

## ASHLAND ELECTRIC RATES

EFFECTIVE 06/01/21

INDUSTRIAL PRIMARY SERVICE:	(1)	
Monthly Service Charge		\$ 100.00
All K V A Demand		\$ 5.50 Per KW
All Kilowatt-hours		\$ 0.12673
GENERAL SERVICE SINGLE-PHASE:	(2)	
Monthly Service Charge		\$ 10.00
K V A Demand over 10 KVA		\$ -
Demand		\$ 5.20 Per KW
First 500 Kilowatt-hours		\$ 0.16144
Next 500 Kilowatt-hours		\$ 0.14909
Next 1500 Kilowatt-hours		\$ 0.14462
Over 2500 Kilowatt-hours		\$ 0.13549
RESIDENTIAL RATE:	(3)	
Monthly Service Charge		\$ 10.00
First 100 Kilowatt-hours		\$ 0.12776
Next 400 Kilowatt-hours		\$ 0.15623
Over 500 Kilowatt-hours		\$ 0.15423
GENERAL SERVICE 3-PHASE:	(4)	
Monthly Service Charge		\$ 25.00
K V A Demand over 10 KVA		\$ -
Demand		\$ 5.20 Per KW
First 500 Kilowatt-hours		\$ 0.16144
Next 500 Kilowatt-hours		\$ 0.14909
Next 1500 Kilowatt-hours		\$ 0.14462
Over 2500 Kilowatt-hours		\$ 0.13549
ELECTRIC HEAT:	(5)	
Monthly Service Charge		\$ 10.00
First 100 Kilowatt-hours		\$ 0.12776
Next 400 Kilowatt-hours		\$ 0.15623
Over 500 Kilowatt-hours		\$ 0.14280
OUTDOOR LIGHTING SERVICE:		
50 Watt HPS		\$ 7.40000
70 Watt HPS		\$ 8.06000
100 Watt HPS		\$ 9.11000
150 Watt HPS		\$ 15.17000
250 Watt HPS		\$ 18.31000
400 Watt HPS		\$ 22.78000
1000 Watt HPS		\$ 43.04000

\* ALL RATES (EXCLUDING OUTDOOR LIGHTING SERVICE) ARE SUBJECT TO  
A PURCHASED POWER ADJUSTMENT CHARGE OF \$ 0.01000 KWH

**TOWN OF ASHLAND  
MUNICIPAL LIGHT DEPARTMENT**

**BILLING RULES, REGULATIONS and RATE SCHEDULES**

**Applications for Electric Service**

Written applications for electric service shall be made at the office of the Municipal Light Department, 6 Collins Street, Ashland, New Hampshire on a form supplied by the Municipal Light Department.

**Access to Premises**

The Department shall have the right of access to the customer's premises at all reasonable times for the purpose of inspecting and keeping in repair, meter reading, or removing any or all of its apparatus and for such purposes, the customer authorizes and requests his landlord, if any, to permit the Department to enter said premises.

**Definition of Accounts**

Each meter shall be considered as a separate account and as a separate account the consumption of energy registered thereon shall be billed in accordance with the provisions of the applicable rate schedule.

**Schedule of Rates**

All charges for electric energy shall be computed in accordance with a schedule of rates on file in the office of the Municipal Light Department. No employee, or agent, of the Department shall charge, demand, collect, or receive, a greater or lesser compensation for the supplying of such energy than is provided for in the said schedule of rates.

**Advance Deposits**

The Department shall receive an advance deposit equal to three (3) months electric service on a new account. The total of the deposit shall be calculated based upon the recorded consumption of the account for the three (3) highest monthly billing periods during the year previous to the application for service.

