

**READING MUNICIPAL LIGHT DEPARTMENT
CITIZENS' ADVISORY BOARD (CAB) MEETING**

**MINUTES
Regular Session**

Time: 6:30 P.M.

Date: Wednesday, March 13, 2013

Place: RMLD, 230 Ash Street, Reading, MA, Winfred Spurr/Audio Visual Room

CAB Members Present:

Mr. Tony Capobianco (Reading), Mr. George Hooper, Vice Chairman (Wilmington), Mr. David Nelson (Lynnfield), Mr. John Norton, Chairman (North Reading), Mr. Thomas Ollila, Secretary (Wilmington)

CAB Members Absent:

None.

RMLD Commissioner(s) Present:

Ms. Marsie West

RMLD Staff Present:

Mr. Robert Fournier, Ms. Jane Parenteau, Ms. Kathleen Rybak, Mr. Kevin Sullivan

1. Call Meeting to Order – J. Norton, Chairman

Chairman Norton called the meeting to order at 6:30 p.m.

2. Approval of Minutes – J. Norton, Chairman

Chairman Norton asked for a motion to approve the minutes of the January 23, 2013, meeting as presented in the Agenda packet.

Mr. Hooper made a motion to approve the minutes of the January 23, 2013, meeting, seconded by Mr. Capobianco. Hearing no further discussion, ***Motion carried 5:0 (5 in favor, 0 opposed).***

3. January 2013 Financials – B. Fournier

Mr. Fournier presented the January 31, 2013, Financials (distributed at the meeting). Overall, for the first seven months the RMLD is doing very well. Mr. Fournier reported that beginning March 15th, the DPU will allow us to again begin full collections. Over the winter months, the RMLD makes a concerted effort to keep our customers current with their payments. Customers are treated fairly and consistently, which has allowed us to keep write-offs at a minimum this year.

4. January 2013 Reliability Report – K. Sullivan

Mr. Sullivan reviewed the January Engineering and Operations report as presented in the Agenda packet. Of note, we anticipate that there will be two capital projects carried over into FY14 (Project 3 and Project 8). The expectation is that approximately \$5.2 to 5.4m of the \$6.4m Capital Budget (for FY13) will be spent.

The SAIFI value remains very low. In January the four-year average was reduced to 0.62 due to favorable SAIFI figures month over month. Mr. Sullivan reported that there are approximately 1,000 residential meter installations remaining in Lynnfield. We shifted to commercial meter installations (inside work) in January due to the snow. We will transition back to the residential meter upgrade project weather permitting. The commercial meter project will continue into FY14.

In January there were 226 customers out of service, and 12 outage incidents (including two separate wind incidents). There were nine (9) tree related incidents due to wind storms in January.

Mr. Nelson questioned why SAIFI (frequency of outages) is down and the time to restore power is up. Mr. Sullivan noted that with large outages, service can be restored to a large number of consumers in a short period of time. However, with small outages and depending on the circumstances (i.e., time of day or night, availability of crews on duty, etc.) service restoration in certain instances may take longer. When there are a fewer number of outages, the CAIDI number really stands out.

5. January 2013 Energy Services Report – J. Parenteau

Ms. Parenteau reviewed the Purchase Power Summary for January, which was included in the Agenda packet. Ms. Parenteau noted that the numbers reported are tentative as we have not received the final MMWEC project billing .

The fuel charge adjustment for January was set at \$0.055. Our sales totaled 55.9m kWh. As a result, the RMLD over-collected by about \$482,000 (actual), resulting in a deferred fuel cash reserve value of \$2.45m. The fuel charge adjustment decreased to \$0.05 in February and increased to \$0.055 in March; it is projected to decrease in April and May. The RMLD purchased approximately 5.8% of its energy requirement from the spot market at an average cost of approximately \$60 per mWh.

Ms. Parenteau reported that 183 RMLD customers have received audits totaling approximately \$36,600. Additionally, approximately 81 gas audits were performed by National Grid saving the RMLD \$16,200 in fees. There are over 680 requests for audits from interested customers. However, the audits are currently on hold pending review of internal processes. A meeting with the auditors to determine the next steps is scheduled.

Mr. Fournier noted that the \$582,098 received from the sale of RECS in January, combined with the \$344,000 (roughly) received in June, totals \$926,090 received by the RMLD from the sale of RECS.

6. Other Items for Discussion: - J. Norton, Chairman

Chairman Norton did not have any other items for discussion. Mr. Capobianco questioned whether the CAB would be revisiting the use of LED street lights. Chairman Norton suggested that the item be returned to the Agenda for further exploration once we resolve some outstanding issues and complete the budget process for FY14.

Mr. Sullivan updated the CAB on some items that were discussed at the February 27th Board of Commissioners meeting including Other Post-Employment Benefits (OPEB) and FERC Order 719.

7. Schedule of Upcoming Meetings – J. Norton, Chairman:

Chairman Norton confirmed the upcoming budget review meetings. The April 3 meeting will be held at North Reading Town Hall to review the Operating Budget, and the April 10 meeting will be held at the RMLD to review the Capital Budget. Both meetings will begin at 7:00 p.m.

8. Executive Session - J. Norton, Chairman


Mr. Nelson made a motion that the CAB go into Executive Session based on Chapter 164, Section 47D, exemption from public records and open meeting requirements in certain instances, to approve the January 23, 2013, Executive Session Minutes and return to regular session for the sole purpose of adjournment, seconded by Mr. Hooper. ***Motion carried 5:0 (5 in favor, 0 opposed), by a poll of members present:*** Mr. Ollila, aye; Mr. Hooper, aye; Chairman Norton, aye; Mr. Capobianco, aye; Mr. Nelson, aye.

9. **Motion to Adjourn – J. Norton, Chairman**

Motion to Adjourn made by Mr. Hooper, seconded by Mr. Nelson. Hearing no further discussion,
Motion carried 5:0 (5 in favor, 0 opposed).

Meeting adjourned at 7:02 p.m.

Respectfully submitted,



John Norton, Chairman

Minutes approved on: 5/15/13