

Reading Municipal Light Board of Commissioners
Regular Session
230 Ash Street
Reading, MA 01867
August 14, 2013

Start Time of Regular Session: 7:30 p.m.
End Time of Regular Session: 9:55 p.m.

Commissioners:

John Stempeck, Chairman	Philip B. Pacino, Vice Chair
Robert Soli, Commissioner	David Talbot, Commissioner
David Mancuso, Secretary	

Staff:

Coleen O'Brien, General Manager	Jeanne Foti, Executive Assistant
Bob Fournier, Accounting/Business Manager	Priscilla Gottwald, Community Relations Manager
Jane Parenteau, Energy Services Manager	David Polson, Facilities Manager
Kevin Sullivan, Engineering and Operations Manager	

Citizens' Advisory Board:

Tony Capobianco, Member

Reading Climate Advisory Committee:

Joan Boegel, Chairman	Michele Benson, Member
Ron D'Addario, Secretary	Ray Porter, Member
Michael Scola, Volunteer	Gina Snyder, Member
Laurie Ann Sylvia, Member	

Call Meeting to Order

Chairman Stempeck called the meeting to order and stated that the meeting was being videotaped, it is live in Reading only.

Opening Remarks

Chairman Stempeck read the RMLD Board of Commissioners Code of Conduct. The RMLD Board of Commissioners recognizes the importance of hearing public comment, at the discretion of the Chair, on items on the official agenda as well as on item(s) not on the official agenda. We ask that all questions or comments from the public be directed to the Chair and that all parties, including members of the RMLD Board, act in a professional and courteous manner when addressing the Board or responding to comments. Once recognized by the Chair, all persons addressing the Board shall state their name and address prior to speaking. It is the role of the Chair to maintain order in all public comment or ensuing discussion.

Introductions

Chairman Stempeck welcomed Coleen O'Brien, the new RMLD General Manager. Ms. O'Brien stated that it is a privilege to serve. Chairman Stempeck also welcomed Citizens' Advisory Board member, Tony Capobianco. Also in attendance was Joan Boegel, of the Reading Climate Advisory Committee as well some of its members. Chairman Stempeck asked Ms. Boegel if she would like to speak.

Ms. Boegel stated that she is the current Chair of the Reading Climate Advisory Committee and wanted to welcome Coleen to the RMLD. They look forward to working with her. Their mission is to increase the environmental sustainability of our town and particularly to reduce the carbon footprint through energy efficiency and renewable energy. They look forward to working with Ms. O'Brien. Several members of the committee were present, including: Ron D'Addario, Ray Porter, Michele Benson, Gina Snyder, Laurie Ann Sylvia, and Michael Scola (Volunteer). Ms. O'Brien welcomed the Committee members. Chairman Stempeck welcomed and thanked them for attending the meeting.

Public Comment

There was no other public comment.

Approval of Board Minutes

May 29, 2013

Mr. Pacino made a motion seconded by Mr. Soli that the RMLD Board of Commissioners approve the Regular Session meeting minutes of May 29, 2013, as corrected.

Motion carried 5:0:0.

Approval of Board Minutes

June 26, 2013

Mr. Pacino made a motion seconded by Mr. Mancuso that the RMLD Board of Commissioners approve the Regular Session meeting minutes of June 26, 2013, as presented.

Motion carried 4:0:1. Chairman Stempeck abstained; he was not present at the meeting.

Commissioner Mancuso will be the Secretary for the meeting.

Report of the Chairman (Attachment 1)

RMLD Board of Commissioners Committees and Assignments Discussion of General Manager and Power & Rate Committees
Chairman Stempeck suggested that the General Manager Search and the General Manager Contract Negotiation Committees be removed because those Committees functions are finished.

Mr. Pacino made a motion seconded by Mr. Soli that they thank both the General Manager Search and the General Manager Contract Negotiation Committees and that they be eliminated.

Motion carried 5:0:0.

Chairman Stempeck stated that the Power & Rate Committee was tabled at the May 29 and June 26 meetings. Chairman Stempeck said that he would like to institute a discussion in terms of the role of the Power & Rate Committee and the applicability of it. This item was tabled because the Board wanted to have a General Manager on board to provide insight as to whether it was a valuable Committee. Chairman Stempeck said that Mr. Soli was a proponent and could speak to this. Mr. Soli said that in times of negotiating contracts and finding new power sources, Ms. Parenteau can speak how to get that information out and at times providing the direction Energy Services needs going forward.

Ms. Parenteau explained that historically, the RMLD had a Power & Rate Committee that consisted of three Board members which would meet more than twice annually. This Committee would cover: a review of contracts that the RMLD was looking at, Cost of Service would be proposed, and any new programs Energy Services were addressing; such programs as the Green Choice Program. The Committee served as a mechanism to get a sense of the Board in order to gauge what staff and the General Manager would be working towards. The Board also discussed having full Board meetings to ensure that everyone was informed. It was helpful in terms of getting a sense of policy from the Board, and how the contracts reflected that policy. It provided staff with direction on various contracts.

Chairman Stempeck commented that he was uncertain whether in her previous position if Ms. O'Brien had such a committee to address rates. Ms. O'Brien explained that her Board set the general policy. She developed a Power Supply Mitigation Team comprised of internal and external experts who would meet quarterly to discuss all power supply related issues including industry successful strategies on mitigating power supply costs and optimizing power supply portfolio. Since pricing on power contracts is a timing issue as the rates are generally only available to lock in for approximately an hour, then contracts were signed through her, consistent with the general policy.

Mr. Pacino said that he represents the "con" side in having a Power & Rate Committee. He stated that the Power & Rate Committee decisions should take place at the Board level, not at the Committee level. His concern is that the Renewable Energy Certificate (REC) issue was extensively discussed at the Committee level, however, never made it to the Board level, which caused him concern. Contracts should be brought to the five Commission members, not a Committee that makes recommendations. If there is need for immediate action the General Manager can contact the Chair who could be authorized to move forward if need be or designate a Commission member. The Power & Rate Committee is not needed; the decision and review should be made by the five Board members.

Mr. Soli said that the Power & Rate Committee was fact-finding. The Committee recommended to the Board if something should go forward. The Committee voted 1:1 which reflected that they were in dispute, however, it made it to the Board. The Committees provided a venue for in depth fact finding. Issues were vetted and sifted through to determine the level of importance. The issues were brought to the Board for their recommendation, and in some cases, no recommendation.

Chairman Stempeck said that the background and history that Mr. Soli brings to this particular area is valuable. Chairman Stempeck asked Ms. O'Brien if it is appropriate to have someone from the Board sit on her internal committee. Chairman Stempeck said that he would like to do is give her time to think about that with the internal working group. If it is appropriate to have Mr. Soli on this group. Chairman Stempeck said that he is not thinking in terms of a committee, but as a representative of the Board; it is a mutual recognition. Chairman Stempeck suggested that instead of deciding on this at this minute, he would like to have Ms. O'Brien set up her committee and have a special meeting with Mr. Soli, but table it until the next meeting.

Report of the Chairman (Attachment 1)

RMLD Board of Commissioners Committees and Assignments Discussion of General Manager and Power & Rate Committees
Chairman Stempeck said that the General Manager should set the tone. Chairman Stempeck said that the Board should not have committees for the sake of having them. If it makes sense to have a committee, the Board will have one. It can be one member of the Board with no decision being made to conform with the Open Meeting Laws. Mr. Soli said that he has a concern sitting on a committee run by the General Manager. Is the Board interfering with day-to-day operations and Chapter 164? Ms. O'Brien said that when she discusses the Power Supply Mitigation Strategic Committee it will consist of strategizing, networking, and will not consist solely of internal employees. This process brings recognition to the industry as a whole, including lessons learned. The think tank provides valuable input to RMLD that works to validate existing strategies or provide insight to necessary changes that may be due to forecasted volatility in pricing due to a host of impact parameters. We want to ensure what works best for RMLD and with some of the lowest rates in the state; she would say that the policies and strategies thus far are working very well. The previous iteration of her last Power Supply Mitigation Team consisted of a person that had the position Ms. Parenteau has, the General Manager, a legal power supply expert, energy efficiency expert, and a rate design/economist expert. Chairman Stempeck suggested revisiting the Power & Rate Committee once Ms. O'Brien provides her report. Chairman Stempeck said that Vice Chair Pacino and Commissioner Soli should be considered on the Power & Rate Committee.

RMLD Board of Commissioners Committees Expectations of Each Committee for the Upcoming Year.

Chairman Stempeck explained that he asked each committee member to speak to what they will be doing in the upcoming year as a means of information, expectation and open forum for feedback.

Public Relations Committee has four items that need to be addressed:

1. How to get requests or warnings out to the public, Commercial and Industrial customers when facing extreme heat or cold. How would that affect the power supply? Are there other mechanisms or benchmarks that have been used in order to be proactive instead of reactive?
2. How to get more customers on energy savings programs whether it be Time of Use, Water Heaters and other types of things. There is not sufficient participation in these good programs. Chairman Stempeck asked the Board and CAB members to lead by example.
3. How to target information to consumers at point of purchase. It is not in our purview to influence manufacturers for air conditioners, washers or dryers. However, we can work with retailers at points of purchase that there are rebates available for our particular areas so they make wise choices. You want to influence customers to make energy efficient choices.
4. How to create a better web navigation for RMLD's website. It is difficult to find information. Getting professional assistance aids in the navigation and provides assistance to our customers.

Mr. Talbot stated that in order to guide those initiatives we need to say what we are trying to achieve. We could set a demand reduction goal for one megawatt of demand reduction, with the water heaters or five megawatts. That will form what we are trying to promote. Similarly, if we want peak reduction we have to define the quantity of time of use meters we want installed. Currently, one percent of RMLD customers have the time-of-use-meters, although they are a great deal. A goal could be ten percent. We should set what the ends are in order that we have the means to achieve it. Mr. Talbot pointed out that there is an opportunity that the RMLD can take advantage of. There is a regional agency, the Metropolitan Planning Council, which is governed by the municipalities in the state. In the last eighteen months, after a request from the RMLD and the four towns they produced a Local Energy Action Program that is now in a draft form. This report suggests ways that we can efficiently use surcharges to achieve goals across the four towns and at the RMLD. The plan is out there and will be in final form. It has some great ideas. Mr. Talbot mentioned that he spoke with Helen Aki who is writing the report. There are monies available to assist with the technical support for implementation. The RMLD has an opportunity to take advantage of free expertise through the end of the year. Mr. Talbot seeks the best way of adding and efficiently implementing such items without adding to the bureaucracy. During the heat wave it was made apparent that there is more the RMLD can do such as group e-mailing, via listings, schools and Chamber of Commerce on that peak day to assist to lower this. Using real time lists are more effective than press releases.

Policy Committee

Mr. Pacino said that they have not formally met. What he would like to see, this has already been touched upon, is what we are trying to achieve, in terms of looking at the policies in the coming year, setting some sort of priorities and aligning the policies accordingly.

Mr. Mancuso said that from his perspective, the Policy Committee provides the opportunity to ensure that we are operating in a fashion that is in alignment with Chapter 164, which governs the way we should be operating.

Report of the Chairman (Attachment 1)

RMLD Board of Commissioners Committees and Assignments Discussion of General Manager and Power & Rate Committees Policy Committee

Mr. Mancuso said that we can focus on the types of activities to align ourselves with the law, the regulatory environment, and to make sure that we are operating in a manner that provides good governance for the organization. There are some easy things that can be done and some that need to be fixed relative to Chapter 164.

Audit Committee

Mr. Pacino said that the Audit Committee's function is to sit with the auditors when they present the audit results and make a recommendation to the Commission. It is also the Audit Committee's purpose to address any issue that needs to be acted upon urgently. Beyond that, he will be serving on the Town of Reading Audit Committee. The Town of Reading's Auditor makes a presentation then priorities are set such as the school lunch program. Chairman Stempeck asked, given that there are two members should both be present at the annual meeting. Mr. Pacino explained that the Town of Reading Audit Committee meets one time before the audit in September then meets for the final result. Town of Reading Charter states that only one Board member is on the Town of Reading Audit Committee. Mr. Soli stated that typically the Town of Reading and RMLD Audit Committee meet with the auditor on the result of RMLD's audit in which both Commission members are present. Also, twice annually, one member of the RMLD Audit Committee meets with the RMLD Accountant and the Town Accountant to go over how things are as well as new things which Mr. Soli attends.

Budget Committee

Mr. Soli said that this is his first time on the Budget Committee. Mr. Soli commented that Mr. Pacino is well experienced and will follow his guide. Mr. Pacino explained that the Budget Committee, once the budget is presented by the Department, the Committee then reviews the preliminary budget and make recommendations. This year, the Committee as in the past years has asked for information. They usually meet at the same time as the CAB does its budget review. Under the Twenty Year Agreement the CAB has to recommend the budget before the Board can act on the budget. The Budget Committee makes the final recommendation to the Board.

Mr. Mancuso said that one observation, based on what we discussed, is the focus on policy or operations. Some of the things he has heard sounds like they step into the operation space. He is raising the flag that under Chapter 164, the operations side is Ms. O'Brien's. We can make all the policy recommendations that we want, but once we get into the details that becomes operational. A word of caution is that we stay on the right side of that. Chairman Stempeck fully agrees. Mr. Mancuso said that we can stay on the right side of that with strategic planning and what some of those policies would be. What he has heard is that there are things to look at the strategic planning process which allows Ms. O'Brien and her team to operationalize them. Mr. Talbot added point well taken. Chairman Stempeck said that we are trying to be a sounding board for the General Manager. We can provide expertise as a collective group.

Mr. Capobianco asked relative to the Public Relations Committee, is there low participation in the appliance rebate programs? Chairman Stempeck commented that is a good question because there are statistics on this that speak to that program; however, what they do not show is what the participation could be. Mr. Talbot said that when you go to the big box stores that there are pallets of low efficiency products. If customers spent an extra fifty dollars, they would get a better product in which RMLD would give them the product. When a customer buys the lower price inefficient model it is because they do not know what is available. Mr. Capobianco said that the rebate program has not got the attention of the customer. Mr. Capobianco pointed out he received a two hundred dollar rebate from the water department for his washing machine which got his attention. Mr. Talbot said that we need to look at the delta for the lower and better efficiency appliance and make sure the rebates are in alignment with that. Mr. Capobianco suggested tying that in with the tax-free weekends to partner with local appliance retailers to list them for a quid pro quo. Mr. Talbot said that to Mr. Mancuso's point, the policy would not change the amount of the rebate, but to encourage customers. Mr. Capobianco suggested having it on the tax-free weekend to latch on the public relations aspect of that. Chairman Stempeck thanked Mr. Capobianco.

Retroactive Step Up for Interim General Manager Kevin Sullivan

Mr. Sullivan covered in this position January 11, 2013 to July 14, 2013.

Chairman Stempeck stated that this is a retroactive step up which is a one-time payment for the Interim General Manager, Kevin Sullivan. He stepped into the position of Interim General Manager for about a six month timeframe. Chairman Stempeck wanted to provide a monetary recognition to the fact he did take the position, assumed the role and performed the functions. The amount is \$25,000 for six months which is the delta that position carries. He has discussed this with Ms. Antonio and it is an appropriate amount.

Mr. Pacino made a motion seconded by Mr. Mancuso that the Commission authorize the Department to compensate Mr. Kevin Sullivan for stepping into the General Manager position for the interim period January 11, 2013 to July 14, 2013 in the amount of \$25,000.

Motion carried 4:0:1. Mr. Talbot abstained.