**Electric Bills Due and Payable**

All bills issued for the use of electricity by a customer shall be due and payable within 30 days of the date of issuance of the billing

**Termination for Non-Payment**

**Electric bills that remain unpaid for 30 days from their date of issuance are subject to termination for non-payment upon ten (10) days notice in writing.**

**Reconnect Charge**

**Services that are disconnected for non-payment must tender a \$30.00 reconnection charge in addition to the total sum of the unpaid bill before reconnection will be accomplished.**

**Returned Check Charge**

**Customers who have their checks tendered for payment returned for any reason shall be charged \$30.00 to be paid at the time the returned check is paid in full.**

**Multiple Returned Checks**

**Customers who have their checks returned on multiple occasions shall be notified that payments for electric service will only be accepted in cash, bank check or money orders.**

**Multiple Disconnections for Non-Payment**

**Customers who are disconnected on multiple occasions will have their advance deposit increased in accordance with a review of their usage record that indicates that their previous deposit was smaller than required to guarantee their billing payment.**



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

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

APPLICATION FOR ELECTRIC SERVICE

\*(PLEASE PRINT)

\*Required Information

\*DATE \_\_\_\_\_

\*Rent \_\_\_\_\_

\*Own \_\_\_\_\_

\*Parties Responsible for Payment

\*Customer Name(s) \_\_\_\_\_  
(First) (Middle Int.) (Last)

\*Mailing Address \_\_\_\_\_

\*Landlord \_\_\_\_\_ \*Former Tenant \_\_\_\_\_

\*Service Location \_\_\_\_\_ \*Apt.# \_\_\_\_\_

\*Telephone/Cell Phone Number(s) \_\_\_\_\_

\*Drivers License # \_\_\_\_\_

\*Name & Emergency Contact Number \_\_\_\_\_

\*Employer Name & Address: \_\_\_\_\_

\*Employer Telephone Number \_\_\_\_\_

\*Type of Service Requested: residential \_\_\_\_\_ \*Effective Date of Service \_\_\_\_\_  
electric heat \_\_\_\_\_  
commercial \_\_\_\_\_  
water heating \_\_\_\_\_  
outdoor lighting \_\_\_\_\_

Security Deposit \$ \_\_\_\_\_ Account # \_\_\_\_\_ CID# \_\_\_\_\_  
(to be determined) (to be assigned) (to be assigned)

(I,We) \_\_\_\_\_ AGREE TO OBEY THE RULES AND REGULATIONS OF THE ASHLAND ELECTRIC DEPARTMENT. (I, We) UNDERSTAND THAT THE BILLS ARE BILLED MONTHLY AND PAYABLE UPON RECEIPT. (I, We) AGREE TO PAY ANY AND ALL COSTS OF COLLECTIONS IN THE EVENT THAT (I, We) DO NOT PAY THE BILL. THE ASHLAND ELECTRIC DEPARTMENT WILL BE NOTIFIED IN WRITING BEFORE (I, We) MOVE AND A FORWARDING ADDRESS IN WRITING MUST BE FURNISHED.

\_\_\_\_\_  
(Customer's Signature)

ARE YOU OR ANY MEMBER OF YOUR HOUSEHOLD ON ANY FORM OF LIFE SUPPORT? YES \_\_\_\_\_ NO \_\_\_\_\_

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**TOWN OF ASHLAND  
BOARD OF SELECTMEN  
MEETING MINUTES  
THURSDAY, APRIL 19, 2021  
TOWN HALL  
ASHLAND, NH  
6:00 P.M.**

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**I. CALL TO ORDER** -- Town of Ashland Chairman of the Board Eli Badger called the meeting to order at 6:00 p.m. and requested a roll call of the Selectmen. Chairman Eli Badger and Selectmen Ann Barney, Bob Letourneau, Alan Cilley and Andy Fitch were present via the video conference. Chairman Badger notified attendees that the meeting was occurring over video and teleconference, a provision authorized by the Governor's Emergency Order #12 that waived the physical presence of board members during the Covid-19 pandemic.

