

Ashburnham Municipal Light Board

Thursday, January 17, 2019
24 Williams Road, Conference Room
Ashburnham, MA 01430

Meeting Minutes

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

AMLPL General Manager: Kevin Sullivan

Other Attendees: Brooke Czasnowski, Steve Doucette (Doucette, LaRose, LLC)

Ahlin called the meeting to order at 4:00pm 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. Carlisle aye, Hogan aye, Ahlin aye.

Carlisle made a motion at 4:05pm to enter Executive Session under **M.G.L. Chapter 30A: Section 21(a)** and the following clause:

3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Hogan seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

Open Session reconvened at 5:21pm.

Carlisle made a motion to approve the December 12, 2018 Open Session meeting minutes. Hogan seconded. All in favor. Ahlin aye, Hogan aye, Carlisle aye.

General Manager Items:

Battery Storage Project Update: Sullivan stated that to date the battery storage unit is operational and is mechanically complete. The project is 98-99% done and the funds are being held by MMWEC until project completion. The fence will be finished tomorrow. Sullivan explained that the longevity of the unit is best if the charge is between 30-70%. The unit will be charged in anticipation of a planned release. The releases are done over a two-hour period with 2500 kWh released per hour. MMWEC has analysts on staff that rotate to monitor the peaks to determine when the unit is operated. The peaks for January have been at 17920 MW on 1/7, 17755 MW on 1/11 and 18061 on 1/14. Sullivan is pleased with how everything is working

with the unit. Sullivan mentioned that he is planning to have a ribbon cutting in April.

2018 General Manager's Goals and Objectives: Sullivan provided the Board with an update and recap of his 2018 goals as described in the Board packet.

Website Design and Replacement – 100% Complete

Implement Reliability Report – 100% Complete. Q4 Reliability reports presented.

Geographical Information System – 100% Complete for 2018

Accounting Manual – On going. 60% Complete

Cross-train Office Personnel – 100% Complete for 2018

Institute Rate Study – 100% Complete

2019 General Manager's Goals and Objectives: Sullivan discussed his 2019 goals provided in the Board packet.

Electronic Inventory Overhaul

Net Metering Policy Overhaul

Investigate Outsourcing AMLP Billing/Mailing

Investigate use of Lock-Box Service

Geographical Information System – On-going. Multi-year project.

Accounting Manual – On-going. 60% Complete

Cross-train Office Personnel – On-going

MLP Solar Program: Sullivan informed the Board on the MLP Solar Program. He explained that the AMLP could define the requirements for the systems and discussed his recommendations.

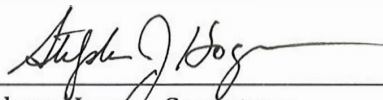
Carlisle made a motion to allocate \$50,000 to the MLP Solar Program. Hogan seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

Donation: Sullivan suggested to the Board that the AMLP make a 2018 donation of \$1,000 to both the Good Neighbor Energy Fund and to the Ashburnham Food Pantry.

Hogan made a motion to approve Sullivan's recommendation to donate \$1,000 to the Good Neighbor Energy Fund and to donate \$1,000 to the Ashburnham Food Pantry. Carlisle seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

The next meeting for the Board was scheduled for February 20, 2019 at 10:00am.

Hogan made a motion to adjourn the meeting. Carlisle, seconded. Vote was taken at 6:30pm. All in favor. Ahlin aye, Carlisle aye, Hogan aye.



Stephen Hogan, Secretary