

Reading Municipal Light Board of Commissioners
Regular Session
230 Ash Street
Reading, MA 01867
December 7, 2011

Start Time of Regular Session: 7:31 p.m.

End Time of Regular Session: 10:07 p.m.

Commissioners:

Richard Hahn, Chairman

Mary Ellen O'Neill, Secretary

Robert Soli, Commissioner

Philip B. Pacino, Vice Chair

Gina Snyder, Commissioner

Staff:

Vinnie Cameron, General Manager

Jared Carpenter, Energy Efficiency Engineer

Robert Fournier, Accounting/Business Manager

Jane Parenteau, Energy Services Manager

Beth Ellen Antonio, Human Resources Manager

Jeanne Foti, Executive Assistant

Craig Owen, Materials Manager

Kevin Sullivan, Engineering and Operations Manager

Citizens' Advisory Board

Tony Capobianco, Member

Guests:

Diedre Lawrence, Esquire, Rubin and Rudman, LLP

James Bonazoli, Town of Reading, Selectmen Liaison to the RMLD Board

David Williams, Cities for Climate Protection, Reading

Chairman Hahn called the meeting to order and stated that the meeting of the Reading Municipal Light Department (RMLD) Board of Commissioners is being broadcast live at the RMLD's office at 230 Ash Street, Reading, MA. Live broadcasts are available only in Reading due to technology constraints. The meeting was video taped for distribution to the community television stations in North Reading, Wilmington and Lynnfield.

Opening Remarks/Approval of Meeting Agenda

There were no suggested changes to the agenda.

Introductions

There were no members of the public present at this point in the meeting. Citizens' Advisory Board (CAB) representative Tony Capobianco reported that the Citizens' Advisory Board will be meeting on Wednesday, December 14, 7:00 p.m. at the RMLD. Chairman Hahn stated that he will cover that meeting for the Board.

Presentation - Maureen Hanifan – Customer Service Programs (Attachment 1)

Ms. Hanifan provided an overview of the programs in Customer Service.

Approval of October 26, 2011 Board Minutes

Ms. O'Neill made a motion seconded by Ms. Snyder that the RMLD Board of Commissioners approve the Regular Session meeting minutes of October 26, 2011 with the changes presented by Commissioners Snyder and Soli.

Motion carried 5:0:0.

Changes to the minutes presented:

Ms. Snyder, page one, remove second sentence in third paragraph in CCP Activities Update section.

Mr. Soli, page two second sentence take out "pretty" add "financially" end of sentence in Audit Committee section. Page five, last sentence in fifth paragraph, put in "that" after mentioned, add problem at the end of the sentence in NSTAR Outage section.

Report from Board Committees

General Manager Committee – Vice Chair Pacino - Report of November 7 Meeting

Mr. Pacino stated that the General Manager Committee met on November 7. The Department did supply the Board members with the minutes of the meeting that reflect what was discussed. Mr. Pacino said that there were two issues discussed. One was an issue relative to the Phoenix business trip that was discussed and resolved. The main issue discussed was the NSTAR Radial line support overpayments. Mr. Pacino said that there was discussion on the NSTAR Radial line support as to what happened, how it happened and the timetable. The committee's recommendation to the Board is that the General Manager receive a verbal reprimand for not bringing the NSTAR Radial line support to the Board when it was discovered. There was also discussion on further action that can be taken to recoup more of these NSTAR Radial line support payments. Discussion would need to take place in Executive Session, because litigation may be involved.

Ms. Snyder and Mr. Soli signified their support of the General Manager Committee's recommendation to issue a verbal reprimand to Mr. Cameron for not disclosing to the Board the NSTAR overpayments when they were discovered. Chairman Hahn conveyed the reprimand to Mr. Cameron. Mr. Cameron responded that he understands the wishes of the Board. Also, Chairman Hahn said that Mr. Cameron has taken steps to make sure there are no other situations that fall into this category. Chairman Hahn stated that it is his understanding that there are no other situations that have been found, and asked if this were correct. Mr. Cameron responded, yes.

Power & Rate Committee – Chairman Hahn – Report of December 5 Meeting

Chairman Hahn reported that he, Ms. Snyder and Mr. Soli met on Monday, December 5. Chairman Hahn said that the committee went into Executive Session to review a potential Purchase Power Agreement with a solar facility, which the full Board will discuss in Executive Session this evening. The committee voted 3:0 to recommend to the full Board that the staff be directed to pursue this deal and finalize it under the agreed terms and conditions. The net metering rate tariffs were reviewed. Net metering involves residential or commercial customers in which certain types of generation that qualify for this rate. These rates set the terms and conditions that the RMLD will use to purchase excess kilowatts generated by a residential or commercial customer. Modifications to the rates were suggested. Chairman Hahn said that the tariffs can be voted on at the next Board meeting. Chairman Hahn asked that these tariffs be sent to the Board and the CAB as a courtesy next week.

Chairman Hahn said that the two other items discussed deal with renewable energy. There was discussion on what to do with the Renewable Energy Certificates (RECs) that the RMLD receives from the purchase of electricity from Swift River Hydro sites. Related to this are revisions to the proposed Sustainable Energy Policy. Modifications to the policy will depend on what decision is made on the RECs.

Chairman Hahn summarized the discussion on the potential sale of the RECs. Chairman Hahn reported that over a year ago, the Board voted unanimously to direct the RMLD staff to develop renewable energy resources as part of its power supply portfolio. In response to this directive, the staff recommended the Swift River hydro projects and the Concord Steam biomass project. Both projects were approved by the Board, which involved the purchasing of energy and RECs which certify that the energy comes from a renewable source.

Chairman Hahn noted that it is a generally acknowledged fact that renewable energy resources cost more than conventional power supplies. Chairman Hahn stated that it is a cost many people are willing to incur to help green up the RMLD's portfolio, to reduce pollution, green house gases and to have an impact on global warming. This is something that the RMLD is doing voluntarily under the full direction of the Board. Having done this and incurring a higher cost, the issue is now should we sell these RECs and recoup some of that money. The Power & Rate Committee voted 2:1 not to authorize the General Manager to sell the RECs associated with the Swift River power contract. What that vote means is that we do not want to sell the RECs. You want to keep them as part of the renewable portfolio. If the RECs are sold, Chairman Hahn explained, we would no longer have renewable energy resources in our portfolio.

Report from Board Committees

Power & Rate Committee – Chairman Hahn – Report of December 5 Meeting

Mr. Soli made a motion seconded by Ms. O'Neill that the Reading Municipal Light Board (RMLB) move to authorize the General Manager of the RMLD to sell the Renewable Energy Certificates associated with the output of four hydro electric plants owned by Swift River LLC that the RMLD presently has entitlement to.

Ms. O'Neill said that she seconded this motion for discussion purposes only.

Mr. Pacino said that he is going to move that this be tabled with the intent of obtaining CAB discussion on this issue. Mr. Pacino explained that the CAB was set up to be the voice of the ratepayer and this issue should be addressed by them to obtain their recommendation prior to Board action. He is also not in favor of letting the RECs expire; he is in favor of selling them.

Mr. Pacino made a motion seconded by Ms. Snyder to table the motion. Mr. Pacino withdrew his motion to table the motion until further discussion on the issue has occurred.

Ms. O'Neill stated that from a procedural standpoint, she felt the topic of RECs needed to be on the Board agenda. She believes that to put something on an agenda as a report only without any indication of what might come to the Board for a vote does not meet our obligation under the Open Meeting Law. Secondly, although she is interested in what the CAB has to say, she, as an elected member of the Board of Commissioners, does not feel bound to follow the voice of the CAB. She is interested in their input and expertise. Ms. O'Neill is open to keeping the RECs, but needs more information.

Chairman Hahn said that in regard to the procedural matter, it was not in the books, however at the last RMLD Board meeting everyone was put on notice that we were going to try to get a vote on the RECs this evening.

Ms. Snyder said that the decision to purchase renewable energy including the RECs was because of their value of demonstrating our commitment to being greener. Ms. Snyder did not hear anything at the meetings to change that rationale. Several constituents have said to Ms. Snyder in the past that they did wish that the RMLD would make a stronger position on renewable energy. It is good that the RMLD and the CAB members were in attendance at several meetings where the power purchases were discussed and finalized. They expressed their satisfaction and approval on the part of the RMLD Energy Services for purchasing these renewable projects. That explains why she voted the way she did at the meeting. If the RECs are sold we cannot say that we have purchased renewable energy. We simply purchased more expensive power. Someone else will be using the credit to meet their required renewable portfolio standards and get out of purchasing renewable energy.

Mr. Soli said that he was the one in the 2:1 vote, who voted to sell the certificates. Mr. Soli has talked to people since the last meeting whose opinion is to sell them. Mr. Soli said that before we go ahead the auditors need to define how to report the RECs and if they expire on the expense side we need to have a notation that these were allowed to expire because of the Board vote.

Chairman Hahn asked Mr. Capobianco if he wanted to comment on this. Mr. Capobianco responded that the CAB has not voted on this, therefore he does not feel comfortable speaking on this for the CAB. They will be making a recommendation at their meeting on next Wednesday.

Mr. Cameron said that the REC issue was brought to the Power & Rate Committee, and he received direction from the Board to purchase renewable energy products for RMLD's portfolio. This was done with the knowledge that none of the municipals in Massachusetts are under Renewable Portfolio Standards. Mr. Cameron's plan was to purchase renewable power and sell the RECs until the state mandated a Renewable Power Standard (RPS) for municipal utilities. When a RPS is put on the RMLD then he will stop selling the RECs to be able to meet our percentage according to the RPS.

Report from Board Committees

Power & Rate Committee – Chairman Hahn – Report of December 5 Meeting

Mr. Cameron wants the viewing public to know that he wants to be fiscally responsible to the RMLD customers and sell the RECs.

Ms. Parenteau said that over the past three years, Energy Services staff has been actively reviewing, analyzing and seeking these cost effective projects to incorporate into the RMLD's power supply portfolio with suppliers who have either developed the projects, online or are looking to develop projects from sustainable resources such as wind, solar, hydro and biomass. The staff fully supports the direction that the Board has given in terms of incorporating these projects into the portfolio. It is the right thing to do.

The staff has been working with the Power & Rate Committee since September to try to draft a Sustainability Energy Policy that would address all these aspects, that includes how much power do you want with RECs and at what cost. Based on these past three months, it is unclear to the staff what the ultimate goal of the Board is in terms of sustainable projects.

Chairman Hahn said that the Board has given staff direction, perhaps not as clearly as it liked, but the Board has given both the General Manager and staff direction and will continue to do that. Secondly, but more importantly, he heard tonight, the plan by the staff all along was to buy these RECs and sell them. Chairman Hahn said that he does not recall that being part of the discussion, and stated that he is going to resist the assertion that this was the plan all along, it was not unless someone can provide the documentation that he is wrong.

Messrs. Bonazoli and Williams were asked at this point if they would like to make any comments; both declined.

Mr. Pacino made a motion, seconded by Mr. Soli, to table this issue.

Motion carried 5:0:0.

Chairman Hahn said that this issue should be discussed at a joint meeting with the CAB after it meets on December 14. It is his suggestion to bring this discussion to a conclusion one way or another, because they need to decide what to do with the RECs and finalize the renewable policy. Chairman Hahn asked Mr. Capobianco to check with the CAB if the Board could meet jointly with the CAB.

Mr. Pacino requested that the Board could receive in writing what the value of the RECs are presently and what the projected value will be. Mr. Pacino said that he also wants the exposure in terms of cost if the RMLD has an Renewable Portfolio Standard imposed on it. Chairman Hahn stated that the cost is in the Board packet \$29.50 is the current going price for RECs for a non-solar project.

General Manager's Report – Mr. Cameron

MMWEC Arbitration Legal Costs

Mr. Cameron stated that he will be going over on his budget for outside services for \$100,000 because he thought the MMWEC arbitration would come to settlement. Mr. Cameron said that he is letting the Board know that his outside services budget will need another \$50,000. Chairman Hahn clarified that Mr. Cameron is asking for a budget increase.

APPA Legislative Rally Monday, March 2012

Mr. Cameron stated that the American Public Power Association's Legislative Conference is scheduled for March 12-14 in Washington, DC. Mr. Cameron usually attends this conference and visits with New England legislators to discuss issues that are important to the municipal electric utility industry in Massachusetts and New England. Mr. Cameron is asking that the RMLD Board approve his travel for this conference.

Mr. Soli made a motion seconded by Mr. Pacino to authorize the travel for the General Manager to attend the APPA Legislative Rally, Monday, March 12 to Wednesday, March 14.

Motion carried 5:0:0.

Financial Report – October, 2011 – Mr. Fournier (Attachment 2)

Mr. Fournier reported on the Financial Report for October 2011.

Mr. Fournier reported that for the month of October the year to date Net Income is \$178,000 making the year to date Net Income \$2.1 million, coming in under budget by \$2.1 million. Mr. Fournier said that the year to date Fuel Expenses exceeded Fuel Revenues by \$38,000. Year to date Base Revenues are under budget by \$1 million or 5.6%. Actual Base Revenues were \$16.7 million compared to the budgeted amount of \$17.7 million. Purchase Power Base expense was \$211,000 or 2.2% under budget. Actual Purchase Power Base costs were \$9.3 million compared to the budgeted amount of \$9.5 million.

Operating and Maintenance expenses were under budget by \$211,000 or 5.3%. Actual Operating and Maintenance expenses were \$3.8 million compared to the budgeted amount of \$4 million. Depreciation Expense and Voluntary Payments to the Towns were on budget. Operating Fund was at \$10 million due to the timing of payables, and good collections in October which reduced the receivables balance.

Year to date kilowatt sales were 259 million, 1.8% below last year's figure.

The Gaw revenues collected year to date were \$259,000 with the total collected since the inception of the Gaw rate to \$866,000. This fee will be in effect for approximately two more years.

Cumulatively, all five divisions were under budget by \$232,000 or 3.6%.

Power Supply Report – October, 2011 – Ms. Parenteau (Attachment 3)

Ms. Parenteau reported that RMLD's load for October was a little less than a 1% decrease compared to October 2010. Energy costs were \$2.96 million, equivalent to \$.0534 per kilowatt hour.

Ms. Parenteau said that the October Fuel Charge was set at \$.0500/kWh. RMLD sales totaled approximately 57.1 million kilowatt hours and, as a result, the RMLD undercollected by approximately \$144,000 in October resulting in a Deferred Fuel Cash Reserve (DFCR) balance of \$3 million. The Fuel Charge was set at \$.05 per kilowatt hour for November and increased to \$.055 for December. The current projection is to have the DFCR balance at \$2.2 million by the end of December.

Ms. Parenteau reported that the RMLD purchased approximately 20.3% of its energy requirement from the ISO Spot Market at an average cost of \$44 per megawatt hour. The RMLD hit a peak demand of 97.5 megawatts at 7:00 p.m. on October 10, 2011 with a temperature of 70 degrees as compared to a demand of 111 megawatts, which occurred on October 1, 2010 at 10:00 a.m. with a temperature of 77 degrees. The RMLD's monthly capacity requirement was 209.4 megawatts, equivalent to \$6.71 per kilowatt hour month.