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**II. NEW BUSINESS**

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**a. Internal Controls/Purchasing Procedures/Debit Card** – Katherine Davis discussed her concerns that our purchasing policies and internal controls do not align. She suggested that she could adjust the policies to match the internal controls. Currently, there is a \$1,500 limit that Department Heads can spend without approval. Purchases of \$10,000 or more must go out for three (if possible) competitive bids. She suggested that that amount should be adjusted to \$5,000. All purchases over \$1,500 require Town Manager approval. The consensus of the Board was that competitive bid requirement should be at \$5,000 and could be waived under certain circumstances such as routine purchases, lack of vendors in a reasonable distance, existing contracts, etc. Wording in the policy will reflect that caveat. She also suggested eliminating the purchase order and requisition policies. They create a lot of unnecessary paperwork. Signatures on invoices will suffice. She will write up these policies for Board for approval.

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Katherine also recommended eliminating the debit card and credit card. The town uses a standard credit card that comes with fees and delays. There are better options for Municipal governments. The debit card can be replaced with a purchasing card (P-card) that eliminates fees and interest rates, has built in flexibility allowing for setting thresholds for individuals or departments and offers cash back options. Katherine will contact the vendor for a presentation at our next meeting on May 3.

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**b. 4<sup>th</sup> of July Primex Risk Management Guidelines** - David Bullock from Primex briefly discussed risk management from an insurance perspective regarding fireworks, vendor contracts, the town, and volunteers. He stated that the town has liability and property coverage. The Board and volunteers are covered by our insurance. Private vendors and non-profit groups are not covered. Primex will review all contracts along with Legal. They will also review a Memorandum of Understanding (MOU) between the town and the Ashland Elementary School for the fireworks.



1 The Board discussed funding considerations. The Committee had requested the funds be held  
 2 in a non-lapsing fund. The option of moving the Committee back under the Heritage  
 3 Commission was presented for ease of fund access. Kendall Hughes, Chair of the Heritage  
 4 Commission, will present this option at their next meeting on April 27.

- 5  
 6 **d. Security/Locks for the Town Hall** – Craig Moore presented a proposal from A&B  
 7 Lock and Security to replace the locks and keys in the Town Hall with a key card/fob  
 8 option. Chief Ulwick discussed the grave security concerns and that there are many  
 9 keys out with little or no accounting as to who has them. If a key is lost, the cost of  
 10 redoing the locks is significant. Furthermore, the Town Hall has had persistent  
 11 problems with access through the back door including malfunctioning locks. The door  
 12 handle is rusted and needs to be replaced. The card/fob option would allow for much  
 13 greater security, tighter control, real time tracking, individual specific access for  
 14 certain doors, the ability to authorize or deauthorize cards quickly as needed. The  
 15 consensus of the Board was that this was an important change. We would start with  
 16 the Town Hall and Police Department and expand the program to other town buildings  
 17 as funding becomes available.

18  
 19 **MOTION:** Bob Letourneau

20 *To replace the keys and locks in the Town Hall (2 doors) and the Police Department (1*  
 21 *door) with the proposed A&B Lock and Security access control system for \$2,540.00*

22 **SECOND:** Ann Barney

23 **ROLL CALL VOTE:** 5-0

24 **MOTION PASSED**

- 25  
 26 **e. Job Posting for Electric Department Linemen** – We currently are short staffed with  
 27 only one journeyman lineman.

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 29 **MOTION:** Bob Letourneau

30 *To post two positions for the Electric Department, one journeyman lineman and one*  
 31 *lineman*

32 **SECOND:** Andy Fitch

33 **ROLL CALL VOTE:** 5-0

34 **MOTION PASSED**

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 36 **III. OLD BUSINESS**

- 37 **a. Update on GIS** – Years 1 and 2 of the 3-year contract with CAI Technologies to  
 38 create a GIS system are complete. Year 3 work, will start at the end of April to include  
 39 numbering parcels, calculating acreage, and building the final tax maps. Once  
 40 complete, CAI will deliver to the town to begin the review process. The entire project  
 41 will be complete by the end of 2021 and a final payment of \$39,300 will be due. The  
 42 project manager, Tim Fountain, plans to meet with the new Town Manager once he is  
 43 in place.  
 44  
 45 **b. Update on TAP** – Project is on track. Electric poles are being replaced/relocated as  
 46 necessary. New poles will be installed near crosswalks for safety.

