

Reading Municipal Light Board of Commissioners
Regular Session
230 Ash Street
Reading, MA 01867
April 24, 2013

Start Time of Regular Session: 7:30 p.m.
End Time of Regular Session: 10:30 p.m.

Commissioners:

John Stempeck, Chairman
Robert Soli, Secretary

Philip B. Pacino, Vice Chair
David Talbot, Commissioner

Staff:

Kevin Sullivan, Interim General Manager
Jeanne Foti, Executive Assistant
Paula O'Leary, Materials Manager
David Polson, Facilities Manager
William Seldon, Senior Energy Analyst

Beth Ellen Antonio, Human Resources Manager
Bob Fournier, Accounting/Business Manager
Jane Parenteau, Energy Services Manager
Peter Price, Chief Engineer

Citizens' Advisory Board:

Dave Nelson, Member

Guest:

Diedre Lawrence, Esquire, Rubin and Rudman

Public:

John Arena, Bill Brown, Peter Hechenbleikner, David Mancuso, Bob Mauceri, John Norton, Fred Van Magness

Opening Remarks

Chairman Stempeck called the meeting to order and stated that the meeting was being videotaped, it is live in Reading only. Chairman Stempeck said that all we do here pales in comparison to the events of these past two weeks. We cannot express enough our sorrow to the families of those who were killed or injured by the cowardly acts of terrorists at the Boston Marathon, MIT, Watertown and other parts of Boston. We as a country, and certainly New England as the initial founder of freedom for this great nation, have never bowed to terrorism of any kind, yet we recognize that words provide little comfort when faced with the loss of a loved one involved in such a terrible event. Lacking a better mechanism as an expression for our shared desire to help, Mr. Sullivan has set up an individual contributor fund within the RMLD for contributing to the One Fund Boston to help these families and individuals during the long recovery.

Chairman Stempeck polled the Board, Citizens' Advisory Board members and the public to see if there were additional comments. There were none.

Introductions

Chairman Stempeck acknowledged Citizens' Advisory Board member, Dave Nelson; Town of North Reading, Board of Selectmen, Vice Chairman, Bob Mauceri; Town of Reading Board of Selectmen, Vice Chairman, John Arena, in attendance at the meeting.

General Manager Search Committee – Chairman Stempeck

Chairman Stempeck reported that they have retained a professional recruiter to solicit individuals for the General Manager position. It has been very successful and the Committee is now performing the initial interviews of candidates. This work will be completed over the next week or so. It is anticipated that the candidates will be brought before the Board immediately after that. If needed, they will call a special meeting to expedite the process.

Chairman Stempeck said that as you are aware, the Board received a letter from the Town Manager indicating that the Town felt that our March 27, 2013, vote was not legal. Chairman Stempeck said that counsel (Rubin and Rudman) was retained to examine this. Counsel has returned a seven-page letter. The letter asserts that the RMLB's action was legal, with numerous examples with case law showing this point.

Report of the Chairman (Attachment 1 and Attachment 2)

Results of Town of Reading and RMLD's Legal Counsel on Reading Home Rule Charter

This is relative to the March 27, 2013, RMLD vote on the Interim General Manager. Only RMLD Board members will receive this since it is draft form.

Chairman Stempeck asked Diedre Lawrence to be here this evening to entertain any additional questions. Chairman Stempeck said that he would like to get a motion from the Board to send a letter of response to Town Manager, Peter Hechenbleikner, that shows the legal opinion so it is open and people can look at it.

Discussion followed. Messrs. Talbot and Pacino stated that the legal opinion should be made public at this point. Chairman Stempeck agreed.

Mr. Soli made a motion seconded by Mr. Pacino to approve sending the following letter.

Motion carried 4:0:0.

Dear Mr. Hechenbleikner,

Thank you for your concerns about the validity of votes taken by the RMLB on March 27, 2013, related to the Interim General Manager's position.

We appreciate your interest in maintaining the correct process for our actions at the RMLB, and we would like to respond appropriately. We have asked counsel to review the letter and please see attached their response.

As such, we disagree with you on both of the issues you raised in your letter and we maintain that all votes and actions that occurred were within the purview of the RMLB.

Respectfully submitted,
John Stempeck, Chairman

Mr. Pacino made a motion seconded by Mr. Talbot to make the legal opinion public.

Motion carried 4:0:0.

Mr. Van Magness said that on the agenda that only the Board would receive the information because it is in draft form. It is difficult to ask counsel any questions because the legal opinion was not made public before the meeting. It is very difficult to have discussion. Mr. Talbot suggested passing out the legal opinion now. Chairman Stempeck said that the legal opinion will be made public after the meeting.

Chairman Stempeck said that the vote taken at the March 27 meeting has been affirmed by RMLD counsel. However, the person that is involved in this, Jane Parenteau, has responded that at this point in time, rather than rotate into the Interim General Manager position; she would rather see the Board be successful in hiring a new General Manager as quickly as possible. She has an extremely full workload and wants to see the RMLD continue to serve its citizens and put any remaining issues of leadership aside to get the job done without any distractions. Chairman Stempeck said that we would like to commend Jane for her professional attitude and thank both she and Kevin as we work our way through this difficult transition period.

Mr. Pacino made a motion seconded by Mr. Talbot that the Commission retains the present Interim General Manager, Kevin Sullivan until such time as the Commission appoints either a new General Manager or the Commission elects to appoint a different Interim General Manager.

Motion carried 4:0:0.

Mr. Arena said that as he understood the original motion it created a temporary assignment whereby one or more persons could in a series occupy the role of Interim General Manager, is that correct? Chairman Stempeck said that the initial intent was to have people rotate into that position. Mr. Arena said that he has not heard anything in the amended motion that rescinds the multiple roles or the temporal nature of that. He understands retaining the current, but you need to ferret out or reconstruct as it was constructed previously as well. Chairman Stempeck said that counsel's legal opinion states that this does not have to be done. Mr. Arena asked Chairman Stempeck to enlighten him. Chairman Stempeck responded that he would like their legal counsel to do so.

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Chairman Stempeck said that it was within the purview of the RMLD to choose a General Manager. It was meant to be temporary and that was the intent. There is no need to rescind what was done previously; we are putting in place what is already there. That was the intent of the motion.

Mr. Arena said that the earlier motion appeared to create an instance of serial leadership. It is within the purview of the Board to make such a motion that has never been the question. The question was with adherence to the Town Charter. The Board is within its authority to create a leadership structure of its own design. His question is that given that was created a few weeks ago, what does reinstatement mean in context to the earlier motion with having multiple persons. Ms. Lawrence stated that how the Town Charter does or does not impact the appointment of an interim, temporary, General Manager position is discussed in the legal opinion. The cliff notes are basically that the Charter provision addresses hiring and removing the General Manager. However, they differ on how they view the position of Interim General Manager on the same footing as the position of General Manager. Assuming that for the sake of argument, that the Charter provision applies (it is discussed in the legal opinion that they differ on this) to the actions of the RMLB, it does not apply in this instance because we are not talking about a permanent position of General Manager. It is an interim, filler type of position. The second item addressed in the legal opinion is that Town Charter provisions can only apply to actions of the Municipal Light Board to the extent that they do not conflict with Chapter 164. It is discussed within the legal opinion that the provision is not necessarily compatible with Chapter 164, which discusses in detail how and when the Board appoints a General Manager.

Mr. Arena's question is not on the legal basis. Last week the vote was to have two or three persons occupy a seat serially. The next period the decision is to retain the precursor, which was the interim. Isn't it necessary to recast the role with it no longer being the three persons? Ms. Lawrence clarified; procedurally, you are asking if they need to sew up the old one. Mr. Arena said that the motion stated that we have three people for this seat; there is now one person. Ms. Lawrence said that she does not see the need to do that, it sounds like he is referring to Robert's Rules or something to do with procedures. Mr. Arena replied, not at all; it is not Robert's Rules; it is the org chart question. Organizationally, there are three managers to fill the position serially, which is the position of the Board. Now the decision is to revert. Where is the motion to revert the prior org chart? Ms. Lawrence replied that it is assumed with the action taken this evening with that vote. An announcement was made that Ms. Parenteau declined to serve in that role. Mr. Arena pointed out that role may still exist even if she does not want that role. Ms. Lawrence said that it only exists as long as they say it exists. By taking the vote tonight that no longer exists.

Mr. Soli pointed out that the vote on March 27 said to appoint senior staff on a rotating position with Mr. Sullivan and Ms. Parenteau in those roles. It had two names only. Mr. Soli said that Ms. Parenteau says that her plate is quite full; then it is Mr. Sullivan. Chairman Stempeck said that the motion was made to be as clear as possible; we are trying to do the right thing and being very explicit as opposed to getting tied up into the intricacies of whom is to do what with whom on any given day.

Mr. Hechenbleikner stated the he e-mailed Mr. Sullivan regarding the joint meeting with RMLD Board and the Board of Selectmen on May 7 to appoint the fifth member to the Board. It would be important to have all the members of the RMLD Board and Board of Selectmen present. Mr. Arena added that he will not be present at the meeting. Mr. Hechenbleikner said that he will coordinate with Mr. Sullivan another meeting date. Mr. Hechenbleikner said, for the community, those interested can submit their applications to him.

Report of the Chairman

Fiscal Year 2014 - RMLD Operating and Capital Budget

Chairman Stempeck reported that he received a letter from the Citizens' Advisory Board Chairman that they have accepted both the Fiscal Year 2014 Operating and Capital Budget.

Mr. Talbot said that (today), he had sent a letter with some questions. Procedurally, it has been at the May meeting that the Board has approved the Budget in the past. Mr. Talbot said that at the last meeting there were other items that kept them preoccupied. Chairman Stempeck added that he just received this. (Mr. Talbot apologized for that, but was a little timelier than Mr. Hechenbleikner's letter.)

Report of the Chairman

Fiscal Year 2014 - RMLD Operating and Capital Budget

Chairman Stempeck suggested having a committee to address his ideas. Mr. Pacino pointed out that on the agenda; committees were being addressed, the committee to address this is the Budget Committee that would address Mr. Talbot's suggestions.

Mr. Pacino asked if there is a downside to not approving the Budget this evening. Mr. Sullivan cautioned that if we form a committee, it will push out the timeframe and the CAB may need to vote on this again causing a delay. Anything that is a material change needs to go back to the CAB for approval.

Mr. Talbot pointed out that there are many exciting things happening on the campus alone. The Station 1 report is a great report. It is very exciting to think what the building can be. The covered storage is a great initiative that is a means to get us out of the expensive lease. With four things happening on the campus, let us do a site plan. It is worth getting a planner in to see how the pieces fit together. This will enable Station 1 to be looked in terms of will it be storage or public use; it will influence the work done to the building. Chairman Stempeck asked if we could do something like that (in terms of a master plan), irrespective of approving the Budget. Can the Budget be approved, but have money allocated to develop the master plan. Mr. Sullivan responded that you can perform a master plan. Mr. Sullivan said that as far as Station 1, he would like to get some forward motion to preserve the building even if it means to the masonry or the roof. Mr. Talbot asked if we could take a piece of the \$850,000 and set that aside for planning. Mr. Polson said that Mr. Talbot had a good point with the master plan to evaluate the site. There is enough money available so that a master plan could be a part of the project. There are a lot of things going on such as traffic flow, Station 1 and covered storage. A site plan would not be an exorbitant amount of money and should be able to fit that in and present that to the Board. Mr. Polson would encourage the Board to support the capital plan as quickly as possible in order that the site plan can take place. Chairman Stempeck asked if there is anything that would be impacted if we waited until May to approve the Budget. Mr. Sullivan responded that only if there is a material change that requires CAB input. Chairman Norton stated that historically, if there is movement of \$200,000 or more either way, then it goes back to the CAB for re-approval. If you move within Budget, that is not within the CAB's purview. Mr. Soli asked for clarification, the bottom line. Chairman Norton said that if the bottom line remains within the \$200,000 that is fine. If you are moving dollars in the context of the conversations here it does not affect them because the bottom line remains the same.

Mr. Sullivan pointed out that the energy storage process is a \$20 million project which would require a bond be floated because the RMLD does not have that level of funding.

Ms. Parenteau said that she wanted to speak to the storage opportunity. Her department is responsible for managing the wholesale power supply costs, which include capacity, transmission, and energy. One of the areas being investigated, in terms of managing capacity and transmission costs, is distributed generation. At the December meeting, the building presentation was being discussed. One of her employees approached her to discuss clean energy in terms of battery storage. They submitted a proposal to the Massachusetts Clean Energy Center (CEC) for a feasibility study. They were notified in late March that as a municipal light plant that RMLD does not qualify for the proceeds of that grant. However, she was contacted directly by the CEC, it was indicated to her that the submitted proposal was substantially strong. It provoked discussion with the Sandia National Laboratories and the Department of Energy. The CEC subsequently scheduled a conference call with RMLD and the Department of Energy on April 16. The Department of Energy has proposed to fund a feasibility study for this up to \$100,000 if we could submit a proposal to them by the end of May. It is preliminary, it is an idea. Ms. Parenteau is concerned that we do not have the resources to perform this proposal in house and achieve that timeline with their current level of activity. Mr. Talbot clarified that we have an opportunity to get \$100,000 from the Department of Energy. Ms. Parenteau responded that they have funds available for this fiscal year. Mr. Talbot asked, this money pays for the study, not the storage. Ms. Parenteau responded that it is for a feasibility study for what the building can hold and what the economics are RMLD is looking at. We are talking one megawatt of battery storage. Chairman Stempeck asked if the additional resources, externally will it be paid by this grant? Ms. Parenteau replied, yes. Mr. Talbot asked if additional funding is required. Ms. Parenteau explained that this is for this fiscal year. Ms. Parenteau added that it is a matter of manpower issues developing this proposal to work with the CEC. The CEC would like to see this in Massachusetts because there is no utility in Massachusetts that does this operation. Mr. Talbot asked what needs to be done to get the application in. Ms. Parenteau said that it is a matter of manpower. Chairman Stempeck suggested taking this offline; it is a great idea and it can be funded externally.

Report of the Chairman

Fiscal Year 2014 - RMLD Operating and Capital Budget

Mr. Soli said that when he came to the meeting, it was his expectation that one or two committees were going to be reinstituted, especially the Budget Committee. There has been a lot of discussion and he has some notes that would be better served at a Budget meeting.

Chairman Norton cautioned the Board in postponing this into May. If the \$200,000 figure is exceeded; it has to come back to the CAB. Per the Twenty Year Agreement, they have thirty days to act on that and resubmit it to the Board. You are potentially getting into June and July. He cannot guarantee getting a quorum due to vacations; keep your timeframes in mind. Chairman Norton reiterated if you exceed \$200,000 the Budget needs to go back to the CAB there is a thirty day review.

Mr. Pacino suggested if the Budget Committee is formed that it meets two weeks from this evening. At a prior Board meeting, it was suggested to have a second meeting during the month to accommodate such issues.

Mr. Soli made a motion seconded by Mr. Talbot that the RMLD Board of Commissioners delay action on the Fiscal Year 2014 Operating Budget and Capital Budget until May 29, 2013.

Motion carried 4:0:0.

RMLD Board of Commissioners Committees and Assignments (Attachment 3)

Mr. Soli made a motion seconded by Mr. Talbot to reinstitute the Budget Committee, the Power & Rate Committee, and the General Manager Committee, with the Budget Committee members, Robert Soli, Chairman; Philip Pacino, Member; and David Talbot, Member; with the other committees to be staffed at the May meeting.

Motion carried 4:0:0.

Mr. Soli explained that the Power & Rate Committee involves getting into the details with Energy Services when power contracts become due. Such meetings provide an opportunity to learn those details, understand them and come up with a recommendation for the Board. This committee meets up to three times a year depending on whether power has to be purchased.

Mr. Soli said that the General Manager Committee met with the General Manager and came up with a list of goals for the year on which compensation was based and at the end of the year evaluated the General Manager.

Chairman Stempeck asked the Power & Rate Committee is that something where we would have influence on how the General Manager handles the operational aspects or is it for informational purposes. Mr. Soli responded that the Board approves contracts, so if there are power contracts it is good that we try to understand them. Mr. Pacino explained that how it worked in the past is that the Power & Rate Committee got the first run on the power contracts and made a recommendation to the entire Commission as to whether or not to approve the contracts.

Mr. Soli added that when there were green power projects, Energy Services would come to the Committee with proposals that were green with the consensus that the contracts were too pricey. Chairman Stempeck commented that it is his sense that it is a valuable committee; the only qualification is the workload that currently exists within that particular department, is there time to do this.

Chairman Stempeck asked for Ms. Parenteau's input. Ms. Parenteau reported that part of the power supply strategic plan involves going out for an energy request for proposal for power supply on an annual basis for the next four years. They are a little behind on that as they usually go to the Board in February. The Department needs authorization on contracts prior to final prices because those prices are only valid for less than a one hour period. Ms. Parenteau said that she is in the process of putting that together what needs to be presented to the Power & Rate Committee or the Board as well as the CAB. There are two wind projects as well as two hydro projects that are being evaluated. Chairman Stempeck said that the Power & Rate Committee will serve a very useful purpose. Ms. Parenteau said that when the meetings are posted the full Board is also encouraged to come. Mr. Pacino added that each month there should be a report from each of the committees because the REC issue was not discussed with the full Board only the Power & Rate Committee.

The Budget Committee will meet on Wednesday, May 8 at 7:00 pm.

Report of the Chairman

Code of Conduct RMLD Board Meetings

Chairman Stempeck reported that the Code of Conduct at RMLD Board Meetings is currently in draft form. Chairman Stempeck is proposing that the Code of Conduct be read at each Board meeting because it is a mutual document that we show each other respect whether it be from the public or the Board speaking. He has the feeling it has not always been the case here.

Chairman Stempeck read the Code of Conduct at RMLD Board Meetings:

Prior to opening the meeting to public comment, we would like to establish a few rules of conduct for these meetings, which will be repeated at every meeting.

1. First, a statement of who we are: The RMLD Board is a body of **elected volunteers** who have chosen to try to serve our communities, with the goal of providing reliable electric power at the lowest possible cost.
2. The RMLD Board will be focused on **facts** at our meeting, not conjecture, and we will hold all public comment to this same standard. If you wish to discuss facts of performance and/or non-performance by the RMLD, which can be documented, we welcome your comments and constructive criticism.
3. We believe in being courteous to everyone. The Board will not tolerate any individual who chooses to question the character, motivation, or qualifications of any member of the Board or the CAB.
4. As a pre-requisite to be recognized by the Board to speak, we would ask that everyone acknowledges that they understand what was just presented.

Chairman Stempeck polled the Board for comments. Mr. Talbot said that he liked it.

Mr. Mancuso said that he thought it was a great idea to have a Code of Conduct. Adherence to Robert Rules provides the exact same framework. As the Board develops proficiencies as volunteers, with the complexity of Robert's Rules is the natural by-product of will be the Code of Conduct you are after. Mr. Mancuso said that he encourages constructive input from the ratepayers. There are many agendas in the energy industry these days and the Board will address many of these agendas. People come from many perspectives on these agendas, some informed some not informed. Sometimes it will be the obligation of the Board to share information with the public that educates them about these issues. Sometimes the public will ask what appear to be aggressive questions because they do not know, so within that Code of Conduct, so as long as the spirit is to enable open transparent dialogue between the Board and the public.

Chairman Stempeck said that he completely agrees with Mr. Mancuso to get something out there that can be wordsmithed. It is a mechanism they can use to have courtesy guidelines. It is about facts. No one wants to deal with conjuncture. He is one hundred percent into digging into the facts for the truth.

Mr. Van Magness said that it is a great idea to get that kind of policy. Mr. Van Magness added that the spirit is there and it is a good thing to have. Mr. Van Magness suggested publicizing this at the very beginning of the meeting instead of waiting for public comment.

Mr. Van Magness said that Chairman Stempeck has been quite gracious with allowing comment. From a public standpoint, it cuts both ways and somehow that statement (referring to the context of the document) that the Board needs to understand some of that.

Mr. Talbot clarified, is there a provision formerly on the agenda to have the public speak. He also pointed out that on the Board of Selectmen's agenda; the opportunity to speak is on there for the first ten minutes. It is valuable and friendly to the public. It is the spirit of openness. If there are issues out there you can take care of them early. He suggests that we could adopt it too. Mr. Talbot suggested making a motion that the Board add a ten minute public comment period at the beginning of the meeting. The consensus was that no motion was required; it was up to the discretion of the Chairman.

Chairman Stempeck said that he looks for public comment on the Code of Conduct as well.

Report of the Chairman

Code of Conduct RMLD Board Meetings

Mr. Pacino made a motion seconded by Mr. Soli to establish a Code of Conduct and be decided upon at a future meeting.

Motion carried 4:0:0.

Approval of Board Minutes

Mr. Pacino made a motion seconded by Mr. Soli that the RMLD Board of Commissioners approve the Regular Session meeting minutes of March 27, 2013 with the changes presented by Mr. Soli.

Motion carried 4:0:0.

General Manager's Report – Mr. Sullivan – Interim General Manager

Mr. Sullivan reported on the following community announcements:

Earth Day April 27

The RMLD will be participating at the Earth Day event at the Mattera Cabin, 1481 Main Street, Reading, 10 am to 2:00 pm.

Bicycle Swap May 3 and May 4

A bicycle swap will be at the Reading Municipal Light Department. Reading Cares and Reading Climate Advisory Committee will sponsor their fifth free annual bicycle recycling event. This will take place on Friday, May 3 and Saturday, May 4. For more information please email info@readingcares.org.

