

Ashburnham Municipal Light Board

Wednesday, April 17, 2019
24 Williams Road, Conference Room
Ashburnham, MA 01430

Meeting Minutes

Commissioners: Rick Ahlin, Chairman
Mark Carlisle, Vice Chairman (left at 5:30 pm)
Stephen Hogan, Secretary
AMLP General Manager: Kevin Sullivan
Other Attendees: Brooke Czasnowski

Ahlin called the meeting to order at 4:02pm 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 to approve the March 20th open session meeting minutes. Hogan seconded. All in favor. Ahlin aye, Carlisle aye, Hogan aye.

General Manager Items:

Q1 Reliability Statistics: Sullivan discussed the Q1 reliability statistics. He stated that the AMLP's averages for both the System Average Interruption Duration Index (SAIDI) and the System Average Interruption Frequency Index (SAIFI) are favorably below the National and State averages.

Q1 General Managers Goals and Objectives: Sullivan provided the Board with an update on his 2019 goals and objectives.

Electronic Inventory Overhaul - 15% complete. Inventory used in office process has been reformatted.

Net Metering Policy Overhaul - 40% complete. The data gathering process has been completed.

Investigate Outsourcing AMLP Billing/Mailing - 30% complete. Vendor information has been secured.

Investigate use of Lock-Box Service - 10 % complete. Data analysis has begun.

Develop AMLP 5-year Strategic Plan

Geographical Information System - On-going. 10% Complete. Planning meeting held for mid-year data gathering.

Accounting Manual - On-going. 70% complete.

Cross-train Office Personnel- On-going. 80% complete.

2018 Power Supply Review: Sullivan presented his 2018 Summary of Power Supply Costs. He explained that the energy cost for all of 2018 would be lower if the Murray Road Solar Array and Berkshire Wind were not included. This report does not include revenue received. Sullivan noted that the differences between the spreadsheet figures and the DPU report numbers are due to rounding.

2018 Bad Debt Report: Czasnowski presented to the Board the Accounts Receivable Aging report as of 12/31/18. She informed the Board of the 2018 Bad Debt and the 2018 Liens.

Customer Service Update: Czasnowski provided the Board with an update on enrollment in Invoice Cloud. She also discussed the March analysis of payment receipts by the AMLP.

MLP Distributed Generation Comparison: Sullivan presented the MLP Residential Net Metering Analysis. He stated that most of the information was gathered through MLP websites. He discussed how photovoltaic (PV) is used as an offset of consumption. The Distributed Generation Policy will replace the existing Net Metering Policy. Currently the average AMLP customer system is 6kW. Ahlin mentioned that he would like to see the financial impact PV has had on the AMLP.

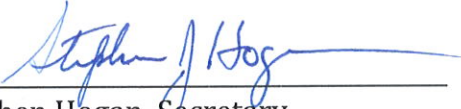
MMWEC Annual Conference 5/1, 5/2: Sullivan stated that the following people have been registered for the MMWEC Annual Conference: Sullivan, Czasnowski, Ahlin, Carlisle and Hogan.

MEAM Manager's Meeting 5/16, 5/17: Sullivan mentioned that he will be attending the MEAM Manager's Meeting along with Ahlin.

EV Incentive Program: Sullivan stated that the AMLP was awarded a \$7,500 grant from the DOER Electric Vehicle Incentive Program (EVIP) and it will be used to purchase an electric vehicle.

The next meeting for the Board was scheduled for May 15, 2019 at 4:00pm.

Hogan made a motion to adjourn the meeting. Ahlin, seconded. Vote was taken at 5:53pm. All in favor. Hogan aye, Ahlin aye.



Stephen Hogan, Secretary