

Reading Municipal Light Board of Commissioners

Regular Session

230 Ash Street

Reading, MA 01867

February 27, 2013

Start Time of Regular Session: 7:35 p.m.

End Time of Regular Session: 8:50 p.m.

Commissioners:

Philip B. Pacino, Chairman

Gina Snyder, Vice Chair

Marsie West, Secretary - Absent

Robert Soli, Commissioner

John Stempeck, Commissioner

Staff:

Vinnie Cameron, General Manager - Absent

Beth Ellen Antonio, Human Resources Manager

Jared Carpenter, Energy Efficiency Engineer

Jeanne Foti, Executive Assistant

Robert Fournier, Accounting/Business Manager

David Polson, Facilities Manager

Kevin Sullivan, Interim General Manager

Citizens' Advisory Board:

Tony Capobianco, Member

Opening Remarks

Chairman Pacino called the meeting to order and stated that the meeting was being videotaped.

Introductions

Chairman Pacino acknowledged Citizens' Advisory Board member Tony Capobianco's attendance at the meeting.

Public Comment

There were no members of the public present.

Approval of Board Minutes

Mr. Stempeck made a motion seconded by Mr. Soli that the RMLD Board of Commissioners approve the Regular Session meeting minutes of January 30, 2013 with the changes presented by Ms. Snyder.

Motion carried 4:0:0.

Mr. Capobianco asked why the board is hesitant to start new initiatives without a new General Manager in place. Chairman Pacino responded that his concern is that if we start a new initiative at this point, the permanent General Manager may inherit something that they are not in agreement with. Mr. Capobianco asked does the General Manager always have to agree with the Board of Commissioners. Mr. Stempeck responded that it could be an open debate in terms of discussion back and forth. Mr. Stempeck stated that Ms. West pointed out that the Board is here to set policy, not to make operational decisions. Ms. Snyder clarified that discussion at the January meeting was that the Board makes decisions regarding capital expenditures but the Board declined to proceed at the last meeting.

General Manager's Report – Mr. Sullivan – Interim General Manager (Attachment 1)

Mr. Sullivan reported the following community events:

Wilmington School/Business Partnership – Wednesday, March 20, 2013

Priscilla Gottwald, RMLD Community Relations Manager will participate in the Wilmington School/Business Partnership informational event on Wednesday, March 20. The RMLD is a member of this partnership.

Reading Senior Center Workshop – Thursday, March 21, 2013

Maureen Hanifan, Customer Service Manager, will participate at this event. She will provide information on appliance rebates, time-of-use rates, budget billing and other customer programs.

Mr. Sullivan reported that he reached agreement with Mr. Cameron to consult to the RMLD. Mr. Sullivan said that the agreement is at Mr. Cameron's previous wage structure on an as needed basis. Mr. Stempeck clarified that the compensation is based upon hours and rate structure. Mr. Sullivan replied that is correct hour for hour.

General Manager's Report – Mr. Sullivan – Interim General Manager (Attachment 1)

Mr. Sullivan reported that based on the Chairman's request at the January 30, Board meeting, he spoke with Mr. Cameron regarding the solar garden concept project. Mr. Sullivan reported that Mr. Cameron has requested additional detail surrounding the overall economics of the project as well as more substance on the cost benefit analysis. Additional detail is required on the project on its impact to reduce and avoid the peak demand charges related to capacity and transmission.

Mr. Sullivan said that at the January 30 and February 20, Board meetings, the residential energy audits for RMLD's residential customers were discussed. Currently, there were approximately 400 outstanding audits. The Department allocated an additional \$30,000 to continue to provide residential audits. In addition, the RMLD will review their internal procedures to determine which customers would best benefit from an energy audit, with some customers having to wait until fiscal year 2014 to receive that audit. Since last week, the RMLD has done the following: a press release has been sent out that the RMLD has temporarily stepped back on the process of providing energy audits to reassess our procedures, reviewed its outstanding audits in which there are 194 outstanding requests (down from the original 400). The RMLD has communicated directly with customers who have inquired about the audits. In the future, all requesting customers will be called by the Customer Service Department regarding their applicability for an energy audit. Future requests can be made by phone to the RMLD or by using RMLD's website. The Energy Auditor should not be contacted directly. The RMLD will be meeting with the Energy Auditor in March to discuss how to streamline this process.

**Other Post Employment Benefits (OPEB) Melanson Heath & Company, PC
Letter of Recommendation and Rubin and Rudman's Legal Opinion**

Mr. Sullivan reported that he was not going into the level of detail that he did at the January 30, Board meeting. However, Mr. Fournier, the Town Accountant and he were in agreement on the possibility of combining funds with the town into the state retirees' health care fund. Mr. Sullivan stated that at that time, he asked the Board to table the vote pending further review and evaluation. Mr. Sullivan stated that Mr. Fournier, the Town Accountant, he and legal counsel have found out that no formal instrument is required. However, it would be advantageous to create the formal instrument document, to move forward aligning with the town, and reducing the liability to the financial statements. This view is also supported by Mr. Cameron in the creation of the formal trust instrument.

Mr. Stempeck inquired if the RMLD is aligning with the town, are there certain cost advantages to the retirees. Mr. Sullivan responded that there is a larger pool of money with a distinct possibility of reduction in costs. Mr. Stempeck asked if there is a cost to implement this. Mr. Sullivan responded that the trust document has to be drawn up by legal counsel. Mr. Stempeck questioned that it states that the commissioners could be subject to a remote possibility of litigation. He does not quite understand this, why they would. Mr. Sullivan responded that neither does legal counsel, however, anyone can be named in a suit. Mr. Sullivan referenced a memo in 2010, in which the Board has protection from suits due to the Massachusetts Tort Claims Act, which provides sovereign immunity to the Board. Chairman Pacino pointed out that the Board has indemnification agreements as well as D&O Insurance.

Mr. Sullivan said that by aligning with the town it reduces the liability in the financial statements.

Mr. Fournier explained that the funds would be equal, however, separate. Mr. Fournier stated that to discount the auditor's opinion is disconcerting. Mr. Fournier pointed out that Mr. Biron, President of Melanson Heath provided an opinion on January 4, and strongly recommends that RMLD move forward with the irrevocable trust. Mr. Soli asked what our legal counsel suggested. Mr. Fournier said that they said you do not have go with the trust, you can if you want. One other aspect is that previous commissioners were afraid of liability issues. In the same legal opinion it would be difficult for anything to come against the Board, it would be against the custodian who is the Town Treasurer per Board policy. Everything will be tied in with the town, equal, but separate.

Mr. Sullivan pointed out that there is one more advantage in creating another custodian other than the Town Treasurer. This instrument would be in place for that. Without the instrument the only custodian is the Town Treasurer. Mr. Stempeck clarified that we could withdraw some of the funds and reinvest the funds in a different way. Mr. Sullivan commented that the trust document provides the RMLD with an open ended opportunity.

Mr. Stempeck asked if there would be comingling of the funds with the town. Mr. Fournier replied that there would be separate funds by both and be capitalized at a higher discount invested in the state's fund. The RMLD will receive its own monthly statements.

**Other Post Employment Benefits (OPEB) Melanson Heath & Company, PC
Letter of Recommendation and Rubin and Rudman's Legal Opinion**

Mr. Fournier pointed out that Melanson Heath states that by going to the trust that would result in reducing (or eliminating) the OPEB liability as currently reflected on RMLD's financial statements and conform more closely to the intent of GASB 45. This presentation would be more consistent with the Town's treatment and may also be viewed favorably by bond rating agencies.

Mr. Sullivan asked Mr. Soli what is the downside of not going forward. Mr. Soli responded that he sees a disconnect in that the opinion 2:1, maybe the auditor is wrong. Mr. Sullivan pointed out that the Massachusetts Department of Revenue only weighed in on GASB 45, not on aligning with the Town of Reading, or reducing the liability on financial statements, because they have no jurisdiction in that arena. Mr. Soli asked if Mr. Biron is the GASB expert. Mr. Sullivan added that legal counsel has no issue with creating a trust document.

Ms. Snyder suggested to replicate the town's document, replace Reading Light, where the town's name appears, there would be no need to engage hours of legal counsel. Chairman Pacino was in agreement that the RMLD should use the town's document.

Mr. Stempeck made a motion seconded by Ms. Snyder that the RMLD Board of Commissioners votes to create an OPEB trust instrument in alignment with the Town of Reading on the recommendation of the Interim General Manager.

Motion carried 3:0:1. Mr. Soli abstained.

Federal Energy Regulatory Commission (FERC) Order 719

Mr. Sullivan explained FERC Order 719 is a Commission order that has to do with Aggregators of Retail Customers (ARCs). The RMLD has commercial and industrial customers that work with ARCs to broker demand response which in its simplest format is the curtailment of load or deployment of generation upon a short notice phone call. This is compensatory in nature between the customers and the ARCs; therefore there is a value to this.

