Ashburnham Municipal Light Board

Tuesday, September 29, 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:	Philip Papoojian (Packard Hill Road) – left at 9:50 a.m.
	Scott Haenisch (Main Street) – left at 10:05 a.m.

Ahlin called the meeting to order at 9:01 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: Ahlin requested that the agenda be amended to move the Terms & Conditions Discussion before the Executive Session. Carlisle made a motion to approve the agenda as amended. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Approval of Minutes: Wright made a motion to approve the August 25, 2026, Open Session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Wright made a motion to approve the August 25, 2026, Executive Session meeting minutes. Carlisle seconded. All in favor. Wright aye, Carlisle aye, Ahlin aye.

Citizen Speak:

At the invitation of the General Manager, Scott Haenisch attended the meeting to share concerns regarding AMLP's industrial security deposit requirements. The customer expressed their concerns to the Board regarding the current policy. The discussion then transitioned to the scheduled agenda item regarding the Terms and Conditions Discussion – Section II. C. Security Deposits.

Carlisle stated that he filed a disclosure with the Town Clerk prior to the meeting regarding his business relationship with the customer.

Terms & Conditions Discussion:
Czasnowski reviewed AMLP's current residential, commercial, and industrial security deposit requirements with the Board. She explained how the security deposit requirements are designed to help protect AMLP and its ratepayers from potential financial losses

associated with unpaid accounts. It was also explained that security deposits are held in an escrow account and customers receive monthly interest for their deposits.

The Board discussed the current policy and potential considerations, including deposit amounts, the duration deposits are held, the option of a surety bond in lieu of a cash deposit, and the financial exposure associated with unpaid accounts. Czasnowski will further review the current policy and the considerations discussed and present findings and recommendations to the Board at the next meeting.

Executive Session:

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

> 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 10:52 a.m. All in favor. Wright aye, Carlisle aye, Ahlin aye.

General Manager Items:

Collective Bargaining Agreement (Vote expected):
Carlisle made a motion to approve the Collective Bargaining Agreement ratified by the Union on September 28, 2026. Wright seconded. All in favor. Carlisle aye, Wright aye, Ahlin aye.

NextZero Rebate Selection Discussion:
Czasnowski provided the Board with a summary of proposed rebate selections for 2027. The Board will review and discuss the selections at the next Board meeting.

Monthly Dashboards (Customer Service and Operations): Monthly customer service and operational dashboards were presented to the Board.

Battery Storage Update: MMWEC's peak dispatch program called three peaks during the month of July. These dispatches resulted in successfully capturing the ISO-NE, National Grid, and Eversource peaks and resulted in reduced transmission costs for the month of August. AMLP is currently working with LG on a pilot to replace the VPN and firewalls at the battery.

Budget and Power Bill Review: Czasnowski presented the Budget and Power Bill Analysis. 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. The PPCA has helped financial performance come back into expected ranges after the extreme costs of power from the previous winter.

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

1. **Collective Bargaining Agreement Negotiations**: The collective bargaining agreement was ratified by the Union on September 28, 2026. AMLP to vote at September meeting.

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 has been submitted for legal review.

4. **IT System Update**: Verizon is discontinuing the phone lines to the AMLP building. AMLP will be moving forward with Verizon VoIP. MMWEC is working with Czasnowski on reporting the meter reads from the solar field on Murray Road.

5. **MassDOT Project**: Weston & Sampson have incorporated all AMLP and Verizon revisions and comments in the plans. MassDOT 100% submission is due on September 30, 2026. The anticipated bid date remains August 2027.

6. **Battery Energy Storage System**: Lightshift will be submitting the application to the Planning Board 9/30/26 to get the project on an upcoming agenda.

7. **Digger Derrick Bid**: The digger bid is anticipated to be released by November 1, 2026.

Other Updates:

- *Tree Trimming Contract Extension:* Mayer Tree will continue trimming selected roads throughout the fall. Czasnowski is working on a new tree bid to be released Fall 2026.

- *Ashburnham Police Department*: Notification was received from Chief Conrad that the Advanced License Plate Reader project is on hold.

- *Downtown Lighting*: The Town Administrator does not have any concerns with the project proceeding. Czasnowski reached out to two impacted customers to notify them of the planned work and address any concerns, she is waiting for responses.

- *Lineworker Position:* Phones screening interviews have been scheduled with selected candidates.

New Business:

- *Property Maintenance*: The Board discussed the timeline for AMLP property capital improvements, including the need to address the drainage system and parking lot replacement.

The next meeting for the Board was scheduled for October 28, 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 11:46 a.m. All in favor. Carlisle aye, Wright aye, Ahlin aye.

Candace Wright 10/28/26

Candace Wright, Secretary