

Ashburnham Municipal Light Board

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

Meeting Minutes

Commissioners: Richard Ahlin, Chairman
Mark Carlisle, Vice Chairman
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. Hogan present, Carlisle present, Ahlin present.

Carlisle 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. Hogan aye, Carlisle aye, Ahlin aye.

Hogan made a motion to approve the June 19th open session meeting minutes. Carlisle seconded. All in favor. Carlisle aye, Hogan aye, Ahlin aye.

General Manager Items:

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

Electronic Inventory Overhaul - 65% complete. Inventory used in office process has been reformatted.

Net Metering Policy Overhaul – 98% complete. Policy approved 6/19/19.

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

Investigate use of Lock-Box Service – 25% complete. Additional data analysis has occurred between March and June.

Develop AMLP 5-year Strategic Plan

Geographical Information System – On-going. 90% Complete. GIS vendor has collected pole data from South Ashburnham and has placed data into the application.

Accounting Manual – On-going. 80% complete.

Cross-train Office Personnel– On-going. 80% complete. The Customer Service and Staff Accountant positions have been enriched with additional job functionality.

Czasnowski spoke about cross-training the office personnel. She provided an update on the additions to job functionality and other changes within the office.

Q2 Reliability Report: Sullivan presented the Q2 reliability reports. He stated that the AMLP statistics were favorably lower than the Region 8 averages.

Customer Average Interruption Duration Index (CAIDI)	75.911 minutes
System Average Interruption Duration Index (SAIDI)	3.465 minutes
System Average Interruption Frequency Index (SAIFI)	0.0457 minutes

Mid-Year Capital Review: Sullivan discussed his 2019 Capital Plan Mid-Year Review. Ahlin and Carlisle asked for a timeline on the Cutout Replacement Program. Sullivan stated it should be complete within the first few months of 2020.

AMLP Residential Distributed Generation Update: Sullivan presented the AMLP Residential Distributed Generation 2019 Timeline and gave a brief overview of the process and the next steps.

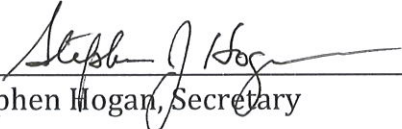
Misc: Sullivan provided the Board with a report created by Analysis Group, Inc. MEAM hired Analysis Group to create the report after receiving a unanimous vote from all the Massachusetts MLP's.

Sullivan will be attending the NEPPA Annual Conference August 18 – 21st at the Mount Washington Hotel.

The next meeting for the Board was scheduled for August 28, 2019 at 4:00pm.

Ahlin made a motion to enter executive session under M.G.L. Chapter 30A: Section 21(a) 3. To discuss strategy with respect to litigation (Rivers suit), if the open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

Carlisle seconded. Vote was taken at 4:49 pm. All in favor. Carlisle aye, Hogan aye, Ahlin aye.



Stephen Hogan, Secretary