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- c. **Booster Club Roof** – Craig Moore tried to patch the roof, but this was not possible since the wood underneath has begun to rot in some places. A new metal roof with a 60-year warranty can be installed over the existing shingles. Minor roof damage will not be a concern. Craig will repair the one board where there was a hole. Ann Barney had received two estimates, one for \$10,995 and one for \$22,000. The scope of work was the same in both proposals. Craig Moore spoke with the company that proposed \$10,995 and believed that they could do a good job. The company is local, the roof will be made in one piece at their site and installed in one day.

11 **MOTION:** Bob Letourneau

12 *To accept the proposal to install a metal roof on the Booster Club at a cost of \$10,995.*

13 **SECOND:** Alan Cilley

14 **DISCUSSION:** Eli Badger asked if the proposal noted any possible cost overruns/contingencies. Ann Barney said there was no such language.

15 **ROLL CALL VOTE:** 4-0-1 (Ann Barney abstained)

16 **MOTION PASSED**

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19 d. **Ashland Electric Department Rates** – The Board agreed that deciding on a rate  
20 increase was important. We are in a negative cash position with need of infrastructure  
21 repairs/upgrades as well as bringing staffing up to an appropriate level (linemen and  
22 superintendent).

23 **MOTION:** Alan Cilley

24 *To raise the rates in each tier by \$.015/kwh*

25 There was no second to the motion.

26  
27  
28 Craig Moore told the Board that he had met with Katherine Davis and Rob Kuell to  
29 discuss the situation. Rob's recommendation was to raise the rates as suggested about  
30 (\$.015/kwh). This will pay for infrastructure and personnel needs and get us back on  
31 track.

32  
33 **MOTION:** Alan Cilley

34 *To raise the rates in each tier by \$.015/kwh*

35 **SECOND:** Bob Letourneau

36 **ROLL CALL VOTE:** 4-1 (Andy Fitch voted nay)

37 **MOTION PASSED**

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39 The Board agreed that a 30-day advance notice to customers was appropriate. Prior to  
40 the rate increase, bills need to be up to date and accurate.

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42 **MOTION:** Alan Cilley

43 *Make the rate increase effective June 1, 2021.*

44 **SECOND:** Ann Barney

45 **ROLL CALL VOTE:** 5-0

46 **MOTION PASSED**

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2 **IV. APPROVAL OF MINUTES**

3 Minutes from 4/6/2021 – Adjournment time on page 1 was corrected to be 2:45

4 **MOTION:** Andy Fitch

5 *Approve the minutes of 4/6/21 as amended.*

6 **SECOND:** Ann Barney

7 **ROLL CALL VOTE:** 4-0 (Alan abstained)

8 **MOTION PASSED**

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10 Minutes from 4/8/21 – Page 5, line 10 – the word “truck” was changed to “loader.”

11  
12 **MOTION:** Bob Letourneau

13 *Approve the minutes of 4/8/21 as amended.*

14 **SECOND:** Andy Fitch

15 **ROLL CALL VOTE:** 5-0

16 **MOTION PASSED**

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18 Minutes from 4/15/21

19  
20 **MOTION:** Bob Letourneau

21 *Approve the minutes of 4/15/21.*

22 **SECOND:** Ann Barney

23 **ROLL CALL VOTE:** 5-0

24 **MOTION PASSED**

- 25  
26 **V. UPDATE ON UTILITY CLERK POSITION AND SPACE** – Fran Newton informed  
27 the Board that she contacted CCS about computer needs for 6 Collins Street should Ann  
28 Sullivan and Diane Mele move to that space. They have put in a ticket and will set up a  
29 meeting with the appropriate personnel. She also contacted First Light to discuss the  
30 phone needs. First Light has reached out to Water and Sewer Superintendent Rusty Cross.  
31 Katherine Davis expressed her concern that moving 2/3 of the Finance Staff to a different  
32 location will pose a difficulty in supervision and communication. Furthermore, when we  
33 hire a new finance assistant, space in the Town Hall will be impacted. The Board agreed  
34 that these issues will be discussed with the new Town Manager.