Table 4, added per Mr. Soli's request, shows the average energy and capacity dollars calculated by dividing the total amount of dollars by energy to yield dollars per kilowatt hour. For the month of October RMLD's costs came in at a little over \$.0777 per kilowatt hour for capacity and energy. There is no transmission dollars associated with that.

Transmission costs for the month were \$727,000 which is approximately a 7% decrease from the previous month.

Time of Use Rates (Attachment 4)

Ms. Parenteau reported on the Time of Use program for the first six months since the new rate became effective May 1. Ms. Parenteau requested that the Department look at the customers on those rates to determine if they were saving money on that rate. Ms. Parenteau commented that Rahul Shah a coop student prepared this report and as of October 31, there are 234 residential customers and 61 commercial customers on this rate. All customers are saving on that rate. The average residential savings is \$19 per month. The hours for the TOU rate were switched from 10:00 a.m. to 8:00 p.m. The new peak hours in current Time of Use rate are from noon to 7:00 p.m. Monday through Friday excluding holidays. The time has been shortened, but the cost differential between the on peak and off peak rates have been increased considerably.

Power Supply Report – October, 2011 – Ms. Parenteau (Attachment 4)

Time of Use Rates

Ms. Parenteau said that on the commercial side there are 61 customers with an average savings rate of 7%. The range is from \$110 to \$7,900 per month. The load factor is a significant component of the savings. On a six month basis the total dollar value they were able to save is \$193,000. It is the staff's hope to promote this rate to encourage customers to sign up, especially on the Residential Time of Use. Ms. Parenteau said that they are testing out a couple of vendors for mass e-mailings and will have to use a third party vendor to do this because of spammers. A sample was sent to one hundred customers with a couple signing up for the Time of Use, and the staff is monitoring these customers to look at their savings.

Mr. Soli said that he would like to see more data on the commercials because of the diversity of businesses that are on the Time of Use Rate.

Engineering and Operations Report – October, 2011 - Mr. Sullivan (Attachment 5)

Gaw Update

Mr. Sullivan reported that there are no additions or changes to the Gaw project. Mr. Sullivan said that the chart remains the same; the RMLD is at \$6.9 million. Chairman Hahn asked how much longer it will take to close out the project. Mr. Sullivan responded that there has been a struggle for the contractor to get his paperwork together.

Mr. Sullivan said that in regard to the soil remediation at Gaw, the Notice of Intent with the Reading Conservation Commission is officially closed out. There is some additional paperwork that has to go between the RMLD, DEP and Registry of Deeds.

Mr. Sullivan stated that there have been 12,000 meters installed as part of the meter upgrade project.

In the variance report: Project 1 – 5W9 Reconductoring – Ballardvale Street – is being worked on, Project 2 – High Capacity Tie 4W18 and 3W8 Franklin Street – is being worked on, Project 3 – Upgrading Old Lynnfield Center URDs – is being worked on which consists of engineering labor and we are working with the Lynnfield DPW on this project. Project 4 – RTU Replacement – they are reviewing the bid spec, Project 5 – Reclosures – they are writing the bid spec. Project 6 – Capacitor Banks – the prototype development has begun, Project 8 – Relay Replacement Project – the bid vote is this evening and Project 9 – 115kV Disconnect Replacement – it is scheduled for late December at Gaw.

There was one new commercial connection last month and 15-18 new residential services. One-third of the routine construction total is due to the October snowstorm. The numbers on the cutout replacement program will be provided next month. In the Reliability Report the Customer Average Interruption Duration Index (CAIDI) does not include the October snowstorm because it involved greater than fifteen percent of the service territory for customer outages. The October CAIDI number is up due to the limited number of customers affected and outages beyond the RMLD four year average duration. The average October CAIDI is 55.42 minutes and 65.57 minutes with the rolling average for the year at 60.8. The smaller the number of customers the easier it becomes to be above the four year average if restoration takes longer than the 50.98 minutes.

The System Average Interruption Frequency Index (SAIFI) is down due to the low number of customers that were affected in October apart from the snowstorm. The average October SAIFI is 1.26 outage incidents and the RMLD is below that at .08 with 192 customers affected for the month. The Months Between Interruptions (MBTI) went up from 27 to 30. This demonstrates that customers are experiencing less outages.

Number of calls for the month outside of the snowstorm was 139; outage incidents 24; customers affected 192; no feeder outages; 17 area outages; and 7 service outages.

Engineering and Operations Report –Mr. Sullivan (Attachment 6)

October Snowstorm

Mr. Sullivan reported that the snowstorm occurred late October 29 into October 30. The RMLD service territory was significantly affected by this northeaster with five inches of wet heavy snow on top of fully leafed out trees.

Mr. Sullivan stated that there were power lines and trees down which caused poles to come down in all four communities. At the height of the storm there were approximately 7,000 customers without service. The RMLD brought in out of state tree crews on Sunday to augment the two tree crews who work with the RMLD on a daily basis. There were a total of five mutual aid municipal crews from Marblehead, Middleton, Danvers, Taunton and Wakefield. By Wednesday night we had all power restored with approximately two hundred customers out of service. Mr. Sullivan stated that on behalf of the RMLD and the Engineering and Operations Department we would like to give our thanks to the towns of Marblehead, Danvers, Taunton, Wakefield and Middleton for helping us out in time of need.

Mr. Pacino said that he would like to also thank the outside towns as well for their assistance. Mr. Pacino commented that he received calls from customers at home who wanted to know when their power would be restored.

In response to concerns raised by Mr. Soli, Mr. Cameron explained that communities to the east fared better during the storm. Marblehead, for example, received rain; Braintree experienced no outages; and the western part of the state was particularly hard hit.

Mr. Bonazoli commented that from a Board of Selectmen perspective he would like to work more tightly on emergency response. The police and fire were responding to a lot of phone calls because customers could not get into the RMLD. One suggestion was looking at the 911 system. Mr. Bonazoli offered as the liaison to take that up.

In response to a question from Chairman Hahn, Mr. Cameron explained that there are 25 lines coming into the RMLD, more than sufficient for most of the year, but not in a storm where thousands of customers may be out. Mr. Cameron said that the RMLD staff is looking into this issue to see if there needs to be changes to the phone system.

Chairman Hahn said that he would like to see a report on Mr. Cameron's investigation into this matter. Mr. Cameron commented that he will have this report ready for the February meeting. Mr. Pacino said that he would like the social media aspect of this addressed such as Facebook and Twitter. Mr. Cameron responded that this is being looked into also.

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

2012-02 - 224 Ash Street Demolition

Mr. Cameron explained that this bid is for the demolition of the old Control Center formerly used by RCTV. The RMLD received a letter from Francesco stating that they would not be able to proceed with the contract for the demolition due to pricing. Mr. Cameron stated that the Department recommends awarding the bid then the Department will deal with Francesco with respect to their letter.

Mr. Owen added that the RMLD can accept a bid withdrawal up to the bid opening, however, this letter came in after the bid opening. If Francesco were to reject the contract award then the RMLD can proceed to collect on the bid bond and other remuneration that may be applicable.

Chairman Hahn asked if the Board should vote on this tonight. Mr. Owen replied that he cannot make the award unless the Board makes a recommendation on the bid. If the bid is awarded and the winner does not honor its bid, then the RMLD can collect on the bid bond.

Ms. O'Neill asked why there were only two bidders. Mr. Owen responded that at the pre-bid conference there were fourteen companies in attendance that were eligible to bid.

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

2012-02 - 224 Ash Street Demolition

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-02 for Asbestos Abatement and Demolition of the Building at 224 Ash Street, Reading, MA 01867 be awarded to Francesco Demolition for \$56,800 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-08 – Meter Data Management (MDM) System

Mr. Sullivan said that notice was sent to six potential bidders and one bid came back from Itron. The capital budget allocation for the fixed network MDM system is \$702,000. The fixed network is for the server, hardware and software, engineering design and project management service and support for the installation.

Ms. O'Neill asked Mr. Sullivan to explain where this number came from because it exceeds the capital budget amount. Ms. O'Neill pointed out that this is not the only area that is over budget in the capital budget. Ms. O'Neill said that the total overage in the capital budget translates into \$336,000. Mr. Sullivan stated that at the time the capital budget was put together this was the best information that they had to arrive at the \$702,000. In the capital budget there is a line item for hardware and software costs and project management as it relates to this project.

Mr. Sullivan said that the bid has the same items as well as a contingency. The difference between the budgeted and bid amount was that the RMLD estimated it only needed a certain amount of repeaters, a piece of hardware included in the project. The bid came in with approximately double the amount of repeaters and that drives up the number considerably. There is a possibility that all those repeaters will not be required throughout the project and we will not know until the project takes place.

Ms. O'Neill asked if we followed up as to why the RMLD did not receive any other bids. Mr. Owen replied that it was incompatibility with RMLD's system, databases, platforms and meters. Mr. Owen said that there was one company that had an internal communications problem related to submitting the bid. Chairman Hahn pointed out that he is more concerned about the lack of competition rather than the amount of the bid. Chairman Hahn suggested a re-bid and asked if there is a way to get other bids and would you get the same answer. Mr. Sullivan responded that is quite possible.

Mr. Sullivan investigated eight or nine references provided by Itron and all were extremely pleased with their professionalism and how the installations were handled. This was based on nationwide feedback.

Mr. Soli said that he has a concern with the language "contingent upon finalization of negotiations and the execution of a definitive agreement." Mr. Cameron said that Diedre Lawrence of Rubin and Rudman and Messrs. Owen and Sullivan have been finalizing the contract.

Mr. Soli asked if this is 30B compliant. Mr. Cameron responded, yes. Mr. Soli said that this is not the norm, the Board votes the bid and the contract is executed. Mr. Soli asked if the bottom line was going to change. Mr. Cameron, replied, no. Mr. Cameron pointed out that if there are any material changes then it would require re-bid.

Ms. O'Neill commented that we may have blocked ourselves in by separating these bids out which forces bidding with Itron on both ends. Chairman Hahn said that it is probably an accurate comment, but the first contract cannot be overturned.

Ms. Snyder stated that she wanted to know if Ms. Lawrence had anything to add. Ms. Lawrence stated that she wanted everyone to be assured that the pricing terms and statement of work are not subject to change as part of the authorization the Department is seeking. In order to finish the negotiation of the contract it is really the commercial terms and conditions as related to warranties and indemnification that employers disagree over, it is to ensure that the RMLD is protected. Ms. Lawrence explained that the pricing terms are what they were in the bid.

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

2012-08 - MDM System

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-08 for Fixed Network Meter Data Management (MDM) system be awarded to Itron for a total cost of \$876,379.11 as the lowest qualified bidder on the recommendation of the General Manager contingent upon finalization of negotiations and the execution of a definitive agreement between Itron and the RMLD for this project.

Motion carried 3:2:0. Chairman Hahn and Ms. O'Neill voted against this motion.

2012-14 – Three Phase Polemount Transformers

Mr. Sullivan reported that this bid was sent out to 17 bidders, two responded. The capital budget allocation is \$22,000.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-14 for Three Phase Pole Mounted Transformers be awarded to WESCO for a total cost of \$10,164 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-15 – Single Phase Polemount Transformers

Mr. Sullivan reported that this bid was sent out to 17 bidders, five responded. The Department did not allocate funds in the fiscal year 2012 capital budget. It will bring the inventory back up to the necessary level. Ms. O'Neill asked why the transformers are not in the budget. Mr. Sullivan replied that since the capital budget book was created the Department has used a considerable amount of these transformers. At the time of the budget there was sufficient inventory.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-15 for Single Phase Pole Mounted Transformers be awarded to WESCO for a total cost of \$17,625 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-16 – Three Phase Padmount Transformers

Mr. Sullivan reported that this bid was sent out to 17 bidders, three responded. The capital budget allocation is \$94,800.

Ms. Snyder asked why there would be a \$50,000 differential. Mr. Sullivan replied that it is a timing issue. Mr. Sullivan explained that the RMLD used five transformers in Wilmington as replacements. Mr. Sullivan explained for future projects they need six transformers for a total of eleven. None of these transformers were purchased during the 2011 fiscal year.

Ms. Snyder asked if these are the transformers she has seen clean up costs for. Mr. Sullivan replied that one is. Ms. Snyder asked about the additional six and if they were replacements or for new locations. Mr. Sullivan replied that they are for new locations.

Ms. O'Neill asked why the RMLD did not take the lowest bidder, Irby. Mr. Owen responded they did not complete all the requirements and took multiple exceptions and are considered non responsive.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-16 for Three Phase Pad Mounted Transformers be awarded to Power Sales for a total cost of \$142,924 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 4:0:1. Ms. Snyder abstained.

2012-17 – Single Phase Padmount Transformers

Mr. Sullivan reported that this bid was sent out to 17 bidders, three responded. The capital budget allocation is \$94,800.

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

2012-17 – Single Phase Padmount Transformers

Ms. O'Neill asked what the difference is as two bid awards are being made for this item. Mr. Cameron replied that there are two types of KVAs. Chairman Hahn said that there should be two separate motions to reflect the KVA differences. Mr. Soli asked that FR3 be explained. Chairman Hahn said that soy oil is used as a dielectric fluid in these transformers.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-17 for Single Phase Pad Mounted FR3 50KVA Transformers be awarded to WESCO for a total cost of \$30,086 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-17 for Single Phase Pad Mounted FR3 75KVA Transformers be awarded to Power Sales for a total cost of \$15,198 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-18 Material Handler Truck

Mr. Owen reported that a bid was sent out to 22 bidders and two responded.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-18 for One Material Handler Truck be awarded to James A. Kiley Co. for \$202,595 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-19 Bucket Truck

Mr. Owen reported that a bid was sent out to 22 bidders and two responded.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-19 for One Bucket Truck be awarded to James A. Kiley Co. for \$201,061 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-22 Substation Relays

Mr. Sullivan reported that this bid was sent out to 15 bidders, three responded. The capital budget allocation was \$25,000.

Mr. Soli asked what the relays do. Mr. Sullivan responded that relays provide protection and control at the 13.8KV level.

Ms. O'Neill made a motion seconded by Ms. Snyder that bid 2012-22 for Substation Relays be awarded to Schweitzer Engineering Laboratories for a total cost of \$31,044 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, October 2011, E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Wednesday, January 25, 2012, Thursday, January 12, 2012, T-Shirt Award Ceremony

Citizens' Advisory Board Meeting

Wednesday, December 14, 2011 at the RMLD, Chairman Hahn will cover this meeting.

Executive Session

At 9:50 p.m. Ms. O'Neill made a motion seconded by Ms. Snyder that the Board go into Executive Session to approve Executive Session meeting minutes of October 26, 2011, discuss MMWEC Arbitration, and discussion of power supply based on Chapter 164 Section 47D exemption from public records and open meeting requirements in certain instances and return to Regular Session for the sole purpose of adjournment.