Retroactive Step Up for Interim General Manager Kevin Sullivan

Mr. Sullivan covered in this position January 11, 2013 to July 14, 2013.

Mr. Talbot asked why this did not come up at the beginning of the interim period. Why is it coming up now? Chairman Stempeck replied that there were too many variables. The interim position could have been one week, one month and the amount is pro-rated.

Mr. Mancuso clarified that in essence this is a bonus for a job well performed during a period of time. Chairman Stempeck said that the minutes reflect Mr. Sullivan's extra effort. Chairman Stempeck said that the most tangible way to recognize that is through a bonus, all the words in the world are wonderful. He did step in and help the Department.

Mr. Mancuso added that to have someone that was willing to step up and help us bridge the former General Manager and future situation with Ms. O'Brien. It is a customary practice in the business community, particularly those that go up and beyond what the job would require to do. Mr. Talbot said that he is not comfortable with a raise for an interim position. However, it should have been done up front and is unsure of the precedent, it is unusual for him. Chairman Stempeck said that in the business community it is commonplace for the assistance during the timeframe and for a job well done, typically with a one-time bonus. Chairman Stempeck said that at the time there were a lot of variables.

Mr. Sullivan thanked the Commission for the recognition.

Comprehensive Update of the Reading Zoning Bylaw

Chairman Stempeck reported that the Town of Reading Community Planning and Development Commission are asking for input in terms of identifying potential zoning issues. Chairman Stempeck added that he is unsure if there is any zoning issue that is why it is on the agenda. Some items listed are possible amendments to prohibiting billboard signs, and carriage houses. The focus is how it is going to affect the RMLD. The thought of the RMLD putting a road behind the back portion of the property to help mitigate traffic flow or the front of the property for egress issues for trucks. Chairman Stempeck said that based on what the Department plans on doing with its facility we should get our concerns to the Zoning Board so they can react in a quick manner. Mr. Mancuso suggested finding out at the Town level what demand might be created over time for strategic planning purposes. Somehow we should be involved in that developing and planning process. Ms. O'Brien stated that she went to the Town Manager meeting in which the Planning Director was in attendance. She did mention that the RMLD was working on a master site plan and she is going to meet with the Planning Director for input as well as impact of changes to the system. Ms. O'Brien stated that meetings are being set up with the Town Planners for all four towns.

General Manager's Report – Ms. O'Brien – General Manager RMLD Initial Assessments

Ms. O'Brien said that tomorrow marked her first thirty days and has been pretty busy with the heat wave. Within that time frame she has had the opportunity to meet with each Commission member. She has met with the Town of Reading, Town Manager, Board of Selectmen and senior staff, Town of Wilmington, Town Manager and Board of Selectmen, Citizens' Advisory Board members, Chairman John Norton and Vice Chairman George Hooper. She is scheduled to meet with the Town of North Reading, Town Administrator and Board of Selectmen, Town of Lynnfield, Town Administrator and Board of Selectmen. The Planning Board will be next.

Ms. O'Brien stated that the initial assessment is required in order to lay out the road map for a twenty-five year plan for each of the six main components of the RMLD. She has commenced the critical initial assessments. The main components consist of system reliability, power supply, financial control, organization, staffing, facilities assets, and customer information systems.

System Reliability

This will include scheduled electric system assessment to review system configuration, capacity, power quality, safety, construction standards, product materials, protection coordination schemes, system functionality under normal and abnormal conditions. The recent heat wave is an example of an abnormal situation. The heat wave gave her an opportunity to see how they system works and it went well. With the GIS assessment, she is looking at a timeline for functionality including the ability to maintain accuracy and to implement Milsoft. This is an engineering modeling software system whose capabilities get that engine working for us.

Power Supply

There is an independent audit being performed which we are awaiting the results with the focus on the process. We have heard from the auditor and there are no smoking guns. In speaking with Ms. Parenteau that report is due shortly. Ms. O'Brien stated that as she explained earlier, she has developed a Power Supply Mitigation Team in which she is interviewing a couple of people to ensure she has the right people for the team. That is established to meet quarterly. It is made up of key experts in the field that we work in the industry who are familiar with the New England, Independent System Operator (ISO). We evaluate the portfolio, provide industry lessons learned, think tank, strategic plan, mitigate legislative issues, network cost share, evaluate energy efficiency, evaluate demand response reduction programs, review the cost allocation and rate design to make sure that we are in line with the rest of the utility industry and providing the best for what fits for the RMLD and its service territory. That meeting is scheduled for September.

General Manager's Report – Ms. O'Brien – General Manager
RMLD Initial Assessments

Financial Control

The auditors are currently here and Mr. Fournier has been working with them daily. We have spoken to Standard & Poor's on the phone. Our crediting rating has commenced and currently is underway. Ms. O'Brien stated that she is in the process of reviewing the fiscal year budget. Ms. O'Brien is evaluating our fiduciary responsibilities as well as the processes and efficiencies associated with that.

Organizational/Staff

Ms. O'Brien stated that she will be working with Roger Cotte, formerly of RW Beck. He will be assisting her in developing the scope of work to determine the appropriate functions and manpower required of the utility and system this size. The work processes and efficiencies, the staff abilities, the required training and things of that nature.

She is in the process of reviewing the Human Resources policies, safety policies, and looking at the existing training of the staff so she can have input into the organizational study and start the career development program for each of the titles.

Facilities Assets

Ms. O'Brien stated that Dave Polson has started to draft a scope for a master site plan which was mentioned earlier. This will look at 230 Ash Street and the Barbas building. The zoning by law changes and input is part of that; they will leave no stone unturned as far as what they will look at. They will look at the organizational study for the potential outcome, the physical condition of the building, the efficiencies including business and operations sections. The main building HVAC project will be discussed under Engineering and Operations as far as any major changes known to this building.

Customer Information Systems

This is an assessment of what we will provide for customer service. It is a broad topic from the respect of what does the system have for ability to provide to the customer, power supply opportunities and programs, community relations, customer communication, customer training, emergency preparedness. How we work with the other town departments in the event of an emergency, developing an emergency operating procedure, terms and conditions, service requirements handbook for residential and commercial customers and to make sure that the terms and conditions are comprehensive. To evaluate our mission statement to make sure we will be commensurate with the policies that are in the twenty-five year strategic plan and that there is a consistent message throughout the company and within our service territory.

Ms. O'Brien said that she will be working on these to lay out the road map. Ms. O'Brien commented that when she met with Commissioner Mancuso on the strategic plan, he asked if any lines were drawn. We made it through a difficult heat wave and our customers are happy. The reliability indices appear solid at this point. It is a perfect time to develop a strategic plan and she will be moving forward with that.

Power Supply Report – June 2013 – Ms. Parenteau (Attachment 2)

Ms. Parenteau presented the June Power Supply Report provided in the Commissioner packets covering power supply charges, energy costs, fuel charges and collections, fuel reserve balance, spot market purchases, capacity costs, as well as the percentage of RMLD's hydro projects and energy efficiency measures installed.

Ms. Parenteau reported that RMLD's load for June was approximately 65 million kilowatt hours which was approximately a 3.5% increase compared to June 2012. RMLD's energy cost came in at approximately \$2.5 million that is equivalent to approximately \$.038 per kilowatt hour. Ms. Parenteau stated that the Fuel Charge adjustment was set at \$.045 per kilowatt hour for the month of June; the sales totaled 58.9 million kilowatt hours, prior to the fiscal year adjustments, the RMLD over collected by approximately \$169,000 which resulted in a preliminary estimated Deferred Fuel Cash Reserve balance of \$2.6 million. The Fuel Charge for June remains at \$.045 per kilowatt hour. The Fuel Charge was increased to \$.05 for the month of August.

The RMLD purchased about 17% of its energy requirements from the ISO New England Spot Market at an average cost of about \$47 per megawatt hour. Ms. Parenteau reported on the capacity side, the RMLD hit a peak demand of 162 megawatts on June 24, 2013 at 5:00 p.m., the average temperature was about 91 degrees which is pretty close to the peak demand for last year of 163 megawatts at 5:00 p.m. the average temperature was 96 degrees. The RMLD's monthly capacity requirement which is based on the prior year peak was set at 214 megawatts; the total dollars paid for capacity totaled \$1.47 million which is equivalent to approximately \$6.87 per kilowatt month.

Ms. Parenteau reported that the month of June, 8.65% of energy came from hydro generation from the purchase power agreements the RMLD has in place. The RMLD receives Renewable Energy Certificates (RECs) from four hydro projects. For the first quarter there were approximately 4,800 banked RECs as well as projected 7,555 as of July 2013. The total estimated market value of the RECs is \$455,000. In July, 4,600 RECs from quarter one, 2013 were sold to EDF Trading for \$246,000, pricing out at \$53 per REC. There were significant increases in transmission for the month of June in the amount of \$1 million. This reflects a 60% increase from May.

Power Supply Report – June 2013 – Ms. Parenteau (Attachment 2)

Chairman Stempeck clarified that the transmission cost was up 60%. Ms. Parenteau explained that it is a twofold increase on the transmission cost. When RMLD is billed the bulk of the transmission is based on the Regional Network Service which is charged from the ISO New England. There is a month lag in that billing, therefore the June billing is reflective of May transmission. There are two components that contributed to that increase.

Ms. Parenteau explained that there was an increase in peak demand of 33% May 2012 to May 2013. Much of this was temperature driven. Last year the average temperature on the peak day was 73 degrees in which the RMLD peaked at 107 megawatts. This past May it was 92 degrees and we peaked at 144 megawatts. In addition, the transmission costs year to year from June to May costs increased 18%. Chairman Stempeck added that is a large increase in cost. Ms. Parenteau said that it is projected to increase 16% in June with the forward projection of 10% over the next five years, each year. Chairman Stempeck asked if he had a sense of what was driving that. Ms. Parenteau responded, it is the building of infrastructure. Historically, utilities have not put money into upgrading systems with some of the systems ranging forty to sixty years old. Billions of dollars are being spent on transmission upgrades. The markets are also driving that as well where they want to wheel power down from Maine into the region. Because this is regionalized all of New England we are forced to pick up a piece of this.

Mr. Mancuso said that the Attorney General has spoken about putting caps on the profitability of transmission companies. He asked if any of our organizations have a voice in that on our behalf. Ms. Parenteau responded that the RMLD has been following that very closely, working with our legal counsel, John Coyle from Duncan & Allen. RMLD received a ruling from the Administrative Law Judge that the return on equity is going to be reduced from 11.2% to 10.7% retroactively until 2013. The Return on Equity will go down to 9.7% after that. The state has been fighting that; the RMLD has been involved with that as well as other public power systems.

Mr. Soli asked if there is an appeal. Ms. Parenteau responded that there is an appeal because our attorneys feel that there were errors made in the initial ruling and our hope is to get that down closer to 9%.

Mr. Talbot asked how the huge projected increase in transmission costs influences the calculation in the value of local generation and the value of demand reduction, especially peak reduction. Ms. Parenteau explained that transmission charges are based on your monthly peak value. If the RMLD is able to institute programs which can reduce that you will receive the actual benefit of that. Mr. Talbot said that the one day of the month when it is the hottest it is pegged for the whole month. Ms. Parenteau responded that is correct. Ms. Parenteau pointed out that capacity occurs one time during the summer which you are then forced to carry that payment for the next twelve months. Mr. Talbot said that the take away is to see what we can do on that peak day and also each peak month. Mr. Talbot said that this feeds into the Local Energy Action Plan. He hopes this can be fed into RMLD's long range plan.

Ms. O'Brien said that Ms. Parenteau's group projected that peak spot on. In doing so we extended our water heater program for two hours that day. We were able to make some customer appeals and impact.

Mr. Pacino said that in the report it contained the description of RMLD's power supply which he found very good. Ms. O'Brien commented that with coming on board she had to go through some training in order to understand RMLD's power supply. Ms. O'Brien said that she and Ms. Parenteau thought it would be good where there were new Board members to put some educational tools in there.

Mr. Pacino commented that this educational information can it be provided to RMLD's customers on the website. Ms. O'Brien said that it happens to coincide with what Chairman Stempeck addressed; she is looking at the website, establishing who is responsible for the website and has an upcoming committee meeting. The Town of Reading has changed their website and RMLD is looking that to explore if it is more user friendly. It is our intention to put more educational information on there.

Mr. Pacino added that he has been on the Board for twenty-six years and found the information provided in the power supply report very useful.

Peak and Potential Cost Savings

Note: This was requested by Commissioner Talbot at the last meeting.

Ms. Parenteau said that at the June RMLD Board meeting, Commissioner Talbot asked for the estimated savings due to demand reduction. Ms. Parenteau said that she and Mr. Seldon put a memo together to explain this. This memo represents a snapshot in time of in terms of the estimated financial savings for the capacity and transmission costs if the peak demand was reduced. The peak on July 19 was used as an example because it was a hot day with a peak demand was just under 168 megawatts, and the calculation are based on current costs. Ms. Parenteau stated that as she has pointed out that costs are expected to increase. Any programs they will be developing will be targeted against those future costs and the costs benefits associated with such programs. Mr. Talbot thanked Ms. Parenteau.

Peak and Potential Cost Savings

Note: This was requested by Commissioner Talbot at the last meeting.

Ms. Parenteau added that one of the attributes that Ms. O'Brien had her include was the RMLD's current Hot Water Rate which was extended for an extra two hours so those systems were off. Based on the two hundred fifty customers on that rate we estimate that there was 500KW reduction on that peak that translates into \$18,000 in capacity and for transmission reduction in the monthly translates into \$42,000 annually.

Mr. Talbot asked if that is for one day. Ms. Parenteau explained that since the hot water heaters are shut off Monday through Friday, we are able to achieve that on a monthly basis. In the winter time those hours will be restructured. Mr. Talbot asked if 500 kilowatts is our demand side capacity management that can be shut off from this building. Ms. Parenteau replied that is correct. Mr. Talbot asked how many electric water heaters have been captured versus what is out there. Ms. Parenteau responded that based on the GDS Study performed several years back there is an extensive amount. Mr. Talbot said that we know where they are because we can see them in the load profile. Ms. Parenteau said that we analyze the load and target them. Mr. Talbot asked how many are there. Ms. Parenteau responded there have been estimates up to 4,000 based on historical studies. Mr. Talbot asked what it takes to have the remainder of these customers approached. Ms. O'Brien responded that we are working on a program to try to reach more customers however, the person responsible for that program there is a vacated; we are looking at staff augmentation. We cannot have customers right now until we can figure out that process. The water heater program is a great program for the customers. However, as Ms. Parenteau has stated the transmission costs are increasing, the water heaters make a dent, but want to run all the demand reduction potentials through this analysis. We are fortunate to have that in house talent to perform such calculations. Ms. O'Brien said that as Mr. Talbot had stated one megawatt would be a good target. System flexibility is another manner to achieve this, behind the meter generation. There are many ways to address this. Mr. Talbot asked of Ms. O'Brien is there anything the Department needs the Board to do. Ms. O'Brien said that it is currently being assessed and this is what the Power Supply Mitigation Team will be looking at. We need larger programs that have a more dramatic effect even though the water heater is a good program; when we are peaking we need to be able to call on a larger effort of impact.