Friends and Family Day June 15

The RMLD will have a booth at the Friends and Family Day, Saturday, June 15.

Middleton Overpayment Discussion

Mr. Sullivan reported that he met with the General Manager of Middleton Municipal Electric Department (MELD). They discussed the amount of the overpayment, which is approximately \$400,000. Mr. Sullivan said that last month he reported that the amount was lower; however, the number has been refigured. Mr. Sullivan added that Energy Services was involved in the refiguring amount. The Middleton Board would like to credit this back as soon as possible. MELD has agreed to make this right by the end of RMLD's fiscal year 2013. Mr. Sullivan and Mr. Fournier are working on this process.

NSTAR Overpayment Discussion

Mr. Sullivan reported on the NSTAR overpayment. Per RMLD's legal counsel in Washington, DC, Duncan & Allen, approximately \$198,000 was recoverable when filed with the Regional Network Service expenses for 2010 and 2011. The 2011 expenses did not include the Schedule 125 payment of the remaining \$58,380. He has contacted the attorney on this as well as an outside service the RMLD utilizes, Frank Radigan. They are going to try to re-file this year.

Mr. Sullivan said that there is no assurance that the 2011 expense will be allowed to be claimed this year. There could be potentially a loss of \$58,380. He will keep the Board updated on this.

Due to both of these situations, the Middleton and NSTAR overpayment issues, he has directed Mr. Fournier to speak with Melanson, Heath & Company, PC. They will be coming out to audit the purchase power process.

Mr. Sullivan reported that RMLD has received notification from MMWEC relative to their new billing process, which has been in place since late January. The March invoices will be issued on April 29 with the April invoices being on schedule in May.

Power Supply Report – February 2013 – Ms. Parenteau (Attachment 4)

Ms. Parenteau presented the February power supply report provided in the Commissioner packets covering power supply charges, energy cost, fuel charges and collections, fuel reserve balance, spot market purchases, capacity costs, as well as the percentage of RMLD's hydro projects.

Power Supply Report – February 2013 – Ms. Parenteau (Attachment 4)

Ms. Parenteau reported that in February natural gas prices were 96% higher than January's average cost at \$21.17 per MBTU. February 2013 to February 2012 comparison reflects an increase of the natural gas prices by 490%. It is \$21 versus \$3.61 per MBTU. The ISO observed that the fuel uncertainty is escalating and is unsustainable. They are working with the state stakeholders to address system reliability during the cold snaps and storm conditions.

In February, the RMLD had 7.7% of its purchases from hydro generation. The RMLD has four hydro projects in which they have signed purchase power agreements. For quarters three and four of 2012, as well as January and February 2013, the RMLD has a total projected REC value of 7,409 with a market value as of the writing of this report of approximately \$274,000.

Mr. Soli commented that he watches NYPA closely; he has never seen the fuel charge so high. Ms. Parenteau explained that is a result of the congestion in the New York, NYPA comes through the New York ISO, it is transmission related.

Engineering and Operations Report – March 2013 – Mr. Sullivan (Attachment 5)

Mr. Sullivan presented the report included in the Commissioner packet covering the monthly capital projects, an update on the metering project and reliability reporting.

Mr. Sullivan reported that the Customer Average Interruption Duration (CAIDI) annual average is a little bit lower than what it was in February.

The System Average Interruption Frequency (SAIFI) values have climbed due to the number of customers out of service. Mr. Sullivan referred back to the North Reading cable failure. There were 1,266 customers out of service for the month of March.

Mr. Sullivan reported on the meter upgrade project. The Department has resumed the installation of residential meters since the snow has abated. Residential and commercial meters are being installed simultaneously. The fixed network was tested in Lynnfield which is the last town to be installed.

Financial Report – February 2013 – Mr. Fournier (Attachment 6)

Mr. Fournier presented the financial report included in the Commissioner packet for the first eight months; net income \$130,000, increasing the year to date income to \$2.4 million. Year to date kilowatt hour sales were 484,000,000 kilowatt hours sold which is 3% ahead of last year's actual figure.

Melanson Heath & Company, PC – Potential Special Audit

Chairman Stempeck reported that this is in response to how we get a better handle on our financial aspect or whatever it may be within the Department where issues have arisen. Chairman Stempeck said that we are trying to put other things in place to rectify this.

Mr. Fournier explained that when Mr. Sullivan told him about the Middleton overpayment issue and after the NSTAR issue that occurred in 2011, the auditors made it very clear to him that they wanted to be notified immediately, therefore he called the auditors.

Mr. Fournier said that the auditors were quite surprised. This could appear as a footnote in the financials, again; however, where the RMLD was proactive and was addressing it, would make it easier on the financial report. Mr. Fournier reported that they have a special division that addresses this and can send someone out by June.

Mr. Fournier said that when the audit is performed in August, the auditors can be assured that the numbers they are looking at with the loose ends being tightened up. They can at least say that the Department is being proactive. He is having this special audit performed by Melanson Heath, if they are available, in May or June to conduct such an audit.

Chairman Stempeck stated that it is good to be proactive where we are financially driven.

Financial Report – February 2013 – Mr. Fournier (Attachment 6)

Melanson Heath & Company, PC – Potential Special Audit

Chairman Stempeck asked if Melanson Heath is the right company because it can be a conflict of interest where they do things for other parts of the town. Mr. Fournier responded that it will not be the same auditors performing the audit because it is a different division. Mr. Fournier said that the scope dictates the pricing, but this may cost approximately \$50,000.

Mr. Van Magness said that there was discussion last month about this issue. Mr. Van Magness applauds the Interim General Manager for his actions. The scope of this needs to be a thorough examination of the entire process of the accounts payable. That is where the problem has been, in the account payable process.

Mr. Van Magness questioned how things get reviewed within the Department, where the approvals are being made, what processes the Board members go through. Are there specific control points, are there control mechanisms that need to be in place for recurring payments? Both times it has been the recurring payments rather than go buy a bucket truck or cable. It is important for the Board to have a discussion around what we want to ask the auditors to do.

Chairman Stempeck said that we are discussing a workflow analysis and will examine that. He has done that for other companies, is familiar with that and thinks it is a good idea. The real question is the timing and the cost.

Mr. Fournier pointed out that part of the audit process is testing the account payable invoices with a testing of fifty to one hundred invoices which are followed from soup to nuts. To have a special audit on the whole account payable (AP) process is unnecessary because it is performed annually. Mr. Fournier pointed out that with the power invoices Accounting does not see the contracts therefore, whatever gets approved goes through. Mr. Fournier reported that on the NSTAR issue that Mr. Sullivan had esoteric knowledge because of working at NSTAR knew that right away the invoice should not be paid. Mr. Fournier stated that if Mr. Sullivan had not covered the AP in the absence of Mr. Cameron, the RMLD would still be paying that invoice. Mr. Fournier added that for the Middleton billing, it is unfortunate that it happened coupled with the NSTAR issue. Mr. Pacino added that the Department is seeking authorization to go forward and take the next step. There is no formal motion required, but the sense of the Board is to go forward with the next step and obtain the auditor's opinion. Mr. Fournier will bring any information relative to the Budget Committee if he has any update on this.

M.G.L. Chapter 30B Bids (Attachment 7)

Ms. O'Leary stated that the Board has had concerns in the past with bidders not submitting the required documents as a result of being deemed non-responsive. Mr. Soli's recommended for neon paper in order that it stands out for bidders. The neon will not work because most of the bids are sent electronically, instead highlighted all documents with bold and italics, clearly stating that they would be deemed non-responsive. Certain documents are statutory and must be included in the bid. Relative to the four bidders on the underground bid that will be addressed this evening which was the first bid this has been tested on, none have been deemed non-responsive. Ms. O'Leary thanked the Board for the suggestion.

IFB 2013-21 Bucket Truck 55 Ft.

Mr. Polson reported that this truck will be utilized by the Line Department. The bucket truck will arrive next Fiscal Year 2014. It is for Fiscal Year 2014 because it will take more than two hundred days before the RMLD will receive this truck.

Mr. Soli made a motion seconded by Mr. Pacino that bid 2013-21 for one Bucket Truck 55 Ft. be awarded to Altec Industries, Inc. for \$187,905.00 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

IFB 2013-22 Trouble Truck 40 Ft.

Mr. Polson reported that this bid was sent out to twenty-two companies with four responses. The lowest bid was deemed non-responsive. They were unable to provide the lift equipment that was in the specifications for this bid. The second lowest, Freightliner, offered a urea additive to the exhaust not in our spec, therefore were non-responsive.

M.G.L. Chapter 30B Bids (Attachment 7)

IFB 2013-22 Trouble Truck 40 Ft.

Mr. Soli made a motion seconded by Mr. Pacino that bid 2013-22 for one Trouble Truck 40 Ft. be awarded to James A. Kiley Co. for \$182,744.00 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

IFB 2013-23 Deck Repair

Mr. Polson reported that he would like to cancel this bid. Yesterday, he was made aware of additional information because of the scope of work. The original information he received from the building inspector regarding the handicap ramp was that the existing ramp was sufficient. However, yesterday he found out that the building inspector is requiring widening the ramp. This changes the scope of the project and increases the cost. Therefore he would be recommending to cancel this project.

IFB 2013-25 Lynnfield URD Excavation Project 2013

Mr. Price reported that this bid is for the underground excavation for the Lynnfield URD project. The original bidder pulled his bid back.

Mr. Soli made a motion seconded by Mr. Pacino that bid 2013-25 for the Lynnfield URD Excavation Project 2013 be awarded to Tim Zanelli Excavation., LLC for \$91,975.00 as the lowest qualified bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

IFB 2013-26 Underground Electrical Distribution

Mr. Price reported that this bid is for the underground electrical contractor and is a three year bid. Mr. Price explained that Fischbach & Moore is RMLD's current contractor. They are the lowest qualified bidder and are 0.4% lower than last year for their rates.

Mr. Soli made a motion seconded by Mr. Pacino that bid 2013-26 for Hourly Rates for Professional Manpower, Vehicles, Trade Tools and Equipment for Underground Electrical Distribution Construction be awarded to Fischbach & Moore Electrical Group, LLC for \$900,681.60 - Projected cost for a typical crew including Foreman, Journeyman and vehicle as the lowest qualified bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

IFB 2013-29 750 MCM Cable

Mr. Price reported that this bid is for cable for the underground getaways. There was discussion in the cable budget raising the capacity to fifteen megawatts; this is the cable that is utilized. Mr. Sullivan explained that this cable is replacing what was used in the 3W8 cable failure in North Reading.

Mr. Soli made a motion seconded by Mr. Pacino that bid 2013-29 for 750 MCM Cable be awarded to Yale Electric East LLC for a total cost of \$54,585.00 as the lowest qualified bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

General Discussion

Chairman Stempeck asked if there was any other additional discussion. There was none.

Public Comment

Mr. Van Magness asked about the deck repair. Why would any money be spent at all. Why can't it be moved? What functional purpose does it serve; perhaps it is part of the site plan. Mr. Van Magness said that he does not need an answer this evening. Mr. Sullivan explained that the deck is approximately twenty by thirty. The decking material and the foundation is in terrific shape, the railings and enclosure were affected by Hurricane Sandy.

Ms. O'Leary mentioned recently she received something from Northeast Public Power Association for a contract for wooden poles.

Public Comment

Ms. O'Leary said that she had heard Mr. Van Magness' suggestion in the past; they also obtained separate pricing from a vendor which came in lower than NEPPA contract. They are working on that. Chairman Stempeck suggested looking at the most strategic items first as a means of trying to see if a joint purchase is feasible. There has to be a case study that has been performed on this. Mr. Sullivan said that it is a good suggestion, but can be unwieldy due to Chapter 30B.

Chairman Stempeck asked that Ms. O'Leary contact other utilities to see if it is feasible. Ms. O'Leary added that through the Massachusetts Association Public Purchasing there are other consortiums that provide bulk purchasing.

Mr. Van Magness added that on February 20 there was discussion that the Board was going to make public the full content of the previous General Manager's consulting contract. It was expected to be at the March 27 meeting. Mr. Sullivan responded that nothing has been spent to date. Mr. Pacino added that no contract has been signed. Mr. Van Magness commented that if no contract has been signed, then there is nothing to disclose.

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, April 2013

E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Tuesday, May 7, 2013, Meeting with Reading Board of Selectmen, Reading Town Hall, 7:30 p.m.

Wednesday, May 29, 2013 and June 26, 2013

Citizens' Advisory Board Meeting

Wednesday, May 15, 2013, RMLD at 6:30 p.m.

Executive Session

At 9:42 p.m. Mr. Soli made a motion seconded by Mr. Pacino that the Board go into Executive Session to discuss strategy with respect to collective bargaining Chapter 164 Section 47 D exemption from public records and open meeting requirements in certain instances and return to Regular Session for the sole purpose of adjournment.

Chairman Stempeck polled the Board. Motion carried by a polling of the Board:

Mr. Soli; Aye; Mr. Pacino, Aye; Chairman Stempeck, Aye; and Mr. Talbot; Aye. Motion carried 4:0:0.

Adjournment

At 10:30 p.m. Mr. Soli made a motion by Move to adjourn the Regular Session.

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

Robert Soli, Secretary
RMLD Board of Commissioners





Town of Reading
16 Lowell Street
Reading, MA 01867-2685

ATTACHMENT 1

FAX: (781) 942-9071
Email: townmanager@ci.reading.ma.us
Website: www.readingma.gov

TOWN MANAGER
(781) 942-9043

April 10, 2013

Phil Pacino, Chairman
Reading Municipal Light Board
230 Ash Street
Reading MA 01867

Re: Appointment of Interim General Manager

Dear Mr. Pacino:

This letter to the Reading Municipal Light Board is to bring to the Board's attention my concern about the validity of votes taken by the RMLB on March 27, 2013 related to the Interim General Manager's position.

On February 20, 2013, three members of the RMLB met and discussed the appointment of an Interim General Manager of the RMLD until such time as a permanent replacement to retired GM Vinnie Cameron can be appointed. Mr. Soli made a motion that "the RMLD Board of Commissioners pursuant to Commonwealth of Massachusetts General Laws Chapter 164, Section 56 appoint the troika of Bob Fournier, Jane Parenteau, and Kevin Sullivan to the position of Interim General Manager." The motion was defeated by a vote of 1-2-0. Ms. West then made a motion that "the RMLD Board of Commissioners pursuant to Commonwealth of Massachusetts General Laws Chapter 164, Section 56 appoint Kevin Sullivan to the position of Interim General Manager" and that motion was approved on a vote of 3-0-0.

On March 27, 2013, at the end of the meeting, the RMLB entered into discussion about the Interim General Manager's position, even though that item was not on the agenda. With little debate, the RMLB considered a motion by Ms. Snyder that "the RMLD Board of Commissioners pursuant to Commonwealth of Massachusetts General Laws Chapter 164, Section 56 appoint senior staff on a rotating basis to the position of Interim General Manager with Mr. Sullivan and Ms. Parenteau in those roles, and that Ms. Parenteau be appointed for the 3 month period starting April 1 to May 1." The motion was approved by a vote of 3-0-1 (the motion was amended to provide an April 15 start date.)

There are two concerns with the process that resulted in this action, and in consultation with Town Counsel, I believe that the March 27, 2013 motion on this matter is null and void.

1. The motion on March 27 was virtually the same as the motion of February 20 that failed. Under Roberts Rules of Order, the action on March 27 would be considered a reconsideration. There was no motion to reconsider. A motion to reconsider must be

made by someone on the prevailing side of the initial vote (Mr. Pacino or Ms. West) and the motion to reconsider takes a 2/3 vote.

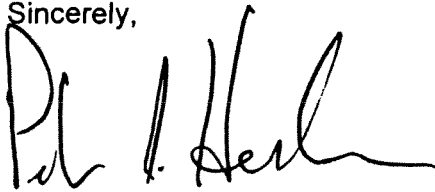
2. Of greater concern is that this action was not taken in accordance with Section 3-5 of the Reading Home Rule Charter. The 3rd paragraph reads: "*The Municipal Light Board shall hire the General Manager of the Reading Municipal Light Department and set his compensation; the General Manager shall serve at the pleasure of the Board and may be removed by vote of a majority of the entire Board after notice and hearing*" There is no evidence of any notice or hearing. The appointment of the Interim General Manager on February 20 was done under the section of the MGL that addresses the appointment of General Managers – there is no separate section that deals with an Interim General Managers. Therefore the action of the RMLB on March 27 was to remove the (Interim) General Manager who was appointed on February 20, and the process included in the Charter was not followed.

My concern is not whether the RMLD could take the action that they did on March 27, but that they did not follow the process required by Charter.

I therefore ask that the RMLB acknowledge that their decision on March 27 is not legal and that the action of March 27 be declared by the Board to be void. If you choose to rotate the Interim General Manager position, I request that you do so after notice to the existing Interim General Manager, and a hearing on his removal from that position.

Thank you for your attention.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter I. Hechenbleikner". The signature is fluid and cursive, with the first name "Peter" being the most prominent.

Peter I. Hechenbleikner
Town Manager

cc: Board of Selectmen
Town Counsel

RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street
P.O. Box 150
Reading, MA 01867-0250

Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmld.com

April 25, 2013

Mr. Peter I. Hechenbleikner
Town Manager
Town of Reading
16 Lowell Street
Reading, MA 01867

Re: Letter of April 10, 2013 to the Reading Municipal Light Board

Dear Mr. Hechenbleikner:

Thank you for your concerns about the validity of votes taken by the RMLB on March 27, 2013, related to the Interim General Manager's position.

We appreciate your interest in maintaining the correct process for our actions at the RMLB, and we would like to respond appropriately. We have asked counsel to review the letter and please see attached their response.

As such, we disagree with you on both of the issues you raised in your letter and we maintain that all votes and actions that occurred were within the purview of the RMLB.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "John Stempeck".

John Stempeck, Chairman
Reading Municipal Light Board

Attachment: 1

c: Kevin Sullivan, Interim General Manager
Jane Parenteau, Energy Services Manager
RMLB Board of Commissioners
Board of Selectman
Reading Town Counsel
Citizens' Advisory Board





RUBIN AND
RUDMAN^{LLP}
Attorneys at Law

T: 617.330.7000 F: 617.330.7550
50 Rowes Wharf, Boston, MA 02110

MEMORANDUM

By Email

To: Reading Municipal Light Department, Board of Commissioners

From: Diedre Lawrence, Karla Doukas

RE: Process to Appoint Interim General Managers

Date: April 18, 2013

cc: Kevin Sullivan, RMLD
Jane Parenteau, RMLD

=====

INTRODUCTION

On behalf of the Reading Municipal Light Department ("RMLD"), you have asked us to discuss the validity of the votes taken by the RMLD Board of Commissioners ("RMLB") at its March 27, 2013 meeting relating to the designation of Interim General Managers.

As we have been informed, on February 20, 2013, the RMLB met to discuss the designation of an Interim General Manager. The General Manager position became vacant when the former General Manager, Mr. Cameron, retired. The Interim General Manager position is intended to be a temporary position until a permanent replacement can be found. We have been told that during the February 20th meeting, the RMLB considered the option of appointing three individuals to serve as Interim General Managers, but that motion failed. Ultimately, at that meeting, the RMLB voted to approve Kevin Sullivan to serve as the sole Interim General Manager. The motion designating Mr. Sullivan referenced G.L. c. 164, § 56 – the statute applicable to the appointment of a Manager of the light plant.

We have been informed that subsequently, at its March 27, 2013 meeting, RMLB engaged in another discussion concerning the Interim General Manager position. As we have been told, this topic did not appear in the RMLB meeting agenda. As we understand, with little debate, one of the Commissioners, Ms. Snyder, made a motion to appoint an additional Interim General Manager, Ms. Parenteau, to serve with Mr. Sullivan on a rotating basis until the General Manager position is filled. Ms. Parenteau's rotation is to begin on April 15th and will remain in effect for up to a three-month period. That motion also referenced G.L. c. 164. Mr. Sullivan and Ms. Parenteau both are existing RMLD employees and to our knowledge, neither individual



received any salary adjustment to compensate them for any additional duties assumed by them until a General Manager is hired.

In a letter dated April 10, 2013, the Reading Town Manager challenged the March 27th RMLB vote as null and void on procedural grounds. First, the Town Manager claims that the RMLB failed to follow Robert's Rules of Order, which according to the Town Manager, require a motion for reconsideration to be made by one of the RMLB members on the prevailing side of the initial vote—either Mr. Pacino or Ms. West. According to the Town Manager, no motion for reconsideration was made at the March 27th RMLB meeting to add Ms. Parenteau as an Interim General Manager.

Second, the Town Manager claims that the March 27th RMLB vote contravened Article 3-5 of the Town of Reading Home Rule Charter, which requires, among other things, that the RMLD General Manager may be removed by majority vote of the RMLB after notice and a hearing. The Town Manager suggests that Article 3-5 of the Town Charter applies because the RMLB vote referenced G.L. 164, § 56, which pertains to the appointment of a General Manager, and claims that the action taken at its March 27th meeting removed Mr. Sullivan as the Interim General Manager without any notice or hearing.

Based on our research, we conclude that the March 27th RMLB vote designating an additional Interim General Manager is not invalid for the reasons specified in the April 10, 2013 letter by the Town Manager. We have discussed our conclusion below.¹

DISCUSSION

Applicability of Robert's Rules of Order

The failure of the RMLB to follow a motion for reconsideration process does not invalidate the action taken at its March 27th meeting. Without discussing the appropriate procedure required by Robert's Rules of Order, the vote is not invalid because RMLB, as a municipal light board, is not required to follow Robert's Rules of Order.