Mr. Soli, Aye; Ms. Snyder, Aye; Chairman Hahn, Aye; Mr. Pacino, Aye; and Ms. O'Neill, Aye.

Motion carried 5:0:0.

Adjournment

At 10:07 p.m. Mr. Soli made a motion seconded by Ms. O'Neill to adjourn the Regular Session.

Motion carried 5:0:0.

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

Mary Ellen O'Neill, Secretary
RMLD Board of Commissioners



Reading Municipal Light Department

TO: Vincent Cameron
FROM: Maureen K. Hanifan
SUBJECT: Customer Service Programs
DATE: December 1, 2011

This is a brief outline of programs in Customer Service at Reading Municipal Light:

- 1. Payments**
We accept many types of payments. We spend time educating customers on different payment methods. We walk them through payment processes such as making a payment on the RMLD web site and setting up RMLD as a payee at their bank.
- 2. Paperless Invoices**
We explain the benefits of going paperless.
- 3. Budget Bills**
Many of our customers enjoy the Budget Bill Program. Customers pay the same amount for eleven months of the year and then pay extra in December if they use more electricity or they receive a credit if they use less. Many customers conserve because they do not want to pay more in December.
- 4. Credit and Collection Program**
We work with customers continuously, offering payment plans, educating them on conservation and informing them of programs and services available to them in the community from outside agencies.
- 5. Utility Authorization Number Program**
We implemented new software in the past year which has streamlined the process.
- 6. Energy Star Appliance Rebate Program**
We process rebate credits for customers who purchase Energy Star Compliant Appliances such as Refrigerators, Washing Machines, Dishwashers, Central Air Conditioning Units, Room Air Conditioning Units, Dehumidifiers and Programmable Thermostats. This year, rebates for electric Heat Pump Water Heaters, Air Source Heat Pumps and Ceiling Fans were added.
- 7. Home Energy Audit Program**
Coordinate and process requests for home energy audits.
- 8. Gift Certificate Program**
RMLD offers gift certificates in any denomination that can be applied to any RMLD customer account



Dt: November 30, 2011

To: RMLB, Vincent F. Cameron, Jr., Jeanne Foti

Fr: Bob Fournier *BF 11/30/11*

Sj: October 31, 2011 Report

The results for the four months ending October 31, 2011, for the fiscal year 2012 will be summarized in the following paragraphs.

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

For the month of October, the net income or the positive change in net assets was \$178,906, bringing the year to date net income to \$2,112,956. The year to date budgeted net income was \$4,284,977, resulting in \$2,172,020 or 50.69% being under budget. Year to date fuel expenses exceeded fuel revenues by \$38,967.

2) Revenues: (Page 11B)

Year to date base revenues were under budget by \$1,000,240 or 5.63%. Actual base revenues were \$16.7 million compared to the budgeted amount of \$17.7million.

3) Expenses: (Page 12A)

*Year to date purchased power base expense was \$211,785 or 2.2% under budget. Actual purchased power base costs were \$9.3 million compared to the budgeted amount of \$9.5 million.

*Year to date operating and maintenance (O&M) expenses combined were under budget by \$211,877 or 5.3%. Actual O&M expenses were \$3.8 million compared to the budgeted amount of \$4.0 million.

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

4) Cash (Page 9)

- *Operating Fund was at \$10,136,260.
- *Capital Fund balance was at \$4,302,802.
- *Rate Stabilization Fund was at \$6,059,433.
- *Deferred Fuel Fund balance was at \$3,016,258.
- *Energy Conservation Fund balance was at \$139,384.

5) General Information:

Year to date kwh sales (Page 5) were 259,317,001 which is 4.9 million kwh or 1.8%, behind last year's actual figure. GAW revenues collected ytd were \$259,294 bringing the total collected since inception to \$866,469.

6) Budget Variance:

Cumulatively, the five divisions were under budget by \$232,428 or 3.6%.



FINANCIAL REPORT

OCTOBER 31, 2011

ISSUE DATE: NOVEMBER 30, 2011



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF NET ASSETS
10/31/11

		PREVIOUS YEAR	CURRENT YEAR
ASSETS			
CURRENT			
UNRESTRICTED CASH	(SCH A P.9)	6,898,800.38	10,139,260.28
RESTRICTED CASH	(SCH A P.9)	16,548,105.61	17,563,997.77
RESTRICTED INVESTMENTS	(SCH A P.9)	2,200,000.00	2,200,000.00
RECEIVABLES, NET	(SCH B P.10)	7,921,417.80	8,312,266.76
PREPAID EXPENSES	(SCH B P.10)	1,303,369.04	996,685.20
INVENTORY		1,559,001.78	1,536,388.43
TOTAL CURRENT ASSETS		<u>36,430,694.61</u>	<u>40,748,598.44</u>
NONCURRENT			
INVESTMENT IN ASSOCIATED CO	(SCH C P.2)	97,690.11	70,068.61
CAPITAL ASSETS, NET	(SCH C P.2)	67,024,182.66	67,559,140.43
TOTAL NONCURRENT ASSETS		<u>67,121,872.77</u>	<u>67,629,209.04</u>
TOTAL ASSETS		<u>103,552,567.38</u>	<u>108,377,807.48</u>
LIABILITIES			
CURRENT			
ACCOUNTS PAYABLE		6,301,598.27	7,593,153.02
CUSTOMER DEPOSITS		509,524.67	585,723.27
CUSTOMER ADVANCES FOR CONSTRUCTION		356,044.00	328,009.94
ACCRUED LIABILITIES		1,082,992.03	1,219,683.70
TOTAL CURRENT LIABILITIES		<u>8,250,158.97</u>	<u>9,726,569.93</u>
NONCURRENT			
ACCRUED EMPLOYEE COMPENSATED ABSENCES		3,020,032.75	2,934,698.58
TOTAL NONCURRENT LIABILITIES		<u>3,020,032.75</u>	<u>2,934,698.58</u>
TOTAL LIABILITIES		<u>11,270,191.72</u>	<u>12,661,268.51</u>
NET ASSETS			
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT		67,024,182.66	67,559,140.43
RESTRICTED FOR DEPRECIATION FUND (P.9)		4,936,796.36	4,302,802.25
UNRESTRICTED		20,321,396.64	23,854,596.29
TOTAL NET ASSETS	(P.3)	<u>92,282,375.66</u>	<u>95,716,538.97</u>
TOTAL LIABILITIES AND NET ASSETS		<u>103,552,567.38</u>	<u>108,377,807.48</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NONCURRENT ASSET SCHEDULE
10/31/11

SCHEDULE C

	PREVIOUS YEAR	CURRENT YEAR
SCHEDULE OF INVESTMENTS IN ASSOCIATED COMPANIES		
NEW ENGLAND HYDRO ELECTRIC	36,244.74	15,747.64
NEW ENGLAND HYDRO TRANSMISSION	61,445.37	54,320.97
TOTAL INVESTMENTS IN ASSOCIATED COMPANIES	<u>97,690.11</u>	<u>70,068.61</u>
SCHEDULE OF CAPITAL ASSETS		
LAND	1,265,842.23	1,265,842.23
STRUCTURES AND IMPROVEMENTS	6,749,553.74	6,537,440.54
EQUIPMENT AND FURNISHINGS	12,919,082.62	12,885,286.95
INFRASTRUCTURE	46,089,704.07	46,870,570.71
TOTAL CAPITAL ASSETS, NET	<u>67,024,182.66</u>	<u>67,559,140.43</u>
TOTAL NONCURRENT ASSETS	<u>67,121,872.77</u>	<u>67,629,209.04</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
10/31/11

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	3,709,738.26	3,643,450.86	16,135,385.81	16,752,391.04	3.82%
FUEL REVENUE	3,632,858.99	2,852,952.53	14,835,431.26	13,993,802.42	-5.67%
PURCHASED POWER CAPACITY	46,862.80	(10,841.98)	1,050,844.82	(49,260.34)	-104.69%
FORFEITED DISCOUNTS	78,743.96	72,658.52	358,571.25	331,587.72	-7.53%
ENERGY CONSERVATION REVENUE	46,009.49	56,188.65	209,555.36	195,647.98	-6.64%
GAW REVENUE	56,389.36	57,073.70	124,304.80	259,294.42	108.60%
NYPA CREDIT	(62,298.35)	(45,133.69)	(263,393.04)	(235,495.98)	-10.59%
TOTAL OPERATING REVENUES	7,508,304.51	6,626,348.59	32,450,700.26	31,247,967.26	-3.71%
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER BASE	2,456,232.55	2,078,533.97	9,850,552.42	9,320,607.36	-5.38%
PURCHASED POWER FUEL	2,586,224.15	2,955,398.39	14,730,285.57	13,797,272.59	-6.33%
OPERATING	731,664.70	677,691.69	2,675,526.51	2,865,252.25	7.09%
MAINTENANCE	480,615.46	235,294.98	1,515,485.97	918,636.51	-39.38%
DEPRECIATION	287,729.05	296,027.47	1,150,916.20	1,184,109.88	2.88%
VOLUNTARY PAYMENTS TO TOWNS	110,000.00	113,000.00	440,000.00	452,000.00	2.73%
TOTAL OPERATING EXPENSES	6,652,465.91	6,355,946.50	30,362,766.67	28,537,878.59	-6.01%
OPERATING INCOME	855,838.60	270,402.09	2,087,933.59	2,710,088.67	29.80%
NONOPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	0.00	20,418.99	14,987.06	24,104.99	60.84%
RETURN ON INVESTMENT TO READING	(180,990.00)	(183,829.75)	(723,960.00)	(735,319.00)	1.57%
INTEREST INCOME	3,673.47	8,646.49	51,444.03	43,953.05	-14.56%
INTEREST EXPENSE	(1,015.87)	(506.03)	(4,070.14)	(2,028.40)	-50.16%
OTHER (MDSE AND AMORT)	10,312.06	63,774.19	36,176.51	72,157.19	99.46%
TOTAL NONOPERATING REV (EXP)	(168,020.34)	(91,496.11)	(625,422.54)	(597,132.17)	-4.52%
CHANGE IN NET ASSETS	687,818.26	178,905.98	1,462,511.05	2,112,956.50	44.47%
NET ASSETS AT BEGINNING OF YEAR			90,819,864.61	93,603,582.47	3.07%
NET ASSETS AT END OF OCTOBER			92,282,375.66	95,716,538.97	3.72%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
10/31/11

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	16,752,391.04	17,752,632.00	(1,000,240.96)	-5.63%
FUEL REVENUE	13,993,802.42	15,374,851.00	(1,381,048.58)	-8.98%
PURCHASED POWER CAPACITY	(49,260.34)	(50,807.00)	1,546.66	-3.04%
FORFEITED DISCOUNTS	331,587.72	390,558.00	(58,970.28)	-15.10%
ENERGY CONSERVATION REVENUE	195,647.98	198,170.00	(2,522.02)	-1.27%
GAW REVENUE	259,294.42	231,252.00	28,042.42	12.13%
NYPA CREDIT	(235,495.98)	(200,000.00)	(35,495.98)	17.75%
TOTAL OPERATING REVENUES	31,247,967.26	33,696,656.00	(2,448,688.74)	-7.27%
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER BASE	9,320,607.36	9,532,393.00	(211,785.64)	-2.22%
PURCHASED POWER FUEL	13,797,272.59	13,789,520.00	7,752.59	0.06%
OPERATING MAINTENANCE	2,865,252.25	3,064,377.00	(199,124.75)	-6.50%
DEPRECIATION	918,636.51	931,389.00	(12,752.49)	-1.37%
VOLUNTARY PAYMENTS TO TOWNS	1,184,109.88	1,200,000.00	(15,890.12)	-1.32%
	452,000.00	452,000.00	0.00	0.00%
TOTAL OPERATING EXPENSES	28,537,878.59	28,969,679.00	(431,800.41)	-1.49%
OPERATING INCOME	2,710,088.67	4,726,977.00	(2,016,888.33)	-42.67%
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	24,104.99	200,000.00	(175,895.01)	-87.95%
RETURN ON INVESTMENT TO READING	(735,319.00)	(740,000.00)	4,681.00	-0.63%
INTEREST INCOME	43,953.05	60,000.00	(16,046.95)	-26.74%
INTEREST EXPENSE	(2,028.40)	(2,000.00)	(28.40)	1.42%
OTHER (MDSE AND AMORT)	72,157.19	40,000.00	32,157.19	80.39%
TOTAL NONOPERATING REV (EXP)	(597,132.17)	(442,000.00)	(155,132.17)	35.10%
CHANGE IN NET ASSETS	2,112,956.50	4,284,977.00	(2,172,020.50)	-50.69%
NET ASSETS AT BEGINNING OF YEAR	93,603,582.47	93,603,582.47	0.00	0.00%
NET ASSETS AT END OF OCTOBER	95,716,538.97	97,888,559.47	(2,172,020.50)	-2.22%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
RECONCILIATION OF CAPITAL FUNDS
10/31/11

SOURCE OF CAPITAL FUNDS:

DEPRECIATION FUND BALANCE 7/1/11	4,297,944.13
CONSTRUCTION FUND BALANCE 7/1/11	0.00
INTEREST ON DEPRECIATION FUND FY 12	3,488.96
DEPRECIATION TRANSFER FY 12	1,184,109.88
FORCED ACCOUNTS REIMBURSEMENT	0.00
GAW SUBSTATION (FY 12)	<u>0.00</u>
 TOTAL SOURCE OF CAPITAL FUNDS	 5,485,542.97

USE OF CAPITAL FUNDS:

PAID ADDITIONS TO PLANT THRU OCTOBER	1,182,740.72
PAID ADDITIONS TO GAW THRU OCTOBER	0.00
TOTAL USE OF CAPITAL FUNDS	<u>1,182,740.72</u>

GENERAL LEDGER CAPITAL FUNDS BALANCE 10/31/11	<u><u>4,302,802.25</u></u>
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PAID ADDITIONS TO GAW FROM FY 12	0.00
PAID ADDITIONS TO GAW FROM FY 11	531,784.00
PAID ADDITIONS TO GAW FROM FY 10	1,372,876.00
PAID ADDITIONS TO GAW FROM FY 09	3,136,764.00
PAID ADDITIONS TO GAW FROM FY 08	1,895,975.00
TOTAL	<u><u>6,937,399.00</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SALES OF KILOWATT HOURS
10/31/11