Mr. Mancuso added that demand response is the way of the future and the important part of that is how we manage the energy, it is very complex. He would ask as we go forward, the general rule for the customers sake are made crystal clear on the cost benefit analysis and what the risk is. Mr. Mancuso is unsure if we can run programs outside of ISO for reduction in demand 24/7, 365 day commitments. It is something we need to focus on that comes with a significant amount of risk and cost. It could be in the form of a full time employee, compliance requirements as examples. It is for everyone's benefit to cut the demand but needs to be crystal clear as a Commission and organization what the benefits and risks are as we articulate those decisions. Mr. Mancuso cautioned about being tempted by big numbers on the front end, which may require big numbers to support the back end. He does not foresee that, however, it is a marker for him. Mr. Talbot does not follow the risk. Chairman Stempeck said that in terms of industrial, commercial versus residential a statistical analyses needs to be performed to see who benefits the most, need to see who is most receptive, and this needs to be balanced with what you can get in a short time. Chairman Stempeck said that the Board will wait for Ms. O'Brien's analysis. The timetable is based on the level of importance for Ms. O'Brien.

Engineering and Operations Report – June 2013 – Mr. Sullivan (Attachment 3)

Mr. Sullivan presented the June Engineering and Operations 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 Index (CAIDI) monthly average value is at the lowest level it has been within the last twelve months. That was due to the number of customers that saw outages in June which peaked at 3,819 for various reasons, but were restored under the RMLD four year average outage duration of 51 minutes.

The average June System Average Interruption Frequency (SAIFI) is the highest value in the past twelve months. The outage of 3,819 customers caused this increase. The average June SAIFI over 7 years is at a frequency of 1.15 outage incidents which makes the other values for the past eleven months look good. Months Between Interruptions (MBTI) is at 31 months.

Mr. Sullivan reported on the meter upgrade project. The Department is tweaking the optimum placement of the repeaters which will be ongoing for some time. The commercial meters replacement will happen once the weather gets cooler during September.

Mr. Soli said that Mr. Sullivan recalls the October storm. Mr. Soli pointed out that neighbors nearby still have double poles, Reading Light has done their job, can Mr. Sullivan get in touch with the others to remove them. There are three or four double poles on Gleason Road. Mr. Sullivan said that on a quarterly basis they work with each town and are in contact with Verizon. Mr. Sullivan will look into this and get back to Mr. Soli.

HVAC Design

Mr. Polson briefed the Board on the status of the HVAC system. On July 11, the RMLD had a pre-conference for the design firms interested in performing the engineering design, construction oversight for the HVAC system. Mr. Polson reported that nine firms attended the mandatory conference. The proposals were due on August 1 with five submittals.

HVAC Design

All submittals were reviewed to ensure that they were compliant with statutory requirements and all complied. A team was designated to review, prioritize and prepare questions for interviews on all five proposals. The first phase of the review was concluded yesterday. Next week involves meeting with the firms, reviewing and checking references, and checking their financial status. Interviews will be scheduled in early September. The plan is to have the firm on board in early September.

Financial Report – June 2013 – Mr. Fournier (Attachment 4)

Mr. Fournier apologized for not having the June Draft Financials timely. Mr. Fournier stated that these are the Draft Financials for fiscal year 2013. Once he receives his final numbers from the auditors he will distribute it. The auditors will be making their full presentation at the September Board meeting. As Ms. O'Brien mentioned, the auditors have been in this week. There will be no changes to the numbers presented this evening.

Mr. Fournier presented the financial report included in the Commissioner packet. The net loss for June was \$640,000, reducing the year to date net income to \$1,795,000. Year to date kilowatt hour sales were a little under 702,000,000 kilowatt hours sold which is 15.9 million kilowatt hours ahead of last year's actual figure. The Gaw revenues collected year-to-date this year are \$700,000; total collected since inception is \$1.9 million.

Chairman Stempeck asked if the cash within the targeted amount. Mr. Fournier said that one of the first things that the auditors look at is cash which has been reconciled. The numbers will stand as is. Mr. Pacino asked if there will be any year-end transfers. Mr. Fournier said that it will be done once the final draft numbers are confirmed. Based on his calculations we are allowed to earn 8% on net plant. This figure represents 5.25% of the allowable 8% to earn. The RMLD did not earn its 8% this year. We will determine what amounts if any need to be transferred.

Mr. Soli clarified that the net is \$1.8 million. Mr. Fournier said that there is a final calculation based on how the Department of Utilities calculates the 8%. It brings us higher than the \$1.8 million, but GASB makes us report what is shown as our official financial document. With the \$1.8 million it comes out to 5.25%. Mr. Soli asked on the revenues that the base was \$45.2 million and the budgeted was \$47.3 million. Mr. Fournier replied that is correct. Mr. Soli asked did we not have enough degree-days or did we charge too little. Mr. Fournier said that he would follow up on this. Mr. Pacino pointed out that the purchase power base budget figure was down compared to the actual. Mr. Pacino said that less was used which could be a function of the economy and purchase power base was less.

General Discussion

Ms. Gottwald provided an update on public relations. Ms. Gottwald reported that the RMLD recently partook in a vehicle day in North Reading which involved RMLD trucks. Educational material was distributed. There will be a vehicle day at the Reading Library this week with an RMLD truck in attendance. The Fall Street Faire will be on September 8 and the RMLD will be setting up a booth. RMLD traditionally hosts the T-Shirt Contest during Public Power Week. This involves four elementary schools in the four towns and there is a ceremony in January for the contest winners. The annual report is currently underway as well as the historical calendar.

Ms. Gottwald added that this year, in October, 22,000 utilities celebrate Public Power Week. Ms. Gottwald said that with Ms. O'Brien's direction there will be a breakfast for all employees, an employee recognition luncheon and the final day Thursday, October 10, there will be an Open House for the public at the garage area which will be geared for children between five and twelve. Each RMLD Department will be represented.

Ms. O'Brien said that the intent of the open house, in addition to fun activities for the children, would be providing booths that will be geared toward education. This addresses all the things that have been discussed this evening. For the Time of Use there will be drawings and education. The same holds true for the Street Faire. Any opportunity we have to let our customers know the programs we have as well as providing incentives for people to sign up for favorable rates. In addition, we will also be educating the children; there will demonstrations by the linemen, and energy efficiency. There will be booths that parents can take their children to learn things. There will be small bucket truck rides that leave a foot off the ground and the linemen can hold the control. Ms. O'Brien said that Mr. Polson is working hard to ensure that the garage is safe and accommodating. Ms. O'Brien said that Ms. Gottwald did a great job with the previous Halloween parties which were inside. The RMLD is a utility, it is construction and wants to educate the public to understand what we do both the positive and dangers of it.

Mr. Mancuso said that he would like to help in any way to get folks to participate. Ms. O'Brien said that the committee is working on the format and what the booths will be. There will be no rain date. There will be a flyer within two to three weeks and will e-mail that out.

Ms. Gottwald added that the Town of Reading has a fall book and will give them the public event information. Ms. Gottwald said that for the Halloween party there were six hundred children. Ms. O'Brien said that one of the challenges will be a tactile function consisting of putting on linemen's gloves and seeing what it is like to attempt fine motor skills.

General Discussion

Mr. Talbot said that he was presenting ideas, if you need help come to us. Mr. Talbot commented that Mr. Mancuso knows a lot about communications. It can be more informal.

Ms. Gottwald said that many times, social media such as the website, Facebook, and Twitter in response to storms has been discussed. Ms. O'Brien stated that they will be going to Shrewsbury to discuss the lessons learned with the communications person in September. Ms. O'Brien said that she will also ask her about the reverse 911.

Ms. O'Brien said that Ms. Gottwald spoke to Lynnfield relative to reverse 911. It is problematic because half of Lynnfield is covered by Peabody for their electric service. They will evaluate the communication methods and get back to the Board.

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, July 2013

E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Chairman Stempeck suggested changing Board meeting from Wednesday to Thursday evenings.

Wednesday, September 25, 2013

Wednesday, October 30, 2013

Citizens' Advisory Board Meeting

September 18, 2013 – 6:30 pm - RMLD

Fiscal Year 2015 Budget Meetings

April 2, 2014 – Lynnfield – April 9, 2014

Executive Session

At 9:20 pm. Mr. Pacino made a motion seconded by Mr. Soli that the Board go into Executive Session to approve the Executive Session meeting minutes of May 29, 2013, to discuss mediation and union negotiations update, MMWEC Settlement 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; Mr. Mancuso, Aye, and Mr. Talbot, Aye.

Motion carried 5:0:0.

Adjournment

At 9:55 p.m. Mr. Pacino made a motion seconded by Mr. Soli to adjourn the Regular Session.

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

David Mancuso, Secretary
RMLD Board of Commissioners

RMLD Board of Commissioners Committees and Assignments
June 26, 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.

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.

Budget Committee

Robert Soli, Chair
Philip Pacino
David Talbot

Recommend Operating and Capital Budgets to the Board.
 Recommend actuaries and actuary findings to the Board.
 Make recommendation to RMLD Board for legal counsel.

General Manager Contract Negotiation Committee

John Stempeck, Chair
Philip Pacino
Robert Soli

Develop and negotiate General Manager Contract.

Policy Committee

Philip Pacino, Chair
David Mancuso
David Talbot

Recommend changes of Board policies to RMLB.

Assignments**Accounts Payable**

Philip Pacino – June
 Robert Soli – July
 David Talbot – August
 David Mancuso – September
 John Stempeck – October
 Philip Pacino – First Back Up

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.





Town of Reading

16 Lowell Street
Reading, MA 01867-2683

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COMMUNITY PLANNING AND DEVELOPMENT COMMISSION

MEMORANDUM

To: Town of Reading Boards, Committees, and Commissions
Development Review Team (DRT) Staff – Town Manager, Building
Inspector, Chief of Police, Fire Chief, Town Engineer, Town Planner, Tree
Warden, Health Administrator, RMLD Chief Engineer, Conservation
Administrator, DPW Director

From: Charlie Adams, Chair,
Community Planning and Development Commission (CPDC)

Date: July 3, 2013

Re: Comprehensive Update of the Reading Zoning Bylaw

I am writing on behalf of the CPDC to update you on the status of the Comprehensive Update of the Reading Zoning Bylaw (ZBL). The current ZBL is in need of updating and we are asking for your help in identifying problematic areas.

Zoning changes of this magnitude have far reaching implications and should be carefully crafted and involve significant community dialogue. The zoning update work will be completed in two phases. Phase I involves a recodification to improve the overall structure of the ZBL. This phase will be handled by staff who will also work on zoning amendments which have been identified for immediate prioritization. The moratorium on Medical Marijuana will be presented at Subsequent Town Meeting in November 2013. Other possible Phase I amendments which may be considered for the November 2013 Subsequent Town Meeting include:

- Prohibiting Billboard Signs;
- Reasonable Regulations for M.G.L. Ch40A §3 (Dover Amendment);
- Clarification of Zoning for Carriage Houses (ZBL Section 4.3.2.10);
- One or two others that may surface as a priority after input is received from staff and boards, committees, and commissions.

Phase II would involve hiring a consultant to assist with an overhaul of the ZBL which is funded through the FY14 budget. This phase will entail a significant amount of public process to gain input from the community. The estimated timeframe for the Phase II

comprehensive update of the ZBL, including hiring a consultant and public input, is approximately 18 months. The goal is to have the complete updated ZBL as an Article for Subsequent Town Meeting in November of 2014. A project outline is included in the attached.

The planning process associated with Phase II of the zoning update will be structured to encourage staff and public participation including the Boards, Committees, and Commissions. This will also provide the time needed to develop a zoning bylaw for allowing Medical Marijuana Treatment Centers during the proposed moratorium timeframe.

A two phased approach is recommended so that the Town can move forward by addressing the immediate needs of the ZBL while also providing sufficient time for careful study and public dialogue of the more complex aspects of the zoning update project. The CPDC welcomes any comments you may have on this. Please submit your comments by **August 1, 2013** to keep on track with the proposed project outline.

Attachment

2013/2014

Comprehensive Update – Reading Zoning Bylaw

Project Outline

Timeframe	Tasks
June, 2013	Task 1: Define project approach and get input from BOS <ul style="list-style-type: none"> Doing this in two phases as the preferred approach: <ul style="list-style-type: none"> Phase I 2013 STM short term rezoning needs; Phase II 2014 STM comprehensive update of the Zoning By Law (ZBL); 2013 STM will have Medical Marijuana Moratorium and possibly a few additional zoning amendments to consider.
June/July, 2013	Task 2: Internal and Public Outreach – Gather input on how the ZBL can be improved <ul style="list-style-type: none"> DRT type of kickoff with Staff, Land Use Board Members, Attorneys, Design Professionals, Developers, Past Applicants, General Public and others Develop and launch surveys via bi-weekly notes, survey monkey and other outlets Begin to hold regular public meetings/zoning workshops to foster input Task 3: <ul style="list-style-type: none"> Finalize Draft RFP and solicit for consultant to assist with comprehensive update.
July/August, 2013	Task 4. STM Zoning and Data Collection <ul style="list-style-type: none"> Refine proposed ZBL changes for STM in November of 2013 Collect input and include in final RFP for consultant selection Advertise RFP and award in September
September 2013	Task 5: Finalize Phase I of rezoning; begin Phase II <ul style="list-style-type: none"> Finalize plan based on public and internal staff comments. Present final ZBL changes to CPDC mid/late September for public hearing. Update BOS by mid/late September. Hire consultant; appoint a rezoning committee
November, 2013	Task 6: Zoning Amendments STM/Commence ZBL Comprehensive Update <ul style="list-style-type: none"> Consultant and committee begin meeting regularly Consultant to develop a list of where the ZBL needs revisions/additions (including information gathered from Task 2 above) Work on Purpose, Definitions, and Administration
December, 2013	Task 7: Comprehensive Update – New Elements <ul style="list-style-type: none"> With Consultant add new language as needed
January - March 2014	Task 8: Re-work the major elements of the ZBL (Districts; Use Regulations; Intensity Regulations; General; Applicability) <ul style="list-style-type: none"> Hold public meetings and develop a Draft Updated Zoning By-Law
April	<ul style="list-style-type: none"> Update Town Meeting and present Draft recommendations
May, June, July	<ul style="list-style-type: none"> Community Forum including business community on draft recommendations and rework comments into revised Final draft.
August	<ul style="list-style-type: none"> CPDC Hold a public hearing and prepare for STM 2014
November 10, 2014	<ul style="list-style-type: none"> Present comprehensive update of the Reading Zoning Bylaw



To: Coleen O'Brien
 From: Energy Services
 Date: August 6, 2013
 Subject: Purchase Power Summary – June, 2013

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

ENERGY

The RMLD's total metered load for the month was 64,874,890 kWh, which is a 3.5% increase from the June, 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	3,582,803	\$6.99	5.52%	\$25,035	1.02%
Seabrook	5,702,165	\$8.22	8.79%	\$46,856	1.90%
Stonybrook Intermediate	1,338,980	\$68.79	2.06%	\$92,114	3.74%
JP Morgan	6,580,000	\$60.01	10.14%	\$394,862	16.02%
NextEra	8,806,000	\$45.54	13.57%	\$400,999	16.26%
NYPA	1,614,088	\$4.92	2.49%	\$7,941	0.32%
ISO Interchange	11,302,447	\$46.94	17.42%	\$530,564	21.52%
NEMA Congestion	0	\$0.00	0.00%	\$218,245	-8.85%
Coop Resales	20,844	-\$3,666.09	0.03%	-\$76,416	-3.10%
MacQuarie	10,168,000	\$44.12	15.67%	\$448,661	18.20%
Summit Hydro	1,515,038	\$59.20	2.33%	\$89,696	3.64%
Braintree Watson Unit	397,156	\$82.32	0.61%	\$32,693	1.33%
Swift River Projects	2,486,873	\$102.29	3.83%	\$254,379	10.32%
Exelon	11,334,000	\$37.91	17.47%	\$429,643	17.43%
Stonybrook Peaking	41,296	\$164.29	0.06%	\$6,784	0.28%
Monthly Total	64,889,690	\$38.00	100.00%	\$2,465,567	100.00%