In general, the meetings of municipal bodies, such as the RMLB, are not governed by strict parliamentary rules, such Robert's Rules of Order. The Court has ruled that strict rules of parliamentary procedure do not apply to town government. *See Salem Sound Development*

¹ The Town Manager notes that the Interim Manager topic was not on the agenda for the March 27th RMLB meeting but does not challenge the validity of the RMLB vote on the basis of the open meeting law. For avoidance of doubt, the fact that the issue was not on the agenda does not invalidate the action. Issues that arise after the meeting was noticed and not anticipated by the chairperson of the RMLB may be discussed and acted upon. . *See, e.g., OML FAQ: Meeting Notices*, published by the Attorney General; OML-2012-107 (topics that arise within 48 hours of the meeting, which the chair did not reasonably anticipate would be discussed at the meeting, may be added to the agenda and considered by the public body.) The Attorney General also has determined that an anticipated topic may include an issue that is presented by another board member, as long as the chair did not know in advance that the topic would be raised. *See OML 2013-25*. As we understand, a RMLB member, not the chairperson, raised the issue at the March 27th meeting without providing any notice in advance of the posting of the meeting notice.



Corp. v. City of Salem, 26 Mass.App.Ct. 396, 398-99 (1988) (noting that strict rules of parliamentary procedure do not apply to town meetings or municipal board meetings); *Blomquist v. Town of Arlington*, 338 Mass. 594, 598 (1959) (rejecting the applicability of Robert's Rules of Order to actions in a Town Meeting). Further, neither G.L. c. 164 – the statutes governing municipal light plants – nor G.L. c. 30A, §§ 18-25 (the open meeting laws) require municipal light plant boards to follow particular procedures for taking formal action. Rather, municipal boards and commissions may establish their own procedures of governance. For instance, towns, by the enactment of bylaws or otherwise, can adopt their own procedures or agree to follow procedures in specified handbooks published especially for Town governance. Unlike Robert's Rules of Order, the rules governing the conduct of municipal board meetings are flexible and they can be waived or suspended so long as the particular procedure(s) followed by a board or commission is established by rule and not by ordinance. See *E.F. Semas Trucking, Inc. v. Mayor of Taunton*, 7 Mass.App.Ct. 907, 908 (1979).

We note that, as a matter of practice, the RMLB has observed Robert's Rules of Order in the past and the RMLB has referred to those rules at a couple of its Board meetings. However, we are not aware of any written procedures requiring the RMLB to observe Robert's Rules of Order. Notably, not even the Town Charter or the Town's *Operating Procedures for Boards, Committees, Commissions, and Task Forces Town of Reading, Massachusetts*, requires town boards and commissions to observe Robert's Rules of Order. In fact, the Town's *Operating Procedures* expressly recognize that the various boards may adopt their own operating guidelines or bylaws so long as they do not conflict with these procedures or any provision of State Law, Town Bylaws, or the Town Charter.² Thus, we conclude that RMLB's practice does not create a binding obligation on RMLB to strictly follow Robert's Rules of Order for all Board business without waiver, suspension, or exception. Indeed, as the Court has recognized in *E.F. Semas Trucking, Inc.*, *supra*, procedures of local boards can be waived or modified.

Accordingly, we conclude that the motion for reconsideration process, as purportedly prescribed by Robert's Rules of Order, does not invalidate the action of the RMLB.

Applicability of Town Charter Process

Moreover, the March 27th RMLB vote is not invalidated for failure to observe procedures specified in Article 3-5 of the Town Charter. That provision, which purports to pertain to the Municipal Light Board, states in relevant part:

The Municipal Light Board shall hire the General Manager of the Reading Municipal Light Department and set his compensation; the General Manager shall serve at the pleasure of the Board and may be removed by vote of a majority of the entire Board after notice and hearing.

² We recognize that municipal light plants are not subject to traditional town government processes and operations and municipal ordinances do not apply to them. See, e.g., *Municipal Light Commission of Peabody v. Peabody*, 348 Mass. 266 (1964); *Municipal Light Commission of Taunton v. Taunton*, 323 Mass. 79 (1948). However, the absence of any Town processes equivocally shows that any observance of Robert's Rules of Order is voluntary, which can be subject to waiver or deviation.



Town Charter, Article 3-5 (emphasis added). This charter provision requiring notice and hearing for the removal of the General Manager does not apply to the action taken by the RMLB for several reasons.

First, Article 3-5 does not apply by its express terms as it governs the “hiring” and “removal” of the “General Manager.” Significantly, as the Town Manager recognizes, the Town Charter does not govern the process for appointing an Interim General Manager, which is a temporary position or designation. Here, RMLB did not “hire” a General Manager, which is a permanent position, but instead, on February 20th, RMLB designated Mr. Sullivan to serve as an “Interim” General Manager on a temporary basis until a General Manager is hired. Mr. Sullivan was an existing employee; he was not hired and did not receive a promotion or a salary increase. Notably, RMLB did not require Mr. Sullivan to furnish a bond, as required for the hiring of General Managers pursuant to G.L. c. 164, § 56. The fact that the motion referenced G.L. c. 164, § 56 does not change the character of the action, which simply was to ensure that the duties of the General Manager are performed on a short-term basis until the General Manager could be hired. Rather, Mr. Sullivan continues to be employed by RMLD as the E & O Manager. The RMLB vote simply had the effect of adding some duties to Mr. Sullivan’s existing position until the General Manager position can be filled.

The procedure in Article 3-5 also does not apply because RMLB did not take any action to remove Mr. Sullivan from the “General Manager” position or any position. As stated above, Mr. Sullivan was not hired as the General Manager, and at most, only was designated to serve as an Interim General Manager. Further, the RMLB did not “remove” Mr. Sullivan but instead, added another employee to share the General Manager duties on a temporary basis. Mr. Sullivan has not been demoted or discharged from his employment. He will continue to be employed as the E&O Manager and may continue to perform the additional duties of a General Manager on a rotating basis until a General Manager is hired by the RMLB.

Accordingly, we conclude that Article 3-5 does not govern the designation of an Interim General Manager and does not express any intention to give due process rights or an entitlement to temporary appointments or individuals performing duties on a temporary basis. Indeed, to hold that the notice and hearing procedure applies at this stage, would require that such procedure apply to the “removal” of Mr. Sullivan when the RMLD Board ultimately hires a General Manager to fill the vacancy created by Mr. Cameron’s departure. Such an interpretation is not supported by the terms of Article 3-5.

Second, it is questionable whether Article 3-5 of the Town Charter even applies to RMLD. A charter provision applies only insofar as it does not conflict with G.L. c. 164. A Town Charter provision that circumscribes the RMLB’s ability to appoint a permanent General Manager presumably would be invalid. While the Town of Reading has broad powers of self-governance, municipal charters duly adopted or amended in accordance with G.L. c. 43B only have the effect of law so long as they present no conflict with laws enacted by the Legislature. *Kowalczyk v. Town of Blackstone*, 48 Mass.App.Ct. 58, 59 (1999); *City Council of Boston v. Mayor of Boston*, 383 Mass. 716, 719 (1981). Here, G.L. c. 164 provides for a comprehensive



legislative scheme governing the powers of RMLD, including the RMLB's authority to appoint a General Manager without interference from the Town. Several decisions provide guidance on whether local legislation is inconsistent with or conflicts with the State Constitution or any General Laws.

In *Del Duca v. Town Administrator of Methuen*, 368 Mass. 1 (1975), the Supreme Judicial Court struck down an ordinance adopted pursuant to Methuen's charter purporting to alter the powers and duties of the local planning board in contravention of the General Laws. There, the Court reviewed the various sections of G.L. c. 41 which comprehensively treated the creation and operation of planning boards, and determined that the Legislature had taken the entire subject of the establishment, powers and duties of local planning boards in hand. Having done so, the Court concluded that the Legislature precluded local legislation that would impair the operation and effect of the statutes in that field. *Del Duca, supra* at 12-13. As a result, the Court determined that Methuen was "powerless to specify the planning board's powers and duties in a manner which deviated in any respect from the powers and duties established by the legislation on the subject." *Id.*

The Court also struck down municipal home rule legislation in *City Council of Boston v. Mayor of Boston*, 383 Mass. 716 (1981). In that case, the offending legislation purported to limit the number of employees in the mayor's office and to fix their maximum salaries. The Court determined that such local legislation was an invalid and unenforceable encroachment on the mayor's power under the Boston charter and special legislation pertaining to the mayor's administrative authority. Under the Boston charter and relevant statutes, the mayor was charged with the administrative duties of the city government, including the supervision of subordinate officers, powers of appointment and termination, and the implicit power to set compensation levels for his staff. Therefore, the Court found that the charter and special acts evinced a legislative intent to reserve to the mayor the discretion to determine the size and salary level of his own staff, and that an ordinance purporting to regulate the same was necessarily inconsistent and, therefore, invalid. *City Council of Boston, supra* at 721.

We recognize that after the Court issued these decisions, the Legislature enacted G.L. c. 43B, § 20 to address the consistency of charters with existing General Laws. Section 20 provides in pertinent part that,

The provisions of any charter or charter amendment adopted pursuant to the provisions of this chapter [43B] shall be deemed consistent with the provisions of any law relating to the structure of city and town government, the creation of local offices, the term of office or mode of selection of local offices, and the distribution of powers, duties and responsibilities among local offices.

G.L. c. 43B, §20. Although the provision in Article 3-5 at issue arguably specifies the mode of appointment of the General Manager, it cannot be interpreted in a manner which impairs the RMLB's ability to hire a General Manager as required by G.L. c. 164, § 56. Requiring a hearing before RMLB can hire a General Manager, and particularly to discontinue temporary duties for



which an employee has no vested or contractual rights, arguably infringes on RMLB's hiring authority and its authority to set the terms of employment as set forth in G.L. c. 164, § 56.

Indeed, a subsequent court decision, *Town Council of Agawam v. Town Manager of Agawam*, 20 Mass. App. Ct. 100 (1985) ("Agawam"), indicates that the Town's powers with respect to municipal light plants are much more limited. *Agawam* stands for the narrow proposition that a municipal charter may provide for an employee appointment process (*e.g.*, in *Agawam*, the appointment of a town assessor) that does not involve town council approval, and still be deemed consistent with G.L. c. 39, §1, which provides that appointments are subject to confirmation by town council. However, the Court in *Agawam* also indicated that Section 20 should be interpreted generally to harmonize municipal charter provisions adopted under Article 89 and Chapter 43B with existing General Laws. The Court stated:

As this court has noted before, when the Home Rule Amendment was adopted in 1966, the Legislature failed to revise many existing laws to reflect the new balance of power that the amendment established between municipalities and the Commonwealth.... [G.L. c. 43B, §20] is a significant step taken by the Legislature to remedy this oversight. The statute makes explicit what was implicit before in the Legislature's decision to enact the Home Rule Procedures Act. By the Legislature's delegation to municipalities through G.L. c. 43B of greater power in managing their affairs, municipalities could, within certain broad limitations, choose for themselves the forms of local government they found best suited to their own needs, including as part of that choice the manner of creating and filling local offices.

Agawam, supra at 103.

Therefore, despite the seemingly broad interpretation of G.L. c. 43B, §20 set forth in *Agawam*, the Court expressly stated that its holding did not extend to existing General Laws that consist of a comprehensive statewide plan of regulation. In this regard, the Appeals Court referred to the decision in *Young v. Mayor of Brockton*, 346 Mass. 123 (1963), where the Supreme Judicial Court held that a city charter provision calling for the appointment of members of the liquor licensing board without confirmation by the city council would not escape the provisions of G.L. c. 138, § 4, which required such confirmation. The Court noted that *Young* was based on the "special characteristics" of liquor licensing boards which, *inter alia*, "operate under a detailed and strict State-wide plan of supervision and control reflecting the Commonwealth's supervening interest in the uniform regulation of the sale and distribution of alcoholic beverages." *Agawam, supra* at 105, n. 9 (emphasis added).

Further, the *Agawam* Court noted that, with respect to the work of town assessors at issue therein, the Legislature "has not established a State-wide plan for their supervision at all comparable to that mandated for alcoholic liquors," nor did it "single out the town assessor for special treatment" under the General Laws. *Id.* at 105, n. 9. "Unlike the statute relied upon in *Young*, [the town assessor statute] is purely general in its operation." *Id.* After considering the importance of the comprehensive general legislation at issue in *Young*, the Court in *Agawam*



concluded that, “[w]e expressly make no determination, however, of the effect of [G.L. c. 43B, §20] on the sort of appointment discussed in the *Young* case.” *Id.* Accordingly, despite the enactment of the consistency provisions in G.L. c. 43B, §20, they will not apply to statutory requirements that are part of a statewide legislative scheme.

Municipal light plants, such as RMLD, are subject to a comprehensive statewide scheme of legislation regarding their powers found at Chapter 164. Notably, the Appeals Court’s decision in *Golubek v. Westfield Gas & Elec. Light Bd.*, 32 Mass. App. Ct. 954 (1992), which was issued after *Agawam*, indicates that local legislation generally cannot alter the comprehensive statutory scheme pertaining to municipal light plants. While that case does not specifically discuss the applicability of G.L. c. 43B, §20, it delineates the respective powers of the Manager and Light Board, finding that the “charter provision cannot alter the statutory power of the manager to hire employees and attorneys.” *Id.* at 956 (emphasis added). Conversely, a charter provision cannot alter the statutory powers of the RMLB to hire a General Manager or to set the terms of the General Manager position or those individuals fulfilling those duties until a permanent General Manager is hired. Imposing a hearing prerequisite effectively transforms a temporary assignment of duties to an existing employee or employees into a position with automatic, vested rights, a term that the RMLB clearly did not intend.

Please do not hesitate to contact us if you have any questions.



RMLD Board of Commissioners Committees and Assignments
April 10, 2013

Audit (Including Town of Reading Audit)

Philip Pacino

Robert Soli

Recommend audit findings to the Board.

One member of Audit Committee meets at least semiannually with the

Accounting/Business Manager on RMLD financial issues.

Town of Reading Audit Committee – Sit on the Town of Reading Audit Committee and select firm that performs annual financial audit or RMLD pension trust.

This term expires on June 30, 2013.

General Manager Search Committee

Not To Exceed One Year

John Stempeck, Chair

Philip Pacino

Recommend the RMLD General Manager.

Public Relations Committee

Not To Exceed One Year

John Stempeck

David Talbot

From time to time review press releases and public relations programs.

Assignments

Accounts Payable

David Talbot – April

John Stempeck – May

Philip Pacino – June

Robert Soli – July

Review and approve payables on a weekly basis. This position is rotational. It requires one signature.

No Commissioner may serve more than three consecutive years on this Committee and must take a year leave before returning to this Committee.

Assignments

Payroll – Four Month Rotation

Philip Pacino, April – July

David Talbot, August – November

Robert Soli, December – March

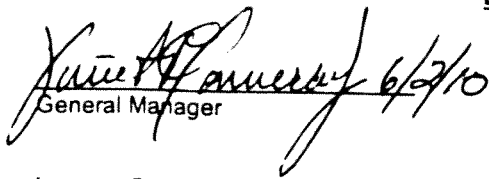
John Stempeck, April – July

Review and approve payroll. This position is rotational every four months. It requires primary signer and one back-up.

No Commissioner can serve more than three consecutive years on this Committee and must take a year leave before returning to this Committee.



BOARD OF COMMISSIONERS


General Manager 6/2/10

Per Board Vote Date May 24, 2010
Chairman/Date

I. PURPOSE

- A. To establish the role of the RMLD Board and Commissioners.
- B. To establish administrative controls for certain Commissioner activities.
- C. This policy may not be changed unless it is advertised in the local newspapers in the four-town service territory once a week for two consecutive weeks. These newspapers are Reading Daily Times Chronicle, The Wilmington Town Crier, The North Reading Transcript and The Lynnfield Villager. The notice of this change will also be posted in the Town Halls in the four-town service territory. Any changes that involve grammar or minor content needed for clarification need not be advertised.

II. GOVERNING LAWS

M.G.L., Chapter 164 and other applicable federal and state statutes and regulations.

III. RESPONSIBILITIES**A. Board Chairman and Vice Chairman:**

- 1. Chairman is responsible for calling regular, emergency, and Executive Session meetings of the RMLD Board as needed.
- 2. Chairman presides over RMLD Board meetings, approves the agenda and recognizes all speakers, including other Commissioners.
- 3. Chairman nominates Board members to represent the Commission at appropriate functions, events and meetings. Final decision is by a majority of the Board members. A majority of the Board is at least three of the five members.
- 4. Chairman nominates Board members to Board Committees. Final appointment is by a majority vote of the Board members.
- 5. If the Chairman is unable to attend a Board meeting, then the Vice Chairman will serve as the Chairman of the Board Meeting. If the Chairman and Vice Chairman are unable to attend a Board meeting, then the Secretary of the Board will assume the duties of the Chairman and will appoint a Commissioner to serve as Secretary for that meeting.
- 6. The Board will not address a new issue past 10:45 PM and will end all Board meetings by 11:15 PM.

B. Board Secretary:

- 1. Final review of Board minutes.
- 2. Certifies, as required by law, votes of the Board.
- 3. Signs, upon direction of a majority of the Board members, power supply contracts and legal settlements on behalf of the Board. Alternatively, the General Manager or any Commissioner may be authorized by a majority vote of the Board to perform this function.

III. RESPONSIBILITIES (Continued)

C. Commission as a whole, by majority vote:

1. Responsible for approving overall goals, objectives and policy setting for the Department to be discharged by the General Manager within the constraints of M.G.L., Chapter 164 and other applicable federal and state statutes and regulations.

The Commission is elected by the voters of the Town of Reading, accountable to the Town of Reading and responsible to the ratepayers of the entire RMLD service area.

2. Selects the General Manager and establishes the rate and manner of compensation.

The General Manager serves as the equivalent of the Chief Executive Officer and the Chief Operating Officer for the Board with the ultimate authority and responsibility for the operation and the management of the RMLD, under the direction and control of the Commissioners and subject to M.G.L., Chapter 164.

Before the end of the General Manager's contract year, the Board will give the General Manager a written performance appraisal based on the General Manager's performance during the previous fiscal year and adjust the General Manager's salary based on that appraisal. During this process, the Board will set the General Manager's goals and expectations, in writing, for the next fiscal year, upon which the General Manager will be evaluated.

Except for actions contrary to decisions or written policies made by the Board as a whole, the General Manager is authorized to take whatever actions are required to operate and manage the utility.

The General Manager is the only designated representative for the Board regarding collective bargaining negotiations. The General Manager may utilize other RMLD management personnel as needed to carry out these responsibilities.

3. The Accounting/Business Manager is appointed by the Board.
4. The Board will appoint counsel.
5. The Commissioners will meet quarterly with the Accounting/Business Manager to discuss the quarterly budget variances report on the Operating Budget. This meeting will be held during a Board meeting in Open Session. If any issues to be discussed are being considered in Executive Session, then the discussion will proceed during the next Executive Session.

The Accounting/Business Manager will also meet with a member of the RMLD's Audit Committee and the Town Accountant semi-annually to discuss the RMLD's financial issues. These meetings may be held more frequently if the RMLD Accounting/Business Manager believes that necessary.

Also on a quarterly basis, coinciding with the Accounting/Business Manager's presentation in Open Session to the Commissioners, the General Manager will give an update on the expenditures on Outside Services, which includes the legal, engineering, audit, and other consulting services. The General Manager is required to give the Commissioners a full report on the expenditures for each of the outside services including the dollars expended, cost to complete, and a projected end date. If any legal issues are being considered in Executive Session then the explanation of that legal issue will be given in closed session.

When the Accounting/Business Manager questions a payment on an invoice, the Accounting/Business Manager shall bring his concerns to the Commissioners for discussion and resolution at the next available Board meeting. The issue will be discussed in Open Session unless there is a need to go into Executive Session (i.e., invoices concerning legal matters, etc.).

III. RESPONSIBILITIES (Continued)

6. Serves as an appeal body for customers on matters arising from the RMLD's operations.
7. The RMLD Board will appoint one Commissioner to serve on the Town of Reading Audit Committee. Reappointment of this position will be done annually and coincide with the Board restructuring, which occurs at the first meeting after the annual Town of Reading election. The Commissioner on the Town of Reading's Audit Committee will ensure that the selected auditing firm is qualified to perform a financial audit of a municipal electric utility. The RMLD Board of Commissioners accepts the audited financial statements and management letter and shall require the General Manager to submit a written action report on any item commented on by the auditor's Management Letter.
8. Annually selects Commissioners to serve as Board Chairman, Vice Chairman and Secretary. The Chairman, Vice Chairman, and Secretary will be elected by a majority vote of the Board. A special restructuring of the Board may be held with a vote of four members.
9. Approves, after allowing a 30-day period for input from the Citizens' Advisory Board, as provided for in the Twenty-Year Agreement, on the following topics:
 - a. Annual Capital and Operating Budgets - Upon approval of an annual operating budget, the RMLB will make a presentation to the Reading Finance Committee and Reading Town meeting. Upon request, the RMLB shall make a presentation of the annual operating budget to the Finance Committee and/or Town Meeting of any of the other towns serviced by the RMLD.
 - b. Significant Expansion or Retirement of the RMLD's Transmission, Distribution, General Plant, or Generation;
 - c. Power Contracts and Agreements and their Mix;
 - d. Cost-of-Service and Rate Making Practices and;
 - e. Other issues that may come before the Board.
10. Approves:
 - a. The annual report (including audited financial statements) of the RMLD.
 - b. All correspondence on RMLD letterhead that is written by any Commissioner to other elected Boards, Committees or ratepayers.
 - c. All collective bargaining agreements. Also establishes the goals and objectives for the General Manager to meet in bargaining new or amended collective bargaining agreements.
 - d. All presentations made by the RMLD to other elected Boards or Committees.
 - e. Settlement of litigation.
 - f. The appointment of Commissioners to Board Committees.
 - g. Electric rates.
11. Approves, in conjunction with the General Manager, the payroll and weekly accounts payable warrants.
12. Commissioners may attend (consistent with approved RMLD budgets) meetings, conferences, training sessions and similar functions as appropriate for enhancing policy-making skills. Attendance at APPA's national conferences and NEPPA's annual conference and annual business meetings are presumed to be appropriate.