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	19,115,368	19,204,222	101,918,379	97,139,437	-4.69%
COMM. AND INDUSTRIAL SALES	34,763,786	35,363,504	152,262,442	152,036,997	-0.15%
PRIVATE STREET LIGHTING	71,242	72,515	284,544	291,463	2.43%
 TOTAL PRIVATE CONSUMERS	 <u>53,950,396</u>	 <u>54,640,241</u>	 <u>254,465,365</u>	 <u>249,467,897</u>	 -1.96%
 MUNICIPAL SALES:					
STREET LIGHTING	238,701	239,112	954,956	956,268	0.14%
MUNICIPAL BUILDINGS	741,187	752,753	3,267,819	3,352,749	2.60%
 TOTAL MUNICIPAL CONSUMERS	 <u>979,888</u>	 <u>991,865</u>	 <u>4,222,775</u>	 <u>4,309,017</u>	 2.04%
SALES FOR RESALE	228,270	270,035	1,361,446	1,367,179	0.42%
SCHOOL	1,222,690	1,221,607	4,176,065	4,172,908	-0.08%
 TOTAL KILOWATT HOURS SOLD	 <u>56,381,244</u>	 <u>57,123,748</u>	 <u>264,225,651</u>	 <u>259,317,001</u>	 -1.86%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
KILOWATT HOURS SOLD BY TOWN
10/31/11

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	19,204,222	5,893,793	2,746,724	4,951,349	5,612,356
COMM & IND	35,363,504	4,326,379	271,771	5,221,313	25,544,041
PVT ST LIGHTS	72,515	13,777	1,360	21,268	36,110
PUB ST LIGHTS	239,112	80,436	32,437	39,880	86,359
MUNI BLDGS	752,753	176,460	124,547	156,852	294,894
SALES/RESALE	270,035	270,035	0	0	0
SCHOOL	1,221,607	452,428	259,451	165,440	344,288
TOTAL	<u>57,123,748</u>	<u>11,213,308</u>	<u>3,436,290</u>	<u>10,556,102</u>	<u>31,918,048</u>

YEAR TO DATE					
RESIDENTIAL	97,139,437	30,117,496	14,224,889	22,959,727	29,837,325
COMM & IND	152,036,997	19,120,895	1,214,776	23,516,318	108,185,008
PVT ST LIGHTS	291,463	56,324	5,440	84,940	144,759
PUB ST LIGHTS	956,268	321,744	129,748	159,520	345,256
MUNI BLDGS	3,352,749	760,691	572,468	705,918	1,313,672
SALES/RESALE	1,367,179	1,367,179	0	0	0
SCHOOL	4,172,908	1,519,523	945,654	515,840	1,191,891
TOTAL	<u>259,317,001</u>	<u>53,263,852</u>	<u>17,092,975</u>	<u>47,942,263</u>	<u>141,017,911</u>

LAST YEAR TO DATE					
RESIDENTIAL	101,918,379	31,916,392	14,781,437	24,043,838	31,176,712
COMM & IND	152,262,442	18,829,641	1,239,445	22,957,040	109,236,316
PVT ST LIGHTS	284,544	55,772	5,440	83,572	139,760
PUB ST LIGHTS	954,956	321,744	129,900	158,628	344,684
MUNI BLDGS	3,267,819	784,710	591,324	722,597	1,169,188
SALES/RESALE	1,361,446	1,361,446	0	0	0
SCHOOL	4,176,065	1,521,742	919,588	539,240	1,195,495
TOTAL	<u>264,225,651</u>	<u>54,791,447</u>	<u>17,667,134</u>	<u>48,504,915</u>	<u>143,262,155</u>

KILOWATT HOURS SOLD TO TOTAL					
MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	33.62%	10.32%	4.81%	8.67%	9.82%
COMM & IND	61.91%	7.57%	0.48%	9.14%	44.72%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.42%	0.14%	0.06%	0.07%	0.15%
MUNI BLDGS	1.32%	0.31%	0.22%	0.27%	0.52%
SALES/RESALE	0.47%	0.47%	0.00%	0.00%	0.00%
SCHOOL	2.14%	0.79%	0.45%	0.29%	0.61%
TOTAL	<u>100.00%</u>	<u>19.62%</u>	<u>6.02%</u>	<u>18.48%</u>	<u>55.88%</u>

YEAR TO DATE					
RESIDENTIAL	37.46%	11.61%	5.49%	8.85%	11.51%
COMM & IND	58.63%	7.37%	0.47%	9.07%	41.72%
PVT ST LIGHTS	0.11%	0.02%	0.00%	0.03%	0.06%
PUB ST LIGHTS	0.37%	0.12%	0.05%	0.06%	0.14%
MUNI BLDGS	1.29%	0.29%	0.22%	0.27%	0.51%
SALES/RESALE	0.53%	0.53%	0.00%	0.00%	0.00%
SCHOOL	1.61%	0.59%	0.36%	0.20%	0.46%
TOTAL	<u>100.00%</u>	<u>20.53%</u>	<u>6.59%</u>	<u>18.48%</u>	<u>54.40%</u>

LAST YEAR TO DATE					
RESIDENTIAL	38.57%	12.08%	5.59%	9.10%	11.80%
COMM & IND	57.63%	7.13%	0.47%	8.69%	41.34%
PVT ST LIGHTS	0.10%	0.02%	0.00%	0.03%	0.05%
PUB ST LIGHTS	0.36%	0.12%	0.05%	0.06%	0.13%
MUNI BLDGS	1.24%	0.30%	0.22%	0.27%	0.45%
SALES/RESALE	0.52%	0.52%	0.00%	0.00%	0.00%
SCHOOL	1.58%	0.58%	0.35%	0.20%	0.45%
TOTAL	<u>100.00%</u>	<u>20.75%</u>	<u>6.68%</u>	<u>18.35%</u>	<u>54.22%</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
FORMULA INCOME
10/31/11

TOTAL OPERATING REVENUES	(P.3)	31,247,967.26
ADD:		
POLE RENTAL		1,455.00
INTEREST INCOME ON CUSTOMER DEPOSITS		380.17
LESS:		
OPERATING EXPENSES	(P.3)	(28,537,878.59)
CUSTOMER DEPOSIT INTEREST EXPENSE		(2,028.40)
FORMULA INCOME (LOSS)		<u>2,709,895.44</u>

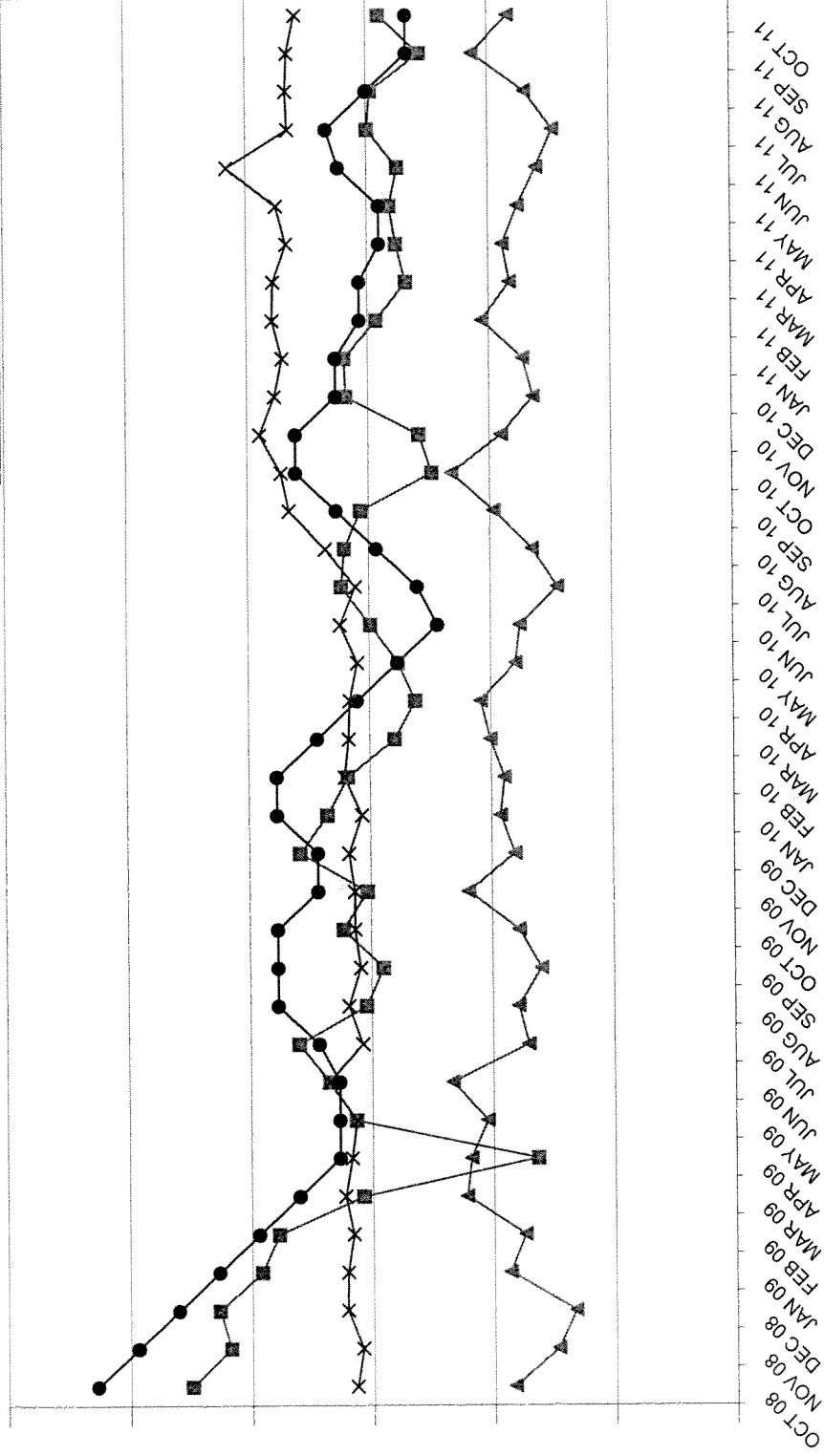
TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
GENERAL STATISTICS
10/31/11

		MONTH OF OCT 2010	MONTH OF OCT 2011	% CHANGE		YEAR OCT 2010	THRU OCT 2011
				2010	2011		
SALE OF KWH	(P.5)	56,381,244	57,123,748	8.33%	-1.86%	264,225,651	259,317,001
KWH PURCHASED		54,966,971	55,392,262	7.74%	-2.10%	266,040,019	260,444,723
AVE BASE COST PER KWH		0.044686	0.037524	-3.10%	-3.35%	0.037027	0.035787
AVE BASE SALE PER KWH		0.065797	0.063782	7.51%	5.79%	0.061067	0.064602
AVE COST PER KWH		0.091736	0.090878	-3.89%	-3.93%	0.092395	0.088763
AVE SALE PER KWH		0.130231	0.113725	-3.96%	1.15%	0.117214	0.118566
FUEL CHARGE REVENUE (P.3)		3,632,858.99	2,852,952.53	-6.77%	-5.67%	14,835,431.26	13,993,802.42
LOAD FACTOR		67.60%	77.82%				
PEAK LOAD		111,392	97,508				

kwh analysis

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

\$0.100
\$0.085
\$0.070
\$0.055
\$0.040
\$0.025
\$0.010



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF CASH AND INVESTMENTS
10/31/11

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
<u>UNRESTRICTED CASH:</u>		
CASH - OPERATING FUND	6,895,800.38	10,136,260.28
CASH - PETTY CASH	3,000.00	3,000.00
TOTAL UNRESTRICTED CASH	<u>6,898,800.38</u>	<u>10,139,260.28</u>
 <u>RESTRICTED CASH:</u>		
CASH - DEPRECIATION FUND	4,936,796.36	4,302,802.25
CASH - TOWN PAYMENT	1,165,000.00	1,192,000.00
CASH - DEFERRED FUEL RESERVE	2,167,864.74	3,016,258.63
CASH - RATE STABILIZATION FUND	4,377,893.85	5,059,433.61
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	2,023,253.80	1,946,177.34
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	509,524.67	585,723.27
CASH - ENERGY CONSERVATION	403,822.38	139,384.57
CASH - OPEB	613,949.81	972,218.10
TOTAL RESTRICTED CASH	<u>16,548,105.61</u>	<u>17,563,997.77</u>
 <u>RESTRICTED INVESTMENTS:</u>		
RATE STABILIZATION *	1,000,000.00	1,000,000.00
SICK LEAVE BUYBACK **	1,000,000.00	1,000,000.00
OPEB ***	200,000.00	200,000.00
TOTAL RESTRICTED INVESTMENTS	<u>2,200,000.00</u>	<u>2,200,000.00</u>
 TOTAL CASH BALANCE	 <u>25,646,905.99</u>	 <u>29,903,258.05</u>

OCT 2010:

* FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
** FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
*** FREDDIE MAC	200,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20

OCT 2011:

* FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
** FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
*** FREDDIE MAC	200,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF ACCOUNTS RECEIVABLE
10/31/11

SCHEDULE B

SCHEDULE OF ACCOUNTS RECEIVABLE	PREVIOUS YEAR	CURRENT YEAR
RESIDENTIAL AND COMMERCIAL	4,334,551.47	3,950,262.04
ACCOUNTS RECEIVABLE - OTHER	75,719.97	101,725.33
ACCOUNTS RECEIVABLE - LIENS	54,049.80	24,579.16
ACCOUNTS RECEIVABLE - EMPLOYEE ADVANCES	1,067.16	892.14
SALES DISCOUNT LIABILITY	(341,902.63)	(327,843.87)
RESERVE FOR UNCOLLECTIBLE ACCOUNTS	(257,227.08)	(267,642.41)
TOTAL ACCOUNTS RECEIVABLE BILLED	<u>3,866,258.69</u>	<u>3,481,972.39</u>
UNBILLED ACCOUNTS RECEIVABLE	4,055,159.11	4,830,294.37
TOTAL ACCOUNTS RECEIVABLE, NET	<u><u>7,921,417.80</u></u>	<u><u>8,312,266.76</u></u>

SCHEDULE OF PREPAYMENTS

PREPAID INSURANCE	684,793.05	532,446.52
PREPAYMENT PURCHASED POWER	196,968.29	(3,186.38)
PREPAYMENT PASNY	247,206.63	238,330.65
PREPAYMENT WATSON	159,877.37	214,570.71
PURCHASED POWER WORKING CAPITAL	14,523.70	14,523.70
TOTAL PREPAYMENT	<u><u>1,303,369.04</u></u>	<u><u>996,685.20</u></u>

ACCOUNTS RECEIVABLE AGING OCTOBER 2011:

RESIDENTIAL AND COMMERCIAL	3,950,262.04
LESS: SALES DISCOUNT LIABILITY	(327,843.87)
GENERAL LEDGER BALANCE	<u><u>3,622,418.17</u></u>

CURRENT	3,033,221.11	83.73%
30 DAYS	350,011.22	9.66%
60 DAYS	109,960.45	3.04%
90 DAYS	29,784.51	0.82%
OVER 90 DAYS	99,440.88	2.75%
TOTAL	<u><u>3,622,418.17</u></u>	<u><u>100.00%</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
10/31/11