Mr. Sullivan said that this is why the curtailment is done. This is a motion for a continuum of service by the aggregators. The outgoing General Manager is a proponent of this motion continuing to allow the aggregators of retail customers to provide their service to RMLD customers.

Mr. Stempeck clarified what is the service. Mr. Sullivan responded that the service is demand response in its simplest form, a load curtailment in which there is a cut back in load. From the customers' standpoint they are compensated for that by the aggregators of retail customers such as ENERNOC.

Ms. Snyder asked if there is any disadvantage to the RMLD of an entity offering the service if we could offer the service ourselves providing we had the metering capabilities. Mr. Sullivan responded that there is substantial infrastructure required not only with metering, but within house for individuals to perform this work. The ARC firms do this all day every day. Mr. Sullivan has spoken to other utilities to see if they would like to get involved with this and the question is, why. All the large utilities such as NSTAR, permit aggregators in their territory. Currently, there are approximately thirty municipalities that have demand response customers in their territory. To date, eleven have committed to allow aggregators to work in their territory.

Mr. Soli asked if in five years from now there is a new Board and new General Manager who are in agreement that this is a wonderful way to make money, let's rescind that. Is the vote rescindable? Mr. Sullivan responded, yes, it is currently an annual vote. Ms. Snyder added that there is one year notice that needs to be made if you want to pull out.

Mr. Soli made a motion seconded by Ms. Snyder that the Commissioners vote to continue to allow aggregation of retail customers for purposes of bidding demand response as a resource into one or more ISO-NE markets on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

Power Supply Report – January 2013 – Mr. Seldon (Attachment 2)

Chairman Pacino stated that Ms. Parenteau is on vacation therefore cannot make the report. The Board expressed their condolence to Mr. Seldon on the passing of his mother. There will be no report this month.

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

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

Mr. Sullivan reported that for the month it was a high Customer Average Interruption Duration Index (CAIDI) of 76.62 with a twelve month system average outage duration of 62.31 minutes.

Mr. Sullivan stated that the Department continues to see CAIDI averages hovering around a sixty minute plus minute mark for restoration and expects that this will continue through 2013. With additional tree trimming measures and distribution automation, restoration times will diminish and will be at the sub sixty minute mark.

Mr. Sullivan then discussed the February 8 and February 9 weekend blizzard. The Department was staffed along with four contract crews as well as four tree crews. The RMLD was fully staffed and able to provide service in whatever form of outage could potentially occur. The system held up well. There were two windstorms in January that cleaned things up in the trees and any loose connections. Fortunately, there was only one outage during the blizzard which says a lot about the Department in terms of maintenance and the engineering staff.

Mr. Sullivan reported that the System Average Interruption Frequency Index (SAIFI) value is very low. In January, the SAIFI four year average was reduced from 0.82 frequency of outage incidents to 0.62 frequency of outage incidents. Mr. Sullivan said that he chose to drop the SAIFI and start measuring the Department more closely in SAIFI. In the month of January, there were twelve outage incidents, nine were tree related of which two were related to the two wind storms with only two hundred twenty six customers affected for the month which is remarkable.

Mr. Stempeck added that as he looks at the numbers, it appears that the number of outages is dropping which reflects the reliability of the Department. Mr. Stempeck said that it is taking longer to restore power, is that correct. Mr. Sullivan agreed. Mr. Stempeck clarified what is the rationale. Mr. Sullivan responded that there are six factors that drive CAIDI, cause of the outage, time of the outage, the weather, the nature of the work, crew availability, and number of daylight hours. Anytime you see CAIDI above the four year average it is because those variables are unfavorable. Mr. Sullivan said that the CAIDI twelve month average is 0.31 frequency of incidents which translates to an outage every thirty nine months.

Mr. Stempeck said that when you look at the data it looks differently. Mr. Sullivan added that in January, the number was dropped from 0.82 to 0.62. It is a one year chart with a four year average. Mr. Stempeck added that if this was over four years, it would look different.

Mr. Sullivan said that as reported in January, there are approximately one thousand residential meters to be installed. Due to the difficulty moving in the snow, the meter department commercial upgrade process is being done now then the transition in the spring will return to the residential meter upgrade project. Mr. Soli asked about the status of the fixed network. Mr. Sullivan responded that there are two collectors to install and the department is currently using the system for billing purposes.

M.G.L. Chapter 30B Bid – Mr. Polson (Attachment 4)
2013-05 CCTV and Access System

Mr. Polson reported that eight bids were sent with three respondents. Mr. Polson explained that the close circuit television is the outside security cameras and access control system which, is the FOB system for the building. This bid is for a three year contract for maintenance of the system. In July 2012, the RMLD had a lightning strike which damaged six cameras beyond repair as well as one DVR. The security system is eighteen years old, is outdated, has its limitations and has experienced some failures. The project involves replacing the damaged cameras, DVR, and will also bring the RMLD to NERC compliance for Station 4.

Mr. Stempeck asked the incumbent did not submit a bid. Mr. Polson responded that GS Security did not bid. Mr. Stempeck commented that Tyco came in at approximately half of Stanley, but failed on the bid security or evidence of insurance, is that unusual.

Mr. Polson said that they have seen this, but now have very detailed discussions in pre bid meetings with vendors that they need to submit the required documentation. Mr. Soli suggested using day glow colored paper to make it stand out within the bid packet because they see it so many times. Mr. Polson said that they will try this.

M.G.L. Chapter 30B Bid – Mr. Polson (Attachment 4)

2013-05 CCTV and Access System

Chairman Pacino asked what the Department gets for the maintenance aspect of the contract. Mr. Polson responded that the cost is \$4,809.91. Mr. Polson said that the maintenance includes that the cameras are adjusted and cleaned as well as work on the security system if needed. Any repair work will be conducted on an hourly basis. Chairman Pacino expressed his concern on the theft of copper that occurred and was due to the misalignment of a camera. Chairman Pacino said that there is a security program in place and hopes this aligns with that. Mr. Sullivan commented that this effort does that. Mr. Stempeck asked if there is a way to protect these cameras from further lightning strikes. Mr. Polson responded that lightning suppression is a component of this bid.

Ms. Snyder made a motion seconded by Mr. Stempeck that Closed Circuit Television (CCTV) and Access System be awarded to Stanley Convergent Security Solutions for \$37,181.85 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

General Discussion

There was none.

Account Payable Rotation

March – Chairman Pacino

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, February 2013

E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Wednesday, March 27, 2013 and Wednesday, April 24, 2013

Citizens' Advisory Board Meeting

Wednesday, March 13, 2013

Citizens' Advisory Board Meeting - Budget Committee Meetings

Wednesday, April 3, 2013 and Wednesday, April 10, 2013

Executive Session

At 8:29 p.m. Mr. Stempeck made a motion seconded by Ms. Snyder that the Board go into Executive Session to approve the Executive Session meeting minutes of January 30, 2013, to discuss strategy with respect to collective bargaining and arbitration and return to Regular Session for the sole purpose of adjournment.

Motion carried by a polling of the Board:

Ms. Snyder, Aye; Mr. Stempeck, Aye; Chairman Pacino, Aye; and Mr. Soli, Aye.

Motion carried 4:0:0.

Adjournment

At 8:53 p.m. Ms. Snyder made a motion seconded by Mr. Stempeck to adjourn the Regular Session.

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

Robert Soli, Secretary Pro Tem
RMLD Board of Commissioners



READING MUNICIPAL LIGHT DEPARTMENT

To: RMLD Board of Commissioners

Date: February 22, 2013

From: Kevin Sullivan



Subject: Other Post Employment Benefits Update

MEMORANDUM

In January, the RMLD Board of Commissioners (RMLB) was advised by its auditors, Melanson Heath & Company, P.C., to create an irrevocable trust instrument for the OPEB fund. This provision would remove the liability on RMLD's financial statements, conform more closely with GASB 45 and align with the Town of Reading's future OPEB trust fund.

A legal opinion was requested from Rubin and Rudman. Their legal opinion states that upon adoption of Massachusetts General Laws Chapter 32B Section 20, the RMLD Board of Commissioners are not required to create a trust document for investment of funds regardless of where these funds are invested, unless at such time, a custodian other than the Town Treasurer will be appointed for investment purposes. While it remains, that the liability of the financial statements would diminish if the current fund reserve is converted to a trust instrument, the Massachusetts Department of Revenue did not express an opinion to legal counsel on whether creating a trust satisfies the GASB requirements.

If the Commissioners of the Board were to create a trust instrument, they would be the trustees of the fund subjecting the Commissioners to the remote possibility of litigation. However, per legal counsel, the responsibility of the funds and any such actions thereof, lies against the custodian of the fund, i.e., the Town Treasurer, and not the Board members, since the Board would not be directing the investment decisions.





MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

January 4, 2013

10 New England Business Center Drive, Suite 107
Andover, MA 01810
Tel (978) 749-0005 • Fax (978) 749-0006
www.melansonheath.com

Mr. Vincent Cameron
General Manager
Reading Municipal Light Department
230 Ash Street
Reading, Massachusetts 01867-0250

Dear Mr. Cameron,

This letter is in response to our phone conversation earlier today regarding the Department's treatment of the GASB 45 Other Post-Employment Benefits (OPEB) liability.

In May 2010 the Light Board of Commissioners accepted Section 20 of MGL Chapter 32B dealing with OPEB. Subsequently, the Commissioners approved setting cash aside to fund the OPEB liability, however, the Department's attorney opined that these funds were not considered "irrevocable" (as required by GASB 45) because no formal trust document was established. As a result, the OPEB cash was not reported in a separate fiduciary fund in the Department's financial statements, nor was the OPEB liability reduced to reflect the funding.

We understand the Town of Reading recently approved Section 20 of MGL Chapter 32B, and is in process of establishing an irrevocable trust document. We recommend the Department also consider establishing a formal irrevocable trust document for its OPEB. This will result in reducing (or eliminating) the OPEB liability that is currently reflected in the Department's financial statements, and would conform more closely to the intent of GASB 45. This presentation would be more consistent with the Town's treatment and may also be viewed favorably by bond rating agencies.

I will be happy to discuss this subject further with you and/or the Board of Commissioners if requested.

Sincerely,

Frank R. Biron, CPA
President





RUBIN AND
RUDMAN LLP
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MEMORANDUM

BY EMAIL

To: Kevin Sullivan, Acting General Manager
Reading Municipal Light Department

From: Diedre T. Lawrence, Karla Doukas

Re: Creation of an Irrevocable OPEB Trust

Date: January 24, 2013

INTRODUCTION

We have reviewed the January 4, 2013 letter from Frank Biron, President of Melanson Heath & Company, PC recommending that the Reading Municipal Light Department ("RMLD") establish an irrevocable trust instrument governing its Other Post-Employment Benefits ("OPEB") funds. Mr. Biron states that while in 2010 RMLD accepted the OPEB statute (G.L. c. 32B, § 20), because RMLD did not establish a formal trust instrument, RMLD's OPEB cash was not reported in a separate fiduciary fund in RMLD's financial statements. As a result, RMLD's OPEB liability was not reduced to reflect any such OPEB funding.

Based on our research, we conclude that G.L. c. 32B, § 20 does not require municipal light plants to establish a formal trust document to place funds in an OPEB Trust once that statute is accepted by the RMLD Board. Once accepted, an OPEB Trust arises by operation of law, which cannot be rescinded or revoked. Accordingly, a formal trust instrument is not legally necessary to report RMLD's OPEB cash on its financial statements or to reduce RMLD's OPEB liabilities as long as the funds are appropriated and transferred to RMLD's OPEB Trust Fund.

This memorandum is being provided to you pursuant to G.L. c. 164, § 56.

DISCUSSION

As you are aware, G.L. c. 32B, § 20 (as amended in 2011) authorizes cities, towns, and municipal light plants to establish an OPEB Liability Trust Fund and to appropriate amounts to be credited to the fund. For RMLD to establish an OPEB Liability Trust Fund, the statute merely requires the RMLD Board of Commissioners to vote to accept the provisions of the

Kevin Sullivan, Acting General Manager

January 24, 2013

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statute. G.L. c. 32B, § 20 (c). By law, the OPEB funds must be held in a segregated fund, which shall be protected from claims of any of RMLD's general creditors.

There is no statutory requirement that RMLD execute any formal documents to create the OPEB Liability Trust Fund. It arises by operation of law. Once RMLD accepts G.L. c. 32B, § 20, its acceptance cannot be rescinded or revoked. See G.L. c. 32B, § 10 ("[n]otwithstanding the provisions of any general law to the contrary, neither the acceptance of this chapter nor the acceptance of any individual section thereof by a governmental unit shall be revoked or rescinded"). Accordingly, although RMLD is not required to appropriate funds (or any particular amount) to its OPEB Trust Liability Fund, once it does so, such funds only may be used for its OPEB liabilities.

Tax Counsel for the Massachusetts Department of Revenue ("DOR"), Division of Local Services ("DLS") has confirmed that a "trust document" is not necessary to place funds in an OPEB Trust under G.L. c. 32B, § 20 as long as that statute has been accepted by the appropriate governing body. (See attached email correspondence from Gary Blau, Tax Counsel, on behalf of DOR DLS Law, dated May 18, 2011). Although DOR Tax Counsel also has confirmed that an OPEB Trust cannot be rescinded, Tax Counsel, however, has not expressed an opinion on whether the creation of the OPEB Trust under G.L. c. 32B, § 20 satisfies GASB requirements. (See attached email correspondence from Christopher Hinchey, Tax Counsel, of DOR DLS Law, dated October 5, 2009). From our research, it does not appear that GASB 45 requires a formal written trust document.¹

In many situations, a formal trust instrument will not be necessary given that OPEB Funds typically are managed and invested by the Town Treasurer. To the extent that RMLD appoints an outside custodian as permitted by G.L. c. 32B, § 20(b), then a trust instrument or custodial agreement may be advisable. Nonetheless, because RMLD is operated independently from the Town of Reading ("Town"), RMLD does not have to follow the same approach as the Town.

Please feel free to contact us if you have any further questions.

¹ As we understand, GASB 45 requires the following: (1) the employer contributions to the trust must be irrevocable; (2) the assets must be dedicated to providing benefits to retirees and their beneficiaries; and (3) the assets must be legally protected from the employer's creditors. See *Governmental Accounting Standards Board: Other Postemployment Benefits: A Plain-Language Summary of GASB Statements No. 43 and No. 45*, at pp. 4-5. These requirements are satisfied through G.L. c. 32B, § 20, which provides for the creation of an OPEB Liability Trust Fund upon acceptance of the statute by the municipal light board, which cannot be revoked or rescinded. The statute also protects the OPEB Trust Funds from creditor claims, specifying that "[a]ll monies held in the fund shall be segregated from other funds and shall not be subject to the claims of any general creditor of the city, town, district, county or municipal lighting plant." Thus, the contributions are irrevocable, dedicated to providing benefits and protected from creditors.

Employment Benefits Liability Trust Fund at their meeting on April 12, 2011. The balance in this trust is currently \$2,118,111.19. I have attached a copy of the law, which states they have the ability to do appoint a new custodian. I am currently the custodian of **the fund**. My question is how I transfer the funds to the new custodian, thru the warrant process? If or when I transfer the funds, how are the funds recorded on the books of the Town if I no longer have custody? Should I require that they show me a bond for the new custodian? I do not believe this law is in the best interest of municipalities. The general manager of the Gas and Electric wants to invest in U.S. Treasuries and I do not agree with him so he has convinced the Gas and Electric Commissioners to appoint him as the custodian.

Currently I do the all banking and borrowing for the Gas and Electric department. Are the Gas and Electric commissioners (they may appoint themselves) or the appointed custodian now allow the have bank accounts with the Towns tax ID number? If you could give me guidance on how to handle this situation I would greatly appreciate it. Thank you in advance for you help.

Judy M. Mac Donald
Treasurer/Collector
Town of Middleborough
20 Centre St.
Middleborough, MA 02346
(PH) 508-946-2421
Fax 508-947-5447
jmcdnld@middleborough.com

Email Response 2011-589 – Sudbury – OPEB Trust Document

From: Blau, Gary on behalf of DOR DLS Law
Sent: Wednesday, May 18, 2011 2:17 PM
To: 'Chisholm, Barbara'
Subject: 2011-589 - Sudbury - OPEB Trust Document

Barbara:

As we discussed, I do not believe it necessary for the town to draft a "trust document" to place money in an OPEB Trust under M.G.L. c. 32B, §20, if that provision has been accepted by the town. But as we also discussed, it appears that Sudbury did not accept that provision but sought a special act to establish a Post Employment Health Insurance Liability Fund, which was enacted in 2006 as Chapter 72 of that year. That act may be found at <http://www.malegislature.gov/Laws/SessionLaws/Acts/2006/Chapter72>. You may wish to consult with town counsel and the town manager about the scope of the fund and how the fund may be used in future years to cover the town's legal responsibility to pay for its share of retiree health insurance. For example, both the Chapter 32B, §20 OPEB trust and Sudbury's special act require an actuarial study, which will provide a reasoned estimate of the amounts needed to be appropriated to the fund over a reasonable period of time in order to meet the town's future retiree health insurance obligations, and

at least in Sudbury's case limit the appropriations that may be made to the amount of the total actuarial liability. Periodic updates to that study will also need to be made to account for actual experience and variances in the factors assumed in conducting the study.