III. RESPONSIBILITIES (Continued)

12. Attendance of similar functions sponsored by the Town of Reading or the Commonwealth of Massachusetts for elected officials are also presumed to be appropriate.

Attendance for all other meetings, conferences, training sessions and similar functions shall be administered in the same manner as for RMLD management employees, as outlined in Policy 5, Employee, RMLD Board of Commissioners, Citizens' Advisory Board Overnight/Day Travel Policy. In the event a Commissioner disagrees with the resultant decision(s), he/she may request the Board as a whole, by a majority vote, to approve attendance (subject to any conditions deemed appropriate by the Board). Any Commissioner attending meetings, conferences, training sessions and similar functions as appropriate for enhancing policy-making skills are required to make a full report at the next available Commissioner's meeting.

It is the policy of the Board that no Commissioner will have a personal or economic interest or benefit, directly or indirectly, from attendance in meetings, conferences, training sessions and similar functions. Further, it is the responsibility of each Commissioner to make a full public disclosure of any personal interest or benefit in advance.

- D. Commissioners serve as Trustees of the RMLD Pension Trust with all rights and obligations conferred upon them by the Trust, as amended by the Trust from time to time. Commission, as a whole and by majority vote, as Pension Trustees:

1. Acknowledges that the Town of Reading Audit Committee will select the firm that performs the annual financial audit of the RMLD Pension Trust. The RMLD Board of Commissioners accepts the audited financial statements based on the recommendation of the RMLD's Audit Committee.
2. Selects the firm that performs actuarial study of the RMLD Pension Trust.
3. Selects all professional services associated with the Pension Trust other than the annual audit.
4. Performs any other responsibilities as specified in RMLD Policy #22, Pension Trust Investments.

- E. Commissioners will do the following relative to the RMLD Other Post Employment Benefits Liability Fund Trust

1. Establish a separate fund, to be known as the Other Post Employment Benefits Liability Trust Fund (Fund).
2. Establish a funding schedule for the Fund.
3. Appropriate amounts recommended by the funding schedule to be credited to the Fund.
4. Appoint a custodian of the Fund.
5. Review the funding schedule every three years.

- F. Board Committees:

1. Serve as a mechanism for the Board to review and consider specific issues. - Committees can recommend, but not approve unless specifically delegated, a course of action to the Board.

RMLD Board of Commissioners Committees

Responsibilities

General Manager Committee

Review GM evaluation process

Audit (including Town of Reading Audit

Recommend audit findings to the Board. One member of Audit Committee meets at least semi-annually with the Accounting Business Manager on RMLD financial issues

RMLD Board of Commissioners Committees	Responsibilities
Power & Rate Committee	Town of Reading Audit Committee - Sit on the Town of Reading Audit Committee. Select the firm that performs annual financial audit of RMLD pension trust and triennially reviews OPEB trust fund.
Budget Committee	Recommend Operating and Capital Budgets to Board. Recommend actuaries and actuary findings to the Board. Make recommendation to the RMLD Board for legal counsel.
Account Payables	Review and approve payables on a weekly basis. This position is rotational. It requires three primary signers and one back up. No Commissioner may serve more than three consecutive years on this Committee and must take a year leave before returning to this Committee.
Payroll	Review and approve payroll. This position is rotational. It requires primary signer and one back up. No Commissioner may serve more than three consecutive years on this Committee and must take a year leave before returning to this Committee.
Joint Committee – Payment to the Town of Reading Two RMLD Commissioners Two Citizens' Advisory Board Members One Reading Selectman	Recommend to the RMLD Board payment to the Town.
Policy Committee	Recommend changes of Board policies to RMLB.

IV. POLICY ELEMENTS

A. It is the policy of the RMLD Board:

1. To operate in accordance with the spirit, as well as the letter of all laws affecting its business and its employees.
2. All Commissioners and employees are required to act with the highest level of integrity, business ethics and objectivity in any RMLD transaction or where a Commissioner or employee represents the Board or the RMLD. No Commissioner or employee is allowed to misuse the authority or influence of his or her RMLD position.
3. To operate in a businesslike and efficient manner in all aspects of operating and managing the RMLD.
4. To be supportive of a good working relationship between Management and Unions as detailed in the Labor Relations Objective section of the Labor Relations Guide for Managers; to initiate communication and interaction with respect to RMLD business with all RMLD employees only through the General Manager; to provide union employees separate access to the Board as constrained within the collective bargaining agreements.
5. To hold regular open and public meetings to allow customers to provide direct input on any open session matter before the Board.
6. To affirmatively and courteously respond to all requests for public information, subject to the constraints of Policy 12, Board Document Dissemination and the Massachusetts Public Records Law. All requests will be arranged through the General Manager.
7. Not to contribute, in any form, to civic, charitable, benevolent or other similar organizations.
8. To maintain "cost of service" electricity rates; to manage the RMLD with the goal that its residential rates are lower than any investor owned electric utility in Massachusetts and lower than any electric utility whose service area is contiguous with the RMLD's

IV. POLICY ELEMENTS

- 9 To utilize technology, training, personnel, and flexible work and administrative processes to maintain a competitive and municipally owned electric utility serving the best interests of all ratepayers, to direct and manage the RMLD in the best interests of the RMLD, the Town of Reading, and its customers.

To: Kevin Sullivan

From: Energy Services

Date: April 16, 2013

Subject: Purchase Power Summary – February, 2013

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of February, 2013.

ENERGY

The RMLD's total metered load for the month was 53,799,410 kwh, which is a .35% decrease from the February, 2012 figures.

Table 1 is a breakdown by source of the energy purchases.

TABLE 1

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy	Total \$ Costs	\$ as a %
Millstone #3	3,354,141	\$6.99	6.22%	\$23,437	0.69%
Seabrook	5,324,983	\$8.22	9.88%	\$43,751	1.29%
Stonybrook Intermediate	1,400,665	\$99.57	2.60%	\$139,471	4.10%
JP Morgan	8,411,200	\$58.55	15.60%	\$492,498	14.50%
NextEra	6,926,000	\$66.59	12.85%	\$461,179	13.57%
NYP&A	1,709,545	\$4.06	3.17%	\$6,941	0.20%
ISO Interchange	4,720,978	\$170.31	8.76%	\$804,036	23.66%
NEMA Congestion	0	\$0.00	0.00%	\$244,863	7.21%
Coop Resales	112,892	\$124.25	0.21%	\$14,027	0.41%
MacQuarie	8,320,000	\$37.61	15.43%	\$312,897	9.21%
Summit Hydro	1,214,731	\$56.41	2.25%	\$68,519	2.02%
Braintree Watson Unit	387,012	\$215.37	0.72%	\$83,351	2.45%
Swift River Projects	1,240,504	\$99.55	2.30%	\$123,488	3.63%
Constellation Energy	10,762,400	\$53.36	19.96%	\$574,295	16.90%
Stonybrook Peaking	33,724	\$146.99	0.06%	\$4,957	0.15%
Monthly Total	53,918,775	\$63.02	100.00%	\$3,397,710	100.00%

Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for the month of February, 2013.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	6,204,340	149.71	11.51%
Settlement			
RT Net Energy **	-1,483,362	84.14	-2.75%
Settlement			
ISO Interchange (subtotal)	4,720,978	170.31	8.76%

* Independent System Operator Day-Ahead Locational Marginal Price

** Real Time Net Energy

CAPACITY

The RMLD hit a demand of 104,480 kW, which occurred on February 4, at 7 pm. The RMLD's monthly UCAP requirement for February, 2013 was 211,828 kW.

Table 3 shows the sources of capacity that the RMLD utilized to meet its requirements.

Table 3

Source	Amount (kW)	Cost (\$/kW-month)	Total Cost \$	% of Total Cost
Millstone #3	4,991	46.22	\$230,706	15.40%
Seabrook	7,742	49.44	\$382,771	25.55%
Stonybrook Peaking	24,981	2.00	\$50,035	3.34%
Stonybrook CC	42,925	3.86	\$165,575	11.05%
NYP&A	4,019	3.57	\$14,347	0.96%
Hydro Quebec	4,584	5.09	\$23,320	1.56%
Nextera	60,000	5.50	\$330,000	22.03%
Braintree Watson Unit	10,520	10.47	\$110,132	7.35%
ISO-NE Supply Auction	52,066	3.67	\$191,170	12.76%
Total	211,828	\$7.07	\$1,498,056	100.00%

Table 4 shows the dollar amounts for energy and capacity per source.

Table 4						
Resource	Energy	Capacity	Total cost	% of Total Cost	Amt of Energy (kWh)	Cost of Power (\$/kWh)
Millstone #3	\$23,437	\$230,706	\$254,143	5.19%	3,354,141	0.0758
Seabrook	\$43,751	\$382,771	\$426,522	8.71%	5,324,983	0.0801
Stonybrook Intermediate	\$139,471	\$165,575	\$305,046	6.23%	1,400,665	0.2178
Hydro Quebec	\$0	\$23,320	\$23,320	0.48%	-	0.0000
JP Morgan	\$492,498	\$0	\$492,498	10.06%	8,411,200	0.0586
NextEra	\$461,179	\$330,000	\$791,179	16.16%	6,926,000	0.1142
* NYPA	\$6,941	\$14,347	\$21,288	0.43%	1,709,545	0.0125
ISO Interchange	\$804,036	\$191,170	\$995,206	20.33%	4,720,978	0.2108
Nema Congestion	\$244,863	\$0	\$244,863	5.00%	-	0.0000
MacQuarie	\$312,897	\$0	\$312,897	6.39%	8,320,000	0.0376
* Summit Hydro	\$68,519	\$0	\$68,519	1.40%	1,214,731	0.0564
Braintree Watson Unit	\$83,351	\$110,132	\$193,483	3.95%	387,012	0.4999
* Swift River Projects	\$123,488	\$0	\$123,488	2.52%	1,240,504	0.0995
Coop Resales	\$14,027	\$0	\$14,027	0.29%	112,892	0.1243
Constellation Energy	\$574,295	\$0	\$574,295	11.73%	10,762,400	0.0534
Stonybrook Peaking	\$4,957	\$50,035	\$54,992	1.12%	33,724	1.6306
Monthly Total	\$3,397,710	\$1,498,056	\$4,895,766	100.00%	53,918,775	0.0908
* Renewable Resources					7.72%	

RENEWABLE ENERGY CERTIFICATES (RECs)

The RMLD sold 12,613 2012 RECs (Quarter 1 and Quarter 2) for \$582,097.75 in January, 2013. 750 Quarter 1 and 2 RECs remain banked for retirement.

Table 5 shows the amount of banked and projected RECs for the Swift River Hydro Projects through February, 2013, as well as their estimated market value.

Table 5				
Swift River RECs Summary				
Period - January 2012 - February 2013				
	Banked RECs	Projected RECs	Total RECs	Est. Dollars
Woronoco	392	4,208	4,600	\$174,721
Pepperell	384	13	397	\$21,422
Indian River	92	1449	1541	\$78,228
Turners Falls	781	91	872	\$0
Grand Total	1,649	5,760	7,409	\$274,371

TRANSMISSION

The RMLD's total transmission costs for the month of February were \$801,945. This is an increase of 3.5% from the January transmission cost of \$774,307. In February, 2012 the transmission costs were \$581,199.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	104,480	108,799	100,453
Energy (kWh)	53,918,775	60,866,668	54,076,850
Energy (\$)	\$3,397,710	\$2,523,167	\$2,879,937
Capacity (\$)	\$1,498,056	\$1,496,984	\$1,336,718
Transmission(\$)	\$801,945	\$774,307	\$581,199
Total	\$5,697,711	\$4,794,458	\$4,797,854

Table 7 shows the comprehensive results from the Energy Conservation program. The amount of savings is broken down by both demand and energy for the Commercial and Residential sectors.

Table 7									
Commercial	Year	Capacity Saved (kW)	Energy Saved (kWh)	Capacity	\$/kW	Total Energy	Total \$	Rebate	Cost Benefit
Total to date	FY07-12	7,597	32,061,914	\$ 664,001		187,3797		\$ 1,030,984	\$ 1,506,815
Current	FY13	1158	3,740,723	\$ 125,065	\$ 9.00	149,629	\$ 0.04	\$ 353,245	\$ (78,551)
Residential									
Total to date	FY07-12	1,157	1,104,935	\$ 104,014		59,037		\$ 423,996	\$ (260,944.83)
Current	FY13	124	92,130	\$ 13,385	\$ 9.00	3,685	\$ 0.04	\$ 89,440	\$ (72,369)
Total									
Total to date	FY07-12	8,754	33,166,849	\$ 768,016		1,932,834		\$ 1,479,980	\$ 1,220,870.07
Current	FY13	1,282	3,832,853	\$ 138,450	\$ 9.00	153,314	\$ 0.04	\$ 442,685	\$ (150,921)

Table 8 shows the breakdown for residential appliance rebates by type and year.

Table 8																				
Washing Machine		Refrigerator		Dishwasher		Dehumidifier		Central A/C		Window A/C		Thermostat		Audits		Renewable		HP Water Heater		Fan
Year	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	DollarsQ	TY	Dollars	QTY	DollarsQ	Y	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars
2007																				
2008	86	\$ 4,300	47	\$ 2,350	55	\$ 2,750	7	\$ 175	17	\$ 1,700	10	\$ 250	23	\$ 230	107	\$ 14,940				
2009	406	\$ 20,300	259	\$ 12,950	235	\$ 11,750	40	\$ 1,000	41	\$ 4,100	50	\$ 1,250	114	\$ 1,140	107	\$ 14,940				
2010	519	\$ 25,950	371	\$ 18,550	382	\$ 19,100	37	\$ 925	64	\$ 6,400	49	\$ 1,225	127	\$ 1,270	64	\$ 8,960	6	\$ 20,700		
2011	425	\$ 21,250	383	\$ 19,150	313	\$ 15,650	47	\$ 1,175	57	\$ 5,700	65	\$ 1,625	118	\$ 1,180	180	\$ 26,960	4	\$ 18,000		
2012	339	\$ 16,950	354	\$ 17,700	289	\$ 14,450	38	\$ 950	44	\$ 4,400	56	\$ 1,400	105	\$ 1,050	219	\$ 32,731	3	\$ 14,000	9	\$ 2,250
2013	228	\$ 11,400	271	\$ 13,550	244	\$ 12,200	23	\$ 575	16	\$ 1,600	41	\$ 1,025	42	\$ 420	27	\$ 5,400	0	\$ -	3	\$ 750
Total	2003	\$ 100,150	1685	\$ 84,250	1518	\$ 75,900	192	\$ 4,800	239	\$ 23,900	271	\$ 6,775	529	\$ 5,290	704	\$ 103,931	13	\$ 52,700	12	\$ 3,000
																			5	\$ 50



READING MUNICIPAL LIGHT DEPARTMENT
FY 13 CAPITAL BUDGET VARIANCE REPORT
FOR PERIOD ENDING MARCH 31, 2013

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST MARCH	YTD ACTUAL COST THRU 3/31/13	ANNUAL BUDGET AMOUNT	REMAINING BALANCE
<u>E&O Construction-System Projects</u>						
1	Essex Street - Reconductoring	LC		200	197,855	197,655
2	4W13 OH Reconductoring - West Street	W		14,608	188,193	173,585
3	Upgrading of Old Lynnfield Center URDs (Partial CARRYOVER)	LC		121,554	492,143	370,589
5	Shady Lane Area - Reconductoring	W	15,673	111,350	199,042	87,692
6	Federal Street - Reconductoring	W	35,531	124,017	175,565	51,548
Total System Projects						
<u>Station Upgrades</u>						
<i>Station #4</i>						
8	Relay Replacement Project - (Partial CARRYOVER)	R			119,309	119,309
9	Station 4 Getaway Replacement - 4W13	R		4,430	161,779	157,349
Total Station Projects						
<u>SCADA Projects</u>						
10	Station 5 RTU (Remote Terminal Unit) Replacement	W			56,163	56,163
4	Station 4 RTU (Remote Terminal Unit) Replacement (Partial CARRYOVER)	R	679	149,567	80,653	(68,914)
Total SCADA Projects						
<u>New Customer Service Connections</u>						
12	Service Installations-Commercial/Industrial Customers	ALL		6,574	63,074	56,500
	Service Installations - Residential Customers	ALL	20,916	173,332	207,923	34,591
Total Service Connections						
14	<u>Routine Construction</u>					
	Various Routine Contruction	ALL	197,154	1,409,225	988,211	(421,014)
Total Construction Projects			269,953	2,114,858	2,929,910	815,053
<u>Other Projects</u>						
15	GIS		8,866	71,628	97,495	25,867
16	Transformers/Capacitors Annual Purchases		115,403	462,799	284,000	(178,799)
17A	Meter Annual Purchases		24,856	78,997	49,710	(29,287)
17B	Meter Upgrade Project - (Partial CARRYOVER)		16,823	492,376	564,416	72,039
17C	Meter Upgrade Project - Commercials		2,210	423,012	551,853	128,841
18	Purchase Vehicles				65,000	65,000
19	Purchase Line Department Vehicles			474,861	570,000	95,139
20	Purchase New Pole Dolly				12,000	12,000
21	Automated Building Systems				150,000	150,000
22	Engineering Analysis software & data conversion - (CARRYOVER)				76,789	76,789
23	Gaw Station Generator				55,000	55,000
24	Capital Repairs - Station One				400,000	400,000
25	New Carpeting				35,000	35,000
26	Water Heater Demand Response Technology		9,474	200,088	336,611	136,523
27	Hardware Upgrades			73,184	126,629	53,445
28	Software and Licensing			79,315	119,002	39,687
Total Other Projects			177,632	2,356,260	3,493,505	1,137,245
TOTAL FY 13 CAPITAL PROJECT EXPENDITURES			447,585	4,471,118	6,423,416	1,952,298



**Reading Municipal Light Department
Engineering and Operations
Monthly Report
March 2013**

FY 2013 Capital Plan

E&O Construction – System Projects

- 1 Reconductoring of Essex Street, Lynnfield Center – *No Activity.***
- 2 4W13 OH Reconductoring Project, West Street, Wilmington – *No Activity.***
- 3 Upgrading of Old Lynnfield Center URDs – *(Phase 1 Completed). No Activity.***
- 5 Shady Lane Drive Area, Wilmington – Reconductoring – *Make ready work. Install poles, and primary and secondary cable, and upgrade transformers. Energized new secondaries.***
- 6 Federal Street, Wilmington – Reconductoring – *Line Department: Pole framing and wiring for reconductoring. Transfer new primaries onto new poles.***

Station Upgrades

- 8 Station 4 Relay Replacement Project – Reading – *No Activity.***
- 9 Station 4 Getaway Replacement – 4W13 – *No Activity.***

SCADA Projects

- 10 Station 5 RTU Replacement, Wilmington – *No Activity.***
- 4 Station 4 RTU Replacement – *Engineering time.***

New Customer Service Connections

- 12 Service Installations – Commercial/Industrial Customers –** This item includes new service connections, upgrades, and service replacements for the commercial and industrial customers. This represents the time and materials associated with the replacement of an existing or installation of a new overhead service, the connection of an underground service, etc. This does not include the time and materials associated with pole replacements/installations, transformer replacements/installations, primary or secondary cable replacements/installations, etc. This portion of the project comes under routine construction. *No Activity.*



- 13 **Service Installations – Residential Customers** – This item includes new or upgraded overhead and underground services, temporary overhead services, and large underground development.

Routine Construction:

- 14 **Routine Construction** – The drivers of the Routine Construction budget category YTD are listed. This is not an inclusive list of all items within this category.

<i>Pole Setting/Transfers</i>	\$275,817
<i>Maintenance Overhead/Underground</i>	\$347,259
<i>Projects Assigned as Required</i>	\$250,377
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$72,000
<i>Station Group</i>	\$14,199
<i>Hazmat/Oil Spills</i>	\$1,638
<i>Porcelain Cutout Replacement Program</i>	\$0
<i>Lighting (Street Light Connections)</i>	\$19,491
<i>Storm Trouble</i>	\$134,368
<i>Underground Subdivisions</i>	\$44,051
<i>Animal Guard Installation</i>	\$33,442
<i>Miscellaneous Capital Costs</i>	\$216,583
TOTAL	\$1,409,225

*In the month of March, zero (0) cutouts were charged under this program. Approximately 13 cutouts were installed new or replaced because of damage making a total of 13 cutouts replaced this month.



Reliability Report

Two key industry standard metrics have been identified to enable the RMLD to measure and track system reliability. A rolling 12-month view is being used for the purposes of this report.