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	2,724,727.01	2,469,306.13	13,033,422.62	12,817,646.93	-1.66%
COMM AND INDUSTRIAL SALES	4,273,245.85	3,732,581.76	16,652,595.95	16,695,386.17	0.26%
PRIVATE STREET LIGHTING	10,990.51	5,907.27	40,789.02	29,149.46	-28.54%
TOTAL PRIVATE CONSUMERS	<u>7,008,963.37</u>	<u>6,207,795.16</u>	<u>29,726,807.59</u>	<u>29,542,182.56</u>	-0.62%
 MUNICIPAL SALES:					
STREET LIGHTING	48,246.84	29,238.94	182,461.69	136,314.37	-25.29%
MUNICIPAL BUILDINGS	99,268.41	90,023.56	389,523.15	407,180.55	4.53%
TOTAL MUNICIPAL CONSUMERS	<u>147,515.25</u>	<u>119,262.50</u>	<u>571,984.84</u>	<u>543,494.92</u>	-4.98%
 SALES FOR RESALE	30,364.39	32,156.57	164,041.49	168,273.04	2.58%
 SCHOOL	<u>155,754.24</u>	<u>137,189.16</u>	<u>507,983.15</u>	<u>492,242.94</u>	-3.10%
 SUB-TOTAL	7,342,597.25	6,496,403.39	30,970,817.07	30,746,193.46	-0.73%
 FORFEITED DISCOUNTS	78,743.96	72,658.52	358,571.25	331,587.72	-7.53%
 PURCHASED POWER CAPACITY	46,862.80	(10,841.98)	1,050,844.82	(49,260.34)	-104.69%
 ENERGY CONSERVATION - RESIDENTIAL	9,559.39	19,208.94	50,985.14	73,760.92	44.67%
ENERGY CONSERVATION - COMMERCIAL	36,450.10	36,979.71	158,570.22	121,887.06	-23.13%
 GAW REVENUE	56,389.36	57,073.70	124,304.80	259,294.42	108.60%
 NYPA CREDIT	(62,298.35)	(45,133.69)	(263,393.04)	(235,495.98)	-10.59%
 TOTAL REVENUE	<u><u>7,508,304.51</u></u>	<u><u>6,626,348.59</u></u>	<u><u>32,450,700.26</u></u>	<u><u>31,247,967.26</u></u>	-3.71%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE BY TOWN
10/31/11

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	2,469,306.13	760,990.58	351,408.33	634,115.29	722,791.93
INDUS/MUNI BLDG	3,822,605.32	512,777.37	46,471.11	592,577.02	2,670,779.82
PUB.ST.LIGHTS	29,238.94	9,188.27	3,635.45	5,319.15	11,096.07
PRV.ST.LIGHTS	5,907.27	1,097.24	108.10	1,822.27	2,879.66
CO-OP RESALE	32,156.57	32,156.57	0.00	0.00	0.00
SCHOOL	137,189.16	50,929.25	28,899.02	18,793.92	38,566.97
TOTAL	<u>6,496,403.39</u>	<u>1,367,139.28</u>	<u>430,522.01</u>	<u>1,252,627.65</u>	<u>3,446,114.45</u>

THIS YEAR TO DATE

RESIDENTIAL	12,817,646.93	3,981,107.08	1,873,731.68	3,018,744.49	3,944,063.68
INDUS/MUNI BLDG	17,102,566.72	2,319,205.44	212,779.72	2,729,663.19	11,840,918.37
PUB.ST.LIGHTS	136,314.37	44,524.29	16,851.13	24,005.74	50,933.21
PRV.ST.LIGHTS	29,149.46	5,500.80	535.10	8,937.00	14,176.56
CO-OP RESALE	168,273.04	168,273.04	0.00	0.00	0.00
SCHOOL	492,242.94	180,719.74	109,358.26	62,540.14	139,624.80
TOTAL	<u>30,746,193.46</u>	<u>6,699,330.39</u>	<u>2,213,255.87</u>	<u>5,843,890.57</u>	<u>15,989,716.63</u>

LAST YEAR TO DATE

RESIDENTIAL	13,033,422.62	4,107,033.98	1,869,900.65	3,086,537.28	3,969,950.71
INDUS/MUNI BLDG	17,042,119.10	2,295,412.44	213,113.08	2,640,731.67	11,892,861.91
PUB.ST.LIGHTS	182,461.69	63,961.75	22,228.65	30,028.35	66,242.94
PRV.ST.LIGHTS	40,789.02	7,770.50	777.55	12,541.82	19,699.15
CO-OP RESALE	164,041.49	164,041.49	0.00	0.00	0.00
SCHOOL	507,983.15	185,151.80	109,619.85	67,198.51	146,012.99
TOTAL	<u>30,970,817.07</u>	<u>6,823,371.96</u>	<u>2,215,639.78</u>	<u>5,837,037.63</u>	<u>16,094,767.70</u>

PERCENTAGE OF OPERATING INCOME TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	38.01%	11.71%	5.41%	9.76%	11.13%
INDUS/MUNI BLDG	58.84%	7.89%	0.72%	9.12%	41.11%
PUB.ST.LIGHTS	0.45%	0.14%	0.06%	0.08%	0.17%
PRV.ST.LIGHTS	0.09%	0.02%	0.00%	0.03%	0.04%
CO-OP RESALE	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	2.12%	0.78%	0.44%	0.29%	0.61%
TOTAL	<u>100.00%</u>	<u>21.03%</u>	<u>6.63%</u>	<u>19.28%</u>	<u>53.06%</u>

THIS YEAR TO DATE

RESIDENTIAL	41.69%	12.95%	6.09%	9.82%	12.83%
INDUS/MUNI BLDG	55.62%	7.54%	0.69%	8.88%	38.51%
PUB.ST.LIGHTS	0.44%	0.14%	0.05%	0.08%	0.17%
PRV.ST.LIGHTS	0.10%	0.02%	0.00%	0.03%	0.05%
CO-OP RESALE	0.55%	0.55%	0.00%	0.00%	0.00%
SCHOOL	1.60%	0.59%	0.36%	0.20%	0.45%
TOTAL	<u>100.00%</u>	<u>21.79%</u>	<u>7.19%</u>	<u>19.01%</u>	<u>52.01%</u>

LAST YEAR TO DATE

RESIDENTIAL	42.08%	13.26%	6.04%	9.97%	12.81%
INDUS/MUNI BLDG	55.03%	7.41%	0.69%	8.53%	38.40%
PUB.ST.LIGHTS	0.59%	0.21%	0.07%	0.10%	0.21%
PRV.ST.LIGHTS	0.13%	0.03%	0.00%	0.04%	0.06%
CO-OP RESALE	0.53%	0.53%	0.00%	0.00%	0.00%
SCHOOL	1.64%	0.60%	0.35%	0.22%	0.47%
TOTAL	<u>100.00%</u>	<u>22.04%</u>	<u>7.15%</u>	<u>18.86%</u>	<u>51.95%</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED REVENUE VARIANCE REPORT
10/31/11

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	7,562,160.57	8,137,603.00	(575,442.43)	-7.07%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	8,742,255.56	9,062,755.00	(320,499.44)	-3.54%
PUBLIC STREET LIGHTING	84,915.13	171,892.00	(86,976.87)	-50.60%
SALES FOR RESALE	94,384.43	110,059.00	(15,674.57)	-14.24%
SCHOOL	<u>268,675.35</u>	<u>270,323.00</u>	<u>(1,647.65)</u>	-0.61%
 TOTAL BASE SALES	 16,752,391.04	 17,752,632.00	 (1,000,240.96)	 -5.63%
TOTAL FUEL SALES	<u>13,993,802.42</u>	<u>15,374,851.00</u>	<u>(1,381,048.58)</u>	-8.98%
TOTAL OPERATING REVENUE	30,746,193.46	33,127,483.00	(2,381,289.54)	-7.19%
 FORFEITED DISCOUNTS	 331,587.72	 390,558.00	 (58,970.28)	 -15.10%
PURCHASED POWER CAPACITY	(49,260.34)	(50,807.00)	1,546.66	-3.04%
ENERGY CONSERVATION - RESIDENTIAL	73,760.92	76,440.00	(2,679.08)	-3.50%
ENERGY CONSERVATION - COMMERCIAL	121,887.06	121,730.00	157.06	0.13%
GAW REVENUE	259,294.42	231,252.00	28,042.42	12.13%
NYPA CREDIT	(235,495.98)	(200,000.00)	(35,495.98)	17.75%
 TOTAL OPERATING REVENUES	 <u>31,247,967.26</u>	 <u>33,696,656.00</u>	 <u>(2,448,688.74)</u>	 -7.27%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING EXPENSES
10/31/11

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER BASE EXPENSE	2,456,232.55	2,078,533.97	9,850,552.42	9,320,607.36	-5.38%
OPERATION SUPER AND ENGIN-TRANS	0.00	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	44,685.01	41,995.20	153,943.52	174,038.98	13.05%
STATION SUP LABOR AND MISC	12,066.13	11,983.39	39,155.31	45,183.28	15.40%
LINE MISC LABOR AND EXPENSE	40,730.90	61,250.44	205,081.62	229,014.58	11.67%
STATION LABOR AND EXPENSE	43,151.75	37,674.31	153,889.68	157,962.28	2.65%
STREET LIGHTING EXPENSE	7,503.87	9,427.35	22,524.53	33,358.20	48.10%
METER EXPENSE	31,174.86	21,576.61	104,282.30	85,022.04	-18.47%
MISC DISTRIBUTION EXPENSE	30,032.81	25,226.83	110,887.90	108,979.89	-1.72%
METER READING LABOR & EXPENSE	5,915.54	6,823.52	27,925.25	33,310.20	19.28%
ACCT & COLL LABOR & EXPENSE	148,880.93	87,335.05	413,352.18	397,782.95	-3.77%
UNCOLLECTIBLE ACCOUNTS	15,000.00	16,000.00	60,000.00	64,000.00	6.67%
ENERGY AUDIT EXPENSE	43,931.87	33,342.23	144,166.63	139,814.22	-3.02%
ADMIN & GEN SALARIES	68,143.73	57,750.68	231,594.34	243,307.65	5.06%
OFFICE SUPPLIES & EXPENSE	21,180.40	36,698.17	97,230.89	69,143.39	-28.89%
OUTSIDE SERVICES	29,460.85	46,913.21	77,430.55	115,188.22	48.76%
PROPERTY INSURANCE	30,631.88	31,778.71	123,097.52	127,150.88	3.29%
INJURIES AND DAMAGES	3,670.57	718.57	16,151.27	(6,827.06)	-142.27%
EMPLOYEES PENSIONS & BENEFITS	99,937.89	111,011.63	482,101.26	534,940.81	10.96%
MISC GENERAL EXPENSE	10,182.84	7,599.42	42,384.20	55,204.83	30.25%
RENT EXPENSE	14,129.47	636.37	55,712.12	55,863.87	0.27%
ENERGY CONSERVATION	31,253.40	31,950.00	114,615.44	202,813.04	76.95%
TOTAL OPERATION EXPENSES	731,664.70	677,691.69	2,675,526.51	2,865,252.25	7.09%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	227.08	227.10	908.32	908.40	0.01%
MAINT OF STRUCT AND EQUIPMT	11,394.91	16,300.88	33,266.65	64,690.24	94.46%
MAINT OF LINES - OH	170,440.23	134,239.22	438,719.36	527,105.75	20.15%
MAINT OF LINES - UG	10,215.43	15,946.71	46,135.24	72,792.29	57.78%
MAINT OF LINE TRANSFORMERS **	231,472.16	7,599.63	788,808.99	24,023.60	-96.95%
MAINT OF ST LT & SIG SYSTEM	6.43	(51.77)	(139.52)	(236.74)	69.68%
MAINT OF GARAGE AND STOCKROOM	44,803.61	46,345.75	171,528.14	171,524.15	0.00%
MAINT OF METERS	0.00	8,159.64	0.00	28,742.17	100.00%
MAINT OF GEN PLANT	12,055.61	6,527.82	36,258.79	29,086.65	-19.78%
TOTAL MAINTENANCE EXPENSES	480,615.46	235,294.98	1,515,485.97	918,636.51	-39.38%
DEPRECIATION EXPENSE	287,729.05	296,027.47	1,150,916.20	1,184,109.88	2.88%
PURCHASED POWER FUEL EXPENSE	2,586,224.15	2,955,398.39	14,730,285.57	13,797,272.59	-6.33%
VOLUNTARY PAYMENTS TO TOWNS	110,000.00	113,000.00	440,000.00	452,000.00	2.73%
TOTAL OPERATING EXPENSES	6,652,465.91	6,355,946.50	30,362,766.67	28,537,878.59	-6.01%

** FY 12 total includes GAW soil remediation expenses totalling \$0.00
Total costs to date for entire project is \$2,482,825.80.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
10/31/11

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
PURCHASED POWER BASE EXPENSE	9,320,607.36	9,532,393.00	(211,785.64)	-2.22%
OPERATION SUPER AND ENGIN-TRANS	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	174,038.98	144,230.00	29,808.98	20.67%
STATION SUP LABOR AND MISC	45,183.28	19,780.00	25,403.28	128.43%
LINE MISC LABOR AND EXPENSE	229,014.58	235,540.00	(6,525.42)	-2.77%
STATION LABOR AND EXPENSE	157,962.28	142,757.00	15,205.28	10.65%
STREET LIGHTING EXPENSE	33,358.20	28,274.00	5,084.20	17.98%
METER EXPENSE	85,022.04	47,381.00	37,641.04	79.44%
MISC DISTRIBUTION EXPENSE	108,979.89	113,659.00	(4,679.11)	-4.12%
METER READING LABOR & EXPENSE	33,310.20	25,023.00	8,287.20	33.12%
ACCT & COLL LABOR & EXPENSE	397,782.95	459,673.00	(61,890.05)	-13.46%
UNCOLLECTIBLE ACCOUNTS	64,000.00	64,000.00	0.00	0.00%
ENERGY AUDIT EXPENSE	139,814.22	137,578.00	2,236.22	1.63%
ADMIN & GEN SALARIES	243,307.65	240,439.00	2,868.65	1.19%
OFFICE SUPPLIES & EXPENSE	69,143.39	88,694.00	(19,550.61)	-22.04%
OUTSIDE SERVICES	115,188.22	234,940.00	(119,751.78)	-50.97%
PROPERTY INSURANCE	127,150.88	155,008.00	(27,857.12)	-17.97%
INJURIES AND DAMAGES	(6,827.06)	18,917.00	(25,744.06)	-136.09%
EMPLOYEES PENSIONS & BENEFITS	534,940.81	518,558.00	16,382.81	3.16%
MISC GENERAL EXPENSE	55,204.83	97,740.00	(42,535.17)	-43.52%
RENT EXPENSE	55,863.87	70,668.00	(14,804.13)	-20.95%
ENERGY CONSERVATION	202,813.04	221,518.00	(18,704.96)	-8.44%
TOTAL OPERATION EXPENSES	2,865,252.25	3,064,377.00	(199,124.75)	-6.50%
MAINTENANCE EXPENSES:				
MAINT OF TRANSMISSION PLANT	908.40	1,000.00	(91.60)	-9.16%
MAINT OF STRUCT AND EQUIPMENT	64,690.24	38,464.00	26,226.24	68.18%
MAINT OF LINES - OH	527,105.75	462,816.00	64,289.75	13.89%
MAINT OF LINES - UG	72,792.29	71,257.00	1,535.29	2.15%
MAINT OF LINE TRANSFORMERS **	24,023.60	77,828.00	(53,804.40)	-69.13%
MAINT OF ST LT & SIG SYSTEM	(236.74)	3,179.00	(3,415.74)	-107.45%
MAINT OF GARAGE AND STOCKROOM	171,524.15	205,915.00	(34,390.85)	-16.70%
MAINT OF METERS	28,742.17	28,458.00	284.17	1.00%
MAINT OF GEN PLANT	29,086.65	42,472.00	(13,385.35)	-31.52%
TOTAL MAINTENANCE EXPENSES	918,636.51	931,389.00	(12,752.49)	-1.37%
DEPRECIATION EXPENSE	1,184,109.88	1,200,000.00	(15,890.12)	-1.32%
PURCHASED POWER FUEL EXPENSE	13,797,272.59	13,789,520.00	7,752.59	0.06%
VOLUNTARY PAYMENTS TO TOWNS	452,000.00	452,000.00	0.00	0.00%
TOTAL OPERATING EXPENSES	28,537,878.59	28,969,679.00	(431,800.41)	-1.49%