35  
36 **VI. ADJOURNMENT:**

37 **MOTION:** Bob Letourneau

38 *To adjourn*

39 **SECOND:** Andy Fitch

40 **ROLL CALL VOTE:** 5 – 0

41 The meeting was adjourned at 7:58 p.m.

42  
43 *Notes prepared by Frances Newton*



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Looking for information about your utility service? The Commission's Consumer Services and External Affairs Division can help you find the answers. Every day changes occur in utility services, technology and public policy that affect you, the consumer. Timely information enables you to take advantage of new utility services and programs, avoid the pitfalls of scams, and become a smart consumer when it comes to paying bills and getting the best service from your utility.

The Consumer Services and External Affairs Division can assist you in many ways. In addition to providing you with up-to-date information about your utility service and changes in the utility industry, we can help resolve disputes between you - the consumer - and regulated utility companies and utility service providers including electric, natural gas, telephone, water, sewer and steam providers. We can also provide you with other valuable information. The Consumer Services and External Affairs Division:

- acts as a mediator to help resolve disputes between customers and regulated utility companies
- assists you in setting up payment plans for your utility bill
- provides rules and regulations governing utility companies
- provides information about public hearings and how you can participate
- provides information regarding Commission proceedings
- provides tips on energy conservation

While the Consumer Services and External Affairs Division can assist you in many ways, please be aware that we do not provide direct financial assistance for bill payment. The Commission does not regulate providers of cable service, cellular service or paging services, propane gas providers, heating oil companies, or internet service providers. Additionally, the Commission does not have jurisdiction over co-operative or municipal utilities.

Even though changes in New Hampshire laws have reduced the way some telephone companies are regulated, the NHPUC Consumer Services and External Affairs Division may still be able to assist you in resolving your complaint with your telephone service provider.



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## Net Metering

### What is net metering?

If you are thinking about installing an on-site renewable energy source, such as solar, wind or hydro, that produces electricity, you can save on your electric bill through net metering. Customers who net meter have a special meter which measures the difference between the electricity provided by the local utility or competitive energy supplier and the electricity produced by an on-site renewable energy source. The meter registers the flow of electricity in both directions – from your local utility or competitive energy supplier to your home and from your renewable energy source back out to the utility distribution system - and the net amount is used to calculate your monthly electric bill.

### Who can net meter?

If you are a customer of Eversource, Liberty Utilities, New Hampshire Electric Cooperative and Unitil and you are interested in installing equipment which produces electricity using renewable energy, you can take advantage of net metering. It doesn't matter if you buy your energy supply from your local utility or a competitive energy supplier. Customers of municipally owned and operated electric utilities should call their utility to see if net metering is available.

### Are there any limits on the amount of energy I can produce?

For residential and small commercial customers, the peak generating capacity of the equipment is limited to 100 kW AC, and the equipment must be located behind the customer's meter. The equipment must also be interconnected and operating in parallel with the electric grid and used primarily to offset the customer's own electricity use. For larger generation facilities, the peak generating capacity is 1,000 kW.

### Where can I find more information?

An illustrative overview of the current net metering tariff structure is available [here](#). Please note that a number of project details impact compensation and customer-generators should work with their utility and/or installer to fully understand net metering compensation specific to their project:

#### [Net Metering Tariff Overview 2020](#)

Contact your local utility for more information about their net metering requirements. [Rules](#) governing net metering are also available on the Commission's website.

NH law limits the amount of customer owned generation used for net metering for each utility's service area. If you are interested in net metering, make sure to check with your utility on its availability.