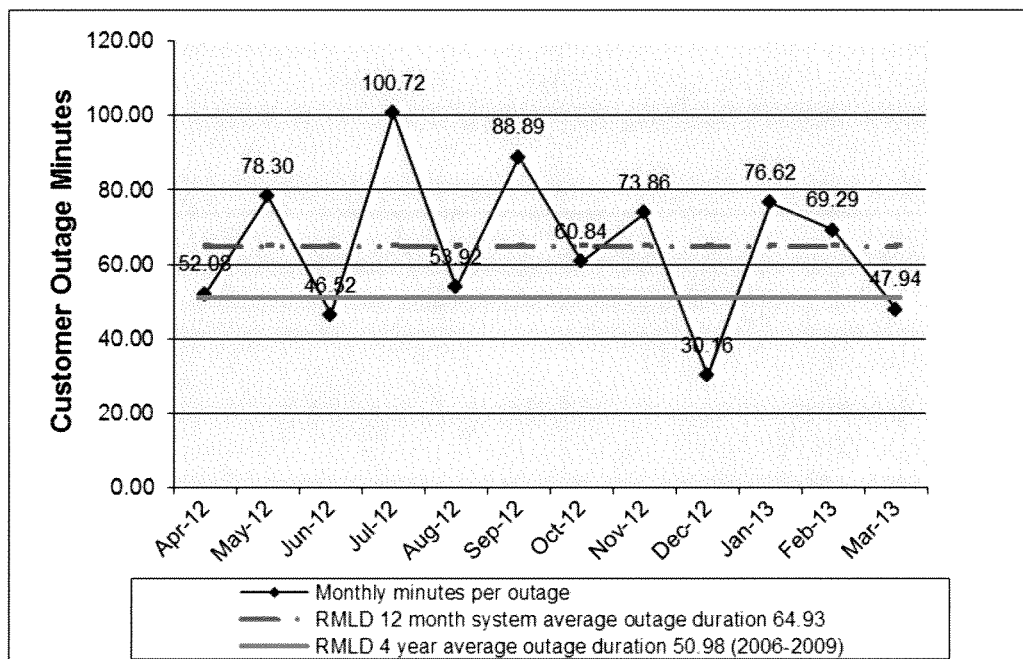
Customer Average Interruption Duration Index (CAIDI) measures how quickly the RMLD restores power to customers when their power goes out.

CAIDI = Total of Customer Interruption Duration for the Month in Minutes ÷ Total Number of Customers Interrupted.

RMLD 12-month system average outage duration: 64.93 minutes

RMLD four-year average outage (2006-2009): 50.98 minutes per outage

On average, RMLD customers that experience an outage are restored in 64.93 minutes.





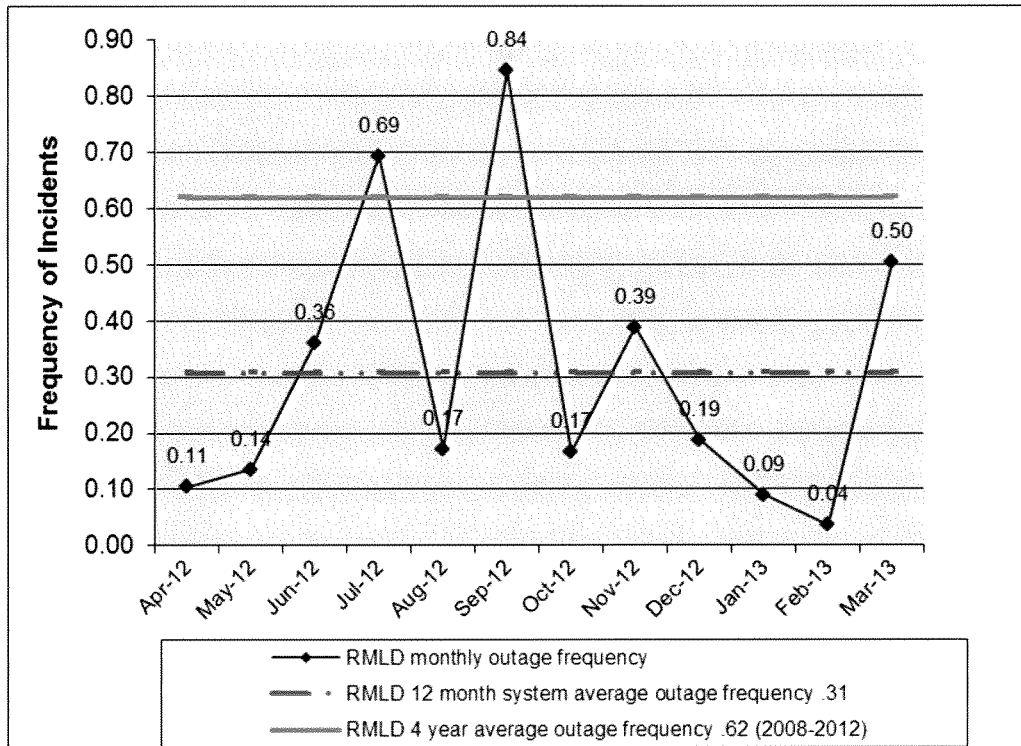
System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

SAIFI = Total Number of Customers Interrupted ÷ Total Number of Customers

RMLD 12-month system average: 0.31 outages per year

RMLD four-year average outage frequency: 0.62

The graph below tracks the month-by-month SAIFI performance.



Months Between Interruptions (MBTI)

Another view of the SAIFI data is the number of months RMLD customers have no interruptions. At this time, the average RMLD customer experiences an outage approximately every 38.7 months.



Dt: April 18, 2013

To: RMLB, Kevin Sullivan., Jeanne Foti

Fr: Bob Fournier

Sj: February 28, 2013 Report

The results for the first eight months ending February 28, 2013, for the fiscal year 2013 will be summarized in the following paragraphs.

1) Change in Net Assets: (Page 3A)

For the month of February, the net income or the positive change in net assets was \$130,881, increasing the year to date net income to \$2,436,763. The year to date budgeted net income was \$2,029,335 resulting in net income being over budget by \$407,428 or 20.1%. Actual year to date fuel expenses exceeded fuel revenues by \$260,160.

2) Revenues: (Page 11B)

Year to date base revenues were under budget by \$1,375,284 or 4.2%. Actual base revenues were \$31.3 million compared to the budgeted amount of \$32.7 million.

3) Expenses: (Page 12A)

*Year to date purchased power base expense was under budget by \$1,395,536 or 6.82%. Actual purchased power base costs were \$19.0 million compared to the budgeted amount of \$20.4 million.

*Year to date operating and maintenance (O&M) expenses combined were over budget by \$149,287 or 1.85%. Actual O&M expenses were \$8.2 million compared to the budgeted amount of \$8.1 million.

*Depreciation expense and voluntary payments to the Towns were on budget.

4) Cash: (Page 9)

- *Operating Fund was at \$9,881,781.
- * Capital Fund balance was at \$3,056,590.
- * Rate Stabilization Fund was at \$6,688,307.
- * Deferred Fuel Fund was at \$2,009,885.
- * Energy Conservation Fund was at \$259,837.

5) General Information:

Year to date kwh sales (Page 5) were 484,484,799 which is 13.2 million kwh or 2.8%, ahead last year's actual figure. GAW revenues collected ytd were \$484,374 bringing the total collected since inception to \$1,781,458.

6) Budget Variance:

Cumulatively, the five divisions were over budget by \$154,482 or 1.19%.





FINANCIAL REPORT



FEBRUARY 28, 2013



ISSUE DATE: APRIL 18, 2013



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF NET ASSETS
2/28/13

		PREVIOUS YEAR	CURRENT YEAR
ASSETS			
CURRENT			
UNRESTRICTED CASH	(SCH A P.9)	9,396,162.56	9,884,780.96
RESTRICTED CASH	(SCH A P.9)	18,319,254.52	17,990,650.53
RECEIVABLES, NET	(SCH B P.10)	7,403,407.23	9,200,021.88
PREPAID EXPENSES	(SCH B P.10)	1,949,722.19	1,562,973.37
INVENTORY		1,405,233.69	1,552,754.44
TOTAL CURRENT ASSETS		<u>38,473,780.19</u>	<u>40,191,181.18</u>
NONCURRENT			
INVESTMENT IN ASSOCIATED CO	(SCH C P.2)	73,765.66	46,958.35
CAPITAL ASSETS, NET	(SCH C P.2)	67,872,740.75	70,254,193.21
TOTAL NONCURRENT ASSETS		<u>67,946,506.41</u>	<u>70,301,151.56</u>
TOTAL ASSETS		<u>106,420,286.60</u>	<u>110,492,332.74</u>
LIABILITIES			
CURRENT			
ACCOUNTS PAYABLE		5,510,734.48	6,057,992.80
CUSTOMER DEPOSITS		602,249.01	686,614.16
CUSTOMER ADVANCES FOR CONSTRUCTION		294,339.94	401,932.15
ACCRUED LIABILITIES		1,221,683.70	1,388,610.36
TOTAL CURRENT LIABILITIES		<u>7,629,007.13</u>	<u>8,535,149.47</u>
NONCURRENT			
ACCRUED EMPLOYEE COMPENSATED ABSENCES		2,934,698.58	2,986,360.21
TOTAL NONCURRENT LIABILITIES		<u>2,934,698.58</u>	<u>2,986,360.21</u>
TOTAL LIABILITIES		<u>10,563,705.71</u>	<u>11,521,509.68</u>
NET ASSETS			
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT		67,872,740.75	70,254,193.21
RESTRICTED FOR DEPRECIATION FUND (P.9)		3,993,460.42	3,056,589.58
UNRESTRICTED		23,990,378.72	25,660,040.27
TOTAL NET ASSETS	(P.3)	<u>95,856,580.89</u>	<u>98,970,823.06</u>
TOTAL LIABILITIES AND NET ASSETS		<u>106,420,286.60</u>	<u>110,492,332.74</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NONCURRENT ASSET SCHEDULE
2/28/13

SCHEDULE C

	PREVIOUS YEAR	CURRENT YEAR
SCHEDULE OF INVESTMENTS IN ASSOCIATED COMPANIES		
NEW ENGLAND HYDRO ELECTRIC	15,747.64	2,975.74
NEW ENGLAND HYDRO TRANSMISSION	58,018.02	43,982.61
TOTAL INVESTMENTS IN ASSOCIATED COMPANIES	<u>73,765.66</u>	<u>46,958.35</u>
 SCHEDULE OF CAPITAL ASSETS		
LAND	1,265,842.23	1,265,842.23
STRUCTURES AND IMPROVEMENTS	6,639,578.34	6,792,724.53
EQUIPMENT AND FURNISHINGS	12,931,726.76	13,079,889.39
INFRASTRUCTURE	<u>47,035,593.42</u>	<u>49,115,737.06</u>
TOTAL CAPITAL ASSETS, NET	<u>67,872,740.75</u>	<u>70,254,193.21</u>
 TOTAL NONCURRENT ASSETS	<u>67,946,506.41</u>	<u>70,301,151.56</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
2/28/13

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	3,434,875.16	3,906,048.67	30,715,837.38	31,364,048.67	2.11%
FUEL REVENUE	2,594,141.71	3,030,833.21	25,136,688.86	24,118,055.34	-4.05%
PURCHASED POWER CAPACITY	(9,856.38)	183,666.75	(89,529.87)	1,467,331.16	-1738.93%
FORFEITED DISCOUNTS	70,491.05	64,283.73	636,950.33	671,515.75	5.43%
ENERGY CONSERVATION REVENUE	51,023.19	59,760.70	404,230.88	477,057.43	18.02%
GAW REVENUE	51,893.94	60,630.41	471,296.56	484,374.68	2.77%
NYPA CREDIT	(62,465.74)	(77,841.37)	(460,280.28)	(441,797.30)	-4.02%
TOTAL OPERATING REVENUES	6,130,102.93	7,227,382.10	56,815,193.86	58,140,585.73	2.33%
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER BASE	1,921,257.89	2,299,125.88	16,855,504.43	19,055,450.42	13.05%
PURCHASED POWER FUEL	2,879,936.88	3,397,709.79	25,627,704.49	23,936,417.60	-6.60%
OPERATING MAINTENANCE	787,674.74	714,493.03	5,756,790.43	6,479,793.34	12.56%
DEPRECIATION	169,649.03	217,186.17	1,970,270.71	1,748,910.52	-11.24%
VOLUNTARY PAYMENTS TO TOWNS	296,027.47	305,469.18	2,368,219.76	2,443,753.44	3.19%
	113,000.00	114,000.00	900,186.00	905,383.00	0.58%
TOTAL OPERATING EXPENSES	6,167,546.01	7,047,984.05	53,478,675.82	54,569,708.32	2.04%
OPERATING INCOME	(37,443.08)	179,398.05	3,336,518.04	3,570,877.41	7.02%
NONOPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	8,115.20	58,112.10	45,744.84	105,299.89	130.19%
RETURN ON INVESTMENT TO READING	(183,829.75)	(188,785.58)	(1,470,638.00)	(1,510,284.66)	2.70%
INTEREST INCOME	3,925.77	1,603.79	64,484.78	21,072.28	-67.32%
INTEREST EXPENSE	(501.39)	(250.89)	(5,728.38)	(3,109.24)	-45.72%
OTHER (MDSE AND AMORT)	38,458.71	80,804.18	282,617.14	252,907.39	-10.51%
TOTAL NONOPERATING REV (EXP)	(133,831.46)	(48,516.40)	(1,083,519.62)	(1,134,114.34)	4.67%
CHANGE IN NET ASSETS	(171,274.54)	130,881.65	2,252,998.42	2,436,763.07	8.16%
NET ASSETS AT BEGINNING OF YEAR			93,603,582.47	96,534,059.99	3.13%
NET ASSETS AT END OF FEBRUARY			95,856,580.89	98,970,823.06	3.25%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
2/28/13

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	31,364,048.67	32,739,333.00	(1,375,284.33)	-4.20%
FUEL REVENUE	24,118,055.34	21,731,610.00	2,386,445.34	10.98%
PURCHASED POWER CAPACITY	1,467,331.16	1,486,803.00	(19,471.84)	-1.31%
FORFEITED DISCOUNTS	671,515.75	720,265.00	(48,749.25)	-6.77%
ENERGY CONSERVATION REVENUE	477,057.43	490,815.00	(13,757.57)	-2.80%
GAW REVENUE	484,374.68	490,815.00	(6,440.32)	-1.31%
NYPA CREDIT	(441,797.30)	(466,664.00)	24,866.70	-5.33%
TOTAL OPERATING REVENUES	58,140,585.73	57,192,977.00	947,608.73	1.66%
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER BASE	19,055,450.42	20,450,987.00	(1,395,536.58)	-6.82%
PURCHASED POWER FUEL	23,936,417.60	22,222,566.00	1,713,851.60	7.71%
OPERATING	6,479,793.34	6,375,335.00	104,458.34	1.64%
MAINTENANCE	1,748,910.52	1,704,082.00	44,828.52	2.63%
DEPRECIATION	2,443,753.44	2,433,336.00	10,417.44	0.43%
VOLUNTARY PAYMENTS TO TOWNS	905,383.00	912,000.00	(6,617.00)	-0.73%
TOTAL OPERATING EXPENSES	54,569,708.32	54,098,306.00	471,402.32	0.87%
OPERATING INCOME	3,570,877.41	3,094,671.00	476,206.41	15.39%
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	105,299.89	300,000.00	(194,700.11)	-64.90%
RETURN ON INVESTMENT TO READING	(1,510,284.66)	(1,510,000.00)	(284.66)	0.02%
INTEREST INCOME	21,072.28	66,664.00	(45,591.72)	-68.39%
INTEREST EXPENSE	(3,109.24)	(2,000.00)	(1,109.24)	55.46%
OTHER (MDSE AND AMORT)	252,907.39	80,000.00	172,907.39	216.13%
TOTAL NONOPERATING REV (EXP)	(1,134,114.34)	(1,065,336.00)	(68,778.34)	6.46%
CHANGE IN NET ASSETS	2,436,763.07	2,029,335.00	407,428.07	20.08%
NET ASSETS AT BEGINNING OF YEAR	96,534,059.99	96,534,059.99	0.00	0.00%
NET ASSETS AT END OF FEBRUARY	98,970,823.06	98,563,394.99	407,428.07	0.41%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
RECONCILIATION OF CAPITAL FUNDS
2/28/13

SOURCE OF CAPITAL FUNDS:

DEPRECIATION FUND BALANCE 7/1/12	2,635,205.70
CONSTRUCTION FUND BALANCE 7/1/12	2,000,000.00
INTEREST ON DEPRECIATION FUND FY 13	4,660.38
DEPRECIATION TRANSFER FY 13	<u>2,443,753.44</u>
TOTAL SOURCE OF CAPITAL FUNDS	7,083,619.52

USE OF CAPITAL FUNDS:

LESS PAID ADDITIONS TO PLANT THRU FEBRUARY	<u>4,027,029.94</u>
GENERAL LEDGER CAPITAL FUNDS BALANCE 2/28/13	<u><u>3,056,589.58</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SALES OF KILOWATT HOURS
2/28/13

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	19,102,964	22,820,042	175,477,409	182,259,130	3.86%
COMM. AND INDUSTRIAL SALES	30,118,446	34,834,035	275,343,217	281,448,348	2.22%
PRIVATE STREET LIGHTING	73,447	73,243	583,883	585,886	0.34%
TOTAL PRIVATE CONSUMERS	<u>49,294,857</u>	<u>57,727,320</u>	<u>451,404,509</u>	<u>464,293,364</u>	2.86%
MUNICIPAL SALES:					
STREET LIGHTING	239,338	238,879	1,913,265	1,905,480	-0.41%
MUNICIPAL BUILDINGS	791,333	914,746	6,458,149	6,572,257	1.77%
TOTAL MUNICIPAL CONSUMERS	<u>1,030,671</u>	<u>1,153,625</u>	<u>8,371,414</u>	<u>8,477,737</u>	1.27%
SALES FOR RESALE	247,689	241,611	2,297,395	2,307,876	0.46%
SCHOOL	1,310,083	1,502,518	9,210,539	9,405,822	2.12%
TOTAL KILOWATT HOURS SOLD	<u>51,883,300</u>	<u>60,625,074</u>	<u>471,283,857</u>	<u>484,484,799</u>	2.80%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
KILOWATT HOURS SOLD BY TOWN
2/28/13

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	22,820,042	7,167,168	3,372,597	4,734,595	7,545,682
COMM & IND	34,834,035	4,312,863	291,275	5,478,812	24,751,085
PVT ST LIGHTS	73,243	13,585	1,360	21,316	36,982
PUB ST LIGHTS	238,879	80,536	32,500	41,196	84,647
MUNI BLDGS	914,746	285,656	162,027	139,560	327,503
SALES/RESALE	241,611	241,611	0	0	0
SCHOOL	1,502,518	518,924	340,208	202,360	441,026
TOTAL	60,625,074	12,620,343	4,199,967	10,617,839	33,186,925

YEAR TO DATE

RESIDENTIAL	182,259,130	56,809,215	26,415,604	41,617,161	57,417,150
COMM & IND	281,448,348	35,127,086	2,188,629	43,512,560	200,620,073
PVT ST LIGHTS	585,886	108,680	10,880	170,468	295,858
PUB ST LIGHTS	1,905,480	644,288	259,960	324,896	676,336
MUNI BLDGS	6,572,257	1,696,489	1,161,522	1,256,324	2,457,922
SALES/RESALE	2,307,876	2,307,876	0	0	0
SCHOOL	9,405,822	3,311,451	2,053,859	1,202,680	2,837,832
TOTAL	484,484,799	100,005,085	32,090,454	88,084,089	264,305,171

LAST YEAR
TO DATE

RESIDENTIAL	175,477,409	54,933,316	24,871,283	41,075,296	54,597,514
COMM & IND	275,343,217	35,070,011	2,218,177	42,673,553	195,381,476
PVT ST LIGHTS	583,883	111,312	10,880	171,772	289,919
PUB ST LIGHTS	1,913,265	643,788	259,582	319,203	690,692
MUNI BLDGS	6,458,149	1,658,432	1,098,987	1,263,292	2,437,438
SALES/RESALE	2,297,395	2,297,395	0	0	0
SCHOOL	9,210,539	3,291,026	2,015,795	1,179,400	2,724,318
TOTAL	471,283,857	98,005,280	30,474,704	86,682,516	256,121,357

KILOWATT HOURS SOLD TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	37.64%	11.82%	5.56%	7.81%	12.45%
COMM & IND	57.46%	7.11%	0.48%	9.04%	40.83%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.39%	0.13%	0.05%	0.07%	0.14%
MUNI BLDGS	1.51%	0.47%	0.27%	0.23%	0.54%
SALES/RESALE	0.40%	0.40%	0.00%	0.00%	0.00%
SCHOOL	2.48%	0.86%	0.56%	0.33%	0.73%
TOTAL	100.00%	20.82%	6.93%	17.51%	54.74%

YEAR TO DATE

RESIDENTIAL	37.62%	11.73%	5.45%	8.59%	11.85%
COMM & IND	58.09%	7.25%	0.45%	8.98%	41.41%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.39%	0.13%	0.05%	0.07%	0.14%
MUNI BLDGS	1.36%	0.35%	0.24%	0.26%	0.51%
SALES/RESALE	0.48%	0.48%	0.00%	0.00%	0.00%
SCHOOL	1.94%	0.68%	0.42%	0.25%	0.59%
TOTAL	100.00%	20.64%	6.61%	18.19%	54.56%