* () = ACTUAL UNDER BUDGET

** FY 12 total includes GAW soil remediation expenses totalling \$0.00
Total costs to date for entire project is \$2,482,825.80.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
10/31/11

OPERATION EXPENSES:	RESPONSIBLE SENIOR MANAGER	2012 ANNUAL BUDGET	ACTUAL YEAR TO DATE	REMAINING BUDGET BALANCE	REMAINING BUDGET %
PURCHASED POWER BASE EXPENSE	JP	27,402,177.00	9,320,607.36	18,081,569.64	65.99%
OPERATION SUPER AND ENGIN-TRANS	KS	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	KS	438,974.00	174,038.98	264,935.02	60.35%
STATION SUP LABOR AND MISC	KS	62,909.00	45,183.28	17,725.72	28.18%
LINE MISC LABOR AND EXPENSE	KS	692,484.00	229,014.58	463,469.42	66.93%
STATION LABOR AND EXPENSE	KS	441,924.00	157,962.28	283,961.72	64.26%
STREET LIGHTING EXPENSE	KS	85,338.00	33,358.20	51,979.80	60.91%
METER EXPENSE	DA	152,130.00	85,022.04	67,107.96	44.11%
MISC DISTRIBUTION EXPENSE	JD	352,508.00	108,979.89	243,528.11	69.08%
METER READING LABOR & EXPENSE	DA	76,220.00	33,310.20	42,909.80	56.30%
ACCT & COLL LABOR & EXPENSE	RF	1,427,255.00	397,782.95	1,029,472.05	72.13%
UNCOLLECTIBLE ACCOUNTS	RF	192,000.00	64,000.00	128,000.00	66.67%
ENERGY AUDIT EXPENSE	JP	414,098.00	139,814.22	274,283.78	66.24%
ADMIN & GEN SALARIES	VC	745,939.00	243,307.65	502,631.35	67.38%
OFFICE SUPPLIES & EXPENSE	VC	265,700.00	69,143.39	196,556.61	73.98%
OUTSIDE SERVICES	VC	454,250.00	115,188.22	339,061.78	74.64%
PROPERTY INSURANCE	JD	465,000.00	127,150.88	337,849.12	72.66%
INJURIES AND DAMAGES	JD	55,859.00	(6,827.06)	62,686.06	112.22%
EMPLOYEES PENSIONS & BENEFITS	JD	1,441,637.00	534,940.81	906,696.19	62.89%
MISC GENERAL EXPENSE	VC	203,091.00	55,204.83	147,886.17	72.82%
RENT EXPENSE	JD	212,000.00	55,863.87	156,136.13	73.65%
ENERGY CONSERVATION	JP	643,789.00	202,813.04	440,975.96	68.50%
TOTAL OPERATION EXPENSES		8,823,105.00	2,865,252.25	5,957,852.75	67.53%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	KS	3,000.00	908.40	2,091.60	69.72%
MAINT OF STRUCT AND EQUIPMT	KS	107,072.00	64,690.24	42,381.76	39.58%
MAINT OF LINES - OH	KS	1,419,953.00	527,105.75	892,847.25	62.88%
MAINT OF LINES - UG	KS	214,037.00	72,792.29	141,244.71	65.99%
MAINT OF LINE TRANSFORMERS **	KS	188,500.00	24,023.60	164,476.40	87.26%
MAINT OF ST LT & SIG SYSTEM	JD	9,636.00	(236.74)	9,872.74	102.46%
MAINT OF GARAGE AND STOCKROOM	JD	662,139.00	171,524.15	490,614.85	74.10%
MAINT OF METERS	DA	85,444.00	28,742.17	56,701.83	66.36%
MAINT OF GEN PLANT	RF	127,620.00	29,086.65	98,533.35	77.21%
TOTAL MAINTENANCE EXPENSES		2,817,401.00	918,636.51	1,898,764.49	67.39%
DEPRECIATION EXPENSE	RF	3,600,000.00	1,184,109.88	2,415,890.12	67.11%
PURCHASED POWER FUEL EXPENSE	JP	39,768,817.00	13,797,272.59	25,971,544.41	65.31%
VOLUNTARY PAYMENTS TO TOWNS	RF	1,356,000.00	452,000.00	904,000.00	66.67%
TOTAL OPERATING EXPENSES		83,767,500.00	28,537,878.59	55,229,621.41	65.93%

** FY 12 total includes GAW soil remediation expenses totalling \$0.00
Total costs to date for entire project is \$2,482,825.80.

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
PROFESSIONAL SERVICES
10/31/2011

PROFESSIONAL SERVICES BY PROJECT

ITEM	DEPARTMENT	ACTUAL	BUDGET	VARIANCE
1 RMLD AND PENSION TRUST AUDIT FEES	ACCOUNTING	30,940.00	32,250.00	(1,310.00)
2 PENSION ACTUARIAL EVALUATION	ACCOUNTING	0.00	0.00	0.00
3 LEGAL- FERC/ISO ISSUES	ENERGY SERVICE	0.00	6,000.00	(6,000.00)
4 LEGAL- POWER SUPPLY ISSUES	ENERGY SERVICE	8,773.10	15,000.00	(6,226.90)
5 PROFESSIONAL SERVICES	ENERGY SERVICE	7,484.32	8,000.00	(515.68)
6 NERC COMPLIANCE	E & O	7,175.00	3,350.00	3,825.00
7 LOAD CAPACITY STUDY	ENGINEERING	9,280.00	7,500.00	1,780.00
8 LEGAL SERVICES- GENERAL	GM	43,887.06	16,668.00	27,219.06
9 LEGAL SERVICES-GENERAL	HR	6,190.41	14,000.00	(7,809.59)
10 LEGAL SERVICES-NEGOTIATIONS	HR	0.00	0.00	0.00
11 LEGAL GENERAL	BLDG. MAINT.	0.00	500.00	(500.00)
12 SURVEY RIGHT OF WAY	BLDG. MAINT.	0.00	1,668.00	(1,668.00)
13 ENVIRONMENTAL	BLDG. MAINT.	0.00	1,668.00	(1,668.00)
14 STATION 1 STRUCTURAL FEASABILITY	BLDG. MAINT.	0.00	25,000.00	(25,000.00)
15 DEMOLITION OF CONTROL CENTER	BLDG. MAINT.	0.00	100,000.00	(100,000.00)
16 INSURANCE CONSULTANT	GEN. BENEFIT	1,458.33	1,668.00	(209.67)
17 LEGAL	GEN. BENEFIT	0.00	1,668.00	(1,668.00)
TOTAL		<u>115,188.22</u>	<u>234,940.00</u>	<u>(119,751.78)</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
ROMARKE INSURANCE	1,041.66
RUBIN AND RUDMAN	43,985.14
UTILITY SERVICES INC.	10,346.67
MELANSON HEATH & COMPANY	37,903.62
DUNCAN AND ALLEN	1,711.40
CHOATE HALL AND STEWART	6,190.41
PROFESSIONAL ENVIRONMENTAL SERVICES	560.00
CDM	9,280.00
CMEEC	4,169.32
TOTAL	<u>115,188.22</u>

RMLD
BUDGET VARIANCE REPORT
FOR PERIOD ENDING OCTOBER 31, 2011

DIVISIONS AND DEPARTMENTS	ACTUAL	BUDGET	VARIANCE	CHANGE
<u>ENGINEERING AND OPERATIONS:</u>				
E&O MGR	78,278	68,363	9,915	14.50%
ENGINEERING	183,376	152,063	31,313	20.59%
LINE	863,061	802,152	60,909	7.59%
METER READING	33,310	25,023	8,287	33.12%
METER TECHNICIANS	85,022	47,467	37,555	79.12%
STATION OP	203,146	162,537	40,608	24.98%
STATION TECHS	117,547	144,919	(27,371)	-18.89%
DIVISION TOTAL	1,563,740	1,402,524	161,216	11.49%
<u>ENERGY SERVICES:</u>				
	358,944	388,263	(29,320)	-7.55%
<u>GENERAL MANAGER:</u>				
GENERAL MANAGER	146,559	121,412	25,148	20.71%
HUMAN RESOURCES	41,743	56,479	(14,736)	-26.09%
COMMUNITY RELATIONS	43,065	74,536	(31,471)	-42.22%
CAB	5,137	4,936	201	4.08%
BOARD	4,768	2,500	2,268	90.71%
DIVISION TOTAL	241,272	259,863	(18,591)	-7.15%
<u>FACILITY MANAGER:</u>				
GENERAL BENEFITS	736,873	799,365	(62,492)	-7.82%
BUILDING MAINTENANCE	171,524	334,750	(163,226)	-48.76%
MATERIALS MANAGEMENT	109,018	114,159	(5,141)	-4.50%
DIVISION TOTAL	1,017,414	1,248,273	(230,859)	-18.49%
<u>BUSINESS DIVISION:</u>				
ACCOUNTING	185,930	274,380	(88,450)	-32.24%
CUSTOMER SERVICE	218,097	210,611	7,486	3.55%
MIS	186,449	199,073	(12,624)	-6.34%
MISCELLANEOUS DEDUCTIONS	2,385,499	2,406,785	(21,286)	-0.88%
DIVISION TOTAL	2,975,975	3,090,849	(114,874)	-3.72%
DIVISION TOTALS	6,157,345	6,389,773	(232,428)	-3.64%
PURCHASED POWER - BASE	9,320,607	9,532,393	(211,786)	-2.22%
PURCHASED POWER - FUEL	13,797,273	13,789,520	7,753	0.06%
TOTAL	29,275,225	29,711,686	(436,461)	-1.47%

RMLD
DEFERRED FUEL CASH RESERVE ANALYSIS
10/31/11

DATE	GROSS CHARGES	REVENUES	NYPA CREDIT	MONTHLY DEFERRED	TOTAL DEFERRED
Jun-11					3,055,224.78
Jul-11	4,131,396.83	4,049,745.45	(79,163.65)	(160,815.03)	2,894,409.75
Aug-11	3,795,607.97	3,924,541.80	(52,328.74)	76,605.09	2,971,014.84
Sep-11	2,914,869.40	3,166,562.64	(58,869.90)	192,823.34	3,163,838.18
Oct-11	2,955,398.39	2,852,952.53	(45,133.69)	(147,579.55)	3,016,258.63

RMLD
STAFFING REPORT
FOR FISCAL YEAR ENDING JUNE, 2012

		ACTUAL				
		12 BUD	JUL	AUG	SEP	OCT
		TOTAL	11	11	11	11
<u>GENERAL MANAGER</u>						
GENERAL MANAGER		2	2	2	2	2
HUMAN RESOURCES		1	1	1	1	1
COMMUNITY RELATIONS		1	1	1	1	1
TOTAL		4	4	4	4	4
<u>BUSINESS</u>						
ACCOUNTING		2.00	1.50	1.50	1.50	2.00
CUSTOMER SERVICE	* ^	7.75	8.75	8.75	8.75	8.75
MGMT INFORMATION SYS	*	6.25	5.25	5.25	5.25	5.25
MISCELLANEOUS		1	1	1	1	1
TOTAL		17.00	16.50	16.50	16.50	17.00
<u>ENGINEERING & OPERATIONS</u>						
AGM E&O		2	2	2	2	2
ENGINEERING		5	5	5	5	5
LINE		21	20	20	20	20
METER		4	4	4	4	4
STATION		8	8	8	8	8
TOTAL		40	39	39	39	39
<u>PROJECT</u>						
BUILDING		2	2	2	2	2
GENERAL BENEFITS		2	2	2	2	2
TRANSPORTATION		0	0	0	0	0
MATERIALS MGMT		4	4	4	4	4
TOTAL		8	8	8	8	8
<u>ENERGY SERVICES</u>						
ENERGY SERVICES	*#	5.5	5.5	5.5	5.5	5.5
TOTAL		5.5	5.5	5.5	5.5	5.5
RMLD TOTAL		74.5	73	73	73	73.5
<u>CONTRACTORS</u>						
UG LINE		2	2	2	2	2
TOTAL		2	2	2	2	2
GRAND TOTAL		76.5	75	75	75	75.5

* part time employee

*# part time employee and a coop student

*^ part time employee and a temp

To: Vincent Cameron

From: Energy Services

Date: November 29, 2011

Subject: **Purchase Power Summary – October, 2011**

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of October, 2011.

ENERGY

The RMLD's total metered load for the month was 55,307,487 kWh, which was a decrease of .92 % compared to October, 2010 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	893,956	\$5.54	1.61%	\$4,952	0.17%
Seabrook	1,466,807	\$8.87	2.65%	\$13,006	0.44%
JP Morgan	8,532,000	\$54.18	15.40%	\$462,293	15.64%
Stonybrook CC	1,846,222	\$48.99	3.33%	\$90,447	3.06%
Constellation	7,440,000	\$61.62	13.43%	\$458,489	15.51%
NYPA	1,974,876	\$4.92	3.57%	\$9,716	0.33%
ISO Interchange	11,288,742	\$43.87	20.38%	\$495,221	16.76%
NEMA Congestion	0	\$0.00	0.00%	-\$11,034	-0.37%
Coop Resales	85,187	\$131.99	0.15%	\$11,244	0.38%
Stonybrook Peaking	0	\$0.00	0.00%	\$102	0.00%
MacQuarie	19,164,000	\$62.27	34.60%	\$1,193,426	40.38%
Braintree Watson Unit	687,149	\$49.14	1.24%	\$33,763	1.14%
Swift River Projects	2,013,323	\$96.25	3.63%	\$193,773	6.56%
Monthly Total	55,392,262	\$53.35	100.00%	\$2,955,398	100.00%

Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for month of October, 2011.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP* Settlement	12,829,033	44.45	23.16%
RT Net Energy** Settlement	-1,540,291	48.73	-2.78%
ISO Interchange (subtotal)	11,288,742	43.87	20.38%

CAPACITY

The RMLD hit a demand of 97,508 kW, which occurred on October 10, 2011 at 7 pm. The RMLD's monthly UCAP requirement for October, 2011 was 199,846 kW.

