



TOWN OF ASHLAND ELECTRIC DEPARTMENT
6 COLLINS STREET
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Ashland Electric Dept.

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August 14, 2018

ASHLAND BOARD OF ELECTRIC COMMISSIONERS MEETING MINUTES

Tuesday
August 14, 2018
6 Collins Street
ASHLAND, NH
6:30 P.M.

MEMBERS PRESENT: Sandra Coleman, Glenn Dion & Jamie Lyford

OTHERS PRESENT: Steve Foley, Linda Pack, Dale Weeks & Mark Monahan

CALL TO ORDER: Sandra Coleman opened the meeting at 6:30 PM

Pledge of Allegiance

MINUTES: Sandra Coleman made a motion to approve the Minutes of July 24, 2018 as presented. Glenn Dion seconded the motion. Jamie Lyford abstained. Motion passed.

OLD BUSINESS: Discussion of the list received from the Town Administrator regarding the value of Electric Dept. Vehicles. We need to review and update the list and get it back to the Administrator. One Digger truck is not needed and we can sell one at auction with a reserve.

Linda Pack brought up that she needs to get new information regarding Journal Entries from the Accountant. The Electric Commissioners gave their approval to review the Journal Entry Procedures with the Accountant as soon as possible.

Discussion of wage proposal for Linemen. Glenn Dion made a motion to approve the 2018 wage proposal for 2019 going forward as presented. (see attachment) Sandra Coleman seconded the motion. Vote was unanimous.

Steve gave a description of the difference between an AMR and AMI Meters and the cost. The Commissioners want Steve to purchase 200 new AMR meters immediately. They will begin the retrofit and installation as soon as possible.



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NEW BUSINESS:

Linda asked the Commissioners if it would be possible for Karen to catch up on data entry of payments into the New Billing System at home. Due to the extensive time it will take to get payments posted into the new system it will be very labor intensive. The Electric Commissioners decided no one would be allowed to take any work home, it must all be done at the office.

A tree down causing a power outage last Thursday took out 2 poles on Route 3 at the Sharps Property. Joe Vittum was called in to assist the Electric Crew. Also working on the outage was the Highway Dept., Police Dept. and Fire Dept.

The Ashland Electric Department would like to sincerely thank the Town of Ashland Highway Dept., Police Dept. and Fire Dept. for their help with the outage on Route 3 Thursday August 9th. We greatly appreciate the concerted efforts of all Town Employees Assistance given to us. Thank you!

Answering Service discussion, Steve suggests we possibly could use the same system used by the Littleton Power Company. It was pointed out that the Town looked into a new phone system for the Town and it was too expensive to purchase. Linda will look into other alternatives as well.

Update on rate increase and discussion of different rates and revenues that could be possible. It was decided to keep the original proposal decided upon at the last meeting. We will check again in January to see where the Department stands after the rate increase has been in force for 4 month's. A letter will be sent out to all customers along with the new rate sheet with the new bill going out this week.

The management letters from the Auditor Melanson Heath were discussed and will be answered as soon as possible. Discussion of



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various backups and processes needs to be improved and Quickbooks offers a backup site that we could use . Linda will look into this option.

Payroll and Accounts Payable signed.

NON-PUBLIC SESSION: None

ADJOURNMENT: Jamie made a motion to adjourn at 9:15 PM. Glenn seconded the motion. Vote was unanimous.

Respectfully submitted

Linda A. Pack
Ashland Electric Department