I hope this addresses your concerns.

Gary A. Blau, Tax Counsel
Bureau of Municipal Finance Law
PO Box 9569
Boston, MA 02114-9569
617-626-2400
blau@dor.state.ma.us

This e-mail response is intended to provide general information about the application of municipal tax and finance laws and Department of Revenue policies and procedures. It is not a public written statement, as defined in 830 CMR 62C.3.1, and does not state the official position of the Department on the interpretation of the laws pertaining to local taxes and finance. It should be considered informational only.

From: Chisholm, Barbara [mailto:ChisholmB@sudbury.ma.us]
Sent: Wednesday, May 18, 2011 12:00 PM
To: DOR DLS Law
Subject: RE: OPEB Trust Document

Hello,

At our ATM this year an article was passed to transfer over a million dollars into OPEB Trust. Do we need trust documents or will the language in 32B s.12 satisfy the trust requirement?

Thank you,
Barbara

*Barbara Chisholm
Town Accountant
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776
978-639-3319 phone
978-443-8450 fax
chisholmb@sudbury.ma.us*

Email Response 2009-1278 – Retiree Health Insurance Fund

From: Hinchey, Christopher M on behalf of DOR DLS Law

Sent: Monday, October 05, 2009 8:50 AM

To: 'GiustiHingstonCo@aol.com'

Subject: 2009-1278 RE: Retiree Health Insurance Fund

GL C.32B §20 (a local acceptance provisions added by C.479 of the Acts of 2008) authorizes the creation by municipalities of trust funds for their OPEB liabilities. Once the provision has been accepted by a municipality, the acceptance cannot be rescinded (see the last sentence of C.32B §10). See also the brief note on C.479 in our Bulletin 2009-8B, "2008 Legislation."

I don't know whether the creation of an OPEB fund under C.32B §20 would satisfy the GASB criteria or not.

Chris Hinchey Tax Counsel
Bureau of Municipal Finance Law
PO Box 9569
Boston, MA 02114-9569
617-626-2400
dlslaw@dor.state.ma.us

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From: GiustiHingstonCo@aol.com [mailto:GiustiHingstonCo@aol.com]

Sent: Friday, October 02, 2009 9:10 AM

To: DOR DLS Law

Subject: Retiree Health Insurance Fund

Hi Chris,

I hope all is well with you. I have a quick question regarding legislation pertaining to an investment vehicle for retiree health insurance funds. Has anything been passed on that (i.e. irrevocable trust). Is anything pending. I have a lot of Towns that want to do some funding. Some are putting it in a separate stabilization fund, but since it is not irrevocable and subject to the Town's creditors it is not considered truly funded by the GASB. Our notes to the financial statements will still show zero funding related to the unfunded liability.

As usual, thanks Chris.
Take care, Dick

Email Response 2009-1278 -- Retiree Health Insurance Fund

From: Hinchey, Christopher M on behalf of DOR DLS Law

Sent: Monday, October 05, 2009 8:50 AM

To: 'GiustiHingstonCo@aol.com'

Subject: 2009-1278 RE: Retiree Health Insurance Fund

GL C.32B §20 (a local acceptance provisions added by C.479 of the Acts of 2008) authorizes the creation by municipalities of trust funds for their OPEB liabilities. Once the provision has been accepted by a municipality, the acceptance cannot be rescinded (see the last sentence of C.32B §10). See also the brief note on C.479 in our Bulletin 2009-8B, "2008 Legislation."

I don't know whether the creation of an OPEB fund under C.32B §20 would satisfy the GASB criteria or not.

Chris Hinchey Tax Counsel
Bureau of Municipal Finance Law
PO Box 9569
Boston, MA 02114-9569
617-626-2400
dlslaw@dor.state.ma.us

This e-mail response is intended to provide general information about the application of municipal tax and finance laws and Department of Revenue policies and procedures. It is not a public written statement, as defined in 830 CMR 62C.3.1, and does not state the official position of the Department on the interpretation of the laws pertaining to local taxes and finance. It should be considered informational only.

From: GiustiHingstonCo@aol.com [mailto:GiustiHingstonCo@aol.com]

Sent: Friday, October 02, 2009 9:10 AM

To: DOR DLS Law

Subject: Retiree Health Insurance Fund

Hi Chris,


I hope all is well with you. I have a quick question regarding legislation pertaining to an investment vehicle for retiree health insurance funds. Has anything been passed on that (i.e. irrevocable trust). Is anything pending. I have a lot of Towns that want to do some funding. Some are putting it in a separate stabilization fund, but since it is not irrevocable and subject to the Town's creditors it is not considered truly funded by the GASB. Our notes to the financial statements will still show zero funding related to the unfunded liability.

As usual, thanks Chris.
Take care, Dick

READING MUNICIPAL LIGHT DEPARTMENT

To: RMLD Board of Commissioners

Date: February 22, 2013

From: Kevin Sullivan 

Subject: Federal Energy Regulatory Commission Order 719

MEMORANDUM

The RMLD has commercial and industrial customers that participate in a Demand Response program. In its simplest form, the concept of Demand Response is an agreement with an aggregator of retail customers (ARC) that acts as a broker between the customer and the Independent System Operator (ISO) or Regional Transmission Operator (RTO) for load curtailment.

The contractual agreement is based upon a customer either interrupting a manufacturing or business process on short notice or deploying generation, thereby reducing the customer's load. The load reduction can be based on a variety of measures (decreasing use of HVAC, lighting, etc.). The customer receives compensation for providing this service.

The Demand Response could involve a deficiency in capacity or some other system emergency during periods where the available generating capacity does not meet the requirements of the load to be served in the locale or region. It is also a mechanism that RMLD can utilize to manage peak demand which is directly correlated to capacity and transmission costs.

- FERC Order 719 underscores May 31, 2013 as the final day a decision can be rendered to allow aggregators of retail customers to continue to do business within the RMLD's territory.
- As a municipality, the Relevant Electric Retail Regulatory Authority (RERRA), or the Board of Commissioners, is the authority required to vote on allowing the ARC's to provide Demand Response to RMLD customers.
- The supporting legal opinion provides a detailed explanation of the FERC Order 719 Demand Response issue.



February 21, 2013

MEMORANDUM

TO: Kevin Sullivan, Acting General Manager, RMLD

FROM: John P. Coyle

RE: Aggregation of Retail Customers for Demand Response Bidding

This memorandum summarizes the background and current FERC and ISO New England, Inc. ("ISO-NE") rules concerning aggregation of retail customers for demand response bidding. ISO-NE Market Rule 1, Section III.13.1.4.9.1 requires an affirmative statement of consent by the RMLD Board by May 31, 2013, to allow continuation of aggregation of RMLD retail customers for purposes of demand bidding into ISO-NE's markets. In the absence of such a statement, aggregators of retail customers ("ARCs") currently contracting with RMLD retail customers will be required by ISO-NE to "retire" the demand resource that includes those customers.

I. BACKGROUND

In October 2008, the FERC issued a rulemaking (Order No. 719).^{1/} Although Order No. 719 covered many topics involving regional transmission organization-run markets, two elements of it are relevant to this discussion:

1. Order No. 719 required independent system operators ("ISOs") and regional transmission organizations ("RTOs") to allow ARCs to bid "demand resources" into their markets for energy, ancillary services and capacity. Stated simply, a "demand resource" is a customer or group of customers capable of reducing electricity consumption in a pre-agreed amount when called upon by the ISO or RTO administering the relevant market to do so.

^{1/} The formal citation for Order No. 719 is *Wholesale Competition in Regions with Organized Markets* (Order No. 719), FERC Stats. & Regs. ¶ 31,281 (2008), *order on reh'g*, Order 719-A, FERC Stats. & Regs. ¶ 31,292 (2009), *denying reh'g and providing clarification*, Order 719-B, 129 FERC ¶ 61,252 (2009)

2. In order to avoid imposing unreasonable burdens on smaller utilities,^{2/} Order No. 719 also required that state regulators and municipal utility governing bodies (called Relevant Electric Retail Regulatory Authorities or “RERRAs” in Order No. 719) were presumed not to have consented to the aggregation of retail customers *unless* the RERRA affirmatively consented.

