

Reading Municipal Light Board of Commissioners

Regular Session

**230 Ash Street
Reading, MA 01867
May 4, 2004**

RECEIVED
TOWN CLERK
READING, MASS.

**Start Time of Regular Session: 7:05 p.m.
End Time of Regular Session: 7:25 p.m.**

2004 JUN 22 A 8:59

Attendees:

Commissioners: Pacino, Soli, Herlihy and Ensminger

RMLD Staff: Mr. Cameron

CAB: Mr. Lessard

***Mr. Herlihy arrived at 7:12 p.m.**

Chairman Pacino called the meeting to order at 7:05 p.m.

The RMLD Board of Commissioners will be meeting with the Town of Reading, Board of Selectmen, after this meeting at Reading Town Hall, Selectmen's Meeting Room at 8:00 p.m.

Board Discussion

Next Meeting Dates

Mr. Pacino took this item out of order on the agenda so that meetings could be set up accordingly.

RMLD Board of Commissioners Subcommittee Meetings

General Manager's Agreement

Mr. Pacino asked Messrs. Ensminger and Soli when the next General Manager's Agreement meeting would be.

It was agreed this meeting would take place on Tuesday, May 11, 2004, at 6:30 p.m. in the Cafeteria.

Mr. Ensminger commented that they would take up the completion of one outstanding item and the health insurance.

Rate Setting

Discussion then turned to the Rate Setting Subcommittee.

Mr. Ensminger commented that the Department was working with Vermont Energy Ventures (VEV) as they were providing the answer to Mr. Soli's inquiry relative to the 69,441 kW share of the residential peak distribution allocation. Mr. Cameron noted Mr. Soli requested this number be audited.

Mr. Cameron noted that in the report prepared by VEV they used a non-coincidence peak of 3.3 kW per customer for the residential customers. Mr. Cameron added Ms. Parenteau and Mr. Seldon of the Energy Services Department at the RMLD did its own independent confirmation of these numbers by using information on RMLD residential feeders with the commercial load backed out. They in turn came out with a non-coincidence peak of 3.16 kW per customer.

Once Mr. Soli's questions are answered Chuck Underhill from VEV will return and make his presentation. The Rate Subcommittee will meet before the Board meeting, and it will be the same day as the Board meeting. Mr. Cameron pointed out Ms. Parenteau, Mr. Seldon and himself need to meet with Mr. Soli prior to that meeting.

Mr. Soli noted he wants the non-coincidence peaks and how they compare overall.

Mr. Cameron noted that the average for the feeders is 3.16 per kW per customer. This is the non-coincidence peak demand for the distribution allocation.

Mr. Soli added there is a correlation.

Mr. Cameron noted on the Department's side it came within four percent audited. Mr. Cameron asked Mr. Soli is the question, how did you audit these figures or how did the Department perform the audit?

Board Discussion

RMLD Board of Commissioners Subcommittee Meetings

Rate Setting

Mr. Soli replied he wants a write up of these findings.

Mr. Cameron reiterated he would be meeting with Ms. Parenteau and Mr. Seldon to work with VEV to tailor the presentation to a half hour.

Mr. Ensminger commented that he thought there were changes coming to the Executive Summary of the report.

Mr. Cameron pointed out that the report from VEV cost the Department \$12,000, which was very reasonable. Mr. Cameron added order to further continue with the Class Cost of Service Study, it will be billed to the Department at a cost of \$75 per hour plus expenses. Mr. Cameron is asking VEV to gear its presentation to the casual reader as well as make it shorter.

Policy Subcommittee

Mr. Herlihy commented that there have been changes to some of the RMLD policies and the Subcommittee hopes to keep working at the remainder of the policies.

Mr. Cameron noted that the Contributions and Gifts policy is still being worked through. Mr. Cameron added that he has the RMLD Policy book with the changes. Mr. Cameron highlighted that the Board of Commissioners and Travel policies have been updated. The Facsimile and Credit Card policies have been abolished. The Management Pay and Sick Leave Buyback policies need to be addressed due to the ninety-day cap for new employees on the sick leave buyback for union employees. Mr. Cameron noted the Purchasing policy is being looked at as well as Surplus property.

RMLD Board of Commissioners Meeting

Wednesday, May 26, 2004

RMLD Board Rotation at Citizens' Advisory Board (CAB) Meetings

There has no CAB meeting set as there are no agenda items except the pending joint meeting with the RMLD Board of Commissioners on the Class Cost of Service Study.

General Manager's Report

2004 APPA National Conference, June 19-23

This will take place in Seattle, Washington.

Mr. Cameron noted that the APPA Conference has pertinent subjects with concurrent meetings. Mr. Cameron attended last year and there were good speakers. This year some of the topics are Key Accounts, Strategic Planning, Power Supply: Is There a Bankruptcy, or Someone Else's, In Your Future?

Mr. Ensminger made a motion seconded by Mr. Soli to approve the attendance at the 2004 APPA National Conference for General Manager, Vincent Cameron and RMLD Board of Commissioners, Chairman, Pacino.

Motion carried 4:0:0.

Report of the Chairman of the Board

Appointment of Reading Municipal Light Department (RMLD) Commissioner

There have been three applicants to replace Bill Hughes' position.

Mr. Pacino noted there was a conference call on Monday, May 3 to discuss the ground rules with himself, Messrs. Cameron, Hines and Hechenbleikner.

Mr. Cameron further explained the process. Both Chairman of each respective Board will call their Boards to order. There is a series of core questions that the candidates will be asked by one of the Chairman. Each applicant for the position will be given an opportunity to answer. The names will then be put into nomination; there will be a roll call vote, whoever gets five votes first will take the vacant position on the Board.

Mr. Pacino did point out that members could express their opinion.

On another matter, a ratepayer asked Mr. Herlihy why on the new bill prior usage was not carried over.

Mr. Cameron replied the new system couldn't grab historical data. It is not lost but cannot be transferred to the new billing.

Report of the Chairman of the Board

Appointment of Reading Municipal Light Department (RMLD) Commissioner

There have been three applicants to replace Bill Hughes' position.

Mr. Ensminger suggested having a one-time report given to customers showing three years usage. This would be a one-time report.

Mr. Cameron said he would look into it.

Motion to Adjourn

At 7:25 p.m. Mr. Ensminger made a motion seconded by Mr. Soli to adjourn the Regular Session.

Motion carried by show of hands. Motion carried 4:0:0.

A true copy of the RMLD Board of Commissioners minutes
as approved by a majority of the Commission.

Daniel A. Ensminger, Secretary
RMLD Board of Commissioners