LAST YEAR
TO DATE

RESIDENTIAL	37.24%	11.66%	5.28%	8.72%	11.58%
COMM & IND	58.42%	7.44%	0.47%	9.05%	41.46%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.41%	0.14%	0.06%	0.07%	0.14%
MUNI BLDGS	1.37%	0.35%	0.23%	0.27%	0.52%
SALES/RESALE	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	1.95%	0.70%	0.43%	0.25%	0.57%
TOTAL	100.00%	20.80%	6.47%	18.40%	54.33%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
FORMULA INCOME
2/28/13

TOTAL OPERATING REVENUES	(P.3)	58,140,585.73
ADD:		
POLE RENTAL		0.00
INTEREST INCOME ON CUSTOMER DEPOSITS		887.12
LESS:		
OPERATING EXPENSES	(P.3)	(54,570,010.11)
CUSTOMER DEPOSIT INTEREST EXPENSE		(3,109.24)
FORMULA INCOME (LOSS)		<u>3,568,353.50</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
GENERAL STATISTICS
2/28/13

		MONTH OF FEB 2012	MONTH OF FEB 2013	% CHANGE 2012 2013		YEAR FEB 2012	THRU FEB 2013
SALE OF KWH	(P.5)	51,883,300	60,625,074	-3.97%	2.80%	471,283,857	484,484,799
KWH PURCHASED		59,550,250	53,918,775	-2.82%	2.05%	487,656,547	497,668,189
AVE BASE COST PER KWH		0.033086	0.042641	-7.01%	10.78%	0.034564	0.038289
AVE BASE SALE PER KWH		0.066118	0.064430	2.77%	-0.67%	0.065175	0.064737
AVE COST PER KWH		0.089145	0.105656	-5.56%	-0.84%	0.087117	0.086387
AVE SALE PER KWH		0.121100	0.114423	-2.07%	-3.37%	0.118511	0.114518
FUEL CHARGE REVENUE (P.3)		2,594,141.71	3,030,833.21	-11.18%	-4.05%	25,136,688.86	24,118,055.34
LOAD FACTOR		73.74%	70.69%				
PEAK LOAD		100,453	104,480				

kwh analysis

- base cost
- fuel cost
- fuel revenue
- base revenue

\$0.085

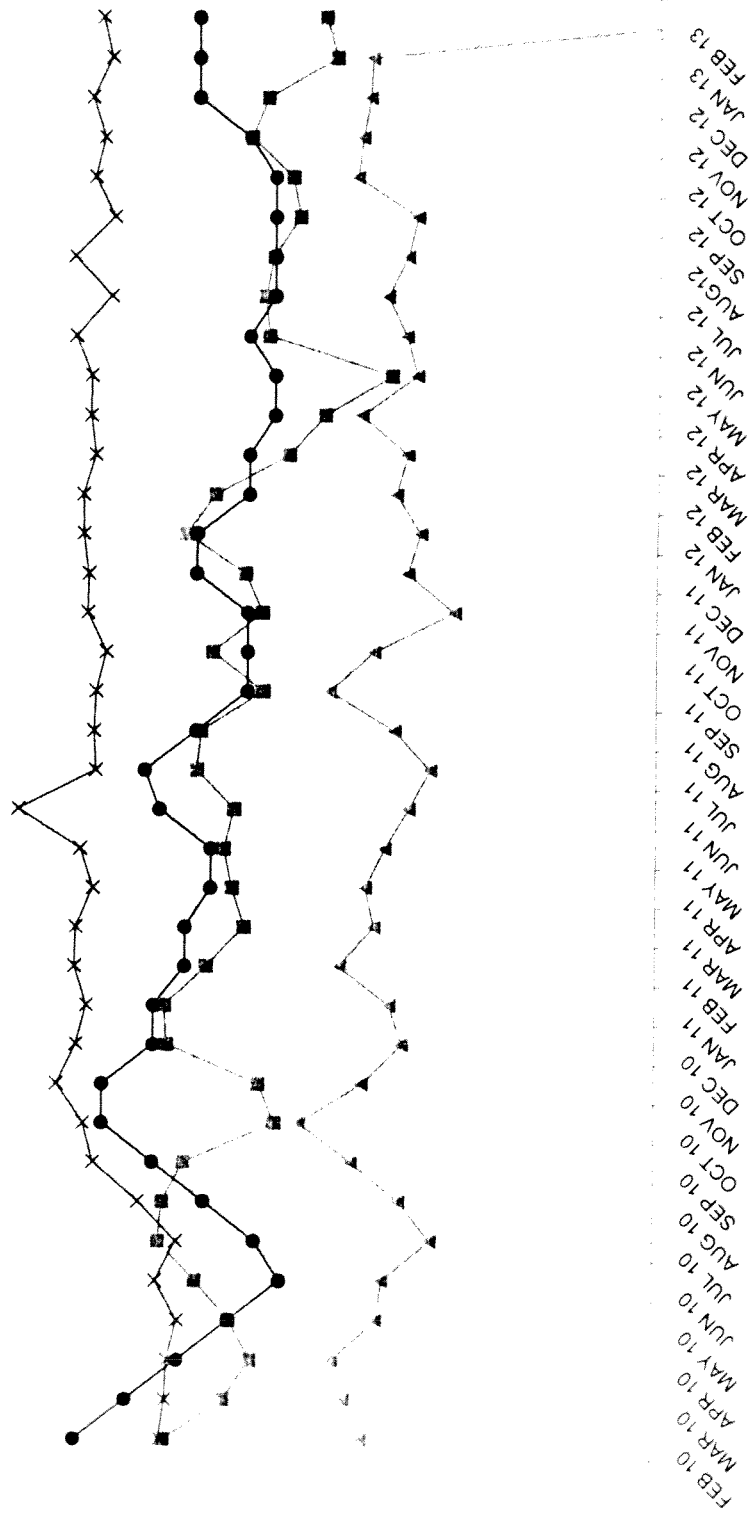
\$0.070

\$0.055

\$0.040

\$0.025

\$0.010



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF CASH AND INVESTMENTS
2/28/13

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
UNRESTRICTED CASH		
CASH - OPERATING FUND	9,393,162.56	9,881,780.96
CASH - PETTY CASH	3,000.00	3,000.00
TOTAL UNRESTRICTED CASH	<u>9,396,162.56</u>	<u>9,884,780.96</u>
RESTRICTED CASH		
CASH - DEPRECIATION FUND	3,993,461.42	3,056,589.58
CASH - TOWN PAYMENT	894,000.00	605,571.00
CASH - DEFERRED FUEL RESERVE	2,103,928.87	2,009,884.92
CASH - RATE STABILIZATION FUND	6,069,924.65	6,688,307.62
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	2,953,598.25	2,987,106.67
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	602,249.01	686,614.16
CASH - ENERGY CONSERVATION	178,810.37	259,837.31
CASH - OPEB	1,173,281.95	1,346,739.27
TOTAL RESTRICTED CASH	<u>18,319,254.52</u>	<u>17,990,650.53</u>
TOTAL CASH BALANCE	<u>27,715,417.08</u>	<u>27,875,431.49</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF ACCOUNTS RECEIVABLE
2/28/13

SCHEDULE B

SCHEDULE OF ACCOUNTS RECEIVABLE	PREVIOUS YEAR	CURRENT YEAR
RESIDENTIAL AND COMMERCIAL	2,869,268.20	4,496,214.62
ACCOUNTS RECEIVABLE - OTHER	198,822.16	342,382.85
ACCOUNTS RECEIVABLE - LIENS	65,168.95	43,936.63
ACCOUNTS RECEIVABLE - EMPLOYEE ADVANCES	892.14	892.14
SALES DISCOUNT LIABILITY	(254,121.81)	(351,416.58)
RESERVE FOR UNCOLLECTIBLE ACCOUNTS	(306,916.78)	(247,924.61)
TOTAL ACCOUNTS RECEIVABLE BILLED	<u>2,573,112.86</u>	<u>4,284,085.05</u>
UNBILLED ACCOUNTS RECEIVABLE	4,830,294.37	4,915,936.83
TOTAL ACCOUNTS RECEIVABLE, NET	<u><u>7,403,407.23</u></u>	<u><u>9,200,021.88</u></u>

SCHEDULE OF PREPAYMENTS

PREPAID INSURANCE	1,296,204.42	1,221,298.40
PREPAYMENT PURCHASED POWER	245,247.57	(103,081.84)
PREPAYMENT PASNY	238,330.65	241,849.32
PREPAYMENT WATSON	155,415.85	188,383.79
PURCHASED POWER WORKING CAPITAL	14,523.70	14,523.70
TOTAL PREPAYMENT	<u><u>1,949,722.19</u></u>	<u><u>1,562,973.37</u></u>

ACCOUNTS RECEIVABLE AGING FEBRUARY 2013:

RESIDENTIAL AND COMMERCIAL	4,496,214.62
LESS: SALES DISCOUNT LIABILITY	(351,416.58)
GENERAL LEDGER BALANCE	<u><u>4,144,798.04</u></u>

CURRENT	3,666,454.65	88.45%
30 DAYS	340,499.47	8.22%
60 DAYS	68,995.61	1.66%
90 DAYS	15,163.80	0.37%
OVER 90 DAYS	53,684.51	1.30%
TOTAL	<u><u>4,144,798.04</u></u>	<u><u>100.00%</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
2/28/13

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	2,457,598.14	2,915,337.41	23,088,855.36	23,237,828.84	0.65%
COMM AND INDUSTRIAL SALES	3,268,535.35	3,692,335.19	30,325,142.39	29,882,632.40	-1.46%
PRIVATE STREET LIGHTING	5,978.26	5,894.81	53,695.48	47,091.69	-12.30%
TOTAL PRIVATE CONSUMERS	<u>5,732,111.75</u>	<u>6,613,567.41</u>	<u>53,467,693.23</u>	<u>53,167,552.93</u>	-0.56%
MUNICIPAL SALES:					
STREET LIGHTING	29,270.34	28,144.47	255,742.21	226,563.43	-11.41%
MUNICIPAL BUILDINGS	93,479.38	104,154.27	783,589.18	762,247.55	-2.72%
TOTAL MUNICIPAL CONSUMERS	<u>122,749.72</u>	<u>132,298.74</u>	<u>1,039,331.39</u>	<u>988,810.98</u>	-4.86%
SALES FOR RESALE	29,500.55	28,700.32	281,515.05	273,161.54	-2.97%
SCHOOL	<u>144,654.85</u>	<u>162,315.41</u>	<u>1,063,986.57</u>	<u>1,052,578.56</u>	-1.07%
SUB-TOTAL	6,029,016.87	6,936,881.88	55,852,526.24	55,482,104.01	-0.66%
FORFEITED DISCOUNTS	70,491.05	64,283.73	636,950.33	671,515.75	5.43%
PURCHASED POWER CAPACITY	(9,856.38)	183,666.75	(89,529.87)	1,467,331.16	-1738.93%
ENERGY CONSERVATION - RESIDENTIAL	19,118.83	22,839.16	152,117.47	182,366.47	19.89%
ENERGY CONSERVATION - COMMERCIAL	31,904.36	36,921.54	252,113.41	294,690.96	16.89%
GAW REVENUE	51,893.94	60,630.41	471,296.56	484,374.68	2.77%
NYPA CREDIT	(62,465.74)	(77,841.37)	(460,280.28)	(441,797.30)	-4.02%
TOTAL REVENUE	<u>6,130,102.93</u>	<u>7,227,382.10</u>	<u>56,815,193.86</u>	<u>58,140,585.73</u>	2.33%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE BY TOWN
2/28/13

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	2,915,337.41	918,792.65	428,415.17	606,160.52	961,969.07
INDUS/MUNI BLDG	3,796,489.46	524,565.27	51,252.26	610,070.14	2,610,601.79
PUB.ST.LIGHTS	28,144.47	9,177.62	3,633.03	4,944.75	10,389.07
PRV.ST.LIGHTS	5,894.81	1,075.40	107.64	1,782.32	2,929.45
CO-OP RESALE	28,700.32	28,700.32	0.00	0.00	0.00
SCHOOL	162,315.41	56,493.36	36,102.42	22,360.23	47,359.40
TOTAL	6,936,881.88	1,538,804.62	519,510.52	1,245,317.96	3,633,248.78

THIS YEAR TO DATE

RESIDENTIAL	23,237,828.84	7,271,754.57	3,347,505.12	5,301,304.07	7,317,265.08
INDUS/MUNI BLDG	30,644,879.95	4,185,637.44	385,412.84	4,892,152.18	21,181,677.49
PUB.ST.LIGHTS	226,563.43	73,421.04	29,058.28	41,099.63	82,984.48
PRV.ST.LIGHTS	47,091.69	8,610.96	861.16	14,192.10	23,427.47
CO-OP RESALE	273,161.54	273,161.54	0.00	0.00	0.00
SCHOOL	1,052,578.56	373,710.68	226,840.32	138,268.43	313,759.13
TOTAL	55,482,104.01	12,186,296.23	3,989,677.70	10,387,016.42	28,919,113.66

LAST YEAR TO DATE

RESIDENTIAL	23,088,855.36	7,245,850.47	3,263,364.45	5,391,500.18	7,188,140.26
INDUS/MUNI BLDG	31,108,731.57	4,303,986.35	396,832.65	4,967,132.02	21,440,780.55
PUB.ST.LIGHTS	255,742.21	82,128.63	31,727.50	45,704.91	96,181.17
PRV.ST.LIGHTS	53,695.48	10,008.80	981.10	16,593.38	26,112.20
CO-OP RESALE	281,515.05	281,515.05	0.00	0.00	0.00
SCHOOL	1,063,986.57	383,551.75	228,803.70	139,705.39	311,925.73
TOTAL	55,852,526.24	12,307,041.05	3,921,709.40	10,560,635.88	29,063,139.91

PERCENTAGE OF OPERATING INCOME TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	42.03%	13.25%	6.18%	8.74%	13.86%
INDUS/MUNI BLDG	54.73%	7.56%	0.74%	8.79%	37.64%
PUB.ST.LIGHTS	0.41%	0.13%	0.05%	0.07%	0.16%
PRV.ST.LIGHTS	0.08%	0.02%	0.00%	0.03%	0.03%
CO-OP RESALE	0.41%	0.41%	0.00%	0.00%	0.00%
SCHOOL	2.34%	0.81%	0.52%	0.32%	0.69%
TOTAL	100.00%	22.18%	7.49%	17.95%	52.38%

THIS YEAR TO DATE

RESIDENTIAL	41.89%	13.11%	6.03%	9.55%	13.20%
INDUS/MUNI BLDG	55.23%	7.54%	0.69%	8.82%	38.18%
PUB.ST.LIGHTS	0.40%	0.13%	0.05%	0.07%	0.15%
PRV.ST.LIGHTS	0.09%	0.02%	0.00%	0.03%	0.04%
CO-OP RESALE	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	1.90%	0.67%	0.41%	0.25%	0.57%
TOTAL	100.00%	21.96%	7.18%	18.72%	52.14%

LAST YEAR TO DATE

RESIDENTIAL	41.34%	12.97%	5.84%	9.65%	12.88%
INDUS/MUNI BLDG	55.70%	7.71%	0.71%	8.89%	38.39%
PUB.ST.LIGHTS	0.46%	0.15%	0.06%	0.08%	0.17%
PRV.ST.LIGHTS	0.10%	0.02%	0.00%	0.03%	0.05%
CO-OP RESALE	0.50%	0.50%	0.00%	0.00%	0.00%
SCHOOL	1.90%	0.69%	0.41%	0.25%	0.55%
TOTAL	100.00%	22.04%	7.02%	18.90%	52.04%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED REVENUE VARIANCE REPORT
2/28/13

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	14,160,183.71	14,800,956.00	(640,772.29)	-4.33%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	16,334,667.72	17,022,349.00	(687,681.28)	-4.04%
PUBLIC STREET LIGHTING	131,277.67	135,108.00	(3,830.33)	-2.84%
SALES FOR RESALE	158,652.90	194,672.00	(36,019.10)	-18.50%
SCHOOL	<u>579,266.67</u>	<u>586,248.00</u>	<u>(6,981.33)</u>	-1.19%
TOTAL BASE SALES	31,364,048.67	32,739,333.00	(1,375,284.33)	-4.20%
TOTAL FUEL SALES	<u>24,118,055.34</u>	<u>21,731,610.00</u>	<u>2,386,445.34</u>	10.98%
TOTAL OPERATING REVENUE	55,482,104.01	54,470,943.00	1,011,161.01	1.86%
FORFEITED DISCOUNTS	671,515.75	720,265.00	(48,749.25)	-6.77%
PURCHASED POWER CAPACITY	1,467,331.16	1,486,803.00	(19,471.84)	-1.31%
ENERGY CONSERVATION - RESIDENTIAL	182,366.47	183,530.00	(1,163.53)	-0.63%
ENERGY CONSERVATION - COMMERCIAL	294,690.96	307,285.00	(12,594.04)	-4.10%
GAW REVENUE	484,374.68	490,815.00	(6,440.32)	-1.31%
PASNY CREDIT	(441,797.30)	(466,664.00)	24,866.70	-5.33%
TOTAL OPERATING REVENUES	<u><u>58,140,585.73</u></u>	<u><u>57,192,977.00</u></u>	<u><u>947,608.73</u></u>	1.66%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING EXPENSES
2/28/13

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER BASE EXPENSE	1,921,257.89	2,299,125.88	16,855,504.43	19,055,450.42	13.05%
OPERATION SUP AND ENGINEERING EXP	37,783.46	34,574.45	347,486.20	334,072.69	-3.86%
STATION SUP LABOR AND MISC	8,259.52	6,859.25	75,173.95	50,952.06	-32.22%
LINE MISC LABOR AND EXPENSE	68,396.95	44,255.53	453,338.13	444,689.33	-1.91%
STATION LABOR AND EXPENSE	33,860.42	31,134.24	316,713.88	348,348.73	9.99%
STREET LIGHTING EXPENSE	9,949.11	4,798.98	78,030.62	53,626.24	-31.28%
METER EXPENSE	15,095.89	14,534.37	165,421.84	125,049.84	-24.41%
MISC DISTRIBUTION EXPENSE	26,532.33	22,603.68	221,444.58	223,833.03	1.08%
METER READING LABOR & EXPENSE	7,016.91	5,219.29	60,870.98	57,621.58	-5.34%
ACCT & COLL LABOR & EXPENSE	110,819.86	104,512.57	922,689.64	985,464.44	6.80%
UNCOLLECTIBLE ACCOUNTS	16,000.00	8,333.33	128,000.00	66,666.64	-47.92%
ENERGY AUDIT EXPENSE	31,736.69	40,058.12	294,218.82	328,513.10	11.66%
ADMIN & GEN SALARIES	57,334.00	51,678.86	494,447.65	508,629.98	2.87%
OFFICE SUPPLIES & EXPENSE	21,787.31	23,982.62	148,428.41	167,766.39	13.03%
OUTSIDE SERVICES	30,183.84	67,592.86	253,840.84	319,655.76	25.93%
PROPERTY INSURANCE	32,379.12	36,915.84	250,946.96	250,169.43	-0.31%
INJURIES AND DAMAGES	2,883.11	2,980.03	10,809.34	31,031.37	187.08%
EMPLOYEES PENSIONS & BENEFITS	195,495.15	161,557.85	877,693.57	1,422,438.99	62.07%
MISC GENERAL EXPENSE	7,630.97	11,064.20	128,591.35	117,923.02	-8.30%
RENT EXPENSE	28,543.16	13,895.48	132,434.88	132,959.57	0.40%
ENERGY CONSERVATION	45,986.94	27,941.48	396,208.79	510,381.15	28.82%
TOTAL OPERATION EXPENSES	787,674.74	714,493.03	5,756,790.43	6,479,793.34	12.56%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	227.08	227.08	1,816.66	1,816.66	0.00%
MAINT OF STRUCT AND EQUIPMT	7,422.39	9,701.11	195,464.79	91,000.25	-53.44%
MAINT OF LINES - OH	88,278.85	107,337.13	1,158,292.06	1,013,404.02	-12.51%
MAINT OF LINES - UG	10,332.03	12,665.75	125,613.39	110,213.38	-12.26%
MAINT OF LINE TRANSFORMERS	1,575.16	15,833.17	32,762.59	93,559.67	185.57%
MAINT OF ST LT & SIG SYSTEM	(57.81)	(30.51)	(408.32)	(288.81)	-29.27%
MAINT OF GARAGE AND STOCKROOM	48,922.88	61,712.41	347,469.70	342,580.35	-1.41%
MAINT OF METERS	6,543.46	716.26	56,151.47	21,739.25	-61.28%
MAINT OF GEN PLANT	6,404.99	9,023.77	53,108.37	74,885.75	41.01%
TOTAL MAINTENANCE EXPENSES	169,649.03	217,186.17	1,970,270.71	1,748,910.52	-11.24%
DEPRECIATION EXPENSE	296,027.47	305,469.18	2,368,219.76	2,443,753.44	3.19%
PURCHASED POWER FUEL EXPENSE	2,879,936.88	3,397,709.79	25,627,704.49	23,936,417.60	-6.60%
VOLUNTARY PAYMENTS TO TOWNS	113,000.00	114,000.00	900,186.00	905,383.00	0.58%
TOTAL OPERATING EXPENSES	6,167,546.01	7,047,984.05	53,478,675.82	54,569,708.32	2.04%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
2/28/13