As the FERC’s mandate from Order 719 developed further, through rehearing and compliance filings, FERC clarified that the requirement of RERRA consent did not mean that RERRAs could discriminate in consenting to demand resource aggregation -- *i.e.*, municipal RERRAs could not clear the field of all competition and then occupy the field. Thus, with particular reference to ISO-NE, the FERC held that “If the Retail Regulator does not prohibit aggregation of demand response, an entity, whether a load-serving entity or ARC, cannot be precluded from participation in the markets. RTOs and ISOs may not prohibit participation by one type of aggregator but allow participation by another.” *ISO New England, Inc.*, 131 FERC ¶ 61,194 at P 28 (2010). ISO-NE currently designates Reading as (1) being a distribution territory that does not permit demand response registration and (2) having demand response customers currently registered.^{3/}

ISO-NE’s final market rule on aggregation of retail customers for demand bidding provides (Market Rule 1, Section III.13.1.4.9):

A Market Participant may not register and, if previously registered, must retire in accordance with Section III.13.1.4.9.1, a Real-Time Demand Response Asset, Real-Time Emergency Generation Asset or asset associated with an On-Peak Demand Resource or Seasonal Peak Demand Resource that is comprised of:

* * * *

^{2/} FERC generally defines a small utility as one that sells fewer than four million megawatt hours of energy in a year, and applies this definition in Order No. 719.

^{3/} See “Distribution Territories That Restrict DR Registration” at http://www.iso-ne.com/support/asset_info/index.html

(b) the customers of Host Utilities that distributed 4 million MWh or less in the previous fiscal year, unless the relevant electric retail regulatory authority permits such customers' demand response to be bid into the ISO-administered markets or programs.

The ISO-NE market rule further provides (Market Rule 1, Section III.13.1.4.9.1):

A Market Participant must retire a previously registered Real-Time Demand Response Asset, Real-Time Emergency Generation Asset or asset associated with an On-Peak Demand Resource or Seasonal Peak Demand Resource that is comprised of customers specified in subsections (a) or (b) of Section III.13.1.4.9 no later than 12 months from the date that the ISO receives notice that the relevant electric retail regulatory authority prohibits such customer's demand response to be bid into the ISO-administered markets or programs or May 31, 2013, whichever is later.

Translating from ISO-NE-speak into reasonably plain English, the market rule (i) requires RERRA consent to demand response aggregation, and (ii) sets two deadlines for termination of existing demand response aggregation arrangements where such consent has not been obtained. The first deadline is May 31, 2013. If RERRA consent has not been obtained by May 31, 2013, an existing aggregation arrangement must be terminated ("retired"). The second deadline is 12 months from the date on which the RERRA notifies ISO-NE that the RERRA no longer permits aggregation of retail customers.

II. PRACTICAL CONSIDERATIONS

Demand response aggregation for bidding requires some fairly sophisticated metering and other information infrastructure to ensure that multiple smaller retail loads aggregated to 100 kW or more can and actually do deliver the reduction in consumption that they have contracted to provide.^{4/} We

^{4/} Verification is a fairly big deal. Predecessor programs, such as ISO-NE's Day Ahead Load Response Program ("DALRP") were beset by fraudulent claims for compensation, which were paid with ISO-NE customer funds, because
footnote cont'd on next page

understand that some RMLD commercial and industrial customers are currently under contract with EnerNoc or other aggregators of retail customers. Causing the termination of these arrangements may disturb RMLD customers involved in, and profiting from, currently ongoing aggregation arrangements.

Under the relevant ISO-NE market rule (quoted above), the RMLD Board can consent to the continuation of these arrangements for the present, and cause their termination on one-year's notice to ISO-NE if it later decides that it has a more beneficial use for contractual demand reduction by the customers involved (and others). In the meantime, RMLD would need to make some substantial investments in infrastructure to support its own demand response aggregation program. Of course, whatever RMLD determines to do with demand response in the future would need to be done on a non-discriminatory basis. On this last point, it should be emphasized that the FERC's non-discrimination requirement extends only to ISO-NE and not to RMLD. Neither ISO-NE nor the FERC has the authority or the jurisdiction to investigate or to challenge whatever criteria the RMLD Board may choose to impose to establish eligibility to be a demand response aggregator with respect to RMLD's retail loads.

III. RECOMMENDATION AND CONCLUSION

For these reasons, the Board may wish to consider affirmatively authorizing the continuation of existing arrangements for aggregation of demand response within the RMLD service area, subject to a reservation of its right under ISO-NE's current market rules to require the termination of those arrangements on one-year's notice. A form of resolution adopting that course and directing the Interim General Manager to communicate the Board's position to ISO-NE accompanies this memorandum.

insufficient thought had been given to verification of load reduction before the programs were implemented. *See Competitive Energy Services, LLC*, 140 FERC ¶ 61,032 (2012).

RESOLUTION

WHEREAS, the Federal Energy Regulatory Commission, in its Order No. 719, authorized the aggregation of retail customers for purposes of bidding demand response as a resource into markets operated by Regional Transmission Organizations; and

WHEREAS, Under FERC's aggregation-of-retail-customer ("ARC") regulations (18 C.F.R. § 35.28(g)(1)(i)(A) and (g)(1)(iii)) and the implementing provisions of ISO New England, Inc. ("ISO-NE") Market Rule 1 (Market Rule 1, § III.13.1.4.9(a) and (b)), ISO-NE cannot accept demand response bids from ARCs unless the relevant electric retail regulatory authority ("RERRA") for RMLD's service area affirmatively permits such bids; and

WHEREAS, ISO-NE's Market Rule 1, § III.13.1.4.9.1 requires the retirement of demand resources consisting of aggregated retail customers within the service areas of utilities distributing fewer than four million megawatt hours per year by May 31, 2013, unless the RERRA consents to the continuation of such arrangements;

NOW THEREFORE, be it resolved by the RMLD Board of Commissioners as follows:

1. The Reading Municipal Light Department authorizes the aggregation of retail customers for purposes of bidding their demand resource into electricity markets administered by ISO-NE.
2. The Reading Municipal Light Department reserves its right to: (a) aggregate its own customers for purposes of demand bidding into electricity markets administered by ISO-NE; and (b) to require the termination of the aggregation of retail customers within the RMLD service area on twelve month's written notice to ISO-NE.
3. The Interim General Manager is authorized and directed to communicate this resolution to ISO-NE.



To: Vincent Cameron

From: Energy Services

Date: February 21, 2013

Subject: Purchase Power Summary – January, 2013

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of January, 2013 with estimated values for the MMWEC projects and NYPA billing.

ENERGY

The RMLD's total metered load for the month was 60,727,318 kwh, which is a 2.1% increase from the January, 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	3,713,529	\$6.99	6.10%	\$25,958	0.88%
Seabrook	5,897,342	\$8.32	9.69%	\$49,066	1.66%
Stonybrook Intermediate	3,503,233	\$67.00	5.76%	\$234,717	7.93%
JP Morgan	9,354,800	\$58.55	15.37%	\$547,677	18.50%
NextEra	9,502,000	\$69.51	15.61%	\$660,453	22.31%
NYPA	1,940,647	\$4.92	3.19%	\$9,548	0.32%
ISO Interchange	3,541,386	\$59.95	5.82%	\$212,291	7.17%
NEMA Congestion	0	\$0.00	0.00%	-\$77,791	-2.63%
Coop Resales	122,685	\$110.90	0.20%	\$13,606	0.46%
MacQuarie	9,200,000	\$38.41	15.11%	\$353,349	11.94%
Summit Hydro	994,950	\$55.61	1.63%	\$55,332	1.87%
Braintree Watson Unit	481,029	\$129.32	0.79%	\$62,208	2.10%
Swift River Projects	1,529,467	\$99.78	2.51%	\$152,613	5.16%
Constellation Energy	11,048,400	\$59.21	18.15%	\$654,143	22.10%
Stonybrook Peaking	37,314	\$175.00	0.06%	\$6,530	0.22%
Monthly Total	60,866,782	\$48.63	100.00%	\$2,959,699	100.00%

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

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	6,320,346	85.31	10.38%
Settlement			
RT Net Energy **	-2,778,961	74.34	-4.57%
Settlement			
ISO Interchange (subtotal)	3,541,386	59.95	5.82%

* Independent System Operator Day-Ahead Locational Marginal Price

** Real Time Net Energy

CAPACITY

The RMLD hit a demand of 108,799 kW, which occurred on January 23, at 7 pm. The RMLD's monthly UCAP requirement for January, 2013 was 211,827 kW.