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

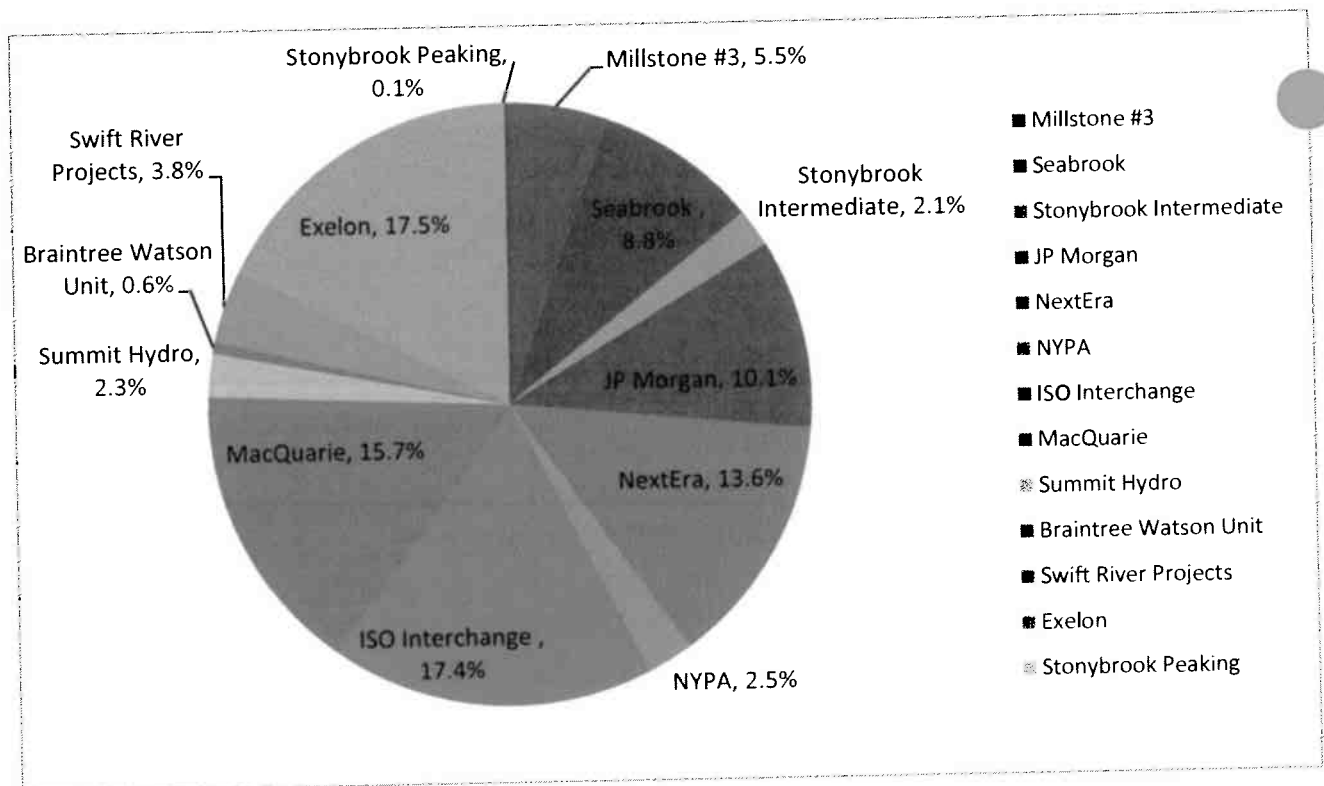
Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	13,399,905	41.61	20.65%
RT Net Energy **	-2,097,458	4.91	-3.23%
ISO Interchange (subtotal)	11,302,447	46.94	17.42%

* Independent System Operator Day-Ahead Locational Marginal Price

** Real Time Net Energy

JUNE 2013 ENERGY BY RESOURCE



CAPACITY

The RMLD hit a demand of 162,059 kW, which occurred on June 24, at 5 pm. The RMLD's monthly UCAP requirement for June, 2013 was 214,318 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	4,950	46.38	\$229,601	15.59%
Seabrook	7,903	44.82	\$354,207	24.05%
Stonybrook Peaking	24,981	1.96	\$48,956	3.32%
Stonybrook CC	42,925	3.81	\$163,574	11.11%
NYPA	4,019	3.91	\$15,714	1.07%
Hydro Quebec	4,683	4.36	\$20,426	1.39%
Nextera	60,000	5.50	\$330,000	22.41%
Braintree Watson Unit	10,520	10.77	\$113,270	7.69%
ISO-NE Supply Auction	54,337	3.62	\$196,848	13.37%
Total	214,318	\$6.87	\$1,472,596	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	\$25,035	\$229,601	\$254,636	6.47%	3,582,803	0.0711
Seabrook	\$46,856	\$354,207	\$401,063	10.18%	5,702,165	0.0703
Stonybrook Intermediate	\$92,114	\$163,574	\$255,688	6.49%	1,338,980	0.1910
Hydro Quebec	\$0	\$20,426	\$20,426	0.52%	-	0.0000
JP Morgan	\$394,862	\$0	\$394,862	10.03%	6,580,000	0.0600
NextEra	\$400,999	\$330,000	\$730,999	18.56%	8,806,000	0.0830
* NYPA	\$7,941	\$15,714	\$23,655	0.60%	1,614,088	0.0147
ISO Interchange	\$530,564	\$196,848	\$727,411	18.47%	11,302,447	0.0644
Nema Congestion	\$218,245	\$0	\$218,245	-5.54%	-	0.0000
MacQuarie	\$448,661	\$0	\$448,661	11.39%	10,168,000	0.0441
* Summit Hydro	\$89,696	\$0	\$89,696	2.28%	1,515,038	0.0592
Braintree Watson Unit	\$32,693	\$113,270	\$145,963	3.71%	397,156	0.3675
* Swift River Projects	\$254,379	\$0	\$254,379	6.46%	2,486,873	0.1023
Coop Resales	\$76,416	\$0	\$76,416	-1.94%	20,844	-3.6661
Constellation Energy	\$429,643	\$0	\$429,643	10.91%	11,334,000	0.0379
Stonybrook Peaking	\$6,784	\$48,956	\$55,740	1.42%	41,296	1.3498
Monthly Total	\$2,465,567	\$1,472,596	\$3,938,163	100.00%	64,889,690	0.0607
* Renewable Resources				8.65%		

RENEWABLE ENERGY CERTIFICATES (RECs)

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

In July 2013, 4,604 Q1 RECs were sold to EDF Trading for \$245,711.

Table 5
Swift River RECs Summary
Period - January 2013 - July 2013

	Banked RECs	Projected RECs	Total RECs	Est. Dollars
Woronoco	3,018	4,024	7,042	\$192,314
Pepperell	434	1736	2170	\$117,180
Indian River	1152	1536	2688	\$145,152
Turners Falls	194	259	453	\$0
Grand Total	4,798	7,555	12,353	\$454,646

TRANSMISSION

The RMLD's total transmission costs for the month of June were \$1,030,696. This is an increase of 59.5% from the May transmission cost of \$646,177. In June, 2012 the transmission costs were \$645,305.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	162,059	143,882	163,070
Energy (kWh)	64,889,690	56,418,457	62,753,418
Energy (\$)	\$2,465,567	\$2,289,286	\$3,017,804
Capacity (\$)	\$1,472,596	\$1,492,008	\$1,519,690
Transmission(\$)	\$1,030,696	\$646,177	\$645,305
Total	\$4,968,858	\$4,427,471	\$5,182,799

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

Table 8

Year	Washing Machine		Refrigerator		Dishwasher		Dehumidifier		Central A/C		Window A/C		Thermostat		Audits		Renewable		HP Water Heater		Fan	
	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	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	3	\$ 30
2013	285	\$ 14,250	336	\$ 16,800	311	\$ 15,550	29	\$ 725	24	\$ 2,400	54	\$ 1,350	57	\$ 570	375	\$ 75,000	3	\$ 15,000	4	\$ 1,000	5	\$ 50
Total	2060	\$ 103,000	1750	\$ 87,500	1585	\$ 79,250	198	\$ 4,950	247	\$ 24,700	284	\$ 7,100	544	\$ 5,440	1052	\$ 173,531	16	\$ 87,700	13	\$ 3,250	8	\$ 80



Description of RMLD's Power Supply

Stony Brook Intermediate Unit

The Stony Brook Intermediate Unit is a 354-megawatt, combined-cycle power plant that entered commercial operation in 1981.

The unit's three gas turbines generate electricity using either No. 2 oil or natural gas, with additional electricity produced using a single steam turbine in the combined-cycle process. MMWEC completed construction of a new natural gas pipeline to serve the Intermediate Unit in September 2002. The RMLD has a Life of Unit entitlement for 14.453% of the unit or approximately 51Mws. The RMLD has paid off the debt service associated with this project.

Quick Facts - Stony Brook Intermediate Unit

Location	Ludlow, Massachusetts
On-Line Date	1981
Fuel	No. 2 oil/natural gas
Principal Owner/Operator	MMWEC
Total Capacity	354 megawatts

Stony Brook Peaking Unit

The Stony Brook Peaking Unit is a 172-megawatt peaking plant that entered commercial operation in 1982.

The unit's two gas turbines generate electricity using No. 2 oil. The RMLD has a Life of Unit entitlement for 19.516% of the unit which is equivalent to about 33 Mws. The RMLD has paid off the debt service associated with this project.

Quick Facts - Stony Brook Peaking Unit

Location	Ludlow, Massachusetts
On-Line Date	1982
Fuel	No. 2 oil
Principal Owner/Operator	MMWEC
Total Capacity	172 megawatts

Description of RMLD's Power Supply

Braintree Electric Light Department - Watson Unit

The simple-cycle gas-fired plant is powered by the first two Rolls-Royce Trent 60 gas turbines built for the U.S. power generation market—known as Watson Units #1 and #2. The units entered commercial operation on June 23, 2009.

Both Watson Units are bid into the ISO New England market system daily and are dispatched based on their total price.

The unit's two gas turbines generate electricity using Natural Gas, with No. 2 oil as backup fuel. The RMLD has a 20 year entitlement for 10% of the unit which is equivalent to about 10 Mws.

Quick Facts - Watson Unit

Location	Braintree, Massachusetts
On-Line Date	2009
Fuel	Nat Gas/No. 2 Oil
Principal Owner/Operator	Braintree Electric Light Dept
Total Capacity	100 megawatts

Seabrook Station

Seabrook Station is a 1,244-megawatt nuclear generating plant located in Seabrook, New Hampshire. An operating license for Seabrook was issued in 1986, but the plant did not begin commercial operation until 1990. The principal owner and operator of Seabrook Station is NextEra Energy Resources LLC, a subsidiary of Florida-based FPL Group, Inc. NextEra owns 88.2% of Seabrook Station. The other owners are MMWEC (11.59%) and two Massachusetts municipal utilities, the Taunton Municipal Lighting Plant (0.13%) and the Hudson Light & Power Department (0.08%).

NextEra has announced plans to seek an extension of its Seabrook operating license, from the current license expiration date of 2030, to 2050. RMLD signed 3 different projects to finance Seabrook, Mix 1, Project 4, & Project 5. The debt service associated with these projects will be paid off in 2014, 2017 & 2018 respectively. The RMLD has a life of unit contract for 0.635% or a little more than 7 Mws of the unit.




Description of RMLD's Power Supply

Quick Facts - Seabrook Station

Location:	Seabrook, New Hampshire
On-Line Date:	1990
Fuel:	Nuclear - Pressurized Water Reactor
Principal Owner/Operator:	NextEra Energy Resources LLC
Total Capacity:	1,244 megawatts

Millstone Unit 3



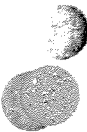
Millstone Unit 3 is a 1,237-megawatt nuclear generating plant located in Waterford, Connecticut. Millstone Unit 3, which began operation in 1986, is the newest and largest of Millstone Station's three nuclear units, one of which is retired from service. The principal owner and operator of Millstone Station is Dominion Nuclear Connecticut, Inc., a subsidiary of Virginia-based Dominion Resources, Inc. Dominion Nuclear Connecticut owns 93.47% of Millstone Unit 3.

The Nuclear Regulatory Commission on Nov. 28, 2005 approved Dominion Nuclear Connecticut's request for a 20-year operating license extension for Millstone's Unit 3 reactor. The license now expires in Nov. 2045. RMLD signed 2 different projects to finance Millstone #3, Mix 1 and Project 3. The debt service associated with these projects will be paid off in 2014 & 2018 respectively. The RMLD has a Life of Unit agreement for 0.404% of the unit which equates to approximately 4.6 Mws.

Quick Facts - Millstone Unit 3

Location:	Waterford, Connecticut
On-Line Date:	1986
Fuel: Nuclear:	Pressurized Water Reactor
Principal Owner/Operator:	Dominion Nuclear Connecticut, Inc.
Total Capacity:	1,237 megawatts

NYPA Contract



The RMLD receives inexpensive hydroelectric power from the New York Power Authority (NYPA). RMLD received capacity and energy from this contract. The Massachusetts Department of Public Utilities (DPU) has appointed MMWEC as the administrator of this contract. The current contract expires in 2025.

Description of RMLD's Power Supply

Hydro-Quebec Interconnection

The Hydro-Quebec Interconnection is an approximate 2000 Mw, direct current electric transmission line connecting central New England with the Canadian utility Hydro Quebec. Construction of the U.S. portion of the interconnection, which stretches from Groton/Ayer, in Massachusetts to the Canadian border in northern Vermont, was a joint effort of many New England utilities. The RMLD receives capacity from this contract. Phase I of this project expires in 2012 and Phase II expires in 2015.

Integrys/MacQuarie

In September, 2008 the RMLD signed a system power contract with Integrys Energy Services, Inc. that is effective from January 1, 2009 through December 31, 2012. Subsequently, Integrys assigned the contract to MacQuarie in 2010. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured fixed pricing for this contract.

MacQuarie

In May, 2009 the RMLD signed a system power contract with MacQuarie that is effective from January 1, 2010 through December 31, 2013. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured heat-rate pricing for this contract.

JP Morgan

In June, 2010 the RMLD signed a system power contract with JP Morgan that is effective from January 1, 2011 through December 31, 2014. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured fixed pricing for this contract.

NextEra Energy Power Marketing LLC

In June, 2011 the RMLD signed a system power contract with NextEra Energy Power Marketing LLC that is effective from January 1, 2012 through December 31, 2015. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured fixed pricing for this contract.

Swift River Hydro

In March, 2011 the RMLD signed purchase power agreements with Swift River Hydro LLC for the output of four hydro systems located in Massachusetts that are effective from February 1, 2011 through January 31, 2026. The Swift River Trading Company is the lead market participant for and represents these hydroelectric generators with a total nameplate capacity of approximately 7 MW and average annual generation of 25,000 megawatt-hours per year.

Description of RMLD's Power Supply

These facilities include the Woronoco Hydro facility in Russell, MA, Pepperell Hydro in Pepperell, MA; Indian River Power Supply in Russell, MA; and Turners Falls Hydro in Turners Falls, MA. Each of these facilities is owned by a special purpose entity, e.g., the Woronoco facility is owned by Woronoco Hydro LLC. The four facilities are managed by the Swift River Trading Company, LLC as the lead market participant for each of the facilities. Dr. Peter Clark is the manager of the Swift River Trading Company. RMLD is the only buyer.

