



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

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September 12, 2017

ASHLAND BOARD OF ELECTRIC COMMISSIONERS MEETING MINUTES

Tuesday
September 12, 2017
6 Collins Street
ASHLAND, NH
6:30 P.M.

MEMBERS PRESENT: Jamie Lyford, Sandra Coleman & Glenn Dion

OTHERS PRESENT: Lee Nichols, Linda Pack, Tony Randall & Steve Foley

CALL TO ORDER: Sandra Coleman opened the meeting at 6:38 P.M

MINUTES: Jamie Lyford made a motion to approve the Minutes of August 8, 2017 as presented. Glenn Dion seconded the motion. No discussion. Jamie - yes, Glenn - yes & Sandra - No.

Glenn made a motion to approve the Minutes of August 29, 2017 as presented. Jamie seconded the motion. No discussion, Minutes approved. Vote was unanimous

OTHER BUSINESS: Steve Foley attended the meeting to discuss the Assistant Superintendent position with the Commissioners and Lee Nichols.

Tony Randall attended to ask the Electric Commissioners if they would mind if a Plaque with a depiction of Punky Marsh in bronze was placed on the Electric Department Building. Because Mr. Marsh did so much for the Town of Ashland during his many years as Superintendent of Ashland Electric, he felt there is a need for some form of appreciation. The Commissioners and staff agreed. Tony will get the details and report back to the board when he gets the pricing information.

OLD BUSINESS: Lee has not heard anything from Craig Moore yet regarding the work discussed at the last meeting. Jamie stated he spoke to Mike Latulippe but Craig had not talked to Mike yet either. Glenn will see Craig this week and will talk to him.



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The pricing for 120 new meters is \$30.00 each for a total of \$3600.00 and it will take 8 to 16 weeks for delivery. Glenn suggested making a list of those that need to be replaced and change them out while reading meters. Lee will also have the list of emergency numbers at the next meeting.

Glenn was able to find 100% Cotton Sweatshirts from Carhart and they are special for Electric Personnel. He will get pricing as soon as possible.

NEW BUSINESS:

The Commissioners want Linda to do a cost analysis to find out how much it will cost for the new billing/ mailing system per month compared with the current system. Linda stated this would take some time because Karen is on vacation right now. Discussion regarding new time cards versus digital. Linda will check with Computech to find out what the cost would be for software to do time cards on the computers. Linda was told to purchase a scanner to reduce the amount of paper in the office as well.

Glenn wants to cut up the Electric Dept. Credit Card and the Commissioners are all in agreement. The NEPPA bill will be paid by check instead of Credit Card.

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 Lee is waiting to hear from them regarding the cost savings. Sandra contacted the President of the Association but is still waiting for an answer.

It was the consensus of the board to put the Orange Pick-up Truck out for bid for one day in the Laconia Sun Newspaper. A minimum bid of \$100.00 is required. All bids must be received no later than Friday September 22, 2017 at 4 PM and will be opened at the meeting Tuesday September 26, 2017.

Glenn Dion made a motion to make a donation of \$500.00 to Operation Santa Clause in memory of Thomas (Punky) Marsh. Sandra seconded the motion. Vote was unanimous.



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The two bids that were received to do the work on Thompson Street were opened. One was from Hixson and the other from Top Notch. Discussion regarding both ensued and it was decided to table the decision until the next meeting.

Sandra will advise the Budget Committee we will have our budget by the first week in October.

Lee advised that all is ready for the Substation work to go forward and he needs to contact JC Reed. He believes it will take one day if we use our digger truck and their bucket truck. The cost should be around \$2500 to \$3000 dollars.

Sandra stated there was a vote taken to put the money received from the Trustees into the North Ashland Road Account and it was not done. It was deposited into the Electric Department Money Market Account by Linda Pack given to the Treasurer. Sandra wants a deposit of \$224,814.26 from the MVS Money Market Account put into the North Ashland Road Account tomorrow with a Memo to Linda Guyotte.

Discussion regarding the lunch break periods was brought up and it was the consensus that the Linemen still should not eat on the job. They need to take a 30 minute lunch break and get out of work at 3:30

Sandra stated the agenda for the next meeting should include On call pay, the Budget and call back emergency response time.

Accounts Payable and Payroll signed.

NON-PUBLIC SESSION: None

ADJOURNMENT: Glenn made a motion to adjourn at 9:05 PM. Jamie seconded the motion. Vote was unanimous.

Respectfully submitted

Linda A. Pack
Ashland Electric Department