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

Table 3

Source	Amount (kW)	Cost (\$/kW-month)	Total Cost \$	% of Total Cost
Millstone #3	4,991	51.67	\$257,885	16.92%
Seabrook	7,742	51.02	\$394,997	25.91%
Stonybrook Peaking	24,981	1.79	\$44,628	2.93%
Stonybrook CC	42,925	3.69	\$158,202	10.38%
NYP&A	4,019	3.57	\$14,348	0.94%
Hydro Quebec	4,584	4.70	\$21,550	1.41%
Nextera	60,000	5.50	\$330,000	21.65%
Braintree Watson Unit	10,520	11.01	\$115,836	7.60%
ISO-NE Supply Auction	52,065	3.59	\$186,771	12.25%
Total	211,827	\$7.20	\$1,524,216	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	\$25,958	\$257,885	\$283,843	6.33%	3,713,529	0.0764
Seabrook	\$49,066	\$394,997	\$444,063	9.90%	5,897,342	0.0753
Stonybrook Intermediate	\$234,717	\$158,202	\$392,919	8.76%	3,503,233	0.1122
Hydro Quebec	\$0	\$21,550	\$21,550	0.48%	-	0.0000
JP Morgan	\$547,677	\$0	\$547,677	12.21%	9,354,800	0.0585
NextEra	\$660,453	\$330,000	\$990,453	22.09%	9,502,000	0.1042
* NYPA	\$9,548	\$14,348	\$23,896	0.53%	1,940,647	0.0123
ISO Interchange	\$212,291	\$186,771	\$399,062	8.90%	3,541,386	0.1127
Nema Congestion	-\$77,791	\$0	-\$77,791	-1.73%	-	0.0000
MacQuarie	\$353,349	\$0	\$353,349	7.88%	9,200,000	0.0384
* Summit Hydro	\$55,332	\$0	\$55,332	1.23%	994,950	0.0556
Braintree Watson Unit	\$62,208	\$115,836	\$178,044	3.97%	481,029	0.3701
* Swift River Projects	\$152,613	\$0	\$152,613	3.40%	1,529,467	0.0998
Coop Resales	\$13,606	\$0	\$13,606	0.30%	122,685	0.1109
Constellation Energy	\$654,143	\$0	\$654,143	14.59%	11,048,400	0.0592
Stonybrook Peaking	\$6,530	\$44,628	\$51,158	1.14%	37,314	1.3710
Monthly Total	\$2,959,699	\$1,524,216	\$4,483,915	100.00%	60,866,782	0.0737
* Renewable Resources					7.34%	

RENEWABLE ENERGY CERTIFICATES (RECs)

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

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

Table 5				
Swift River RECs Summary				
Period - January 2012 - January 2013				
	Banked RECs	Projected RECs	Total RECs	Est. Dollars
Woronoco	394	1,465	1,859	\$67,390
Pepperell	384	0	384	\$20,352
Indian River	92	737	829	\$39,061
Turners Falls	751	0	751	\$0
Grand Total	1,621	2,202	3,823	\$126,803

TRANSMISSION

The RMLD's total transmission costs for the month of January were \$754,966. This is an increase of 2.2% from the December transmission cost of \$738,628. In January, 2012 the transmission costs were \$638,899.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	108,799	108,921	106,558
Energy (kWh)	60,866,782	59,364,911	59,550,250
Energy (\$)	\$2,959,699	\$2,868,713	\$3,338,331
Capacity (\$)	\$1,524,216	\$1,528,363	\$1,337,348
Transmission (\$)	\$754,966	\$738,628	\$638,899
Total	\$5,238,881	\$5,135,703	\$5,314,578

2/22/2013
8:09 AM

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

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST JANUARY	YTD ACTUAL COST THRU 1/31/13	ANNUAL BUDGET AMOUNT	REMAINING BALANCE
<u>E&O Construction-System Projects</u>						
1	Essex Street - Reconductoring	LC		200	197,855	197,655
2	4W13 OH Reconductoring - West Street	W	1,594	14,289	188,193	173,904
3	Upgrading of Old Lynnfield Center URDs (Partial CARRYOVER)	LC	133	121,288	492,143	370,855
5	Shady Lane Area - Reconductoring	W	31,192	64,724	199,042	134,318
6	Federal Street - Reconductoring	W	56,657	57,520	175,565	118,045
Total System Projects						
<u>Station Upgrades</u>						
<i>Station #4</i>						
8	Relay Replacement Project - (Partial CARRYOVER)	R			119,309	119,309
9	Station 4 Getaway Replacement - 4W13	R		4,430	161,779	157,349
Total Station Projects						
<u>SCADA Projects</u>						
10	Station 5 RTU (Remote Terminal Unit) Replacement	W			56,163	56,163
4	Station 4 RTU (Remote Terminal Unit) Replacement (Partial CARRYOVER)	R	30,155	148,888	80,653	(68,235)
Total SCADA Projects						
<u>New Customer Service Connections</u>						
12	Service Installations-Commercial/Industrial Customers	ALL		6,574	63,074	56,500
13	Service Installations - Residential Customers	ALL	26,769	135,404	207,923	72,519
Total Service Connections						
14	<u>Routine Construction</u>					
	Various Routine Contruction	ALL	102,507	1,131,723	988,211	(143,512)
Total Construction Projects						
			249,007	1,685,041	2,929,910	1,244,870
<u>Other Projects</u>						
15	GIS		10,610	56,821	97,495	40,674
16	Transformers/Capacitors Annual Purchases		103,410	246,334	284,000	37,666
17A	Meter Annual Purchases			54,141	49,710	(4,431)
17B	Meter Upgrade Project - (Partial CARRYOVER)		30,845	463,927	564,416	100,488
17C	Meter Upgrade Project - Commercials		298,198	417,069	551,853	134,784
18	Purchase Vehicles				65,000	65,000
19	Purchase Line Department Vehicles			474,861	570,000	95,139
20	Purchase New Pole Dolly				12,000	12,000
21	Automated Building Systems				150,000	150,000
22	Engineering Analysis software & data conversion - (CARRYOVER)				76,789	76,789
23	Gaw Station Generator				55,000	55,000
24	Capital Repairs - Station One				400,000	400,000
25	New Carpeting				35,000	35,000
26	Water Heater Demand Response Technology			190,614	336,611	145,997
27	Hardware Upgrades		12,308	64,357	126,629	62,272
28	Software and Licensing		14,512	79,315	119,002	39,687
Total Other Projects			469,883	2,047,439	3,493,505	1,446,066
TOTAL FY 13 CAPITAL PROJECT EXPENDITURES			718,890	3,732,480	6,423,416	2,690,936



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

FY 2013 Capital Plan

E&O Construction – System Projects

- 1 Reconductoring of Essex Street, Lynnfield Center – *No Activity.***
- 2 4W13 OH Reconductoring Project, West Street, Wilmington – *Engineering Labor.***
- 3 Upgrading of Old Lynnfield Center URDs – *(Phase 1 Completed). Engineering Labor: work on specifications for Phase 2.***
- 5 Shady Lane Drive Area, Wilmington – Reconductoring – *Line Department: Continued make-ready work. Installed poles, and primary and secondary cable. Energized new secondaries.***
- 6 Federal Street, Wilmington – Reconductoring – *Line Department: Pole framing and wiring for reconductoring. Engineering Labor.***

Station Upgrades

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

SCADA Projects

- 10 Station 5 RTU Replacement, Wilmington – *No Activity.***
- 4 Station 4 RTU Replacement – *Engineering and Senior Tech labor.***

New Customer Service Connections

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



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

Routine Construction:

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

<i>Pole Setting/Transfers</i>	\$242,937
<i>Maintenance Overhead/Underground</i>	\$232,254
<i>Projects Assigned as Required</i>	\$206,426
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$64,446
<i>Station Group</i>	\$14,199
<i>Hazmat/Oil Spills</i>	\$0
<i>Porcelain Cutout Replacement Program</i>	\$0
<i>Lighting (Street Light Connections)</i>	\$17,292
<i>Storm Trouble</i>	\$132,037
<i>Underground Subdivisions</i>	\$43,848
<i>Animal Guard Installation</i>	\$31,440
<i>Miscellaneous Capital Costs</i>	\$146,843
TOTAL	\$1,131,723

*In the month of January, zero (0) cutouts were charged under this program. Approximately 17 cutouts were installed new or replaced because of damage making a total of 17 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.

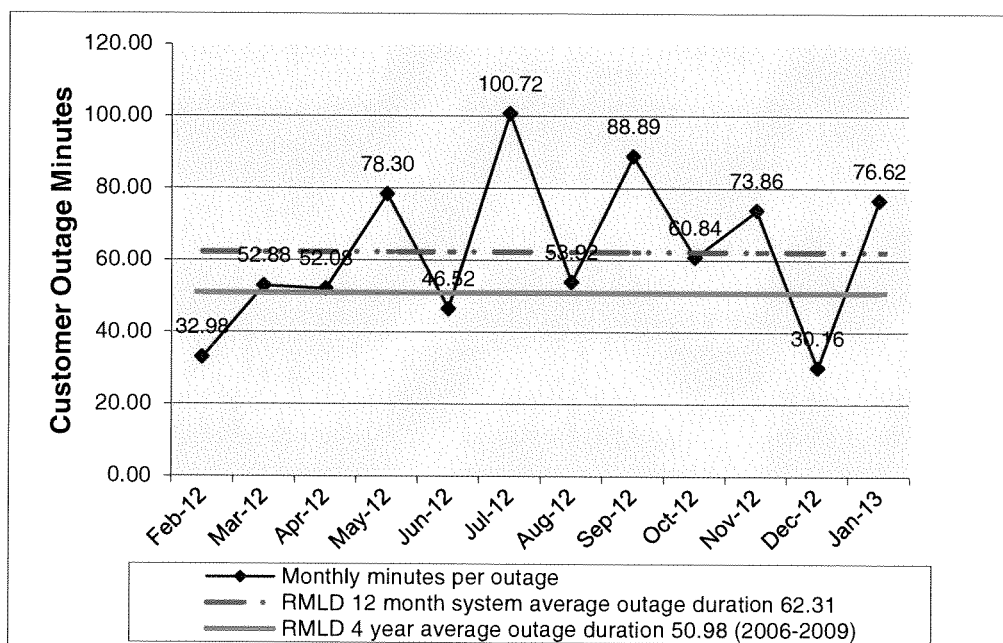
Customer Average Interruption Duration Index (CAIDI) measures how quickly the RMLD restores power to customers when their power goes out.