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

Table 3

Source	Amount of Capacity (kW)	Cost of Capacity (\$/kW-month)	% of Total Capacity	Total Cost \$	% of Total Cost
Millstone #3	4,991	\$41.61	2.48%	\$207,699	15.40%
Seabrook	7,910	\$55.29	3.94%	\$437,363	32.43%
Stonybrook Peaking	24,981	\$1.92	12.43%	\$48,009	3.56%
Stonybrook CC	42,925	\$3.74	21.36%	\$160,691	11.92%
NYP&A	4,666	\$2.55	2.32%	\$11,896	0.88%
Hydro Quebec	4,274	\$5.60	2.13%	\$23,947	1.78%
ISO-NE Supply Auction	100,672	\$3.45	50.10%	\$347,314	25.75%
Braintree Watson Unit	10,520	\$10.61	5.24%	\$111,667	8.28%
Total	200,939	\$6.71	100.00%	\$1,348,586	100.00%

* ISO DA LMP: Independent System Operator Day-Ahead Locational Marginal Price

**RT Net Energy: Real-Time Net Energy

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	\$4,952	\$207,699	\$212,651	4.94%	893,956	\$0.2379
Seabrook	\$13,006	\$437,363	\$450,369	10.46%	1,466,807	\$0.3070
Stonybrook CC	\$90,447	\$160,691	\$251,138	5.84%	1,846,222	\$0.1360
Hydro Quebec	\$0	\$23,947	\$23,947	0.56%	0	\$0.0000
Constellation	\$458,489	\$0	\$458,489	10.65%	7,440,000	\$0.0616
NYPA	\$9,716	\$11,896	\$21,612	0.50%	1,974,876	\$0.0109
ISO Interchange	\$495,221	\$347,314	\$842,534	19.58%	11,288,742	\$0.0746
NEMA Congestion	-\$11,034	\$0	-\$11,034	-0.26%	0	\$0.0000
Coop Resales	\$11,244	\$0	\$11,244	0.26%	85,187	\$0.1320
Stonybrook Peaking	\$102	\$48,009	\$48,111	1.12%	0	\$0.0000
JP Morgan	\$462,293	\$0	\$462,293	10.74%	8,532,000	\$0.0542
MacQuarie	\$1,193,426	\$0	\$1,193,426	27.73%	19,164,000	\$0.0623
Braintree Watson Unit	\$33,763	\$111,667	\$145,431	3.38%	687,149	\$0.2116
Swift River Projects	\$193,773	\$0	\$193,773	4.50%	2,013,323	\$0.0962
Monthly Total	\$2,955,398	\$1,348,586	\$4,303,984	100.00%	55,392,262	\$0.0777

TRANSMISSION

The RMLD's total transmission costs for the month of October, 2011 are \$727,145.

This is a decrease of 6.59% from the September 2011 cost of \$778,431.

In 2010, the transmission costs for the month of October, 2010 were \$936,684.

Table 5 shows the current month vs. last month and last year (October, 2010).

Table 5

	Current Month	Last Month	Last Year
Peak Demand (kW)	97,508	124,448	111,392
Energy (kWh)	55,392,262	60,207,277	55,881,826
Energy (\$)	\$2,955,398	\$2,914,869	\$2,586,224
Capacity (\$)	\$1,348,586	\$1,424,726	\$1,517,694
Transmission (\$)	\$727,145	\$778,431	\$936,684
Total	\$5,031,130	\$5,118,027	\$5,040,602



To: Jane Parenteau

From: Rahul Shah

Date: November 30, 2011

Re: Time-Of-Use (TOU) Consumption Review

Time-of-Use (TOU) is a helpful tool for both, RMLD customers as well as the utility because it saves money for customers and it helps to reduce peak demand for a utility company at the same time. As of October 31, 2011, there are 61 Commercial TOU customers and 234 Residential TOU customers. The RMLD Board of Commissioners requested that RMLD review the electricity consumption of Commercial and Residential TOU customers in the RMLD territory to determine if all customers were achieving savings following the revised TOU rates which took effect on May 1, 2011. It has been found that all customers have saved money under RMLD's TOU rate compared to RMLD's Base rate.

Residential TOU

The average monthly Residential TOU customer pays approximately \$143 per month. The same customer would have paid about \$162 per month under the Base rate. This equates to an average savings for Residential TOU customer of \$19 per month (equals to 12% of savings per month compared to Base rate). On a monthly basis, Residential TOU customers saved anywhere from \$1.76 to \$76.22.

RESIDENTIAL							
kWh/month	On-peak consumption (percentages)						
	10%	15%	20%	25%	30%	35%	40%
250	14.1%	11.0%	8.1%	5.3%	2.2%	-0.7%	-3.8%
500	17.7%	14.6%	11.4%	8.3%	5.2%	2.1%	-1.1%
750	19.0%	15.8%	12.6%	9.5%	6.3%	3.1%	-0.1%
1,000	19.6%	16.4%	13.2%	10.0%	6.8%	3.6%	0.4%
1,250	20.0%	16.9%	13.6%	10.4%	7.2%	3.9%	0.7%
1,500	20.3%	17.1%	13.8%	10.6%	7.4%	4.1%	0.9%
2,000	20.7%	17.4%	14.2%	10.9%	7.7%	4.4%	1.2%
2,500	20.9%	17.6%	14.3%	11.1%	7.8%	4.6%	1.3%

The table above shows the monthly consumption and savings for residential customers under the TOU rate. The percentage of savings a residential TOU customer can achieve is based on an amount of consumption per month (kWh/month), with a certain percentage of On-peak consumption. For example, a TOU customer who uses 1,000 kWh/month (out of which 10% is on-peak consumption) would save 19.6% on their monthly bill compared to the Base rate. The same customer would save 13.2% on monthly bill if the on-peak consumption is 20%.

Commercial TOU

Commercial TOU customers, on average, pay about \$39,803 per month under the Commercial TOU rate whereas the same customer would have paid about \$43,248 per month under the Commercial Base rate. This saves an average Commercial customer \$3,445 per month (which is equals to almost 7% of savings per month compared to the Base rate). The demand charge is a major component on the commercial bill. Therefore, a lower demand can certainly result in more savings for Commercial customers. On a monthly basis, Commercial TOU customers were able to achieve savings between 1% - 11% which equates to a monthly dollar range of \$110 - \$79,000. The table below shows the monthly consumption and savings for Commercial customers under TOU rate.

COMMERCIAL								
kWh/month	kW (demand)	On-peak consumption (percentages)						
		10%	15%	20%	25%	30%	35%	40%
10,000	27	12.1%	9.7%	7.3%	4.8%	2.4%	-0.1%	-2.5%
40,000	90	14.4%	11.9%	9.4%	6.9%	4.3%	1.8%	-0.7%
120,000	290	14.4%	11.9%	9.4%	6.9%	4.4%	1.9%	-0.6%
500,000	900	15.7%	13.1%	10.6%	8.0%	5.4%	2.9%	0.3%
750,000	1,350	15.7%	13.2%	10.6%	8.0%	5.4%	2.9%	0.3%
1,300,000	2,600	15.3%	12.8%	10.2%	7.7%	5.2%	2.6%	0.1%
7,000,000	12,000	15.9%	13.4%	10.8%	8.2%	5.6%	3.0%	0.4%

The percentage of savings that a Commercial TOU customer can achieve depends on the amount of consumption per month (kWh/month) and demand (kW), based on the amount of On-peak consumption. For example, a TOU customer who uses 500,000 kWh/month (with 20% of on-peak consumption) and a demand of 900 kW would save 10.6% on their monthly bill compared to the Base rate. The same customer would save 5.4% per month if the on-peak consumption was 30%.

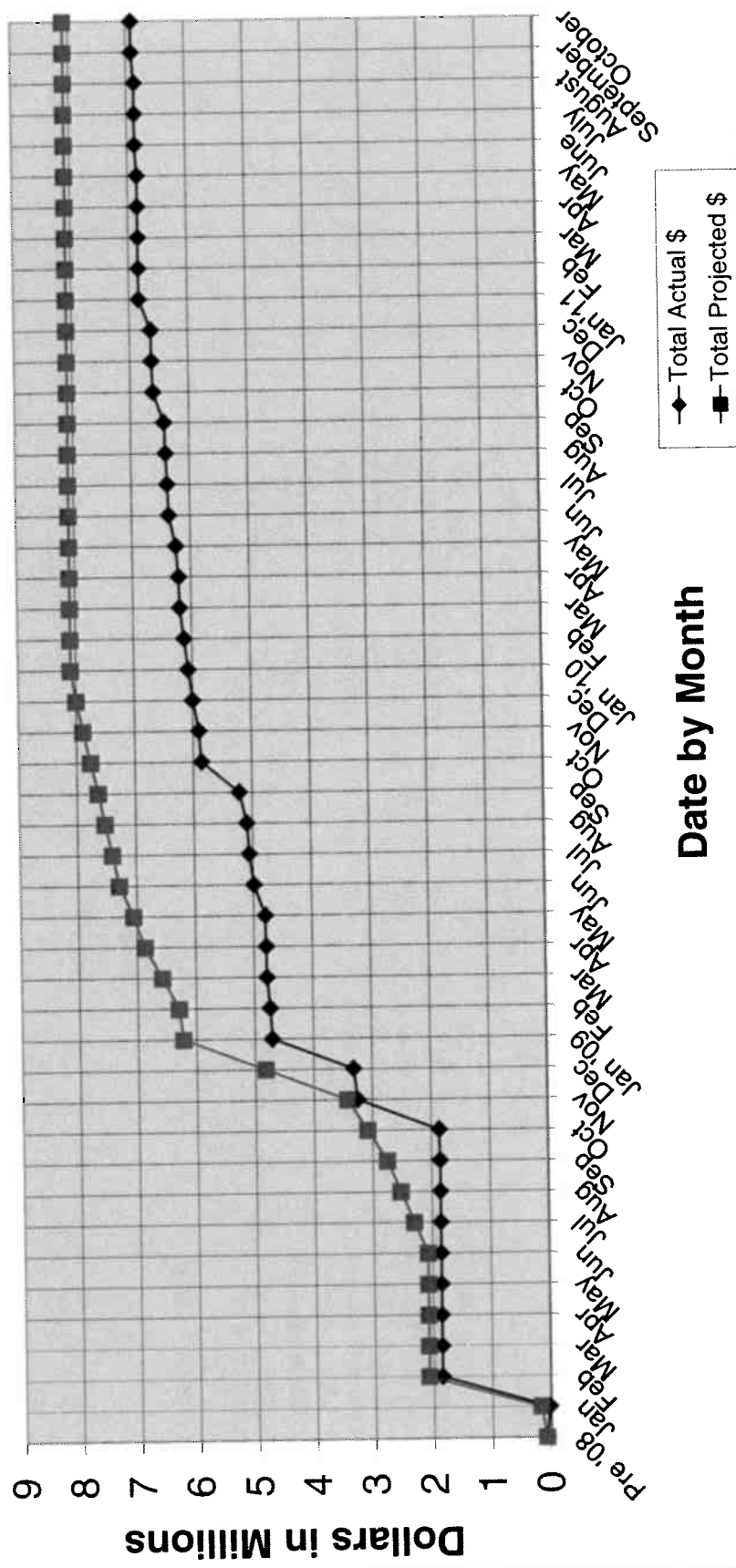
Gaw Transformer Upgrade Project

Schedule Milestones	Start Date	% Complete	Completion Date	Notes
Conceptual Engineering	Jul-08	100	Jun-09	Complete
Major Equipment Procurement	Feb-09	100	Oct-10	Complete
Design Engineering	Jul-08	100	Jun-09	Complete
Scheduled Transformer Delivery	Dec-08	100	Dec-08	Complete
Construction Bid	Jan-09	100	Mar-09	Complete
Construction Contractor	May-09	100	Dec-10	Complete
Construction Transformer Replacement	May-09	100	Oct-10	Complete
Construction Switchgear Upgrades	Dec-09	100	Jul-11	Complete
Construction RMLD Personnel	Jan-09	100	Jul-11	Complete

Tangible Milestones	Start Date	% Complete	Completion Date	Notes
Relocate Station Service transformers	06/22/09	100	07/17/09	Complete
Transformer 110C on concrete pad	06/01/09	100	07/22/09	Complete
115kV circuit switchers replaced	07/25/09	100	08/02/09	Complete
Transformer 110C secondary work	07/27/09	100	10/05/09	Complete
Transformer 110C replacement	08/31/09	100	10/09/09	Complete
Transformer 110A replacement	09/21/09	100	09/30/10	Complete
Transformer 110B replacement	02/19/10	100	03/31/10	Complete
Switchgear upgrade	12/01/09	100	07/31/11	Complete
Feeder Reassignment work	08/16/10	100	01/30/11	Complete

Changes highlighted in bold

Gaw Transformer Upgrade Project



Reconciling the Gaw Upgrade Project

Capital Item Description	Fiscal Yr	Budget		Expenditure		Delta by FY
		Item	Cumulative	Actual	Cumulative	
Transformer Payment	2008	2.080	2.080	1.836	1.836	-0.244
Contract Labor	2009	1.380		0.170		
Procured Equipment		0.360		0.101		
RMLD Labor		0.446		0.111		
Feeder Reassignment		0.282		0.000		
Transformer Payments		2.757	7.305	2.755	4.973	-2.332
Contract Labor	2010	0.285		0.838		
Procured Equipment		0.195		0.155		
RMLD Labor		0.200		0.380		
Feeder Reassignment		0.110	8.095	0.000	6.346	-1.749
Contract Labor	2011	0.545		0.411		
Procured Equipment		0.030		0.007		
RMLD Labor		0.064		0.109		
Feeder Reassignment		0.236	8.095	0.048	6.921	-1.174
Project Sub-Total		0.875	8.095	6.921	6.921	
Project Total					6.921	-1.174



