



TOWN OF ASHLAND ELECTRIC DEPARTMENT  
6 COLLINS STREET  
ASHLAND, NH 03217

Office (603)968-3083  
Fax (603)968-9048

Ashland Electric Dept.

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March 27, 2018

## ASHLAND BOARD OF ELECTRIC COMMISSIONERS MEETING MINUTES

Tuesday  
March 27, 2018  
6 Collins Street  
ASHLAND, NH  
6:30 P.M.

**MEMBERS PRESENT:** Jamie Lyford, Sandra Coleman and Glenn Dion

**OTHERS PRESENT:** Steve Foley & Linda Pack

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

Pledge of Allegiance

**REORGANIZATION:** Glenn made a motion to nominate Sandra Coleman as Chair of the Ashland Electric Board of Commissioners. Jamie seconded the motion. Vote: Glenn - yes, Jamie - yes and Sandra - abstained.

Glenn made a motion to nominate Jamie Lyford as Vice Chair of the Ashland Electric Board of Commissioners. Sandra seconded the motion. Vote was unanimous.

Sandra made a motion to nominate Glenn Dion as Safety Officer. Jamie seconded the motion. Vote was unanimous.

**MINUTES:** Glenn made a motion to approve as presented the minutes of February 13, 2018. Jamie seconded the motion. Vote was unanimous.

Jamie made a motion to approve the minutes of February 27, 2018 as presented. Sandra advised there were two typos on page 2 that should be corrected. First paragraph second line, the word the should be he. Third paragraph last line at should be inserted between the word be and our. The day on the header of the minutes should be Tuesday instead of Monday. Sandra seconded the motion with corrections. Vote was unanimous.



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**OLD BUSINESS:**

Discussion regarding new locks and alarm for the Electric Dept. Building. Steve gave the Commissioners the information received from Advanced Lock and Alarm for additional door contacts and keypads to the existing Intrusion Alarm. The Commissioners discussed the various proposals and decided what should be approved and which items were not needed. Steve will contact the company to get started right away.

Estimating the Power Bill for New Hampton was brought up for discussion. Steve spoke to the clerk for New Hampton and she had no issue with doing away with estimating the bill in future. The Commission recommended that Steve should speak with their Board to see if beginning in September they would like to end the estimated bill process. We would then skip one month and begin sending the actual bill.

Steve advised the quote had been received for the new flooring for the upstairs office space at \$1600.00 for carpet instead of hardwood. This was due to the uneven subfloor. The Commissioners approved the amount and Steve will contact the contractor right away to get started.

Three quotes for installation of Power and Lights in the New Garage were sought with two responses and the third could not take on the job. Of the two remaining quotes the less expensive was \$9000.00 which included LED Lights. The other was \$10,000.00 and did not include the cost of lights. The Commissioners would like to accept the first quote \$9000.00 and told Steve to make arrangements to begin the project around May 1st.

Discussion about the replacement of street lights ensued with Steve advising that Graybar would give us a break on 14 LED Lights that someone ordered but did not end up taking. Graybar will sell them to us at a considerable savings. The Commissioners advised making the purchase and as lights fail replace with new LED's. The lights that will be replaced with LED's will now be much brighter and may afford the Electric Dept. the option of removing some of the older



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High Pressure Sodium Lights. This may be cost effective and can be a savings to the department.

Regarding the tree trimming issue on Sanborn Road done previously, the Forestry Service issued a warning to Ashland Electric to use caution when removing any trees. Steve has set up a new tree trimming policy and has contacted a tree service to use their Arborist as a consultant. The policy was discussed with the Forrest Ranger and he was satisfied the issue had been carefully dealt with.

The Commissioners gave Steve permission to go online to purchase Identification Badges for himself and the Linemen.

**NEW BUSINESS:**

The floor in the Garage Bay in need of repair because the new rental truck is leaking brake fluid. Steve will contact the rental company to have the truck repaired.

Steve met last week with the Union Representative Neil Smith. They discussed Job names and descriptions and feel it would be advisable to change the names to more closely follow with the Northeast Public Power Association descriptions. Steve stated the talks went very well and if the changes are implemented it would mean just filing an amendment to the current contract.

Last Wednesday a power outage occurred on West Street. One leg was out due to a fuse being open. The fuse did not blow it was just open. The cause could not be determined and the outage lasted about an hour.

Steve asked the Electric Commissioners why payroll was not done by the Town Office for all Town Employees. The reply was that it was done because the previous Superintendent wanted it done that way. Steve would like to see if the Town would take the payroll for the Electric Dept. back and even if we needed to pay a fee he would like to check into it. The Commissioners told him to check on this with the Town Administrator and report back.

Payroll and Accounts Payable signed.





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**NON-PUBLIC SESSION:** Sandra made a motion to go into Non-Public Session at 8:11 PM according to RSA 91-A:3II(a) The dismissal, promotion, or compensation of any public employee. Glenn seconded the motion. Vote - Sandra - yes, Glenn - yes and Jamie - yes.

*Sandra Weeks applied for the Lineman 1 position that was posted per union requirements. Since he was the only applicant it was decided to give him the position and his rate will be \$24.62 per hour. This was effective March 10th as the Meeting of March 13th was cancelled.*

Sandra made a motion to come out of Non-Public Session at 8:18 PM. Jamie seconded the motion. Vote - Sandra - yes, Jamie - yes and Glenn - yes.

Sandra made a motion to go into Non-Public Session at 8:20 PM according to RSA 91-A:3II(L) Consideration of legal advice provided by legal counsel. Jamie seconded the motion. Vote - Sandra - yes, Jamie - yes & Glenn - yes.

Sandra made a motion to come out of Non-Public Session at 8:32 PM. Jamie seconded the motion. Vote: Sandra - yes, Jamie - yes and Glenn - yes.

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

Sandra made a motion to go into Non-Public Session at 8:34 PM according to RSA 91-A:3II(L) Consideration of legal advice provided by legal counsel. Jamie seconded the motion. Vote: Sandra - yes, Jamie - yes and Glenn - yes.

Sandra made a motion to come out of Non-Public Session at 8:49 PM. Jamie seconded the motion. Vote - Sandra - yes, Jamie - yes and Glenn - yes.



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

**ADJOURNMENT:**

Sandra made a motion to adjourn at 9:03 PM. Jamie seconded the  
motion. Vote was unanimous.

Respectfully submitted

Linda A. Pack  
Ashland Electric Department