Ashburnham Municipal Light Board

Tuesday, August 25, 2026
Ashburnham Municipal Light Plant
24 Williams Rd, Ashburnham, MA 01430

Meeting Minutes

Commissioners:	Richard Ahlin, Chairman
	Mark Carlisle, Vice Chairman
	Candace Wright, Secretary
General Manager:	Brooke Czasnowski
AMLP Staff:	Aili Ruuska
Other Attendees:	Tom Barry, MMWEC Chief Executive Officer
	Ryan Martin, MMWEC Manager of Energy Commodities/Market Management & Planning

Ahlin called the meeting to order at 9:00 a.m. with a roll call. Carlisle present, Wright present, Ahlin present.

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

Approval of Agenda: Wright made a motion to accept the agenda as written. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Carlisle made a motion that the Ashburnham Municipal Light Board shall enter executive session under M.G.L Chapter 21(a)(10) and M.G.L Chapter 21(a)(3).

> 10) To discuss confidential, competitively sensitive or proprietary information related to activities as an energy supplier, where disclosure could adversely affect the ability to conduct business in the electric power and energy market.
>
> 3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body if the chair so declares.

Wright seconded. The vote was taken at 9:04 a.m. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Approval of Minutes: Wright made a motion to approve the June 17, 2026, Open Session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Wright made a motion to approve the June 17, 2026, Executive Session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Citizen Speak: No citizen comments.

General Manager Items:

Monthly Dashboards (Customer Service and Operations): Monthly customer service and operational dashboards were presented to the Board. Carlisle asked if Czasnowski has spoken with the Town about their tree management plans. Czasnowski will meet with the Town to discuss the notification system between AMLP and the DPW.

Battery Storage Update: MMWEC's peak dispatch program captured all peaks during the month of June. These dispatches resulted in reduced transmission costs. One of the battery racks was replaced, leading to increased discharge capacity.

Budget and Power Bill Review: Czasnowski presented the Budget and Power Bill Analysis, noting that all operational budget items remain within expected ranges. Czasnowski reviewed the breakdown of the operating budget to compare month-over-month revenue and expenses. She also presented the Board with a review of PPCA revenue by month.

General Manger Goals: Czasnowski provided the Board with an update on her key priorities.

1. **Collective Bargaining Agreement Negotiations**: A final vote is expected in September.

2. **Employee Handbook**: The employee handbook is approximately 90% complete

3. **Joint Use Agreement with National Grid**: National Grid has provided their red line, which will be submitted for legal review.

4. **IT System Update**: Verizon is discontinuing the phone lines to the AMLP building. VOIP options are being explored. Czasnowski has met with and received proposals from three different vendors.

5. **MassDOT Project**: Czasnowski met with MMWEC. They are working on design structures to minimize customer impact from the project. The anticipated bid date remains August 2027.

6. **Battery Energy Storage System**: Czasnowski has continued calls with MMWEC and LightShift. She will meet with the Planning Board to discuss installation plans.

7. **Digger Derrick Bid**: Draft specifications have been prepared, with the bid progress anticipated to resume in the fall.

Other Updates:

- *Tree Trimming Contract Extension:* Mayer Tree will continue trimming selected roads throughout the fall.

- *Ashburnham Police Department*: Czasnowski had a meeting with Chief Conrad and the ALPR vendor. AMLP will request confirmation of the chosen locations before installation proceeds.

- *National Night Out*: AMLP attended Ashburnham's National Night Out. The event was a good opportunity to connect with the community.

- *Downtown Lighting*: Carlisle asked about updates for downtown street lighting additions. Czasnowski will meet with Carlisle to discuss.

- *Cushing Lighting Project*: AMLP's Working Foreman has provided Cushing's contractor with estimates for the cost of the lighting project.

MMWEC Special Project 2026A:

The Board met in Executive Session to discuss details related to a Purchased Power Agreement for MMWEC Special Project 2026A.

Carlisle made a motion

1. that the City or Town of Ashburnham, acting by and through the Municipal Light Board or Commission, in accordance with St. 1975, c. 775, § 1 hereby votes and agrees to participate in MMWEC's Special Project 2026A; and

2. that the City or Town of Ashburnham, acting by and through the Municipal Light Board or Commission, in accordance with St. 1975, c. 775 § 1 hereby agrees to pay its pro rata share of the costs of carrying out Special Project 2026A, as established by the MMWEC Board of Directors in the Special Project Fund for such Special Project 2026A, which pro rata share shall be based on the City or Town's participation in Special Project 2026A; and

3. that the Manager is hereby authorized and directed to make payments to MMWEC calculated as set forth in the preceding paragraph 2; and

4. that the Manager is hereby authorized and directed to execute the Participation Acknowledgement, a copy of which has been presented at this meeting and is filed with the permanent records thereof; and

5. that the City or Town of Ashburnham, acting by and through its Municipal Light Department, hereby agrees to execute, deliver and perform its obligations under the MMWEC Offshore Wind Project 2026A Power Purchase Agreement ("PPA"),

substantially in the form of the PPA presented to the Municipal Light Board or Commission and made a part of the record of this meeting and authorizes the General Manager to execute the PPA at a time he deems it appropriate; and

6. directs the General Manager to cause Ashburnham Municipal Light Department to perform all of the Ashburnham Municipal Light Department' s obligations under the PPA and to take any and all further actions the General Manager deems may be required to carry out, give effect to, and consummate the transactions contemplated by this vote: and

7. that any actions previously taken by the Manager, which are consistent with the purpose of this vote, are hereby ratified and confirmed.

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

New Business:

- *Conferences*: Ahlin and Czasnowski will attend the MEAM conference in September. Czasnowski will also attend the PURMA conference in September.

The next meeting for the Board was scheduled for September 29, 2026, at 9:00 a.m. at the Ashburnham Municipal Light Plant.

Carlisle made a motion to adjourn the meeting. Wright seconded. The vote was taken at 11:45 a.m. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Candace Wright, Secretary