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

RMLD 12-month system average outage duration: 62.31 minutes

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

On average, RMLD customers that experience an outage are restored in 62.31 minutes.





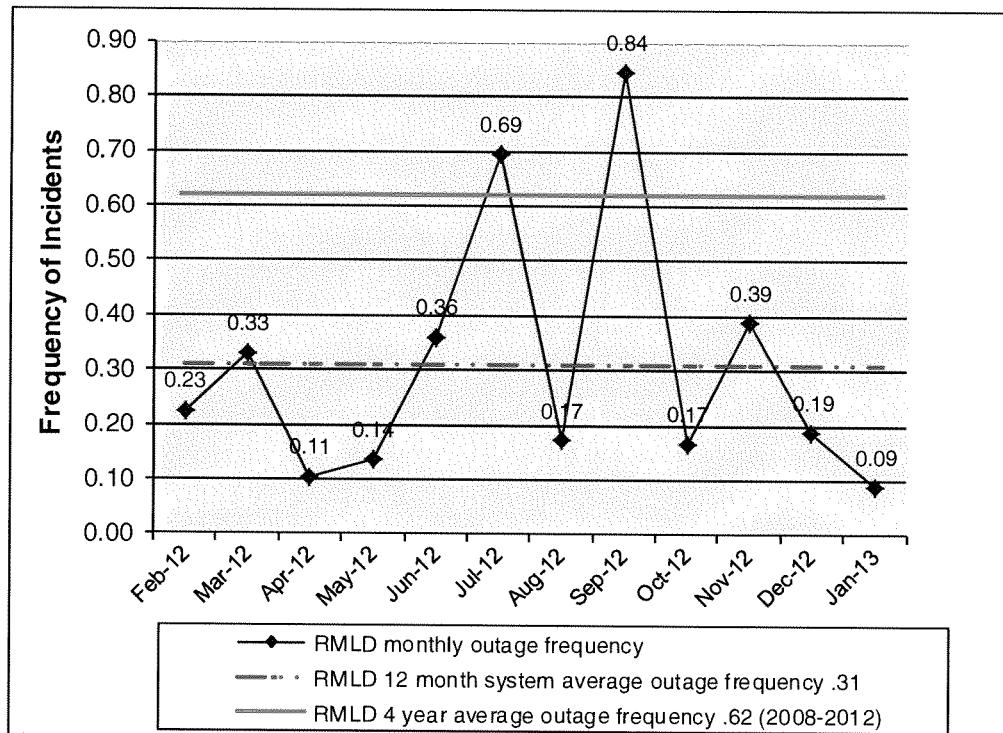
System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

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

RMLD 12-month system average: 0.31 outages per year

RMLD four-year average outage frequency: 0.62

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



Months Between Interruptions (MBTI)

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



RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

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

February 14, 2013

Town of Reading Municipal Light Board

Subject: Closed Circuit Television (CCTV) and Access System

On January 2, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for Closed Circuit Television (CCTV) and Access System for the Reading Municipal Light Department.

An invitation to bid was sent to the following 8 companies:

CGL Electronic Security

First Alarm LLC

GS Security Systems

Redhawk

Siemens Building
Technologies

Stanley Convergent Security
Solutions

Surveillance Specialties, Ltd.

Team AVS, Inc.

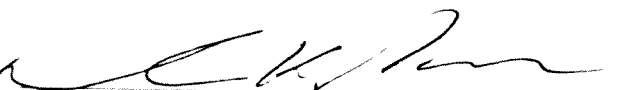
Bids were received from 3 companies; Mercier Electric & Communications, Inc., Stanley Convergent Security Solutions and Tyco.


The bids were publicly opened and read aloud at 11:00 a.m. February 7, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-05 for: Closed Circuit Television (CCTV) and Access System be awarded to: **Stanley Convergent Security Solutions for \$37,181.85** as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

The equipment and installation costs will be charged as follows: The Capital Budget Account for Miscellaneous Equipment \$22,752.12 for Fiscal Year 2013. The Operating Budget Accounts for Security Cameras Maintenance and Card Key System/Security System \$4,809.91 for Fiscal Years 2013, 2014 and 2015. (This is a 3-Year contract.)


Kevin Sullivan


David Polson


Paula O'Leary

Closed Circuit Television (CCTV) and Access System

Bid 2013-05

<u>Bidder</u>	<u>Contract Total</u>	<u>Equipment & Install - DVRs, Cameras & Surge 1- Time Fee</u>	<u>Relocation 1- Time Fee</u>	<u>3-Year Total Software*</u>	<u>3-Year Total Upgrade</u>	<u>3-Year Total Maintenance*</u>	<u>Bid Form</u>	<u>Responsive Bidder</u>
Tyco	\$22,989.71	\$16,519.71	\$350.00	\$0.00	\$0.00	\$6,120.00	Yes	No ¹
Stanley Convergent Security Solutions	\$37,181.85	\$22,752.12	\$0.00	\$6,180.33	\$0.00	\$8,249.40	Yes	Yes
Mercier Electric & Communications, Inc.	\$62,068.00	\$18,989.00	\$180.00	\$24,728.00	\$6,300.00	\$11,871.00	Yes	No ²

Notes:

- 1: Contractor did not include Bid Security or submit evidence of insurance
- 2: Contractor did not submit evidence of insurance

*Annual Software \$2,060.11 plus Maintenance \$2,749.80 equals \$4,809.91

This is a 3-Year contract.

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

February-13

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 1500 kWh's 75/25 Split	RES. HOT WATER 1000 kWh's	COMMERCIAL 7,200 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	\$97.92	\$173.32	\$113.68	\$885.03	\$170.96	\$4,111.37	\$11,283.77
PER KWH CHARGE	\$0.13057	\$0.11555	\$0.11368	\$0.12124	\$0.15830	\$0.11747	\$0.10305
NATONAL GRID							
TOTAL BILL	\$109.03	\$203.55	\$145.36	\$1,043.86	\$149.06	\$4,458.82	\$12,418.73
PER KWH CHARGE	\$0.14537	\$0.13570	\$0.14536	\$0.14300	\$0.13802	\$0.12739	\$0.11341
% DIFFERENCE	11.34%	17.44%	27.87%	17.95%	-12.81%	8.45%	10.06%
NSSTAR COMPANY							
TOTAL BILL	\$121.38	\$221.15	\$159.69	\$1,098.30	\$165.32	\$6,099.05	\$15,957.63
PER KWH CHARGE	\$0.16183	\$0.14743	\$0.15969	\$0.15045	\$0.15307	\$0.17428	\$0.14573
% DIFFERENCE	23.95%	27.60%	40.47%	24.10%	-3.30%	48.35%	41.42%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$93.09	\$183.15	\$122.39	\$970.56	\$153.77	\$4,889.83	\$11,325.47
PER KWH CHARGE	\$0.12412	\$0.12210	\$0.12239	\$0.13295	\$0.14238	\$0.13971	\$0.10343
% DIFFERENCE	-4.94%	5.67%	7.66%	9.66%	-10.06%	18.93%	0.37%
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	1.88%	14.46%	16.68%	8.42%	-1.48%	15.85%	18.14%
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	7.21%	17.51%	21.29%	18.17%	-1.46%	19.07%	19.81%



Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, January 29, 2013 7:05 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Payroll - Monday, January 28

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 1/29/2013 7:05 AM	
	Patricia Mellino	Delivered: 1/29/2013 7:05 AM	Read: 1/29/2013 7:28 AM
	bfournier@RMLD.com	Delivered: 1/29/2013 7:05 AM	
	skazanjan@RMLD.com	Delivered: 1/29/2013 7:05 AM	
	wmarkiewicz@RMLD.com	Delivered: 1/29/2013 7:05 AM	
	Wendy Markiewicz		Read: 1/29/2013 7:46 AM

Good morning.

There were no Payroll questions for Monday, January 28.

Thanks.