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
PURCHASED POWER BASE EXPENSE	<u>19,055,450.42</u>	<u>20,450,987.00</u>	<u>(1,395,536.58)</u>	-6.82%
OPERATION SUP AND ENGINEERING EXP	334,072.69	309,525.00	24,547.69	7.93%
STATION SUP LABOR AND MISC	50,952.06	52,574.00	(1,621.94)	-3.09%
LINE MISC LABOR AND EXPENSE	444,689.33	430,751.00	13,938.33	3.24%
STATION LABOR AND EXPENSE	348,348.73	298,375.00	49,973.73	16.75%
STREET LIGHTING EXPENSE	53,626.24	55,059.00	(1,432.76)	-2.60%
METER EXPENSE	125,049.84	119,703.00	5,346.84	4.47%
MISC DISTRIBUTION EXPENSE	223,833.03	240,928.00	(17,094.97)	-7.10%
METER READING LABOR & EXPENSE	57,621.58	61,852.00	(4,230.42)	-6.84%
ACCT & COLL LABOR & EXPENSE	985,464.44	915,311.00	70,153.44	7.66%
UNCOLLECTIBLE ACCOUNTS	66,666.64	66,664.00	2.64	0.00%
ENERGY AUDIT EXPENSE	328,513.10	318,798.00	9,715.10	3.05%
ADMIN & GEN SALARIES	508,629.98	499,007.00	9,622.98	1.93%
OFFICE SUPPLIES & EXPENSE	167,766.39	169,381.00	(1,614.61)	-0.95%
OUTSIDE SERVICES	319,655.76	395,952.00	(76,296.24)	-19.27%
PROPERTY INSURANCE	250,169.43	314,344.00	(64,174.57)	-20.42%
INJURIES AND DAMAGES	31,031.37	37,909.00	(6,877.63)	-18.14%
EMPLOYEES PENSIONS & BENEFITS	1,422,438.99	1,323,733.00	98,705.99	7.46%
MISC GENERAL EXPENSE	117,923.02	153,033.00	(35,109.98)	-22.94%
RENT EXPENSE	132,959.57	141,336.00	(8,376.43)	-5.93%
ENERGY CONSERVATION	510,381.15	471,100.00	39,281.15	8.34%
TOTAL OPERATION EXPENSES	<u>6,479,793.34</u>	<u>6,375,335.00</u>	<u>104,458.34</u>	1.64%
MAINTENANCE EXPENSES:				
MAINT OF TRANSMISSION PLANT	1,816.66	2,000.00	(183.34)	-9.17%
MAINT OF STRUCT AND EQUIPMENT	91,000.25	76,219.00	14,781.25	19.39%
MAINT OF LINES - OH	1,013,404.02	794,542.00	218,862.02	27.55%
MAINT OF LINES - UG	110,213.38	110,453.00	(239.62)	-0.22%
MAINT OF LINE TRANSFORMERS	93,559.67	134,406.00	(40,846.33)	-30.39%
MAINT OF ST LT & SIG SYSTEM	(288.81)	6,405.00	(6,693.81)	-104.51%
MAINT OF GARAGE AND STOCKROOM	342,580.35	449,655.00	(107,074.65)	-23.81%
MAINT OF METERS	21,739.25	42,994.00	(21,254.75)	-49.44%
MAINT OF GEN PLANT	74,885.75	87,408.00	(12,522.25)	-14.33%
TOTAL MAINTENANCE EXPENSES	<u>1,748,910.52</u>	<u>1,704,082.00</u>	<u>44,828.52</u>	2.63%
DEPRECIATION EXPENSE	2,443,753.44	2,433,336.00	10,417.44	0.43%
PURCHASED POWER FUEL EXPENSE	23,936,417.60	22,222,566.00	1,713,851.60	7.71%
VOLUNTARY PAYMENTS TO TOWNS	905,383.00	912,000.00	(6,617.00)	-0.73%
TOTAL OPERATING EXPENSES	<u>54,569,708.32</u>	<u>54,098,306.00</u>	<u>471,402.32</u>	0.87%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
2/28/13

OPERATION EXPENSES:	RESPONSIBLE SENIOR MANAGER	2013 ANNUAL BUDGET	ACTUAL YEAR TO DATE	REMAINING BUDGET BALANCE	REMAINING BUDGET %
PURCHASED POWER BASE EXPENSE	JP	<u>30,102,742.00</u>	<u>19,055,450.42</u>	<u>11,047,291.58</u>	36.70%
OPERATION SUP AND ENGINEERING EXP	KS	468,949.00	334,072.69	134,876.31	28.76%
STATION SUP LABOR AND MISC	KS	79,813.00	50,952.06	28,860.94	36.16%
LINE MISC LABOR AND EXPENSE	KS	671,309.00	444,689.33	226,619.67	33.76%
STATION LABOR AND EXPENSE	KS	448,249.00	348,348.73	99,900.27	22.29%
STREET LIGHTING EXPENSE	KS	83,106.00	53,626.24	29,479.76	35.47%
METER EXPENSE	KS	197,329.00	125,049.84	72,279.16	36.63%
MISC DISTRIBUTION EXPENSE	KS	366,489.00	223,833.03	142,655.97	38.93%
METER READING LABOR & EXPENSE	RF	69,946.00	57,621.58	12,324.42	17.62%
ACCT & COLL LABOR & EXPENSE	RF	1,385,210.00	985,464.44	399,745.56	28.86%
UNCOLLECTIBLE ACCOUNTS	RF	100,000.00	66,666.64	33,333.36	33.33%
ENERGY AUDIT EXPENSE	JP	479,013.00	328,513.10	150,499.90	31.42%
ADMIN & GEN SALARIES	KS	761,068.00	508,629.98	252,438.02	33.17%
OFFICE SUPPLIES & EXPENSE	KS	253,950.00	167,766.39	86,183.61	33.94%
OUTSIDE SERVICES	KS	507,125.00	319,655.76	187,469.24	36.97%
PROPERTY INSURANCE	KS	471,500.00	250,169.43	221,330.57	46.94%
INJURIES AND DAMAGES	KS	56,619.00	31,031.37	25,587.63	45.19%
EMPLOYEES PENSIONS & BENEFITS	KS	1,889,623.00	1,422,438.99	467,184.01	24.72%
MISC GENERAL EXPENSE	KS	200,785.00	117,923.02	82,861.98	41.27%
RENT EXPENSE	KS	212,000.00	132,959.57	79,040.43	37.28%
ENERGY CONSERVATION	JP	697,983.00	510,381.15	187,601.85	26.88%
TOTAL OPERATION EXPENSES		<u>8,823,105.00</u>	<u>6,479,793.34</u>	<u>2,920,272.66</u>	33.10%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	KS	3,000.00	1,816.66	1,183.34	39.44%
MAINT OF STRUCT AND EQUIPMT	KS	114,120.00	91,000.25	23,119.75	20.26%
MAINT OF LINES - OH	KS	1,250,421.00	1,013,404.02	237,016.98	18.95%
MAINT OF LINES - UG	KS	285,371.00	110,213.38	175,157.62	61.38%
MAINT OF LINE TRANSFORMERS	KS	188,500.00	93,559.67	94,940.33	50.37%
MAINT OF ST LT & SIG SYSTEM	KS	9,684.00	(288.81)	9,972.81	102.98%
MAINT OF GARAGE AND STOCKROOM	KS	672,589.00	342,580.35	330,008.65	49.07%
MAINT OF METERS	KS	47,392.00	21,739.25	25,652.75	54.13%
MAINT OF GEN PLANT	RF	131,320.00	74,885.75	56,434.25	42.97%
TOTAL MAINTENANCE EXPENSES		<u>2,817,401.00</u>	<u>1,748,910.52</u>	<u>953,486.48</u>	33.84%
DEPRECIATION EXPENSE	RF	3,650,000.00	2,443,753.44	1,206,246.56	33.05%
PURCHASED POWER FUEL EXPENSE	JP	30,500,000.00	23,936,417.60	6,563,582.40	21.52%
VOLUNTARY PAYMENTS TO TOWNS	RF	1,368,000.00	905,383.00	462,617.00	33.82%
TOTAL OPERATING EXPENSES		<u>83,767,500.00</u>	<u>54,569,708.32</u>	<u>23,153,496.68</u>	27.64%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
PROFESSIONAL SERVICES
2/28/2013

PROFESSIONAL SERVICES BY PROJECT

ITEM	DEPARTMENT	ACTUAL	BUDGET	VARIANCE
1 RMLD AND PENSION TRUST AUDIT FEES	ACCOUNTING	32,750.00	32,250.00	500.00
2 PENSION ACTUARIAL EVALUATION	ACCOUNTING	3,750.00	0.00	3,750.00
3 LEGAL- FERC/ISO ISSUES	ENERGY SERVICE	0.00	12,000.00	(12,000.00)
4 LEGAL- POWER SUPPLY ISSUES	ENERGY SERVICE	18,085.80	30,000.00	(11,914.20)
5 PROFESSIONAL SERVICES	ENERGY SERVICE	9,939.80	16,000.00	(6,060.20)
6 NERC COMPLIANCE AND AUDIT	E & O	9,307.50	11,700.00	(2,392.50)
7 LOAD CAPACITY STUDY	ENGINEERING	0.00	11,250.00	(11,250.00)
8 STROM HARDENING STUDY	ENGINEERING	0.00	50,000.00	(50,000.00)
9 LEGAL-GENERAL, MMWEC AUDIT	GM	70,867.42	100,000.00	(29,132.58)
10 LEGAL SERVICES-GENERAL	HR	82,038.44	42,600.00	39,438.44
11 LEGAL SERVICES-NEGOTIATIONS	HR	52,747.58	36,800.00	15,947.58
12 LEGAL GENERAL	BLDG. MAINT.	10,300.90	1,000.00	9,300.90
13 SURVEY RIGHT OF WAY	BLDG. MAINT.	0.00	3,336.00	(3,336.00)
14 ENVIRONMENTAL	BLDG. MAINT.	0.00	3,336.00	(3,336.00)
15 ENGINEERING SERVICES	BLDG. MAINT.	14,118.05	5,680.00	8,438.05
16 REPAIR RAMP AND DECK AREA	BLDG. MAINT.	0.00	30,000.00	(30,000.00)
17 INSURANCE CONSULTANT	GEN. BENEFIT	0.00	6,664.00	(6,664.00)
18 LEGAL	GEN. BENEFIT	0.00	3,336.00	(3,336.00)
19 SITE ASSESSMENT FOR MAJOR UPGRADE	ACCOUNTING	2,056.27	0.00	2,056.27
20 GENERAL BANKRUPTCY	ACCOUNTING	1,444.00	0.00	1,444.00
21 EXECUTIVE SEARCH- GM	GM	12,250.00	0.00	12,250.00
TOTAL		<u>319,655.76</u>	<u>395,952.00</u>	<u>(76,296.24)</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
MELANSON HEATH & COMPANY	33,500.00
HUDSON RIVER ENERGY GROUP	2,895.80
STONE CONSULTING INC.	3,750.00
RUBIN AND RUDMAN	35,603.16
UTILITY SERVICES INC.	9,307.50
DUNCAN & ALLEN	62,064.96
CHOATE HALL & STEWART	126,725.03
MENDERS TORREY & SPENCER	12,385.55
RICHARD HIGGINS ARBITRATOR	2,710.00
GARRY WOOTERS ARBITRATOR	2,812.00
MICHAEL BROWN ARBITRATOR	2,538.99
WILLIAM F. CROWLEY ATTORNEY	2,280.00
CMEEC	7,044.00
JM ASSOCIATES	1,732.50
DACRI & ASSOCIATES LLC	12,250.00
COGSDALE	2,056.27
TOTAL	<u>319,655.76</u>

RMLD
BUDGET VARIANCE REPORT
FOR PERIOD ENDING FEBRUARY 28, 2013

DIVISION	ACTUAL	BUDGET	VARIANCE	CHANGE
ENGINEERING AND OPERATIONS	2,853,493	2,701,222	152,271	5.64%
ENERGY SERVICES	868,114	848,235	19,880	2.34%
GENERAL MANAGER	630,582	608,620	21,962	3.61%
FACILITY MANAGER	2,519,108	2,630,110	(111,003)	-4.22%
BUSINESS DIVISION	6,219,936	6,148,564	71,372	1.16%
 SUB-TOTAL	 <u>13,091,233</u>	 <u>12,936,751</u>	 <u>154,482</u>	 1.19%
 PURCHASED POWER - BASE	 19,055,450	 20,450,987	 (1,395,537)	 -6.82%
 PURCHASED POWER - FUEL	 23,936,418	 22,222,566	 1,713,852	 7.71%
 TOTAL	 <u>56,083,101</u>	 <u>55,610,304</u>	 <u>472,797</u>	 0.85%

RMLD
DEFERRED FUEL CASH RESERVE ANALYSIS
2/28/13

DATE	GROSS CHARGES	REVENUES	NYPA CREDIT	MONTHLY DEFERRED	TOTAL DEFERRED
Jun-12					2,270,044.48
Jul-12	3,581,715.28	3,492,843.61	(61,106.90)	(149,978.57)	2,120,065.91
Aug-12	3,578,611.20	2,914,978.35	(44,365.80)	(707,998.65)	1,412,067.26
Sep-12	2,646,309.32	3,486,749.45	(47,478.80)	792,961.33	2,205,028.59
Oct-12	2,595,375.45	2,389,147.98	(48,781.28)	(255,008.75)	1,950,019.84
Nov-12	2,744,817.28	2,740,129.47	(22,566.16)	(27,253.97)	1,922,765.87
Dec-12	2,868,712.69	2,987,105.82	(68,965.36)	49,427.77	1,972,193.64
Jan-13	2,523,166.59	3,076,267.45	(70,691.63)	482,409.23	2,454,602.87
Feb-13	3,397,709.79	3,030,833.21	(77,841.37)	(444,717.95)	2,009,884.92

RMLD
STAFFING REPORT
FOR FISCAL YEAR ENDING JUNE, 2013

	13 BUD TOTAL	JUL 12	AUG 12	SEP 12	OCT 12	NOV 12	DEC 12	JAN 13	FEB 13
GENERAL MANAGER									
GENERAL MANAGER	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
HUMAN RESOURCES	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
COMMUNITY RELATIONS	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
BUSINESS									
ACCOUNTING	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
CUSTOMER SERVICE	7.75	7.75	7.75	7.75	7.75	7.75	7.75	7.75	7.75
MGMT INFORMATION SYS	6.25	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
MISCELLANEOUS	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	17.00	16.75	16.75	16.75	16.75	16.75	16.75	16.75	16.75
ENGINEERING & OPERATIONS									
AGM E&O	2.00	2.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00
ENGINEERING	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
LINE	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00
METER	4.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
STATION	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
TOTAL	40.00	39.00	38.00	38.00	38.00	38.00	39.00	39.00	39.00
PROJECT									
BUILDING	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
GENERAL BENEFITS	2.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
TRANSPORTATION	-	-	-	-	-	-	-	-	-
MATERIALS MGMT	4.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
TOTAL	8.00	6.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
ENERGY SERVICES									
ENERGY SERVICES	5.50	4.50	4.50	4.50	4.50	4.50	4.50	5.50	5.50
TOTAL	5.50	4.50	4.50	4.50	4.50	4.50	4.50	5.50	5.50
RMLD TOTAL	74.50	70.25	71.25	71.25	71.25	71.25	72.25	73.25	73.25
CONTRACTORS									
UG LINE	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
TOTAL	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
GRAND TOTAL	76.50	72.25	73.25	73.25	73.25	73.25	74.25	75.25	75.25



230 Ash Street
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Reading, MA 01867-0250

Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rml.com

April 18, 2013

Town of Reading Municipal Light Board

Subject: Bucket Truck 55 Ft.

On January 23, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for one Bucket Truck 55 Ft. for the Reading Municipal Light Department.

An invitation to bid was sent to the following 22 companies:

Altec Industries, Inc.	Baker Equipment	Boston Freightliner, Inc.
Coastal International Trucks, LLC	CUES	DC Bates
Dejana Truck Equipment	Fredrickson Bros., Inc.	G & S Industrial, Inc.
James A. Kiley Co.	Liberty Chevrolet	Mid-State International Trucks, Inc.
Minuteman Trucks	Moore GMC Truck Inc.	Morse Manufacturing, Inc.
NESCO	Nutmeg International Trucks, Inc.	Patriot International Trucks of Boston, LLC
Place Motor, Inc.	Stoneham Ford	Sunrise Equipment Company
Taylor & Lloyd, Inc.		

Bids were received from four companies; Altec Industries, Inc., Boston Freightliner, Inc., James A. Kiley Co., and Taylor & Lloyd, Inc.

The bids were publicly opened and read aloud at 11:00 a.m. February 28, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-21 for: one Bucket Truck 55 Ft. be awarded to: **Altec Industries, Inc. for \$187,905.00** as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

The FY 2014 Capital Budget amount for this item is \$210,000.00.


Kevin Sullivan


David Polson


Paula O'Leary

Bucket Truck 55 Ft.**Bid 2013-21**

<u>Bidder</u>	<u>Total Vehicle Price</u>	<u>Vehicle Price</u>	<u>Total Extended Warranties</u>	<u>Delivery- Days ARO</u>	<u>Exceptions</u>	<u>Responsive Bidder</u>
Altec Industries Inc.	\$187,905	\$176,535	\$11,370	210-240	Yes	Yes
Boston Freightliner, Inc.	\$206,746	\$197,078	\$9,668	240-300	Yes	Yes
James A Kiley Co.	\$209,445	\$203,830	\$5,615	210-240	Yes	Yes
Taylor & Lloyd, Inc.	\$211,770	\$206,130	\$5,640	260-290	Yes	Yes



RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street
P.O. Box 150
Reading, MA 01867-0250

Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rml.com

April 18, 2013

Town of Reading Municipal Light Board

Subject: Trouble Truck 40 Ft.

On January 23, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for one Trouble Truck 40 Ft. for the Reading Municipal Light Department.

An invitation to bid was sent to the following 22 companies:

Altec Industries, Inc.
Coastal International Trucks,
LLC

Dejana Truck Equipment
James A. Kiley Co.

Minuteman Trucks
NESCO

Place Motor, Inc.
Taylor & Lloyd, Inc.

Baker Equipment
CUES

Fredrickson Bros., Inc.
Liberty Chevrolet

Moore GMC Truck Inc.
Nutmeg International Trucks,
Inc.
Stoneham Ford

Boston Freightliner, Inc.
DC Bates

G & S Industrial, Inc.
Mid-State International Trucks,
Inc.


Morse Manufacturing, Inc.
Patriot International Trucks of
Boston, LLC
Sunrise Equipment Company

Bids were received from four companies; Altec Industries, Inc., Boston Freightliner, Inc., James A. Kiley Co., and Taylor & Lloyd, Inc.


The bids were publicly opened and read aloud at 11:00 a.m. February 28, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-22 for: one Trouble Truck 40 Ft. be awarded to: **James A. Kiley Co. for \$182,744.00** as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

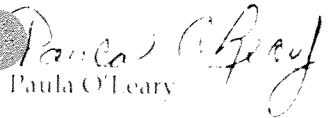
The FY2014 Capital Budget amount for this item is \$190,000.00.



Kevin Sullivan



David Polson



Paula O'Leary

Trouble Truck 40 Ft.

Bid 2013-22

<u>Bidder</u>	<u>Total Vehicle Price</u>	<u>Vehicle Price</u>	<u>Total Extended Warranties</u>	<u>Delivery-Weeks</u>	<u>Exceptions</u>	<u>Responsive Bidder</u>
Altec Industries Inc.	\$169,856	\$159,421	\$10,435	210-240	Yes	No ¹
Boston Freightliner, Inc.	\$180,784	\$171,116	\$9,668	240-300	Yes	No ²
James A. Kiley Co.	\$182,744	\$177,129	\$5,615	210-240	Yes	Yes
Taylor & Lloyd, Inc.	\$184,196	\$178,556	\$5,640	260-290	Yes	Yes

Notes:

1. Lift equipment does not meet specifications.
2. Engine and fuel requirements do not meet specifications.

RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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April 18, 2013

Town of Reading Municipal Light Board

Subject: Deck Repair Project

On February 6, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for one Deck Repair Project for the Reading Municipal Light Department.

An invitation to bid was sent to the following 12 companies:

Al McKay
AVO Cedar Fences
Distinctive Fences, Inc.
Mike's Construction Co., Inc.

All Starr Fence, Inc.
Caruso and McGovern Co.
Edward H May Fence Co.
Omjoza Construction, Inc.

Amor Fence & Supply Co., Inc.
Colter Construction
Kneeland Construction Corp.
Perfection Fence


Bids were received from one company; Infrastructure Ltd.

The bid was publicly opened and read aloud at 11:00 a.m. March 19, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bid was reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-23 for: Deck Repair Project be awarded to: **Infrastructure Ltd. for \$38,640.00** as the only responsible and responsive bidder on the recommendation of the Interim General Manager.

The FY2013 Operating Budget amount for this item is \$30,000.00. Approximately \$13,000 will be allocated to the Operating Budget for demolition. Approximately, \$26,000 will be allocated to the Capital Budget for Reconstruction work.


