

Ashburnham Municipal Light Board  
Conference Room 24 Williams Rd.  
Ashburnham, MA 01430

Meeting Minutes

August 25, 2016

Commissioners: Richard Ahlin, Chairman  
Mark Carlisle, Vice Chairman  
Sarah Davis, Clerk

AMLP Manager: Michael Rivers

Others in attendance: Anne Olivari, Jane Dancause, Jeremy Holmes, Jeffrey Schrecke, and Jordan Gendon.

Meeting was called to order by Ahlin at 6:33 pm with a roll call vote. Carlisle present, Davis present and Ahlin present. Ahlin announced all meeting are subject to audio and video recording.

Motion to approve the agenda as written was made by Carlisle, seconded by Davis. All three members voted in favor of approving the agenda as written.

Rivers reported there were no upcoming events other than ECNE conference in October.

On the Mass Inspector's general request for information which was due August 26<sup>th</sup>, there was a 30 day extension. Rivers stated ours was done and he would be sending it in. This was a request for information regarding policies, contracts, Board policies, unused sick time and vacation reports.

There were 101 applications for the job of office manager and Rivers stated the Board is welcome to review the applications. He plans to weed it down and interview ten applicants.

The building alarm will be updated on Monday. Each employee and board member will have their own 4 digit code.

There will be an LED upgrade to the lightning in our office to the garage and IT room. Garage lights will then be able to be shut down and turned on with no wait time, units will be plug ins.

Rivers reminded the Board members the warrant would be out for signing this weekend.

Congratulations were extended to Jeffrey Schrecke for changing to Lineman first class status.

Rivers mentioned the passing of James( Jay) Ringquist who had been reading meters for us over the past several years.

Rivers stated AMLP's piece of the 101 intersection project has been completed and he was assembling the final costs.

The propane contract has been signed he received a price of \$2,500.00 to purchase the existing tank. Purchasing of tank will be done next year.

The Williams Road land was legally ours and the title search was complete.

Rivers stated there had been an issue with the firewall and network, the switches failed. The first week of September the modular room would be installed. Job is scheduled to take 1 to 2 days. Server and desktops are ordered for delivery, a question as to changing to Windows 10 or to continue with Windows 7.

Cushing gym payment has not been received, we have been carrying the eighty two thousand cost. The next project will require a deposit due to this late payment.

Solar report listed AMLP as #6 in the country for public based on watt/meter for solar. Rivers stated on Aug. 12 at 4 pm Ashburnham hit it's seasonal peak. It was a cloudy day with high load and will cost an extra \$150,000.

Bucket trucks being looked are Kiley and Altec, trying to stay within the budget area of \$200,000. Base prices range from 170g to 190g with the options adding close to 40g. There was some discussion as to options, base prices, pros and cons of truck length and height. Crew prefers a 50' fiberglass body.

Grant applications- a major one had had a month extension and Rivers is submitting paperwork.

Inventory count has been done. Rivers is putting in the numbers for the auditors. Heather from Goulet, Salvidio and Associates is to be out on August 31<sup>st</sup>.

Peachtree training has not been scheduled. Rivers stated he was waiting for new office manager position to be filled.

IT upgrade is being scheduled to be up and running over a weekend and then the staff will be in the next business day to train. The state bids were used and purchase was of Dell products. Rivers stated company is very fair in pricing and they are local.

Town vendor payments have been an issue. There have been several occasions of mistakes being made. Rivers proposed tracking errors and costs and subtracting from our payments to town. Discussion followed and at this time it will be mentioned and noted to parties involved.

Meter upgrades- Rivers informed the Board that the AT & T budget proposal far exceeded the verbal quote he had received. There will need to be further investigation as to exact price and other options available to AMLP.

Minutes of July 26, 2016 were reviewed. The motion was made by Carlisle and seconded by Davis to accept the Minutes as presented. All three voted in aye.

Olivari stated the GO Led program had several changes that a customer mentioned. Could be the reason there was less interest than AMLP had expected in the program. Rivers was going to reach out to several customers who had expressed earlier interest.

Ahlin thanked Olivari for her many years of service to the department and people of Ashburnham.

Next meeting was scheduled for September 21, 2016.

Carlisle made a motion to go into Executive session at 7:30 pm they would only reopen regular session to adjourn, seconded by Davis. Roll call vote was taken. Ahlin aye, Carlisle aye, and Davis ye.

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Sarah Davis