMWEC and Lightshift as a system impact study nears completion.

Budget and Power Bill Review: Czasnowski presented the Budget and Power Bill Analysis, noting that all operational budget items remain within expected ranges except for power. The Purchased Power Cost Adjustment was changed effective October 1, 2025. Czasnowski reviewed how the change will help capture power costs, which have remained high this year.

Legislative Updates: No new updates.

General Manger Goals: Czasnowski discussed upcoming goals and objectives. She continues to work on the new battery energy storage system, Cost of Service Study with MMWEC, and system planning work including an Arc Flash Study and GIS updates. The Capital IT plan is moving forward this month. AMLP's IT partners are gathering pricing options to review with Czasnowski.



### ***Other Updates:***

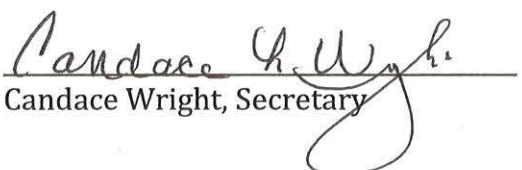
- Tree Trimming: Mayer Tree is continuing tree trimming in town.
- Community Outreach: AMLP attended Celebrate Ashburnham on September 27, 2025. Employees provided community members with information about electrical safety and rebates. Crew members also provided demonstrations showing proper safety clothing and gear.
- Vehicles: The new F150 has been received. The utility body vehicle and 2015 Explorer will be sold.
- Brush Cutter: The brush cutter needs repairs, which will be paid for by the Town. Czasnowski will meet with the Town Administrator to discuss the brush cutting schedule.

### ***New Business:***

- Berkshire Wind Power Co-op: The Board congratulated Czasnowski on her election to the Board of Directors for the Berkshire Wind Power Co-op.
- Digger Bid Update: Ahlin inquired about the timeline for replacing the digger derrick. Czasnowski will review previous bids, along with the bid process. She expects this will move forward in the coming months.
- AEDC Downtown Banner Program: Czasnowski updated the Board on the installation of seasonal downtown banners. AMLP offers this service at no cost as a courtesy to the Town. To help streamline the process and improve communication with the Ashburnham Economic Development Commission (AEDC), AMLP has proposed a Memorandum of Understanding outlining the installation process. The AEDC will review the Memorandum at its October meeting and share any suggested revisions with AMLP.

The next meeting for the Board was scheduled for November 19, 2025, at 9:00 a.m. at the Ashburnham Municipal Light Plant.

Carlisle made a motion to adjourn the meeting. Wright seconded. The vote was taken at 10:14 a.m. All in favor. Carlisle aye, Wright aye Ahlin aye.

 11/24/25  
Candace Wright, Secretary