

# Ashburnham Municipal Light Board

Wednesday, July 18, 2018  
24 Williams Road, Conference Room  
Ashburnham, MA 01430

## Meeting Minutes

Commissioners: Rick Ahlin, Chairman

Mark Carlisle, Vice Chairman

Stephen Hogan, Secretary

AMLP General Manager: Kevin Sullivan

Other Attendees: Brooke Czasnowski, Jennifer Barbaro, Robert Heppler, Wendy Gleason

Ahlin called the meeting to order at 7:01 pm with a roll call vote. Carlisle present, Hogan present, Ahlin present.

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

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

Citizen Speak: Robert Heppler and Wendy Gleason spoke to the Board about their concerns with the peak shaving generator that is located at the substation at 48 Turnpike Road. Heppler and Gleason stated that they live adjacent to the substation at 46 Turnpike Road, and that they have complaints when the generator runs due to noise and fumes. Heppler and Gleason also had questions regarding the specifics of the battery storage project on Turnpike Rd. Sullivan answered the battery storage questions regarding driveway location, site dimensions and the time frame for the project. In response to the concerns with the generator Sullivan recapped his correspondence with Heppler and Gleason. Sullivan reiterated that the generator is temporary and is estimated to only run 15 times, for 3 hours each time. Sullivan further explained that the purpose of the generator is for rate stabilization to benefit the entire AMLP customer base. It is planned that the generator will be removed by the middle of September. Sullivan mentioned that in his correspondence with the customer he had offered them compensation for their inconvenience, including: free electricity for a year, payment for dinners out while the generator was running or to plant arborvitaes along the fence between their house and the substation. Throughout the correspondence the customers maintained their stance that the only thing they were looking for was noise reduction. Sullivan stated that in response to this, a temporary wall was built to reduce the noise from the generator. Ahlin informed the customers that their concerns with the generator have been heard and the Board, along with Sullivan, will discuss the issue in executive session and will take the matter under advisement.

Designation of Duties: Carlisle made a motion to approved designation of duties as printed. All in favor. Ahlin, aye. Carlisle, aye.

Hogan made a motion to approve the meeting minutes from May 23, 2018. Ahlin seconded. All in favor. Ahlin aye, Hogan aye.

Carlisle made a motion to approve the meeting minutes from April 18, 2018. Ahlin seconded. All in favor. Carlisle aye, Ahlin aye.

Carlisle made a motion to approve the executive session meeting minutes from March 21, 2018. Ahlin seconded. All in favor. Carlisle aye, Ahlin aye.

General Manager Items:

*Welcome Jennifer Barbaro:* Sullivan introduced the new Staff Accountant, Jennifer Barbaro, to the Commissioners. The Commissioners welcomed Jennifer on board.

*USVI Financial Statistics:* Sullivan discussed the USVI Mutual Aid reconciling spreadsheet that was presented. He mentioned that the AMLP has been paid, in full, by FEMA and the linemen have received the final payment for their time.

*General Manager Goals & Objectives:* Sullivan provided the Board with an update of his goals as described in the board packet.

**Website** – Complete. Added: Meter changeout information for customers.

**Reliability Report** – Implemented. Linemen are now reporting all outage information. GM populates the software app.

**Geographical Information System** – Project scaled back in 2018 to include only meter locations during upgrade process.

**Accounting Manual** – Ongoing. Developed by Office Manager and Staff Accountant.

**Cross-Train Office Personnel** – Development of office staff. Staff Accountant training in process.

**Institute Rate Study** – Financial health analysis of AMLP completed during 3/23 meeting with MMWEC.

*Reliability Report Q2:* Sullivan presented report from the board packet.

*Mid-Year Capital Projects Review:* Sullivan discussed spreadsheet presented to the Board. He informed the Board that the meter replacement project is not as far along as he had anticipated, but 750 of 3000 meters have been replaced. Sullivan mentioned that the Overlook project would happen this year, but not before school starts. Sullivan presented a timeline of the Battery Storage Project to the Board.

*Tree Trimming Project Review:* The Tree Trimming 2018 Mid-Year Review was presented by Sullivan. It is estimated that 40% of the Town is complete.