- **Pepperell Hydro:** 15 year term beginning on February 1, 2011 and ending on January 31, 2026. RMLD is purchasing all of the products produced by or attributable to the facility. The facility has nameplate capacity of 1.9 MWs. The products include, but are not limited to, Energy, Installed Capability, Ancillary Services, Renewable Energy Certificates and Environmental Attributes (to the extent not included in the RECs). The Contract Price for these products is \$100/MWh for the first year, escalated at 2.25 % thereafter.
- **Woronoco Hydro:** 15 year term beginning on February 1, 2011 and ending on January 31, 2026. RMLD is purchasing all of the products produced by or attributable to the facility. The facility has nameplate capacity of 2.7 MWs. The products include, but are not limited to, Energy, Installed Capability, Ancillary Services, Renewable Energy Certificates and Environmental Attributes (to the extent not included in the RECs). The Contract Price for these products is \$100/MWh for the first year, escalated at 2.25 % thereafter. The facility is not currently qualified for FCM. Until Seller qualifies the facility for FCM the contract price is reduced by \$5.00/MWh.
- **Turners Falls Hydro:** 15-year term beginning on February 1, 2011 and ending on January 31, 2026. RMLD is purchasing all of the products produced by or attributable to the facility. The facility has nameplate capacity of 1 MW. The products include, but are not limited to, Energy, Installed Capability, Ancillary Services, Renewable Energy Certificates and Environmental Attributes (to the extent not included in the RECs). The Contract Price for these products is \$100/MWh for the first year, escalated at 2.25 % thereafter. The facility is not currently qualified for FCM. Until Seller qualifies the facility for FCM the contract price is reduced by \$5.00/MWh.
- **Indian River Power Supply:** 15-year term beginning on February 1, 2011 and ending on January 31, 2026. RMLD is purchasing all of the products produced by or attributable to the facility. The facility has nameplate capacity of 1.4 MWs. The products include, but are not limited to, Energy, Installed Capability, Ancillary Services, Renewable Energy Certificates and Environmental Attributes (to the extent not included in the RECs). The Contract Price for these products is \$100/MWh for the first year, escalated at 2.25 % thereafter. The facility is not currently qualified for FCM. Until Seller qualifies the facility for FCM the contract price is reduced by \$5.00/MWh.

Description of RMLD's Power Supply

Florida Power & Light Energy Power Marketing, Inc. (FP&L)

In March, 2008 the RMLD signed a power supply agreement for capacity with FP&L that is effective from June 1, 2012 through May 31, 2017. The contract is for 60,000 kW of firm, Rest-Of-Pool ICAP (Installed Capacity). The amount of capacity purchased is fixed at 60,000 kW, and the pricing is as follows:

Power Year	\$ per kW-month		
	Fixed Price	Floor Price	Cap Price
6/1/2012 – 5/31/2013	\$5.50		
6/1/2013 – 5/31/2014		\$5.50	\$6.00
6/1/2014 – 5/31/2015		\$5.65	\$6.15
6/1/2015 – 5/31/2016		\$5.90	\$6.40
6/1/2016 – 5/31/2017		\$6.15	\$6.65

Exelon

In June, 2012 the RMLD signed a system power contract with Exelon that is effective from January 1, 2013 through December 31, 2016. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured fixed pricing for this contract

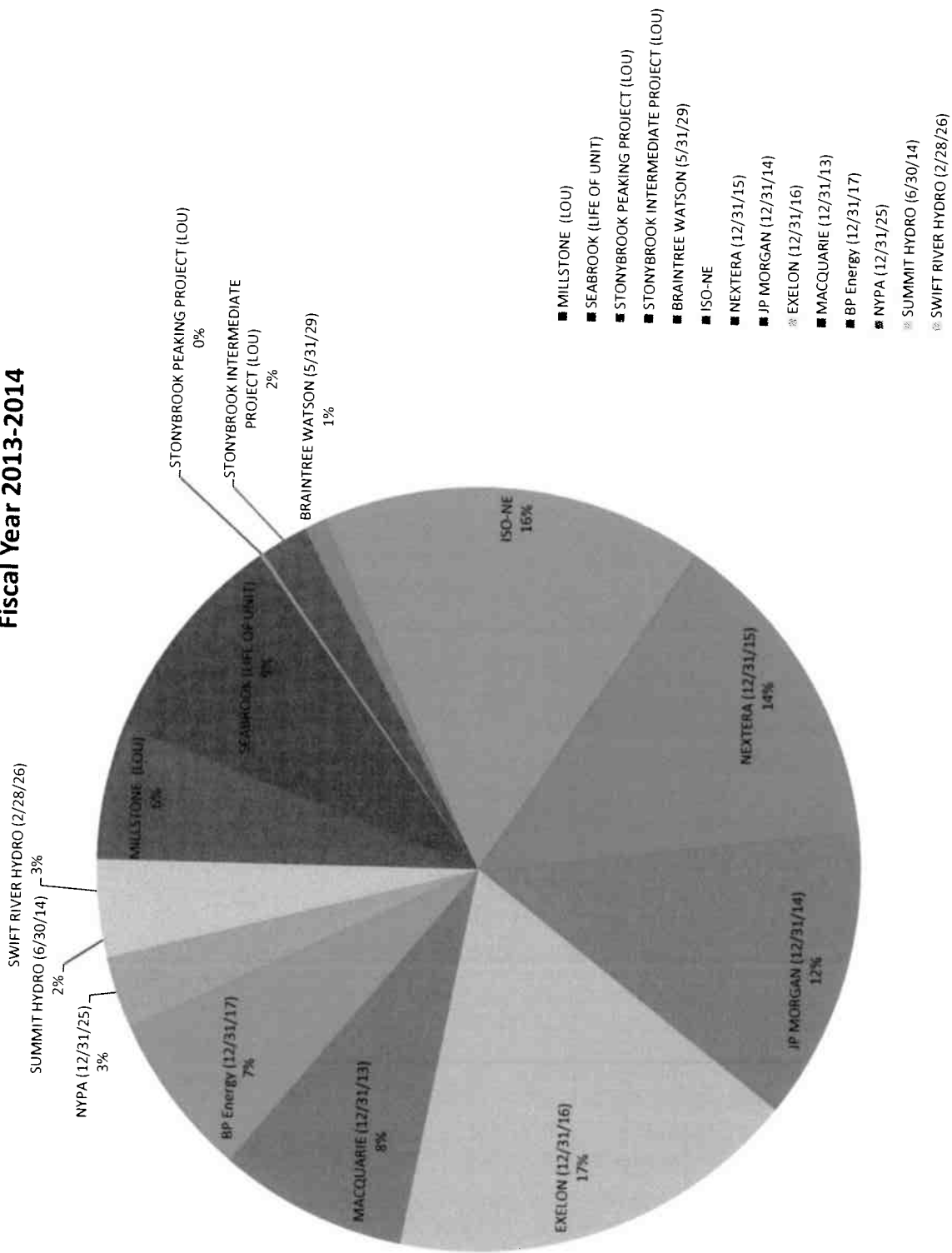
BP Energy

In July, 2013 the RMLD signed a system power contract with BP Energy that is effective from January 1, 2014 through December 31, 2017. The RMLD receives energy only from this contract. The amount of energy purchased fluctuates on a monthly basis for both the on-peak and off-peak period. RMLD has secured fixed pricing for this contract

Summit Hydro

In June, 2011 the RMLD signed a purchase power agreements with Summit Hydropower Inc. for the output of Wyre Wynd Hydro located in Jewett City, Connecticut. The contract with Summit Hydro that is effective from July 1, 2012 through June 30, 2014. The RMLD receives energy only from this contract. The average annual generation is approximately 9,800 megawatt-hours per year.

RMLD Energy by Resource Fiscal Year 2013-2014





Fuel Charge Adjustment (FCA)

The FCA is a per kWh charge that is based on the month's estimated energy cost divided by the estimated kWh sales for that month, adjusted by over and under collections in the previous month.

Adjustments will be made periodically to account for over and under recovery of purchased energy costs. The objective is to continually balance fuel costs with fuel charges.

A Deferred Fuel Cash Reserve (DFCR) fund is established to accomplish the balancing. The DFCR has a target range of \$2-\$3 million. This range is based on 3 months of historical recovery.

In order to stabilize customer billing, the FCA can not be adjusted more than \$0.005 in any consecutive month.

Purchase Power Adjustment (PPA)

The PPA is a per kWh charge or credit that is based on all power and transmission charges exclusive of fuel. The PPA allows the department to recover or credit customers for increases or decreases in capacity and energy charges since the last cost of service study (COSS). The PPA is based on the month's estimated capacity and transmission charges divided by the estimated kWh sales for that month. This value is subtracted from \$0.03984/kWh, which is the amount of base charges from the COSS.

In order to stabilize customer billings, the PPA is annualized over the fiscal year and balanced on a monthly basis.

NYPA Credit

The NYPA credit is a per kWh credit that all residential customers receive. The RMLD receives inexpensive hydroelectric power from the New York Power Authority (NYPA). The benefit of this contract is returned to all RMLD residential customers. The benefit is calculated monthly and is based on actual power billing and is compared to the spot market. The cost of the NYPA power is subtracted from the spot market and adjusted by over and under collections in the previous month. This difference is divided by the estimated kWh residential sales for that month.

The FCA, PPA, and NYPA credit are included annually in the fiscal year budget and monitored and adjusted accordingly on a monthly basis.



Reading Municipal Light Department

Energy Services Division (ESD)

Memo To: Coleen O'Brien

From: Jane Parenteau and William Seldon

Subject: Estimated Savings Due to Demand Reduction

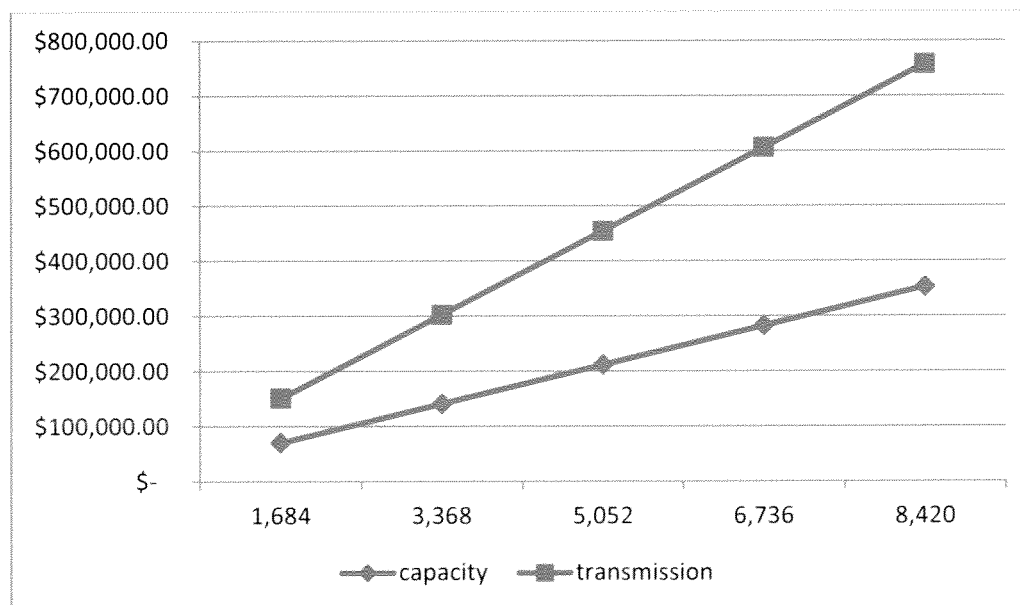
Date: August 9, 2013

At the June, 2013 Reading Municipal Light Board meeting, Commissioner Talbot requested the estimated financial savings to RMLD if the peak demand (or demand period) was reduced. Energy Services has calculated the estimated savings that demonstrates the impact of demand reduction on Capacity and Transmission costs.

For the purpose of this estimate, ESD used the peak demand from July 19, 2013 of 167,759 kW and current capacity and transmission charges. This was done in order to show the range and magnitude of potential savings due to demand reduction. ESD estimated cost savings at a peak reduction range of 1% - 5% of peak demand.

The graphs below show the estimated savings based on existing capacity and transmission costs at the different percentage reduction ranges of the peak. This information indicates the magnitude of the savings that could be achieved at fixed levels of demand reduction. The capacity savings graph is based on load being shed during the annual system peak, in this example the July 19th peak of 168,700 kW. These savings are based on one hour of reduction coincident with the ISO-NE system peak. The transmission graph depicts the savings that could be achieved by reducing demand on each month's peak hour over a year.

Demand Reduction Savings Estimates Based on Specific Peak Reduction Percentages



An example of a demand reduction program which the RMLD is currently in the process of updating is the residential hot water heater program. With the equipment being installed on participating customer's hot water heaters approximately 500 kW can be curtailed during the Department's monthly peaks. This will result in an estimated annual capacity savings of \$18,000 and estimated annual transmission savings of \$42,000.

The estimated savings are gross savings which do not take into consideration program implementation costs that would have to be spent in order to realize the demand reduction savings. Various programs would need to be evaluated in order to determine which types of demand reduction techniques are most cost effective for the RMLD.

