

Ashburnham Municipal Light Board

Wednesday, May 23, 2018
24 Williams Road, Conference Room
Ashburnham, MA 01430

Meeting Minutes

Commissioners: Rick Ahlin, Chairman
Mark Carlisle, Vice Chairman (absent)
Stephen Hogan, Secretary

AMLP General Manager: Kevin Sullivan

Other Attendees: Brooke Czasnowski

Ahlin called the meeting to order at 7:02 pm with a roll call vote. Ahlin present. Hogan present. Carlisle absent.

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

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

Commissioners' designation of duties tabled until next meeting. Responsibilities of secretary were accepted by commissioner Stephen Hogan.

Approval of minutes tabled until the next meeting.

General Manager Items:

Meter Replacement Project: Sullivan stated that there are currently eighteen meters in place. The Transformer Coupling Unit (TCU) has been installed and commissioned. The lemo cables were installed and the CT's have been relocated. There are 2,112 meters scheduled to arrive on 5/25 and the meter change outs are scheduled to begin 6/4. Czasnowski spoke about the process of notifying customers about the meter change out. The communications have included billing inserts, notifications on bills and updates to Facebook and the AMLP website.

Battery Storage Project: Whitman & Bingham staked out the property and it has been walked. The project was moved to Bristol Engineering due to Whitman & Bingham being over committed. On 5/23 the loan documents were sent to the attorney. Attorney is looking to get additional information on the deed. The loan is scheduled to close on 6/8. There should be updated plans by 6/1 from Bristol Engineering. Clearing of the land should begin in June.

Peaking Generator: Sullivan stated that the generator will be delivered 5/24 and is anticipated to be online and commissioned by 5/25. It will be turned on remotely by

MMWEC. The purpose of the generator is to clip the capacity and transmission peak. If there are high peaks in July and August the generator will be gone by the beginning of September. It is estimated that the generator will run five times a month for three hours at a time. MMWEC will be monitoring the peaks. Other MLP's that are utilizing temporary peaking generators are Hull, Holyoke and Groton. Shrewsbury and Wakefield are installing permanent units.

Substation Maintenance: Sullivan mentioned that there is a need for increased maintenance at the substation. Sullivan coordinated with United Power Group to design a substation maintenance plan. Maintenance has been done on two breakers and six regulators. Transformer maintenance is scheduled for 10/16 with a rain date of 10/18 and we will be going on National Grid's transformer during this period.

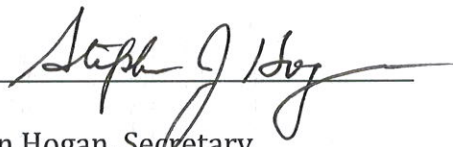
Cutout Replacement Project: During an outage call in April a break in a porcelain cutout was discovered. The linemen will begin working one weekend a month as part of the cutout replacement project to begin replacing these.

Staff Accountant/Customer Service Assistant: The new Staff Accountant is beginning on 5/29 and the current Bookkeeper will be retiring on 6/15.

GSA Q1 Closeout Scheduled for 5/29/2018: Everything has been submitted to the auditors. Issacs will be in on 5/29 to finalize and provide the Q1 numbers.

The next meeting for the Board was scheduled for June 20, 2018 at 7:00pm

Ahlin made a motion to adjourn the meeting at 8:13 pm. Hogan seconded the motion. All in favor. Ahlin aye, Hogan aye.

A handwritten signature in cursive script, reading "Stephen J. Hogan", is written over a horizontal line.

Stephen Hogan, Secretary