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

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

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Kevin Sullivan
Sent: Tuesday, January 29, 2013 10:57 AM
To: RMLD Board Members Group
Cc: Accounting Group; Jeanne Foti; Patricia Mellino
Subject: FW: Account Payable Questions - January 25

Below are the answers to the A/P questions for last week.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Jeanne Foti
Sent: Monday, January 28, 2013 8:32 AM
To: Kevin Sullivan
Subject: Account Payable Questions - January 25

Snyder

1. Cushing Jamallo – Why is invoice so late? The invoice was received on 1/10/13. It's dated 12/7/12. What was the outcome of the testing? The outcome of the testing was non-PCB oil. Would it be cost effective to screen transformers for PCB so as to know which have PCB's + replace + save much of this cost? The RMLD believes all PCB filled transformers have been removed from the distribution system. To test a distribution transformer for PCB content would require: taking an outage and having a Haz-Mat representative present to perform the test.
2. Mass Communications – How many customers receive this + how many are on e-pay – Do the e-pay customers receive some sort of notice? What's the "return" on this? Is it cost effective?
(e.g., much greater than \$1,160?) Mass Communications (MCI) is RMLD's bulk mailer for all its monthly bills except for the 2,600 paperless customers to date. As discussed at the 4/25/12 meeting, RMLD will realize cost savings between \$5,000 to \$10,000 annually conservatively. MCI is not involved with e-pay customers.
3. SJ Services – Why invoice paid so late? From November 2012?
The 3 invoices were originally received by RMLD on 12/17 after we made several requests. The invoices were review on 12/18 and some errors were identified, the vendor was contacted on 12/18, 12/19, 12/20 and 1/8. The revised invoices were resubmitted on 1/11 by SJ Services. The delay was with SJ Services not RMLD.

The outside door to GM conference room has a gap the bottom + cold air is whistling in – please at a minimum get something to block that air leak. We will install some type of door sweep or weather stripping to reduce air infiltration.

Thank you.



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Reading, MA 01867

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781-942-2409 Fax

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Jeanne Foti

From: Kevin Sullivan
Sent: Wednesday, January 30, 2013 3:26 PM
To: Gina Snyder
Cc: RMLD Board Members Group; Accounting Group; Jeanne Foti; Patricia Mellino
Subject: RE: FW: Account Payable Questions - January 25

Gina;
As per the last email, please see below.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Bo or Gina [<mailto:bogina03@earthlink.net>]
Sent: Tuesday, January 29, 2013 1:10 PM
To: Kevin Sullivan
Cc: RMLD Board Members Group; Accounting Group; Jeanne Foti; Patricia Mellino
Subject: Re: FW: Account Payable Questions - January 25

Hi Kevin,

A couple follow up clarification questions:

On the PCB transformers, I'm a little confused, if they don't have PCBs why were they testing for PCBs and spending hours reviewing TSCA regulations?

Conferring with the RMLD's LSP, I have been told it is standard practice to test for PCBs as an assurance in the matter. The reporting aspect to MADEP is directly influenced by a PCB/Non-PCB situation. However, the LSP does not spend hours reviewing TSCA regulations.

On the Mass Communications, it looked like we were paying for printing the good neighbor energy fund envelopes to be included in the bills if that's not what the charge was, I suppose I would still have a question as to whether we pay to print those envelopes and if the return is cost effective; and how do the e-pay customers get the solicitation (and if so, it would be good to know how they would donate if they don't get an envelop - through the RMLD pay site?) MCI stuffs the GNEF envelopes with the bills and there is a charge for that as specified in the contract. GNEF is an activity that the RMLD supports. In February, RMLD will include an extra paragraph on the e-bill notice paperless customers receive to inform them of the GNEF and how they can contribute towards it.

Thank you,

Gina

On 1/29/2013 10:56 AM, Kevin Sullivan wrote:

Below are the answers to the A/P questions for last week.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

Jeanne Foti

From: Kevin Sullivan
Sent: Friday, February 01, 2013 2:52 PM
To: Gina Snyder
Cc: RMLD Board Members Group; Accounting Group; Jeanne Foti; Patricia Mellino
Subject: RE: FW: Account Payable Questions - January 25

Gina;
Per our discussion prior to Wednesday night's board meeting, mea culpa. The LSP *had* spent hours reviewing TSCA regs. I made the LSP aware of the situation yesterday. This afternoon, I spoke to the LSP relative to the time spent (7 hrs.) reviewing the TSCA regulations. Two things came out of this conversation:

1. The LSP responded that the TSCA regulations are quite comprehensive requiring considerable review. In addition he reminded me that initially, the thought was PCB oil had spilled from the transformers due to the age of the transformers and the on site false positive received from the test kit. Upon further review (lab tests), we now know the oil was straight mineral oil. Before the lab test, the LSP was preparing for a filing to MADEP and EPA consisting of TSCA regulations.

2. In addition, the LSP reviewed the invoice and determined there had been a billing error. While we had been billed for 7 hours, the discussion between the two principals was that the RMLD should be billed for 2 hours. Hence, a billing error exists on the invoice.

The LSP offered a credit of 5 hours and I agreed.

Thank you for providing thoughtful input into the situation.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Kevin Sullivan
Sent: Wednesday, January 30, 2013 3:26 PM
To: Gina Snyder
Cc: RMLD Board Members Group; Accounting Group; Jeanne Foti; Patricia Mellino
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Reading Municipal Light Department
781 942-6407 office

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Thank you,

Gina

On 1/29/2013 10:56 AM, Kevin Sullivan wrote:

Below are the answers to the A/P questions for last week.

Kevin Sullivan

Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Jeanne Foti

Sent: Monday, January 28, 2013 8:32 AM

To: Kevin Sullivan

Subject: Account Payable Questions - January 25

Snyder

1. Cushing Jamallo – Why is invoice so late? The invoice was received on 1/10/13. It's dated 12/7/12. What was the outcome of the testing? The outcome of the testing was non-PCB oil. Would it be cost effective to screen transformers for PCB so as to know which have PCB's + replace + save much of this cost? The RMLD believes all PCB filled transformers have been removed from the distribution system. To test a distribution transformer for PCB content would require: taking an outage and having a Haz-Mat representative present to perform the test.
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Thank you.

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: Kevin Sullivan
Sent: Monday, February 04, 2013 2:29 PM
To: Accounting Group; RMLD Board Members Group
Cc: Jeanne Foti; Patricia Mellino
Subject: FW: Account Payable Warrant - February 1, 2013

Gina;
Please see my responses below.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Jeanne Foti
Sent: Monday, February 04, 2013 8:10 AM
To: Kevin Sullivan
Subject: Account Payable Warrant - February 1, 2013

Snyder

1. APPA, Barbas, BSE, LLI, MBCR, NEPPA, PURMA, Secretary of State – Please remind all that P.O.'s should be entered prior to work/invoice.
The Department will become better at producing the PO ahead of receiving the associated invoice. The only invoice received that this scenario could not be accomplished for, is the snow removal invoice from the Barbas rental property
2. MBCR – What is the discrepancy on this one?
Payment and invoicing process crossing in the mail.
3. National Grid – Are the dates (February 2012 + 2/15/2012) typos?
Yes. Typos with the annual change.

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

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

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, February 11, 2013 8:38 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - February 8, 2013

Good morning.

There were no Account Payable Warrant - February 8, 2013.

Thanks.

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: Kevin Sullivan
Sent: Monday, February 11, 2013 5:11 PM
To: John Stempeck
Cc: Jeanne Foti
Subject: RE: Overtime Analysis - Explanation Sheet

John;
It is typical. Actually, depending upon how the storm falls (same or different work week), the overtime amount will be more. Case in point is Hurricane Sandy 2012 and October Snowstorm 2011. Each had over three days restoration, whereas the Blizzard was really a 24 hour storm +.

Kevin Sullivan
Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: John Stempeck [<mailto:John@avalonassociates.com>]
Sent: Monday, February 11, 2013 5:05 PM
To: Jeanne Foti
Cc: Kevin Sullivan
Subject: RE: Overtime Analysis - Explanation Sheet

Thank you Jeanne. I was going to ask Kevin about this, as I assumed that there would be significant overtime due to the storm. It seemed a little higher than usual (25% vs 15%).

Kevin, is this typical of previous major storms, Sandy, Irene, etc.?

John Stempeck

From: Jeanne Foti [<mailto:jfoti@RMLD.com>]
Sent: Monday, February 11, 2013 4:40 PM
To: John Stempeck
Cc: Kevin Sullivan
Subject: Overtime Analysis - Explanation Sheet

Good afternoon John.

Thanks for coming in to sign the Payroll. Attached is the Overtime Explanation Sheet that was not on the table when you came in. This has been reviewed by Kevin Sullivan.

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

Jeanne Foti

From: Jeanne Foti
Sent: Wednesday, February 20, 2013 9:14 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - February 15

Good morning.

There were no questions for the Account Payable Warrant – February 15.

Thanks.

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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