READING MUNICIPAL LIGHT DEPARTMENT
FY 13 CAPITAL BUDGET VARIANCE REPORT
FOR PERIOD ENDING JUNE 30, 2013

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST JUNE	FY 13 CAPITAL EXPENDITURES	ANNUAL BUDGET AMOUNT	REMAINING BALANCE
<u>E&O Construction System Projects</u>						
1	Essex Street - Reconductoring	LC	37,190	59,951	197,855	137,904
2	4W13 OH Reconductoring - West Street	W	985	20,396	188,193	167,797
3	Upgrading of Old Lynnfield Center URDs (Partial CARRYOVER)	LC	116,692	253,665	492,143	238,478
5	Shady Lane Area - Reconductoring	W		139,811	199,042	59,231
6	Federal Street - Reconductoring	W	2,759	163,492	175,565	12,073
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		22,670	56,163	33,493
4	Station 4 RTU (Remote Terminal Unit) Replacement (Partial CARRYOVER)	R	21,798	179,988	80,653	(99,335)
Total SCADA Projects						
<u>New Customer Service Connections</u>						
12	Service Installations-Commercial/Industrial Customers	ALL	3,506	24,958	63,074	38,117
13	Service Installations - Residential Customers	ALL	17,892	238,214	207,923	(30,291)
Total Service Connections						
14	<u>Routine Construction</u>					
	Various Routine Construction	ALL	(3,495)	1,815,559	988,211	(827,348)
Total Construction Projects						
<u>Other Projects</u>						
15	GIS		5,683	93,048	97,495	4,447
16	Transformers/Capacitors Annual Purchases			462,799	284,000	(178,799)
17A	Meter Annual Purchases			78,997	49,710	(29,287)
17B	Meter Upgrade Project - (Partial CARRYOVER)		80,152	656,457	564,416	(92,042)
17C	Meter Upgrade Project - Commercial		4,448	438,208	551,853	113,645
18	Purchase Vehicles		59,853	59,853	65,000	5,147
19	Purchase Line Department Vehicles			474,861	570,000	95,139
20	Purchase New Pole Dolly			14,771	12,000	(2,771)
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			200,088	336,611	136,523
27	Hardware Upgrades			74,581	126,629	52,048
28	Software and Licensing		8,891	97,532	119,002	21,470
Total Other Projects						
TOTAL FY 13 CAPITAL PROJECT EXPENDITURES						
			356,351	5,574,330	6,423,416	849,086

* Completed



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

FY 2013 Capital Plan

E&O Construction – System Projects

- 1 Reconductoring of Essex Street, Lynnfield Center:** *Line Department: pull in messenger, install "p" line, install pole-to-pole guy, pull in rope, clip in messenger, install tri-rollers, prep for cutover and energize.*
- 2 4W13 OH Reconductoring Project, West Street, Wilmington:** *Engineering: labor.*
- 3 Upgrading of Old Lynnfield Center URDs:** *Engineering: labor. Underground Crew: run new underground primary, install new pull box and set new street light box, set manhole, install conduit and vault, rack in cables, build and mount three-point junctions and crab boards. Line Department: make ready work and install new primary and neutral.*
- 5 Shady Lane Drive Area, Wilmington:** *Project Completed in May.*
- 6 Federal Street, Wilmington – Reconductoring:** *Line Department: transfer service. Project Completed.*

Station Upgrades

- 8 Station 4 Relay Replacement Project – Reading –** *No Activity Fiscal Year to Date.*
- 9 Station 4 Getaway Replacement – 4W13 –** *No Activity in June.*

SCADA Projects

- 10 Station 5 RTU Replacement, Wilmington:** *No Activity in June.*
- 4 Station 4 RTU Replacement:** *Senior Tech: labor. Engineering: labor. Project Completed.*

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. Includes new commercial building at 235 Andover Street and North Reading High School temp service.*

- 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>	\$368,949
<i>Maintenance Overhead/Underground</i>	\$468,240
<i>Projects Assigned as Required</i>	\$317,283
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$87,297
<i>Station Group</i>	\$15,368
<i>Hazmat/Oil Spills</i>	\$2,908
<i>Porcelain Cutout Replacement Program</i>	\$624
<i>Lighting (Street Light Connections)</i>	\$28,812
<i>Storm Trouble</i>	\$139,920
<i>Underground Subdivisions</i>	\$52,361
<i>Animal Guard Installation</i>	\$36,315
<i>Miscellaneous Capital Costs</i>	\$297,482
TOTAL	\$1,815,559

*In the month of June zero (0) cutouts were charged under this program. Approximately 6 cutouts were installed new or replaced because of damage making a total of 6 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.

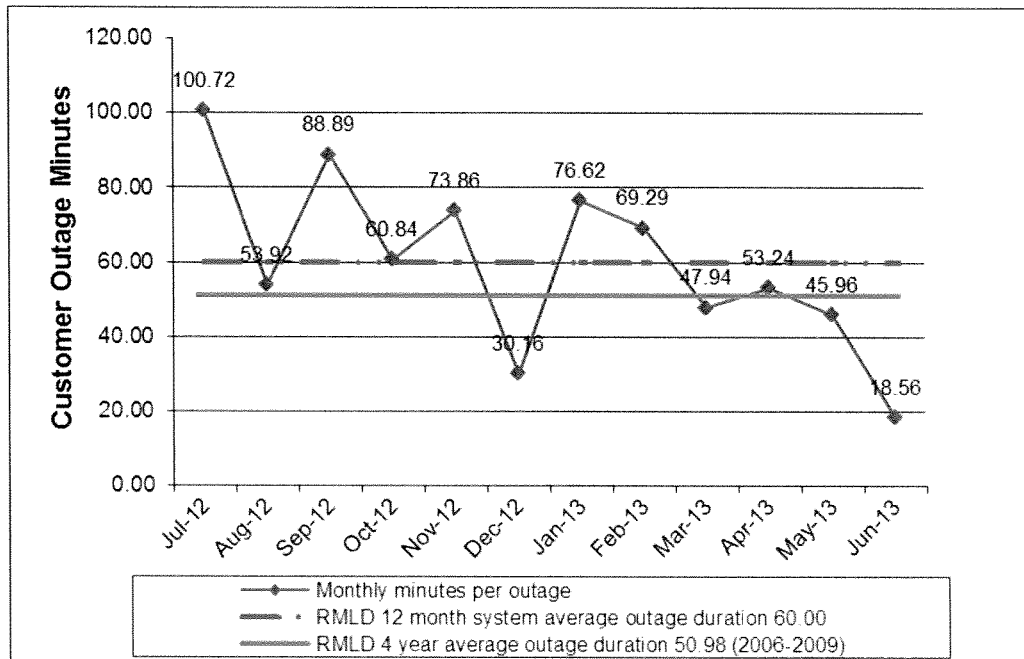
Customer Average Interruption Duration Index (CAIDI) measures how quickly the RMLD restores power to customers when their power goes out.

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

RMLD 12-month system average outage duration: 60.00 minutes

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

On average, RMLD customers that experience an outage are restored in 60.00 minutes.



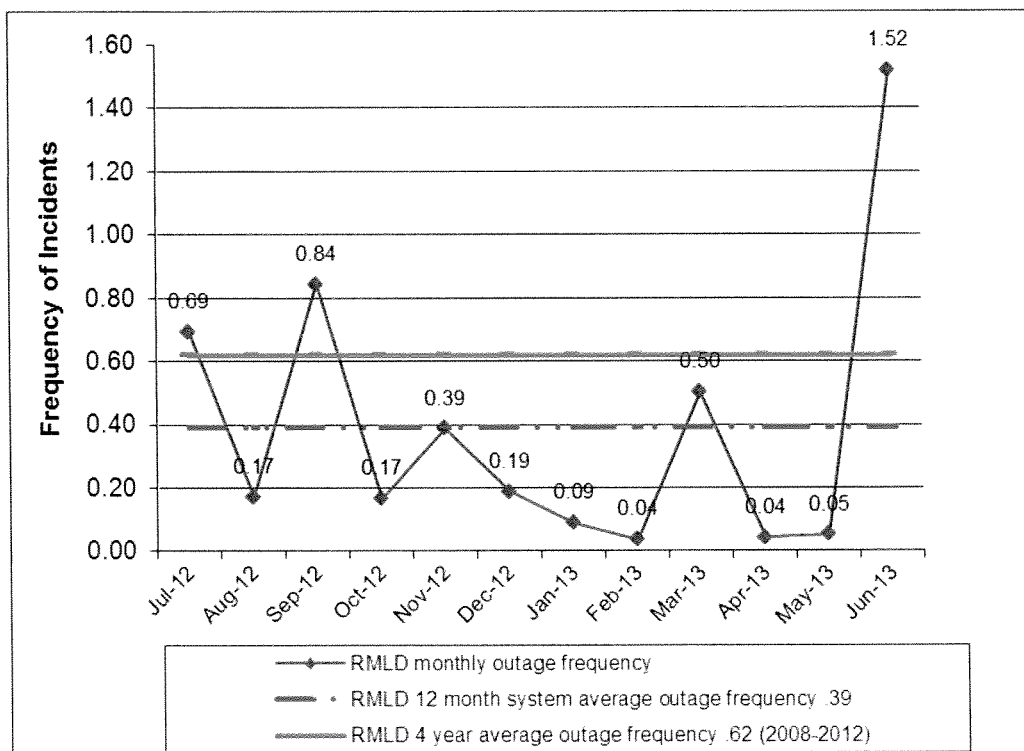
System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

$$\text{SAIFI} = \text{Total Number of Customers Interrupted} \div \text{Total Number of Customers}$$

RMLD 12-month system average: 0.39 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 30.8 months.

Dt: August 14, 2013

To: RMLB, Kevin Sullivan., Jeanne Foti

Fr: Bob Fournier

Sj: June 30, 2013 Report

The draft results for fiscal year 2013 will be summarized in the following paragraphs.

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

For the month of June, the net loss or the negative change in net assets was \$639,814, decreasing the year to date net income to \$1,795,622. The budgeted net income was \$3,280,715 resulting in net income being under budget by \$1,485,092 or 45.27%. Actual fuel revenues exceeded fuel expenses by \$339,443.

2) Revenues: (Page 11B)

Base revenues were under budget by \$2,108,761 or 4.46%. Base revenues were \$45.2 million compared to the budgeted amount of \$47.3 million.

3) Expenses: (Page 12A)

*Purchased power base expense was under budget by \$1,984,783 or 6.6%. Actual purchased power base costs were \$28.1 million compared to the budgeted amount of \$30.1 million.

*Operating and maintenance (O&M) expenses combined were over budget by \$478,314 or 3.95%. Actual O&M expenses were \$12.6 million compared to the budgeted amount of \$12.1 million.

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

4) Cash: (Page 9)

- *Operating Fund was at \$10,651,851.
- * Capital Fund balance was at \$2,733,146.
- * Rate Stabilization Fund was at \$6,692,238.
- * Deferred Fuel Fund was at \$2,609,487.
- * Energy Conservation Fund was at \$319,021.

5) General Information:

Kwh sales (Page 5) were 701,896,339 which is 15.9 million kwh or 2.3%, ahead last year's actual figure. GAW revenues collected were \$696,142, bringing the total collected since inception to \$1,993,224

6) Budget Variance:

Cumulatively, the five divisions were over budget by \$854,724 or 4.37%.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF NET ASSETS
6/30/13

		PREVIOUS YEAR	CURRENT YEAR
ASSETS			
CURRENT			
UNRESTRICTED CASH	(SCH A P.9)	9,957,960.29	10,651,851.22
RESTRICTED CASH	(SCH A P.9)	19,187,118.66	18,030,949.23
RECEIVABLES, NET	(SCH B P.10)	8,115,722.20	8,381,376.55
PREPAID EXPENSES	(SCH B P.10)	762,930.57	691,444.96
INVENTORY		1,495,336.70	1,569,029.60
TOTAL CURRENT ASSETS		<u>39,519,068.42</u>	<u>39,324,651.56</u>
NONCURRENT			
INVESTMENT IN ASSOCIATED CO	(SCH C P.2)	61,574.36	36,774.35
CAPITAL ASSETS, NET	(SCH C P.2)	68,670,916.71	70,194,417.61
TOTAL NONCURRENT ASSETS		<u>68,732,491.07</u>	<u>70,231,191.96</u>
TOTAL ASSETS		<u>108,251,559.49</u>	<u>109,555,843.52</u>
LIABILITIES			
CURRENT			
ACCOUNTS PAYABLE		6,401,494.17	5,455,911.74
CUSTOMER DEPOSITS		631,268.04	700,021.24
CUSTOMER ADVANCES FOR CONSTRUCTION		363,459.17	405,154.15
ACCRUED LIABILITIES		1,338,362.36	1,533,551.21
TOTAL CURRENT LIABILITIES		<u>8,734,583.74</u>	<u>8,094,638.34</u>
NONCURRENT			
ACCRUED EMPLOYEE COMPENSATED ABSENCES		2,982,915.76	3,131,522.31
TOTAL NONCURRENT LIABILITIES		<u>2,982,915.76</u>	<u>3,131,522.31</u>
TOTAL LIABILITIES		<u>11,717,499.50</u>	<u>11,226,160.65</u>
NET ASSETS			
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT		68,670,916.71	70,194,417.61
RESTRICTED FOR DEPRECIATION FUND (P.9)		2,635,205.70	2,733,146.78
UNRESTRICTED		25,227,937.58	25,402,118.48
TOTAL NET ASSETS	(P.3)	<u>96,534,059.99</u>	<u>98,329,682.87</u>
TOTAL LIABILITIES AND NET ASSETS		<u>108,251,559.49</u>	<u>109,555,843.52</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
6/30/13

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	3,968,217.51	3,525,132.61	44,840,877.02	45,208,258.29	0.82%
FUEL REVENUE	2,672,286.86	2,298,694.08	35,325,693.31	34,351,756.83	-2.76%
PURCHASED POWER CAPACITY	122,271.09	(39,081.90)	3,203.09	1,138,193.86	35434.25%
FORFEITED DISCOUNTS	71,526.78	42,577.74	900,930.15	921,639.26	2.30%
ENERGY CONSERVATION REVENUE	73,343.05	52,532.51	630,594.39	685,480.70	8.70%
GAW REVENUE	63,111.42	53,415.91	689,910.25	696,142.24	0.90%
NYPA CREDIT	(30,059.41)	(17,574.39)	(626,243.95)	(706,940.49)	12.89%
TOTAL OPERATING REVENUES	6,940,697.30	5,915,696.56	81,764,964.26	82,294,530.69	0.65%
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER BASE	2,169,002.71	2,508,946.87	24,876,984.89	28,117,958.83	13.03%
PURCHASED POWER FUEL	3,017,804.27	2,465,566.94	35,484,629.66	33,305,373.44	-6.14%
OPERATING	1,481,696.26	962,032.09	9,328,204.60	9,812,541.25	5.19%
MAINTENANCE	259,758.60	275,416.47	2,789,957.37	2,768,230.98	-0.78%
DEPRECIATION	296,027.41	305,469.22	3,552,329.58	3,665,630.20	3.19%
VOLUNTARY PAYMENTS TO TOWNS	112,382.00	128,517.00	1,351,568.00	1,375,900.00	1.80%
TOTAL OPERATING EXPENSES	7,336,671.25	6,645,948.59	77,383,674.10	79,045,634.70	2.15%
OPERATING INCOME	(395,973.95)	(730,252.03)	4,381,290.16	3,248,895.99	-25.85%
OPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	879,587.27	791,969.92	934,552.81	946,040.42	1.23%
RETURN ON INVESTMENT TO READING	(747,786.27)	(693,100.33)	(2,769,913.52)	(2,769,741.73)	-0.01%
INTEREST INCOME	11,569.09	4,794.14	88,704.74	36,938.72	-58.36%
INTEREST EXPENSE	5,774.19	2,725.50	(1,460.31)	(1,145.29)	-21.57%
OTHER (MDSE AND AMORT)	(15,923.09)	(15,951.06)	297,303.64	334,634.77	12.56%
TOTAL NONOPERATING REV (EXP)	133,221.19	90,438.17	(1,450,812.64)	(1,453,273.11)	0.17%
CHANGE IN NET ASSETS	(262,752.76)	(639,813.86)	2,930,477.52	1,795,622.88	-38.73%
NET ASSETS AT BEGINNING OF YEAR			93,603,582.47	96,534,059.99	3.13%
NET ASSETS AT END OF JUNE			96,534,059.99	98,329,682.87	1.86%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
6/30/13

