



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

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August 29, 2017

## ASHLAND BOARD OF ELECTRIC COMMISSIONERS MEETING MINUTES

Tuesday  
August 29, 2017  
6 Collins Street  
ASHLAND, NH  
6:30 P.M.

- MEMBERS PRESENT:** Jamie Lyford, Sandra Coleman & Glenn Dion
- OTHERS PRESENT:** Lee Nichols, Linda Pack, Tim Paquette, Craig Moore & Jeanette Stewart
- CALL TO ORDER:** Sandra Coleman opened the meeting at 6:31 P.M
- MINUTES:** Glenn Dion made a motion to approve the Minutes of August 8, 2017 as presented. Jamie Lyford seconded the motion. Discussion ensued and it was decided to wait until later in the meeting to finish with the minutes until after Tim & Craig's presentations were finished.
- Glenn decided to withdraw his original motion to approve and Jamie withdrew his second. Glenn made a motion to table the Minutes of August 8, 2017. Jamie seconded the motion. Vote was unanimous. Lee asked Glenn if the statement he and Linda made would be included in the minutes and Glenn stated they would.
- OTHER BUSINESS:** Tim Paquette and Craig Moore attended the meeting to discuss the drainage problem with the new Garage Building. They spoke with Don Latulippe to get an idea of what could be done to solve the problem and how much work could possibly be done by the Highway Department. Tim recommends talking to Mike Latulippe as well because he may have more time available to do the work than Don has. Craig said Don is very busy right now and may not be able to fit this job in. After a lengthy discussion Glenn made a motion to authorize Craig Moore to get a quote from Don or Mike Latulippe to fix the swale if the budget is between ten to fifteen thousand dollars. Jamie seconded the motion. No discussion, Vote was unanimous. Linda is to make copies of the quote and put them in the Commissioners Boxes.



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**OLD BUSINESS:**

Lee presented the copies of the 2018 budgets and discussed with Glenn the Budget numbering. Lee will check with Charlie regarding the new numbers he will need. Break out On Call Pay for Budget.

Discussion regarding training for the Linemen and Membership in Northeast Public Power Association. Jamie made a motion to join NEPPA at the pro-rated cost for 2017 and pay the one time Building Fund cost of \$1741.00. Glenn seconded the motion. Vote was unanimous.

Sandra made a motion to send both Dale Weeks and Garrett Coutu to the 4 day 2017 Metering I Program at NEPPA. Glenn seconded the motion. Vote was unanimous.

**NEW BUSINESS:**

The work on the Substation has begun and the Nitrogen has been purchased but we are still waiting for parts to come in. The job should be completed before winter sets in. Eversource has put in fuses and JCR should only take one day when we can get them.

The Ford Pickup is done and will be ready to be picked up tomorrow from Ossipee Mtn. Electronics. No bids were received on the old pickup and the Commissioners suggested checking with Busky & Steen to see what we can get for scrap.

Lee Nichols checked with 3 companies regarding tree trimming. A bid from Top Notch has been received. The bid from Hixson has been sent by mail and we should receive it in a couple of days. Mark Leibert of Tree Solutions did not wish to bid since he does not have a Bucket Truck and does not want to work around power lines. Sandra will be in on Friday to open the bids.

Lee has received a price for the estimated cost of 2 Pad mount Transformers at \$7,297.30 and 6 - 5KVA Transformers for \$3,913.02. The Commissioners would like Lee to figure out what the savings would be for them by the next meeting. Sandra will meet with the Association to see if they will be responsible to clear around the Pad Transformers and she will report back to the Board.



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Lee will price out a pallet of meters and they would be installed on North Ashland Road.

Glenn Dion made a motion to accept Linda Pack's retirement letter with thanks and appreciation. Sandra Coleman seconded the motion. Vote was unanimous.

Mrs. Pack will retire on February 28, 2020 barring anything unforeseen.

Discussion regarding Inventory, time cards and a request for financials in Commission boxes. Sandra also asked for a list of emergency numbers from Lee. Also a discussion of sweatshirts for Garrett and Dale and Lee cannot find 100% Cotton. Glen said he will check to see what he can find.

A request from Jamie regarding getting US Cellular changed over from Lee Nichols name and Lee stated the Credit Card needs to have his Social Security Number removed from the Department's Account.

Accounts Payable and Payroll signed.

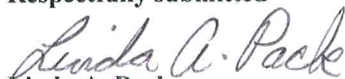
**NON-PUBLIC SESSION:** Sandra Coleman made a motion to go into Non-Public Session at 8:35 P.M. according to RSA 91-A:3, II(b) The hiring of any person as a public employee. Glenn Dion seconded the motion. Vote: Sandra Coleman - yes, Glenn Dion - yes & Jamie Lyford - yes.

Sandra Coleman made a motion to return to public session at 8:50 P.M. seconded by Glenn Dion. Vote was unanimous.

Sandra Coleman made a motion to seal the minutes of the Non-Public Session. Jamie Lyford seconded the motion. Vote was unanimous.

**ADJOURNMENT:** Sandra made a motion to adjourn at 8:53 AM. Jamie seconded the motion. Vote was unanimous.

Respectfully submitted

  
Linda A. Pack  
Ashland Electric Department