Kevin Sullivan


David Polson


Paula O'Leary





230 Ash Street
P.O. Box 150
Reading, MA 01867-0250

Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rml.d.com

April 24, 2013

Town of Reading Municipal Light Board

Subject: Lynnfield URD Excavation Project 2013

On March 27, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for the Lynnfield URD Excavation Project 2013 for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Annese Electrical Services Inc.	Mennino Construction	Camdele Construction Co., Inc
Dowling Corporation	Fischbach & Moore	Mattuchio Construction Co., Inc.
K&R Construction Co., LLC	LaRovere Design/Build Corp.	KOBO Utility Construction Corp.
M. Keane Excavating Inc.	Joseph Bottico, Inc.	McLaughlin Bros. Contracting Corp.
W.L. French	P.M. Zilioli, Inc.	Power Line Contractors, Inc
R.S. Hurford Co., Inc.	Strength in Concrete, LLC	Systems Electrical Services Inc.
Target Construction, LLC	Tim Zanelli Excavation	Ventresca, Inc.
Botti Co. Inc.	K.B. Aruda Construction	Murphy & Fahy Construction Co., Inc.
R.H. White	T Ford Company	Tro-Con Corporation
Pecora Contracting	Rotondi Constrution	Caruse and McGovern Contractors

Bids were received from K&R Construction Co., LLC, Tim Zanelli Excavating LLC, Vantresca, Inc., Mattuchio Construction Co., Inc., Annese Telecom & Utility Construction LLC, Meninno Construction, Blue Diamond, E.B. Rotundi, Rene Lamarre, Co., Inc., Target Construction, LLC, and Camdele Construction.

The bids were publicly opened and read aloud at 11:00 a.m. April 11, 2013 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff.

Move that bid 2013-25 for the Lynnfield URD Excavation Project 2013 be awarded to:
Tim Zanelli Excavation, LLC for \$91,975.00

Item 1	Labor, Equipment and Materials for Excavation	\$91,975.00
--------	---	-------------

as the lowest qualified bidder on the recommendation of the Interim General Manager.

RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street, P.O. Box 150
Reading, MA 01867-0250

This project will be paid for from the Upgrading of Lynnfield Center URD's Capital Project allocation. The allocation for this work will be from the Operating Budget funds.

Kevin Sullivan

Peter Price

Brian Smith

Lynnfield URD Excavation Project 2013
Bid 2013-25

Bidder	<u>Unit Price</u>	<u>Time in Business</u>	<u>List of Previous Projects</u>	<u>All forms filled out</u>	<u>Certified Check or Bid Bond</u>	<u>Authorized signature</u>
K&R Construction Co., LLC		10 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$54,800.00</u>	Estimated Completion:	not listed			
withdrew bid 4-24-13						
Tim Zanelli Excavation, LLC		8 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$91,975.00</u>	Estimated Completion:	4 weeks			
Ventresca, Inc		6 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$95,900.00</u>	Estimated Completion:	to be determined			
Mattuchio Construction Co., Inc.		30 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$97,000.00</u>	Estimated Completion:	3-6 weeks			
Annese Telecom & Utility Construction, LLC		6 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$104,353.00</u>	Estimated Completion:	6 weeks			
Meninno Construction		78 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$113,000.00</u>	Estimated Completion:	4 weeks			
Blue Diamond Equipment Co., LLC		26 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$117,111.00</u>	Estimated Completion:	18 weeks			
E.B. Rotundi		81 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$123,456.00</u>	Estimated Completion:	6 weeks			
Rene Lamarre, Co., Inc.		50 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$142,238.00</u>	Estimated Completion:	6 weeks			
Target Construction, LLC		11 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$142,700.00</u>	Estimated Completion:	5 weeks			
Camdele Construction Co., Inc.		30 years	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes	<input type="checkbox"/> yes
Item 1	<u>\$158,300.00</u>	Estimated Completion:	8 weeks			



230 Ash Street
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April 17, 2013

Town of Reading Municipal Light Board

Subject: Hourly Rates for Professional Manpower, Vehicles, Trade Tools and Equipment for Underground Electrical Distribution Construction

On March 20, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Hourly Rates for Professional Manpower, Vehicles, Trade Tools and Equipment for Underground Electrical Distribution Construction for the Reading Municipal Light Department.

An invitation to bid was mailed to the following:

ElecComm Corp.

Grattan Line Construction Group

Hi Volt Line Construction & Maintenance

McDonough Electric Construction

Power Line Contractors

Rocha Pole Line Electrical Const., Inc.

Hawkeye Construction

DAD Line Construction, Inc.

Hamilton Electric Co., Inc.

Mass Bay Electric Corp.

Maverick Construction

Utility Service & Assistance, Inc.

K.B. Aruda Construction, Inc.

Bids were received from Fischbach & Moore Electrical Group, LLC, Power Line Contractors Inc., Thirau LLC and Hawkeye

The bids were publicly opened and read aloud at 11:00 a.m. April 11, 2013 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff.

Move that bid 2013-26 for Hourly Rates for Professional Manpower, Vehicles, Trade Tools and Equipment for Underground Electrical Distribution Construction be awarded to:

Fischbach & Moore Electrical Group, LLC for \$900,681.60 *

Year 1	\$291,824.00
Year 2	\$299,852.80
Year 3	\$309,004.80
Total	\$900,681.60

* Projected cost for a typical crew including Foreman, Journeyman and vehicle
as the lowest qualified bidder on the recommendation of the Interim General Manager.

RMLD




Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street, P.O. Box 150
Reading, MA 01867-0250

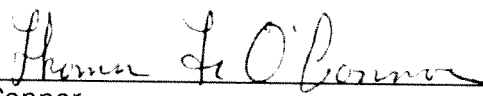
This project will be paid for from the various operating and capital accounts as the work dictates.



Kevin Sullivan



Peter Price



Thomas O'Connor

Underground Construction
IFB 2013-26

	Bidder			Fischbach & Moore			Power Line Contractors, Inc.			Thirau LLC		
	May 1, 2013 - April 30, 2014	May 1, 2014 - April 30, 2015	May 1, 2015 - April 30, 2016	May 1, 2013 - April 30, 2014	May 1, 2014 - April 30, 2015	May 1, 2015 - April 30, 2016	May 1, 2013 - April 30, 2014	May 1, 2014 - April 30, 2015	May 1, 2015 - April 30, 2016			
Hourly Rates	Reg.	Reg.	Reg.	Reg.	Reg.	Reg.	Reg.	Reg.	Reg.			
Working Foreman/Electrician/Cable Splicer	72.28	74.21	76.41	82.50	84.70	87.30	85.07	87.37	88.55			
Journeyman Electrician/Cable Splicer	67.02	68.95	71.15	76.50	78.70	80.80	78.68	80.77	81.85			
Apprentice Electrician/Cable Splicer Helper	71.14	71.89	72.64	59.00	64.00	67.00	40.37	41.34	44.23			
Splicing Van	1.00	1.00	1.00	9.75	9.85	9.75	17.44	17.44	17.44			
Other: Cable pulling truck												
Hourly Rates - Overtime	OT	OT	OT	OT	OT	OT	OT	OT	OT			
Working Foreman/Electrician/Cable Splicer	193.42	197.33	201.80	113.00	115.70	118.00	120.76	124.19	127.91			
Journeyman Electrician/Cable Splicer	182.75	186.65	191.13	104.00	107.50	110.00	113.42	116.66	120.16			
Apprentice Electrician/Cable Splicer Helper	158.85	160.53	162.21	74.00	79.00	83.00	73.66	75.84	78.11			
Splicing Van												
Other: Cable pulling truck												
Hourly Rates (Please specify)	\$	\$	\$	\$	\$	\$	\$	\$	\$			
Working Foreman/Electrician/Cable Splicer							Double time	Double time	Double time			
Journeyman Electrician/Cable Splicer							152.43	156.71	161.41			
Apprentice Electrician/Cable Splicer Helper							142.74	146.76	151.16			
Splicing Van							92.72	95.39	98.25			
Other: Cable pulling truck							17.44	17.44	17.44			
Typical Crew Calculation												
Typical Crew #1 hourly rate	140.30	144.16	148.56	168.75	173.25	177.85	181.19	185.58	187.84			
Foreman, Journeyman, Van												
x 2080 (typical hours in a year)	x 2080	x 2080	x 2080	x 2080	x 2080	x 2080	x 2080	x 2080	x 2080			
Typical Crew Calculation Yearly Cost	291,824.00	299,852.80	309,004.80	351,000.00	360,360.00	369,928.00	376,875.20	386,006.40	390,707.20			
Total for 3 year contract			900,681.60			1,081,288.00			1,153,588.80			



Underground Construction
IFB 2013-26

Bidder

Hawkeye

May 1, 2013 -
April 30, 2014

May 1, 2014 -
April 30, 2015

May 1, 2015 -
April 30, 2016

Hourly Rates

	Reg.	Reg.	Reg.
Working Foreman/Electrician/Cable Splicer	\$ 113.51	\$ 116.92	\$ 120.42
Journeyman Electrician/Cable Splicer	104.27	107.40	110.62
Apprentice Electrician/Cable Splicer Helper	88.53	91.19	93.92
Splicing Van	18.00	18.00	18.00
Other: Cable pulling truck	18.00	18.00	18.00

Hourly Rates - Overtime

	OT	OT	OT
Working Foreman/Electrician/Cable Splicer	\$ 153.67	\$ 158.28	\$ 163.03
Journeyman Electrician/Cable Splicer	139.80	143.99	148.31
Apprentice Electrician/Cable Splicer Helper	118.73	122.29	125.96

Splicing Van
Other: Cable pulling truck

Hourly Rates (Please specify)

	Premium time	Premium time	Premium time
Working Foreman/Electrician/Cable Splicer	\$ 193.83	\$ 199.64	\$ 205.63
Journeyman Electrician/Cable Splicer	175.34	180.60	186.02
Apprentice Electrician/Cable Splicer Helper	148.94	153.41	158.01

Splicing Van
Other: Cable pulling truck

Typical Crew Calculation

Typical Crew #1 hourly rate
Foreman, Journeyman, Van

x 2080 (typical hours in a year)

Typical Crew Calculation Yearly Cost

Total for 3 year contract

235.78	242.32	249.04
x 2080	x 2080	x 2080
490,422.40	504,025.60	518,003.20
		<u>1,512,451.20</u>



RMLD

Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street
P.O. Box 150
Reading, MA 01867-0250

Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rml.com

April 17, 2013

Town of Reading Municipal Light Board

Subject: 750 MCM Cable

On March 27, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for 750 MCM Cable for the Reading Municipal Light Department.

Specifications were emailed to the following:

The Okonite Company	WESCO	Yale Electrical Supply	Graybar Electric
Arthur Hurley Company	Hasgo Power	Shamrock Power	Pirelli Cables & Systems
Power Sales Group	HD Supply, Inc.	Hendrix Wire & Cable Corp	Champion Wire & Cable
Anixter Wire & Cable	Yusen Assoc	HD Supply Utilities	MetroWest Electric Sales
Power Tech - UPSC	E.L. Flowers	General Cable	USA Power Cable
Robinson Sales	Eupen Cable	Power & Telephone Enterprise	

Bids were received from General Cable, Graybar Electric, Arthur Hurley Company, Yale Electric, The Okonite Company and WESCO.

The bids were publicly opened and read aloud at 11:00 a.m. April 16, 2013 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff.

Move that bid 2013-29 for 750 MCM be awarded to:

Yale Electric East LLC for a total cost of \$54,585.00

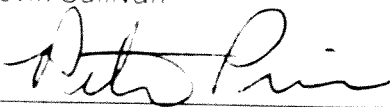
<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Total Cost</u>
1	3,075'	750 MCM CU 15 kV concentric neutral power cable	\$54,585.00

as the lowest qualified bidder on the recommendation of the Interim General Manager.

This purchase is to replenish inventory that was used for a cable fault.



Kevin Sullivan



Peter Price

750 MCM Cable
Bid 2013-29

Bidding Company	Yale Electric East LLC	General Cable <i>non-responsive</i>	Graybar <i>non-responsive</i>	WESCO <i>non-responsive</i>	Arthur Hurley	Okonite <i>non-responsive</i>
Item 1 - 3,075' 750 MCM CU, concentric neutral power cable Manufacturer total cost	Prysmian 54,585.00	General Cable 55,890.89	Marmon Utility 71,893.81	Kerite 72,270.00	Okonite 74,568.75	Okonite 77,643.75
Delivery Date	2 weeks ARO	16 weeks ARO	5 weeks ARO	5 weeks ARO	14 weeks ARO	14 weeks ARO
Firm Price	yes	no	no	yes	yes	yes
All forms filled out	yes	no	yes	yes	yes	yes
Certified Check or Bid Bond	yes	yes	yes	yes	yes	yes
Exceptions to stated bid requirements	no	yes	yes	yes	no	yes
Authorized signature	yes	yes	yes	yes	yes	yes
Specification data sheets	yes	no	no	no	yes	no

Exceptions:

General Cable Quantity and Cut Lengths: General Cable takes exception to -0/+15 feet length tolerance on shipping reels. General Cable will provide -0/+5% length tolerance. Insulation shield: The adhesion of the insulation shield for EPR insulated cables shall be within 3-14 lbs. The test shall be performed in accordance with ICEA S-94-649.

Engineers Note: General Cable did not attach bid form.
 Additionally: General Cable took exceptions to Terms & Conditions and under comments stated MOQ: 10,000 ft (single length).
 MOQ is *minimum order quantity*.

Graybar Quoting per the following specifications, terms and conditions subject to attached Escalation/de-escalation and tolerance clause.

WESCO Cable may be provided with a thermoset or thermoplastic insulation shield.

Okonite We take exception to warranty and offer our standard warranty.

TOWN OF READING MUNICIPAL LIGHT DEPARTMENT
RATE COMPARISONS READING & SURROUNDING TOWNS

April-13

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 1500 kWh's 75/25 Split	RES. HOT WATER 1000 kWh's	COMMERCIAL 7,300 kWh's 25,000 kW Demand	SMALL COMMERCIAL 1,080 kWh's 10,000 kW Demand	SCHOOL RATE 35000 kWh's 130.5 kW Demand	INDUSTRIAL - TOU 109,500 kWh's 250,000 kW Demand 80/20 Split
READING MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$91.81	\$161.10	\$105.53	\$643.44	\$164.81	\$3,911.97	\$10,659.95
PER KWH CHARGE	\$0.12242	\$0.10740	\$0.10553	\$0.11554	\$0.15260	\$0.11177	\$0.09735
NATIONAL GRID							
TOTAL BILL	\$109.03	\$203.55	\$145.36	\$1,043.86	\$149.06	\$4,458.82	\$12,418.73
PER KWH CHARGE	\$0.14537	\$0.13670	\$0.14536	\$0.14300	\$0.13802	\$0.12739	\$0.11341
% DIFFERENCE	18.75%	26.35%	37.74%	23.76%	-9.55%	13.98%	16.50%
NSTAR COMPANY							
TOTAL BILL	\$121.38	\$221.15	\$159.69	\$1,098.30	\$165.32	\$6,099.05	\$15,957.63
PER KWH CHARGE	\$0.16183	\$0.14743	\$0.15969	\$0.15045	\$0.15307	\$0.17426	\$0.14573
% DIFFERENCE	32.20%	37.27%	51.32%	30.22%	0.31%	55.91%	49.70%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$90.84	\$173.35	\$117.19	\$935.82	\$148.63	\$4,722.53	\$10,802.06
PER KWH CHARGE	\$0.12113	\$0.11557	\$0.11719	\$0.12819	\$0.13762	\$0.13493	\$0.09865
% DIFFERENCE	-1.06%	7.60%	11.05%	10.95%	-9.82%	20.72%	1.33%
MIDDLETON MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$99.77	\$198.39	\$132.64	\$959.51	\$168.44	\$4,762.93	\$13,330.75
PER KWH CHARGE	\$0.13303	\$0.13226	\$0.13264	\$0.13144	\$0.15596	\$0.13608	\$0.12174
% DIFFERENCE	8.66%	23.14%	25.69%	13.76%	2.20%	21.75%	25.05%
WAKEFIELD MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$104.99	\$203.67	\$137.88	\$1,045.84	\$168.46	\$4,895.58	\$13,519.62
PER KWH CHARGE	\$0.13998	\$0.13578	\$0.13788	\$0.14327	\$0.15599	\$0.13987	\$0.12347
% DIFFERENCE	14.34%	26.42%	30.65%	24.00%	2.22%	25.14%	26.83%



Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, April 16, 2013 6:00 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - April 12

Good morning.

There were no Account Payable Warrant questions for April 12.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, April 09, 2013 9:54 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Payroll

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 4/9/2013 9:54 AM	
	Patricia Mellino	Delivered: 4/9/2013 9:54 AM	Read: 4/9/2013 1:03 PM
	bfournier@RMLD.com	Delivered: 4/9/2013 9:54 AM	
	skazanjan@RMLD.com	Delivered: 4/9/2013 9:54 AM	
	wmarkiewicz@RMLD.com	Delivered: 4/9/2013 9:54 AM	
	Wendy Markiewicz		Read: 4/9/2013 2:16 PM

Good morning.

There were no Payroll questions for April 8.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, April 08, 2013 7:20 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - April 5

Tracking:	Recipient	Delivery
	Accounting Group	
	Kevin Sullivan	Delivered: 4/8/2013 7:20 AM
	Patricia Mellino	Delivered: 4/8/2013 7:20 AM
	bfournier@RMLD.com	Delivered: 4/8/2013 7:20 AM
	skazanjan@RMLD.com	Delivered: 4/8/2013 7:20 AM
	wmarkiewicz@RMLD.com	Delivered: 4/8/2013 7:20 AM

Good morning.

There were no questions for the Account Payable Warrant - April 5.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, April 01, 2013 5:58 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - March 29

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 4/1/2013 5:59 AM	
	Patricia Mellino	Delivered: 4/1/2013 5:59 AM	
	bfournier@RMLD.com	Delivered: 4/1/2013 5:59 AM	
	skazanjan@RMLD.com	Delivered: 4/1/2013 5:59 AM	
	wmarkiewicz@RMLD.com	Delivered: 4/1/2013 5:59 AM	
	Wendy Markiewicz		Read: 4/1/2013 8:07 AM

Good morning.

There were no Account Payable Warrant questions for March 29.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, March 26, 2013 6:59 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Payroll - March 25

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 3/26/2013 7:00 AM	Read: 3/26/2013 7:16 AM
	Patricia Mellino	Delivered: 3/26/2013 7:00 AM	Read: 3/26/2013 7:29 AM
	bfournier@RMLD.com	Delivered: 3/26/2013 7:00 AM	
	skazanjian@RMLD.com	Delivered: 3/26/2013 7:00 AM	
	wmarkiewicz@RMLD.com	Delivered: 3/26/2013 7:00 AM	

Good morning.

There were no Payroll questions for March 25.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, March 25, 2013 7:03 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - March 22

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 3/25/2013 7:03 AM	Read: 3/25/2013 7:24 AM
	Patricia Mellino	Delivered: 3/25/2013 7:03 AM	Read: 3/25/2013 7:31 AM
	bfournier@RMLD.com	Delivered: 3/25/2013 7:03 AM	
	skazanjan@RMLD.com	Delivered: 3/25/2013 7:03 AM	
	wmarkiewicz@RMLD.com	Delivered: 3/25/2013 7:03 AM	
	Bob Fournier		Read: 3/25/2013 8:22 AM
	Wendy Markiewicz		Read: 3/25/2013 8:56 AM

Good morning.

There were no Account Payable Warrant questions for March 22.

Thanks.

Jeanne Foti
Reading Municipal Light Department
Executive Assistant
230 Ash Street
Reading, MA 01867

781-942-6434 Phone
781-942-2409 Fax

Please consider the environment before printing this e-mail.

Mr. John Stempeck, chairman
RMLD Board of Commissioners
April 24, 2013

Dear Chairman Stempeck,

In advance of tonight's meeting, I wanted to ask your consideration in delaying Operating and Capital budget votes now on the agenda, in order to give the Board more time to consider them. Deferral to May would be consistent with past years' practice. Also, our time to discuss budget issues at the last meeting was constrained by the revisiting of a past Board vote—a matter likely to consume more time tonight.

In particular, I am hoping we can see how the budgets can address these two topics:

1: Fund and procure a Master Plan for the Ash Street campus.

I share the enthusiasm for preserving Station One, and was impressed by the study already done. But we need a site plan. A: While we have \$850,000 proposed for rehabbing, we don't know the final use, which might influence things like restoring window openings or modifying entryways. B: While we have \$150,000 proposed for covered storage on campus, we don't know where or how it connects with other buildings. C: We have discussed a PV array onsite, but not whether, how big, or where. D: Today Kevin Sullivan writes that plans to rehab the rear porch of HQ are being rethought after code issues surfaced. We need a plan that knits these pieces together, and can be reviewed as a whole. It will help all of these good projects succeed.

2: Address goals of load management, owned-generation, and REC proceeds.

Portions of RMLD's 2008 strategy document called on RMLD to "...*maximize value through energy efficiency and load management*" and that we should include "...*consideration of ownership of generation.*" And after last year's REC-selling debates, there was agreement on spending the proceeds on in-house PV or a similar-spirited project. I think these budgets can do more to advance these matters. Is there not more we can do on demand-side load management; on storage (I believe Mr. Sullivan cited a 10-year payback on 3MW storage); on PV arrays if we can see payback numbers; and, in particular, on the REC proceeds? Given the expertise in the room and the past discussion on these topics, I am inclined to think we can take some action.

Sincerely,

David Talbot, commissioner

CC: RMLD Board, Citizens Advisory Board, Staff