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	45,208,258.29	47,317,020.00	(2,108,761.71)	-4.46%
FUEL REVENUE	34,351,756.83	31,200,000.00	3,151,756.83	10.10%
PURCHASED POWER CAPACITY	1,138,193.86	2,134,600.00	(996,406.14)	-46.68%
FORFEITED DISCOUNTS	921,639.26	1,040,974.00	(119,334.74)	-11.46%
ENERGY CONSERVATION REVENUE	685,480.70	704,661.00	(19,180.30)	-2.72%
GAW REVENUE	696,142.24	704,660.00	(8,517.76)	-1.21%
NYPA CREDIT	(706,940.49)	(700,000.00)	(6,940.49)	0.99%
TOTAL OPERATING REVENUES	82,294,530.69	82,401,915.00	(107,384.31)	-0.13%
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER BASE	28,117,958.83	30,102,742.00	(1,984,783.17)	-6.59%
PURCHASED POWER FUEL	33,305,373.44	30,500,000.00	2,805,373.44	9.20%
OPERATING	9,812,541.25	9,400,061.00	412,480.25	4.39%
MAINTENANCE	2,768,230.98	2,702,397.00	65,833.98	2.44%
DEPRECIATION	3,665,630.20	3,650,000.00	15,630.20	0.43%
VOLUNTARY PAYMENTS TO TOWNS	1,375,900.00	1,368,000.00	7,900.00	0.58%
TOTAL OPERATING EXPENSES	79,045,634.70	77,723,200.00	1,322,434.70	1.70%
OPERATING INCOME	3,248,895.99	4,678,715.00	(1,429,819.01)	-30.56%
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	946,040.42	800,000.00	146,040.42	18.26%
RETURN ON INVESTMENT TO READING	(2,769,741.73)	(2,415,000.00)	(354,741.73)	14.69%
INTEREST INCOME	36,938.72	100,000.00	(63,061.28)	-63.06%
INTEREST EXPENSE	(1,145.29)	(3,000.00)	1,854.71	-61.82%
OTHER (MDSE AND AMORT)	334,634.77	120,000.00	214,634.77	178.86%
TOTAL NONOPERATING REV (EXP)	(1,453,273.11)	(1,398,000.00)	(55,273.11)	3.95%
CHANGE IN NET ASSETS	1,795,622.88	3,280,715.00	(1,485,092.12)	-45.27%
NET ASSETS AT BEGINNING OF YEAR	96,534,059.99	96,534,059.99	0.00	0.00%
NET ASSETS AT END OF JUNE	98,329,682.87	99,814,774.99	(1,485,092.12)	-1.49%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SALES OF KILOWATT HOURS
6/30/13

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	19,752,189	20,601,162	247,978,766	257,311,708	3.76%
COMM. AND INDUSTRIAL SALES	36,793,064	35,716,215	407,234,398	413,298,040	1.49%
PRIVATE STREET LIGHTING	72,793	73,415	877,001	879,850	0.32%
TOTAL PRIVATE CONSUMERS	<u>56,618,046</u>	<u>56,390,792</u>	<u>656,090,165</u>	<u>671,489,598</u>	2.35%
MUNICIPAL SALES:					
STREET LIGHTING	237,586	239,495	2,863,449	2,862,332	-0.04%
MUNICIPAL BUILDINGS	796,277	761,996	9,536,658	9,862,410	3.42%
TOTAL MUNICIPAL CONSUMERS	<u>1,033,863</u>	<u>1,001,491</u>	<u>12,400,107</u>	<u>12,724,742</u>	2.62%
SALES FOR RESALE	279,759	287,709	3,239,961	3,259,299	0.60%
SCHOOL	1,298,649	1,269,825	14,248,722	14,422,700	1.22%
TOTAL KILOWATT HOURS SOLD	<u>59,230,317</u>	<u>58,949,817</u>	<u>685,978,955</u>	<u>701,896,339</u>	2.32%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF CASH AND INVESTMENTS
6/30/13

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
UNRESTRICTED CASH		
CASH - OPERATING FUND	9,955,935.85	10,648,851.22
CASH - PETTY CASH	2,024.44	3,000.00
TOTAL UNRESTRICTED CASH	<u>9,957,960.29</u>	<u>10,651,851.22</u>
RESTRICTED CASH		
CASH - DEPRECIATION FUND	2,635,205.70	2,733,146.78
CASH - TOWN PAYMENT	2,000,000.00	0.00
CASH - DEFERRED FUEL RESERVE	2,270,044.48	2,609,487.38
CASH - RATE STABILIZATION FUND	6,679,694.92	6,692,238.78
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	2,982,915.76	3,131,522.31
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	631,268.04	700,021.24
CASH - ENERGY CONSERVATION	293,161.03	319,021.66
CASH - OPEB	1,344,828.73	1,495,511.08
TOTAL RESTRICTED CASH	<u>19,187,118.66</u>	<u>18,030,949.23</u>
TOTAL CASH BALANCE	<u>29,145,078.95</u>	<u>28,682,800.45</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
6/30/13

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	2,572,078.33	2,421,270.90	32,376,072.60	32,701,962.02	1.01%
COMM AND INDUSTRIAL SALES	3,729,064.53	3,038,226.43	44,155,862.56	43,250,135.99	-2.05%
PRIVATE STREET LIGHTING	2,749.63	5,278.43	73,962.56	70,206.40	-5.08%
TOTAL PRIVATE CONSUMERS	<u>6,303,892.49</u>	<u>5,464,775.76</u>	<u>76,605,897.72</u>	<u>76,022,304.41</u>	-0.76%
MUNICIPAL SALES:					
STREET LIGHTING	17,384.84	25,639.75	357,668.44	337,058.62	-5.76%
MUNICIPAL BUILDINGS	87,739.00	79,742.46	1,138,809.67	1,124,561.87	-1.25%
TOTAL MUNICIPAL CONSUMERS	<u>105,123.84</u>	<u>105,382.21</u>	<u>1,496,478.11</u>	<u>1,461,620.49</u>	-2.33%
SALES FOR RESALE	98,280.20	123,648.08	457,720.16	476,102.93	4.02%
SCHOOL	133,207.84	130,020.64	1,606,474.34	1,599,987.29	-0.40%
SUB-TOTAL	6,640,504.37	5,823,826.69	80,166,570.33	79,560,015.12	-0.76%
FORFEITED DISCOUNTS	71,526.78	42,577.74	900,930.15	921,639.26	2.30%
PURCHASED POWER CAPACITY	122,271.09	(39,081.90)	3,203.09	1,138,193.86	35434.25%
ENERGY CONSERVATION - RESIDENTIAL	26,074.42	19,921.37	230,978.28	256,789.26	11.17%
ENERGY CONSERVATION - COMMERCIAL	47,268.63	32,611.14	399,616.11	428,691.44	7.28%
GAW REVENUE	63,111.42	53,415.91	689,910.25	696,142.24	0.90%
NYPA CREDIT	(30,059.41)	(17,574.39)	(626,243.95)	(706,940.49)	12.89%
TOTAL REVENUE	<u>6,940,697.30</u>	<u>5,915,696.56</u>	<u>81,764,964.26</u>	<u>82,294,530.69</u>	0.65%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED REVENUE VARIANCE REPORT
6/30/13

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	20,030,704.54	20,690,242.00	(659,537.46)	-3.19%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	23,803,431.30	25,255,302.00	(1,451,870.70)	-5.75%
PUBLIC STREET LIGHTING	195,783.23	202,044.00	(6,260.77)	-3.10%
SALES FOR RESALE	293,721.58	273,209.00	20,512.58	7.51%
SCHOOL	<u>884,617.64</u>	<u>896,223.00</u>	<u>(11,605.36)</u>	-1.29%
TOTAL BASE SALES	45,208,258.29	47,317,020.00	(2,108,761.71)	-4.46%
TOTAL FUEL SALES	<u>34,351,756.83</u>	<u>31,200,000.00</u>	<u>3,151,756.83</u>	10.10%
TOTAL OPERATING REVENUE	79,560,015.12	78,517,020.00	1,042,995.12	1.33%
FORFEITED DISCOUNTS	921,639.26	1,040,974.00	(119,334.74)	-11.46%
PURCHASED POWER CAPACITY	1,138,193.86	2,134,600.00	(996,406.14)	-46.68%
ENERGY CONSERVATION - RESIDENTIAL	256,789.26	255,075.00	1,714.26	0.67%
ENERGY CONSERVATION - COMMERCIAL	428,691.44	449,586.00	(20,894.56)	-4.65%
GAW REVENUE	696,142.24	704,660.00	(8,517.76)	-1.21%
NYPA CREDIT	(706,940.49)	(700,000.00)	(6,940.49)	0.99%
TOTAL OPERATING REVENUES	<u>82,294,530.69</u>	<u>82,401,915.00</u>	<u>(107,384.31)</u>	-0.13%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING EXPENSES
6/30/13

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER BASE EXPENSE	2,169,002.71	2,508,946.87	24,876,984.89	28,117,958.83	13.03%
OPERATION SUP AND ENGINEERING EXP	38,726.93	37,936.83	512,405.47	503,570.32	-1.72%
STATION SUP LABOR AND MISC	6,356.63	7,780.20	110,505.93	76,028.77	-31.20%
LINE MISC LABOR AND EXPENSE	61,000.95	56,260.04	704,157.68	699,667.87	-0.64%
STATION LABOR AND EXPENSE	33,790.24	31,127.56	459,683.42	478,286.82	4.05%
STREET LIGHTING EXPENSE	7,288.69	4,285.24	117,220.36	75,447.82	-35.64%
METER EXPENSE	13,993.65	16,423.29	232,324.46	187,867.79	-19.14%
MISC DISTRIBUTION EXPENSE	37,578.91	33,798.82	349,937.87	351,642.28	0.49%
METER READING LABOR & EXPENSE	6,003.62	3,138.19	90,457.24	74,751.62	-17.36%
ACCT & COLL LABOR & EXPENSE	107,171.10	123,938.94	1,413,955.12	1,491,101.81	5.46%
UNCOLLECTIBLE ACCOUNTS	(72,104.21)	(53,746.53)	103,895.79	37,920.10	-63.50%
ENERGY AUDIT EXPENSE	45,514.78	54,942.17	447,682.76	552,916.45	23.51%
ADMIN & GEN SALARIES	49,796.83	74,263.43	747,309.18	768,287.64	2.81%
OFFICE SUPPLIES & EXPENSE	34,605.73	39,650.15	237,267.70	276,073.87	16.36%
OUTSIDE SERVICES	120,505.12	146,947.55	481,157.74	633,341.56	31.63%
PROPERTY INSURANCE	31,678.42	29,925.95	386,560.47	369,873.38	-4.32%
INJURIES AND DAMAGES	13,332.46	4,582.21	35,229.58	45,691.97	29.70%
EMPLOYEES PENSIONS & BENEFITS	881,705.42	287,863.13	2,026,825.65	2,174,071.72	7.26%
MISC GENERAL EXPENSE	9,583.33	9,552.31	166,650.35	159,956.74	-4.02%
RENT EXPENSE	12,864.36	612.61	196,756.19	196,422.65	-0.17%
ENERGY CONSERVATION	42,303.30	52,750.00	508,221.64	659,620.07	29.79%
TOTAL OPERATION EXPENSES	1,481,696.26	962,032.09	9,328,204.60	9,812,541.25	5.19%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	227.10	227.10	2,725.00	2,725.00	0.00%
MAINT OF STRUCT AND EQUIPMT	4,942.27	11,061.00	219,062.68	141,374.24	-35.46%
MAINT OF LINES - OH	157,916.17	155,538.27	1,617,433.33	1,541,147.42	-4.72%
MAINT OF LINES - UG	40,044.45	31,966.71	207,203.54	204,673.71	-1.22%
MAINT OF LINE TRANSFORMERS	7,897.13	10,547.92	55,348.74	145,386.32	162.67%
MAINT OF ST LT & SIG SYSTEM	14.53	(20.08)	(346.85)	(123.41)	-64.42%
MAINT OF GARAGE AND STOCKROOM	43,055.71	53,818.24	522,478.89	571,295.52	9.34%
MAINT OF METERS	2,981.81	3,504.32	77,591.87	42,496.14	-45.23%
MAINT OF GEN PLANT	2,679.43	8,772.99	88,460.17	119,256.04	34.81%
TOTAL MAINTENANCE EXPENSES	259,758.60	275,416.47	2,789,957.37	2,768,230.98	-0.78%
DEPRECIATION EXPENSE	296,027.41	305,469.22	3,552,329.58	3,665,630.20	3.19%
PURCHASED POWER FUEL EXPENSE	3,017,804.27	2,465,566.94	35,484,629.66	33,305,373.44	-6.14%
VOLUNTARY PAYMENTS TO TOWNS	112,382.00	128,517.00	1,351,568.00	1,375,900.00	1.80%
TOTAL OPERATING EXPENSES	7,336,671.25	6,645,948.59	77,383,674.10	79,045,634.70	2.15%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
6/30/13

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
PURCHASED POWER BASE EXPENSE	<u>28,117,958.83</u>	<u>30,102,742.00</u>	<u>(1,984,783.17)</u>	-6.59%
OPERATION SUP AND ENGINEERING EXP	503,570.32	468,950.00	34,620.32	7.38%
STATION SUP LABOR AND MISC	76,028.77	79,813.00	(3,784.23)	-4.74%
LINE MISC LABOR AND EXPENSE	699,667.87	671,311.00	28,356.87	4.22%
STATION LABOR AND EXPENSE	478,286.82	448,246.00	30,040.82	6.70%
STREET LIGHTING EXPENSE	75,447.82	83,106.00	(7,658.18)	-9.21%
METER EXPENSE	187,867.79	197,328.00	(9,460.21)	-4.79%
MISC DISTRIBUTION EXPENSE	351,642.28	366,492.00	(14,849.72)	-4.05%
METER READING LABOR & EXPENSE	74,751.62	69,946.00	4,805.62	6.87%
ACCT & COLL LABOR & EXPENSE	1,491,101.81	1,385,206.00	105,895.81	7.64%
UNCOLLECTIBLE ACCOUNTS	37,920.10	99,996.00	(62,075.90)	-62.08%
ENERGY AUDIT EXPENSE	552,916.45	479,010.00	73,906.45	15.43%
ADMIN & GEN SALARIES	768,287.64	761,071.00	7,216.64	0.95%
OFFICE SUPPLIES & EXPENSE	276,073.87	253,950.00	22,123.87	8.71%
OUTSIDE SERVICES	633,341.56	507,125.00	126,216.56	24.89%
PROPERTY INSURANCE	369,873.38	471,500.00	(101,626.62)	-21.55%
INJURIES AND DAMAGES	45,691.97	56,619.00	(10,927.03)	-19.30%
EMPLOYEES PENSIONS & BENEFITS	2,174,071.72	1,889,623.00	284,448.72	15.05%
MISC GENERAL EXPENSE	159,956.74	200,784.00	(40,827.26)	-20.33%
RENT EXPENSE	196,422.65	212,000.00	(15,577.35)	-7.35%
ENERGY CONSERVATION	659,620.07	697,985.00	(38,364.93)	-5.50%
TOTAL OPERATION EXPENSES	<u>9,812,541.25</u>	<u>9,400,061.00</u>	<u>412,480.25</u>	4.39%
MAINTENANCE EXPENSES:				
MAINT OF TRANSMISSION PLANT	2,725.00	3,000.00	(275.00)	-9.17%
MAINT OF STRUCT AND EQUIPMENT	141,374.24	114,120.00	27,254.24	23.88%
MAINT OF LINES - OH	1,541,147.42	1,250,420.00	290,727.42	23.25%
MAINT OF LINES - UG	204,673.71	285,372.00	(80,698.29)	-28.28%
MAINT OF LINE TRANSFORMERS	145,386.32	188,500.00	(43,113.68)	-22.87%
MAINT OF ST LT & SIG SYSTEM	(123.41)	9,680.00	(9,803.41)	-101.27%
MAINT OF GARAGE AND STOCKROOM	571,295.52	672,591.00	(101,295.48)	-15.06%
MAINT OF METERS	42,496.14	47,394.00	(4,897.86)	-10.33%
MAINT OF GEN PLANT	119,256.04	131,320.00	(12,063.96)	-9.19%
TOTAL MAINTENANCE EXPENSES	<u>2,768,230.98</u>	<u>2,702,397.00</u>	<u>65,833.98</u>	2.44%
DEPRECIATION EXPENSE	3,665,630.20	3,650,000.00	15,630.20	0.43%
PURCHASED POWER FUEL EXPENSE	33,305,373.44	30,500,000.00	2,805,373.44	9.20%
VOLUNTARY PAYMENTS TO TOWNS	1,375,900.00	1,368,000.00	7,900.00	0.58%
TOTAL OPERATING EXPENSES	<u>79,045,634.70</u>	<u>77,723,200.00</u>	<u>1,322,434.70</u>	1.70%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
PROFESSIONAL SERVICES
6/30/2013

