

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

Meeting Minutes

July 26, 2016

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

AMLP Manager: Michael Rivers

Others in attendance: Anne Olivari, Jane Dancause, Jeffrey Schreck and Jordan Gendron.

Meeting was called to order by Carlisle at 6:40 pm with a roll call vote. Carlisle aye and Davis aye. Ahlin was running late. Carlisle announced that meetings are subject to audio and video recording.

Motion to approve the agenda was made by Davis. Seconded by Carlisle. Both members voted to approve.

Manager's report:

Rivers said warrant would be ready for signing this weekend.

Intersection work is going well at Rte 101 and Williams Rd.

Building needs new alarm system, panic alarms work but other sensors are wired more like a fire alarm system than a security system. Rivers mentioned he is getting quotes.

Propane quotes have been requested, three companies to quote.

Looking into the purchase of the propane tank, possibly in the area of three thousand dollars.

Pole replacement project is going well, 100 poles have been replaced, crews working on Willard and Fitchburg Roads. Looking into bids for ledge drilling that is needed for some pole replacements.

Ashburnham Light officially owns the land on Williams Road, purchase is complete, corner of Williams and Turnpike Rd.

Comcast agreement is going slowly but steady.

Verizon has been contacted to re negotiate the agreement we have with them. Current agreement is from 2000 and was modified in 2004. Rivers plans to bring it up to date and have an annual escalator as part of the agreement.

Rivers stated he will be attending the NEPPA conference in Lake Placid Aug. 21-24, 2016.

Rivers presented his expenses, which were three month of cell phone billing.

Ahlin arrived at 7:50 pm.

Rivers discussed three grants for battery storage. First one was for 3 to 5 thousand dollars possibly more "if green". Second grant stated at 125 thousand to "build new unproven territories". Third one was for one to one and half million dollars, it has a very short time frame as it is due in Aug. 26, 2016. There was some discussion as to scope of the work needed to file paperwork for the grant. The Board decided to have Rivers expend three days tops to complete the application, "short and sweet", as discussion progressed and consensus was there would be other grants available in the future.

Rivers mentioned a rural grant at zero percent that we could possibly receive and AMLP could lend to customers at 3% for energy efficiency programs. Rivers is to do a letter of intent.

Term and Conditions were discussed. They had been reviewed in 2013. Discussion centered around changing the finance charge time table to 45 days from the current 120 days. Decision was made to leave as is until the meters are updated and reporting at a higher percentage.

Rivers mentioned that he has contacted and is waiting for a price from AT & T to change out the meters. He stated he would have a price within the next two weeks.

Northern Data has a billing upgrade that will handle the solar reads and net metering. This had been done with manual calculations and is confusing. Hopefully the new process will not only provide the customer more information but also streamline the billing process.

Termination rates being charged and listed in our terms and conditions are not covering the actual costs. Other municipals charge from zero to \$600.00 for the after hour reconnections. Some municipals do not restore service after normal hours. Carlisle made a motion to change the reconnect after hours from \$150.00 to \$300.00 as of September 1, 2016. Davis seconded the motion. Vote was taken. Ahlin aye, Carlisle aye and Davis aye. Others changes discussed were page 11 "can" instead of "will" regarding fee for temporary service, page 10 number of days from 45 to 120 regarding finance charges, page 12 meter change out at customer request was

increased to \$150.00. The Terms and Conditions as amended were motioned for approval by Carlisle, seconded by Davis. The vote was unanimous.

Inventory- Rivers said there was a 90% chance of rain on Friday so the crew would be doing the inventory count.

Peachtree training has not been scheduled as of today. He has several quotes. He will be notifying the Board of training date by this Friday.

Depreciation transfer- Discussion about transferring money from depreciation to operating cash. Vote is based on amount listed, already did a transfer of one hundred six thousand for the land. Amount being discussed was \$71,725.96 which was the new sign, seal coating, replacement pole program, legal fees for land and aed units. Rivers stated he felt the Board should approve amount to be transferred before a transfer is done. Motion to accept was made by Carlisle, seconded by Davis. The vote was unanimous.

Rivers informed the Board that he had filed a disclosure for \$1500.00 for the Smart Grid conference he attended in Florida. Form is on file with Ashburnham Town Clerk.

Warrant signing by the Board was discussed. Carlisle said he is normally available to review and sign the warrant. If he is going to be unavailable he would let the other Board members know. Dancause was asked to send Board a reminder notice on warrant weeks.

Rivers discussed office hours, officially it is 7:30 am to 4 pm. He suggested the possibility of opening later and being open later one night per week. The Board decided to leave it as is until a later date for review.

Rivers informed the Board that the new customer fee was implemented but a customer had been quoted a price earlier. The Board stated the quoted price stands, fee had already been paid two months ago at the lower rate.

Rivers stated that Cushing Academy wants to upgrade ice arena lights and asked if AMLP would increase the rebate.

Minutes of the June 1, 2016 meeting were reviewed and two typos were corrected. A motion to approve the amended Minutes was made by Carlisle. Seconded by Davis. The vote was unanimous.

Other business: Olivari mentioned there were glo necklaces left. She suggested that they be donated to JR Brigg School for their Ready, set, glo day scheduled for Sept. 23, 2016. Olivari also suggested some be given to the Parks and Rec department for their concert and or movie nights. The Board gave their approval to both suggestions.

Future meeting was set for August 25, 2016. Items to be discussed are truck bids, Comcast and Verizon agreements, meters(AT & T), grant updates.

Carlisle made a motion to go into Executive session at 8:25 pm., under M.G.L. Chapter 30A, Section 21a with clauses 2,3,6,and 10. They would only reopen in regular session to adjourn. Motion was seconded by Davis. Roll call vote was taken. Ahlin aye, Carlisle aye and Davis Aye.

Sarah Davis