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	1,475.00	2,275.00
3 LEGAL- FERC/ISO ISSUES	ENERGY SERVICE	0.00	18,000.00	(18,000.00)
4 LEGAL- POWER SUPPLY ISSUES	ENERGY SERVICE	69,843.18	45,000.00	24,843.18
5 PROFESSIONAL SERVICES	ENERGY SERVICE	9,939.80	24,000.00	(14,060.20)
6 NERC COMPLIANCE AND AUDIT	E & O	15,082.50	15,000.00	82.50
7 LOAD CAPACITY STUDY	ENGINEERING	0.00	15,000.00	(15,000.00)
8 STORM HARDENING STUDY	ENGINEERING	0.00	50,000.00	(50,000.00)
9 LEGAL-GENERAL, MMWEC AUDIT	GM	173,597.33	150,000.00	23,597.33
10 LEGAL SERVICES-GENERAL	HR	154,741.83	54,600.00	100,141.83
11 LEGAL SERVICES-NEGOTIATIONS	HR	85,875.64	36,800.00	49,075.64
12 LEGAL GENERAL	BLDG. MAINT.	10,300.90	1,500.00	8,800.90
13 SURVEY RIGHT OF WAY	BLDG. MAINT.	0.00	5,000.00	(5,000.00)
14 ENVIRONMENTAL	BLDG. MAINT.	6,000.00	5,000.00	1,000.00
15 ENGINEERING SERVICES	BLDG. MAINT.	14,118.05	8,500.00	5,618.05
16 REPAIR RAMP AND DECK AREA	BLDG. MAINT.	0.00	30,000.00	(30,000.00)
17 INSURANCE CONSULTANT	GEN. BENEFIT	0.00	9,996.00	(9,996.00)
18 LEGAL	GEN. BENEFIT	1,724.20	5,004.00	(3,279.80)
19 SITE ASSESSMENT FOR MAJOR UPGRADE	ACCOUNTING	2,056.27	0.00	2,056.27
20 GENERAL BANKRUPTCY	ACCOUNTING	3,119.56	0.00	3,119.56
21 EXECUTIVE SEARCH- GM	GM	36,040.00	0.00	36,040.00
22 DSA BASIC CLIENT SERVICE	ENGINEERING	625.00	0.00	625.00
23 STORAGE FACILITY	BLDG. MAINT.	3,800.00	0.00	3,800.00
24 SAFETY SOLUTIONS	ENGINEERING	7,609.05	0.00	7,609.05
25 HAZARD COMMUNICATION PLAN	BLDG. MAINT.	2,368.25	0.00	2,368.25
TOTAL		<u>633,341.56</u>	<u>507,125.00</u>	<u>126,216.56</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
CHOATE HALL & STEWART	229,980.88
DUNCAN & ALLEN	143,999.32
RUBIN AND RUDMAN	122,124.89
MELANSON HEATH & COMPANY	33,500.00
DACRI & ASSOCIATES LLC	24,500.00
MENDERS TORREY & SPENCER	16,185.55
UTILITY SERVICES INC.	15,082.50
RAINES UTILITY SAFETY SOLUTIONS	7,609.05
CMEEC	7,044.00
ECHO	6,000.00
WILLIAM F. CROWLEY ATTORNEY	3,955.56
STONE CONSULTING INC.	3,750.00
HUDSON RIVER ENERGY GROUP	2,895.80
GARRY WOOTERS ARBITRATOR	2,812.00
RICHARD HIGGINS ARBITRATOR	2,710.00
MICHAEL BROWN ARBITRATOR	2,538.99
CUSHING, JAMMALLO & WHEELER	2,368.25
COGSDALE	2,056.27
SHERRIE TALMADGE ARBITRATOR	1,871.00
JM ASSOCIATES	1,732.50
DOBLE ENGINEERING	625.00
TOTAL	<u>633,341.56</u>

RMLD
BUDGET VARIANCE REPORT
FOR PERIOD ENDING JUNE 30, 2013

DIVISION	ACTUAL	BUDGET	VARIANCE	CHANGE
ENGINEERING AND OPERATIONS	4,363,087	4,199,712	163,375	3.89%
ENERGY SERVICES	1,293,640	1,264,496	29,144	2.30%
GENERAL MANAGER	1,027,331	864,461	162,870	18.84%
FACILITY MANAGER	3,897,545	3,838,762	58,784	1.53%
BUSINESS DIVISION	9,811,585	9,371,033	440,551	4.70%
 SUB-TOTAL	 <u>20,393,187</u>	 <u>19,538,464</u>	 <u>854,724</u>	 4.37%
 PURCHASED POWER - BASE	 28,117,959	 30,102,742	 (1,984,783)	 -6.59%
 PURCHASED POWER - FUEL	 33,305,373	 30,500,000	 2,805,373	 9.20%
 TOTAL	 <u>81,816,520</u>	 <u>80,141,206</u>	 <u>1,675,314</u>	 2.09%

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

July-13

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 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	\$93.42	\$164.32	\$107.68	\$830.85	\$162.94	\$3,851.63	\$10,471.17
PER KWH CHARGE	\$0.12457	\$0.10955	\$0.10768	\$0.11382	\$0.15087	\$0.11005	\$0.09563
NATIONAL GRID							
TOTAL BILL	\$108.55	\$202.60	\$144.73	\$976.70	\$139.12	\$4,305.17	\$11,942.83
PER KWH CHARGE	\$0.14474	\$0.13507	\$0.14473	\$0.13380	\$0.12882	\$0.12300	\$0.10907
% DIFFERENCE	16.19%	23.30%	34.41%	17.55%	-14.62%	11.78%	14.05%
NSTAR COMPANY							
TOTAL BILL	\$121.38	\$228.28	\$159.69	\$1,125.89	\$169.40	\$6,231.35	\$15,451.74
PER KWH CHARGE	\$0.16183	\$0.15218	\$0.15969	\$0.15423	\$0.15685	\$0.17804	\$0.14111
% DIFFERENCE	29.92%	38.92%	48.30%	35.51%	3.96%	61.78%	47.56%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$90.16	\$170.08	\$115.01	\$919.90	\$146.27	\$4,703.63	\$10,742.93
PER KWH CHARGE	\$0.12021	\$0.11339	\$0.11501	\$0.12601	\$0.13644	\$0.13439	\$0.09811
% DIFFERENCE	-3.49%	3.51%	6.81%	10.72%	-10.23%	22.12%	2.60%
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	6.79%	20.73%	23.18%	15.48%	3.37%	23.66%	27.31%
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	12.38%	23.95%	28.05%	25.87%	3.39%	27.10%	29.11%



Jeanne Foti

From: Kevin Sullivan
Sent: Tuesday, May 28, 2013 8:31 AM
To: RMLD Board Members Group
Cc: Jeanne Foti
Subject: FW: Account Payable Questions - May 24

Below are the answers to the A/P questions received this week.

Kevin Sullivan

Reading Municipal Light Department
Interim General Manager

From: Jeanne Foti
Sent: Tuesday, May 28, 2013 6:27 AM
To: Kevin Sullivan
Subject: Account Payable Questions - May 24

Stempeck

1. Office Paper Recovery System – Is this solar array up & running?

Response: Office Paper Recovery's solar array is up and running. Signed off by wire inspector on May 14, 2013

2. JCM Realty – Is it common practice for renter's to pay real estate taxes? – Not included in the rent??

Response: The lease agreement states that RMLD will pay for 26% of the Real Estate taxes, see agreement dated 7/15/94 section "RENT" listing RMLD's financial responsibilities.

3. Sullivan - \$400+ per tire? Specialized?

4. **Response:** These tires are for one of the line trucks and cost more than a tire for a standard vehicle. Sullivan tire is on the State bidders list meaning the state has negotiated competitive pricing which we leverage.

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: Coleen O'Brien
Sent: Monday, July 22, 2013 12:02 PM
To: RMLD Board Members Group
Cc: Kevin Sullivan; Bob Fournier; Jeanne Foti
Subject: FW: Account Payable Questions - July 19
Attachments: Visual Paradigm Customer Listing.pdf; Kevin E-Mail to Commissioner Soli - AP.pdf

Good morning Commission Members:

The following are the Accounts Payable questions submitted by Commissioner Soli:

- 1. Visual/Paradigm – The worry-wart in me asks “Are we sure that this is in no way connected w. the Chinese army? Also – no C. O’Brien signatures.**

Visual Paradigm International Ltd. is a software company that creates business process modeling software. The RMLD MIS department uses Logizian Business Analyst and Teamwork Server. The invoice reflects the software license and one (1) year support.

<http://www.visual-paradigm.com/product/?favor=lz>

Attached, please find a listing of Visual Paradigm’s Selected Users List which includes such federal government agencies as the U.S. Department of Energy Nevada Site Office, United States Department of Agriculture, United States Navy and US Army. Other Fortune 500 companies are listed as users as well.

Please refer to item 2 regarding no signatures by Coleen.

- 2. In general, very few invoices were signed by C. O’Brien. It’s be nice if Commissioners were informed about alternate signers.**

Kevin Sullivan and I went over the Accounts Payable this first week to familiarize me with the logistics of the process and the vendors. Kevin had performed the majority of the review as part of the Interim to GM transition process. Unless I am at an off-site meeting, you can expect that I will sign all of the AP moving forward, otherwise Kevin or Jane will sign in my absence, which I believe is how the process had been covered in the past if Vinnie was off-site. It is the policy of RMLD to notify the signatory Commissioner and the Reading Town Manager of any signature changes. An email notification was sent to the respectable parties on Friday at 1:11pm; perhaps it was just a matter of timing on opening emails.

Thank you,

Coleen M. O’Brien

General Manager
Reading Municipal Light Department
230 Ash Street
Reading, MA 01867
(781) 942-6415

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Selected Users List

See who are using Visual Paradigm's Products

- Adobe
- Advanced Medical Optics, Inc.
- Airbus
- Anteon Corporation
- Apple Inc.
- ARINC Incorporated
- Association for Computing Machinery (ACM)
- ASUSTeK Computer
- AT&T Worldnet Service
- Alos Origin
- Automatic Data Processing, Inc. (ADP)
- Barnes & Noble
- BearingPoint, Inc.
- BNP Paribas
- Boeing
- Carnegie Mellon University
- Caterpillar
- Cisco Systems, Inc.
- Computer Sciences Corporation (CSC)
- Credit Suisse
- Deutsche Bank AG
- Dow Jones & Company
- DuPont
- Electronic Data Systems Corporation (EDS)
- EMC Corporation
- European Aeronautic Defence and Space Company N.V. (EADS)
- Financial Engines, Inc.
- Financial Times
- Fujitsu Siemens Computers
- German Research Center for Artificial Intelligence
- Health Canada
- Hitachi Global Storage Technologies
- Hong Kong Hospital Authority
- Hong Kong Planning Department
- HP
- Intel Corporation
- Invensys
- Jet Propulsion Laboratory
- Lockheed Martin Corporation
- Logitech
- Massachusetts Institute of Technology
- MCI, Inc.
- Michelin
- Microsoft Corporation
- Motorola, Inc.
- NASA
- National Association of Insurance Commissioners (NAIC)
- National Institutes of Health (NIH)
- National Semiconductor Corporation
- Navy Warfare Development Command
- NCR Corporation
- New York Stock Exchange Group
- Nokia
- Northrop Grumman Corporation (NGC)
- Oracle
- Panasonic
- PennWell Corporation
- Procter & Gamble
- Ricoh Co., Ltd.
- Royal Institute of Technology, Sweden
- RSA Security Inc.
- Sandia National Laboratories
- SAP
- SAS Institute, Inc.
- SRA International, Inc.
- Samsung
- Scotiabank
- Seagate Technology
- Siemens AG
- Solars, Inc.
- Sony Japan
- Starbuck
- Sun Microsystems
- Swedish Customs
- Symantec Corporation
- Syscon Justice Systems Ltd.
- The MITRE Corporation
- Thomson Corporation
- Toshiba
- Toyota
- U.S. Central
- U.S. Department of Energy Nevada Site Office
- UBS
- United States Department of Agriculture
- United Nations Framework Convention on Climate Change
- United States Navy
- University of Illinois at Urbana-Champaign
- US Army
- VERITAS Software
- Verizon
- Whirlpool Appliances
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NO PAGE 2

Jeanne Foti

From: Kevin Sullivan
Sent: Friday, July 19, 2013 1:11 PM
To: Bob Soli; LeLacheur, Bob (blelacheur@ci.reading.ma.us)
Cc: Coleen O'Brien; Jeanne Foti
Subject: This week's A/P

In this week's A/P, you will see signatures from Coleen and I on the invoices and Coleen has signed all warrants.
Thank you,

Kevin Sullivan

Reading Municipal Light Department
Engineering & Operations Manager

Jeanne Foti

From: Coleen O'Brien
Sent: Wednesday, July 17, 2013 2:05 PM
To: RMLD Board Members Group
Cc: Kevin Sullivan; Jeanne Foti; Bob Fournier
Subject: FW: Payroll Question - July 15

Good afternoon Commission Members:

Vice Chairman Pacino requested verification of hours and rates for the sick leave buy-back on Mr. Cameron and Mr. Bilicki. The hours and rates have been verified and are accurate as presented with the payroll warrant.

Thank you,

Coleen M. O'Brien

General Manager
Reading Municipal Light Department
230 Ash Street
Reading, MA 01867
(781) 942-6415

Fro
Sent: Tuesday, July 16, 2013 7:08 AM
To: Coleen O'Brien
Subject: Payroll Question - July 15

Pacino

1. Sick Leave Buyback – Cameron/Bilicki has hours + rate been verified??

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

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

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Jeanne Foti

From: Coleen O'Brien
Sent: Tuesday, July 30, 2013 7:36 AM
To: RMLD Board Members Group
Cc: Jeanne Foti; Bob Fournier; Patricia Mellino
Subject: FW: Account Payable Question - July 26

Good evening Commissioner Members:

1. Based on RMLD actual meter data for these two residents, one uses historically 2500 - 3000 KWH per month during the summer months and the other near 750- 1000 KWH. Therefore, the usage is appropriate. The National Grid billing period is 33 days, and when the exact billing dates (excluding exact time of day) were queried in the RMLD system, the bills reconciled to within a couple percent of the 4584 KWH.

From: Jeanne Foti
Sent: Friday, July 26, 2013 3:36 PM
To: Coleen O'Brien
Subject: Account Payable Question - July 26

Soli

1. Nat'l Grid – If this is for only 2 residences, isn't 4584 KWH a bit for Jun 7 – Jul 10.

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

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

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Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, August 06, 2013 8:09 AM
To: RMLD Board Members Group
Subject: Account Payable Warrant and Payroll - No Questions

Good morning.

In an effort to save paper, the following timeframes had no Account Payable Warrant and Payroll questions. This e-mail will be printed for the Board Book for the RMLD Board meeting on August 14, 2013. Where there were Account Payable and Payroll questions those will be printed for the Board Book which has been done in the past.

Account Payable Warrant – No Questions

May 31, June 7, June 14, June 21, June 28, July 5, July 12, August 2

Payroll – No Questions

June 3, June 17, July 1, July 29

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

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

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