12/1/2011
9:33 AM

READING MUNICIPAL LIGHT DEPARTMENT
FY 11 CAPITAL BUDGET VARIANCE REPORT
FOR PERIOD ENDING OCTOBER 31, 2011

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST OCTOBER	YTD ACTUAL COST THRU 10/31/11	ANNUAL BUDGET AMOUNT	VARIANCE
<u>E&O Construction - System Projects</u>						
1	5W9 Reconductoring - Ballardvale Street	W	27,140	53,110	242,649	189,539
2	High Capacity Tie 4W18 and 3W8 Franklin Street	R	21,842	39,318	157,766	118,448
3	Upgrading Old Lynnfield Ctr URDs	LC	377	377	579,927	579,550
<u>SCADA Projects</u>						
4	RTU Replacement	R			130,255	130,255
<u>Distribution Automation Projects</u>						
5	Reclosures	ALL			197,901	197,901
6	Capacitor Banks	ALL			105,052	105,052
7	SCADA Radio Communication System	ALL			231,386	231,386
<u>Station Upgrades (Station #4 GAW)</u>						
8	Relay Replacement Project	R			99,656	99,656
9	115kV Disconnect Replacement	R			88,585	88,585
<u>New Customer Service Connections</u>						
12	Service Installations - Commercial/Industrial Customers	ALL	1,373	11,165	62,530	51,365
13	Service Installations - Residential Customers	ALL	14,202	61,331	206,017	144,686
<u>14 Routine Construction</u>						
	Various Routine Construction	ALL	183,276	769,169	1,016,382	247,213
Total Construction Projects			248,210	934,470	3,118,106	2,183,636
<u>Other Projects</u>						
15	GIS				50,000	50,000
16	Transformers/Capacitors Annual Purchases				198,800	198,800
17	Meter Annual Purchases				46,360	46,360
17A	Meter Upgrade Project		52,975	160,264	1,740,656	1,580,392
18	Purchase New Small Vehicle			31,544	36,000	4,456
19	Purchase Line Department Vehicle				386,000	386,000
20	Purchase Puller Trailer				75,000	75,000
21	Roof Top Units				30,000	30,000
22	Engineering Software and Data Conversion				76,690	76,690
23	Plotter				18,000	18,000
27	Hardware Upgrades		431	20,570	40,000	19,430
28	Software and Licensing		9,000	19,180	94,435	75,255
OTH	Cooling Tower Replacement			16,713	-	(16,713)
Total Other Projects			62,406	248,271	2,791,941	2,543,670
TOTAL RMLD CAPITAL PROJECT EXPENDITURES			310,616	1,182,741	5,910,047	4,727,306
29	Force Account/Reimbursable Projects	ALL	-	-	-	-
TOTAL FY 12 CAPITAL PROJECT EXPENDITURES			310,616	1,182,741	5,910,047	4,727,306



**Reading Municipal Light Department
Engineering and Operations
Monthly Report
October, 2011**

FY 2012 Capital Plan

E&O Construction – System Projects

1. **5W9 Reconductoring – Ballardvale Street - Wilmington** – *Engineering labor, install temporary guy; install messenger.*
2. **High Capacity Tie 4W18/3W8 Franklin Street – Reading** – *Frame; make ready work for new spacer cable; install spacer cable; install messenger; transfers.*
3. **Upgrading of Old Lynnfield Center URDs** – *Engineering labor.*

SCADA Projects

4. **RTU Replacement at Station 4 – Reading** – *No activity.*

Distribution Automation (DA) Projects

5. **Reclosers** – *No activity.*
6. **Capacitor Banks** – *No activity.*
7. **SCADA Radio Communication System** – *No activity.*

Station Upgrades

8. **Relay Replacement Project – Station 4 – Reading** – *No activity.*
9. **115 kV Disconnect Replacement – Station 4 – Reading** – *No activity.*

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 replacement/installations, primary or secondary cable replacement/installations etc. This portion of the project comes under routine construction. *Notable: Day Care Center, 220 Main Street, Wilmington*

13. **Service Installations – Residential Customers** – This item includes new or upgraded overhead and underground services, temporary overhead services, and large underground development.
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>	\$125,625
<i>Maintenance Overhead/Underground</i>	\$188,133
<i>Projects Assigned as Required</i>	\$119,729
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$10,512
<i>Station Group</i>	\$0
<i>Hazmat/Oil Spills</i>	\$3,118
<i>Porcelain Cutout Replacement Program</i>	\$1,231
<i>Lighting (Street Light Connections)</i>	\$27,200
<i>Storm Trouble</i>	\$38,558
<i>Underground Subdivisions</i>	\$15,448
<i>Animal Guard Installation</i>	\$25,723
<i>Miscellaneous Capital Costs</i>	\$213,892
TOTAL	\$769,169

*In the month of September three cutouts were charged under this program. Approximately 20 cutouts were installed new or replaced because of damage making a total of 23 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.

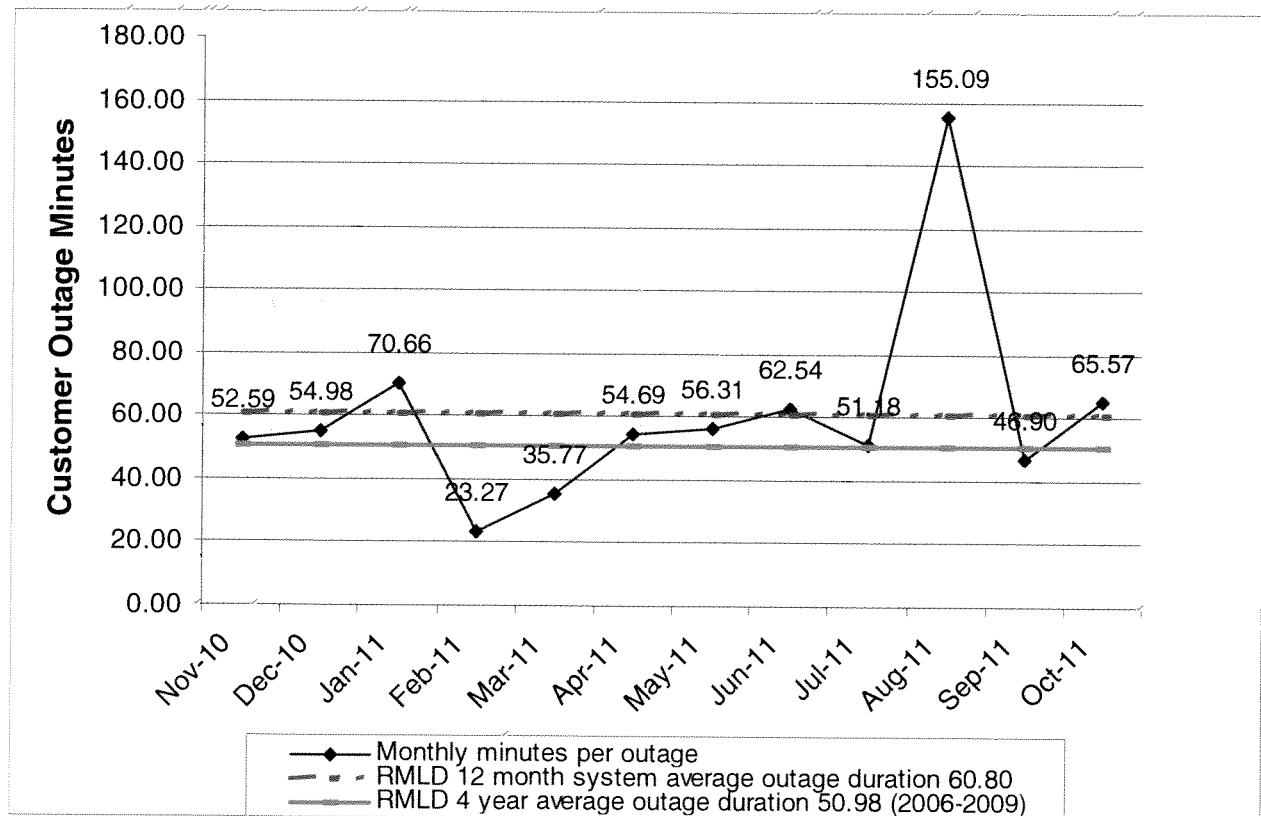
Customer Average Interruption Duration Index (CAIDI) – Measures how quickly the RMLD restores power to customers when their power goes out.

CAIDI = Total of Customer Interruption Duration for the Month in Minutes/ Total number of customers interrupted.

RMLD 12 month system average outage duration – 60.80 minutes

RMLD 4 year average outage (2006-2009) – 50.98 minutes per outage

On average, RMLD customers that experience an outage are restored in 60.80 minutes.



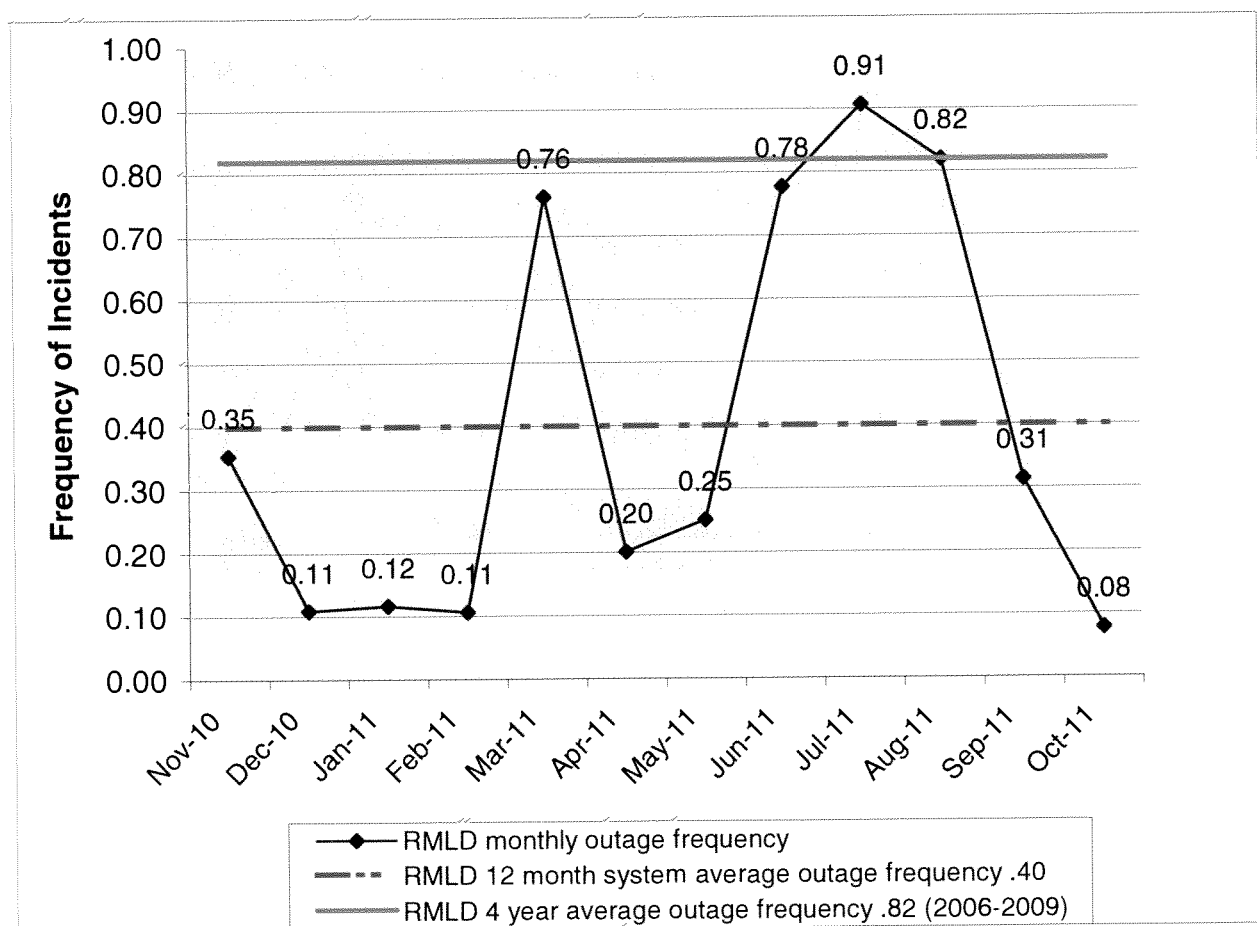
System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

SAIFI = Total number of customer's interrupted / Total number of customers.

RMLD 12 month system average - .40 outages per year

RMLD 4 year average outage frequency - .82

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 Reading customers have no interruptions. At this time, the average RMLD customer experiences an outage approximately every 30 months.

October Snowstorm

October 29th and 30th, the RMLD service territory was significantly affected by a Nor'easter that brought with it, approximately 5" of wet, heavy snow. This caused trees to topple and limbs to break bringing down power lines and poles in all four communities.

On Sunday as the storm began to wind down, we estimate 7,000 customers were without power. Out of state tree crews were brought in Sunday afternoon to augment the two local tree crews that were already working beside the RMLD Linemen. Each day additional mutual aid crews arrived from yet another municipality to help in the restoration process. Between Sunday and Thursday, the RMLD averaged 50 employees devoted to communication, restoration and clean-up work with an additional 25 men made up of Linemen, electricians, and tree crews from out of town. By Tuesday night all power had been restored to all but xxx customers.

While restoring power to our customers in what is believed to have been the worst storm to affect the RMLD service territory, we were fortunate to have Linemen from Marblehead, Danvers, Taunton, Wakefield, and Middleton working to repair the infrastructure that delivers electricity to our customers.



**FRANCESCO DEMOLITION, INC.**

P.O. Box 1915 | Duxbury, MA 02331 | O: 781.585.0200 | F: 781.934.9193

December 1, 2011

Mr. Craig Owen, MCPPO
Material Manager
Town of Reading Municipal Light Dept
230 Ash Street
Reading, Ma 01867.

RE: Project Number: 2012-02.

This letter is to inform you that Francesco Demolition will not be able to proceed with the upcoming possible contract for the Demolition of the Communications Building. The reason being is the asbestos pricing we received for the asbestos removal portion of the project was lower than anticipated, and when we approached the contractor to award them the project they unfortunately withdrew their bid. We have contacted at least 4 other vendors and all of their numbers are between \$6,000.00 -7,000.00 higher. We realize that the 2nd bidder is almost \$11,000.00 higher than our number. Would there be room to increase our bid price, but keep it lower than the 2nd bidder? If we are not allowed to increase our bid price we will have to withdraw our bid.

We are sorry, for the inconvenience this has caused.

Sincerely yours,

Francesco Demolition

A handwritten signature in black ink, appearing to read "Frank Durante", is written over a horizontal line.

Frank Durante
12 Canoe Club Lane
Pembroke, Ma 02359





RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

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

December 1, 2011

Town of Reading Municipal Light Board

Subject: Asbestos Abatement and Demolition of Building at 224 Ash Street, Reading, MA 01867

On September 21, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Asbestos Abatement and Demolition of Building at 224 Ash Street, Reading, MA 01867.

An invitation to bid was emailed to the following:

ASAP - All State Abatement
Professionals, Inc.

Compass Restoration Services LLC

Dec-Tam Corporation

EnviroVantage


F.A. Moschetti & Sons, Inc.

Francesco Demolition

Jay-Mor Enterprises Inc.

LSP Envirogreen

Mill City Environmental



NCM Demolition and
Remediation LP

Premier Abatement

R.M. Technologies, Inc.

RS Hurford Co.

Bids were received from Francesco Demolition and R.M. Technologies, Inc.

The bids were publicly opened and read aloud at 11:00 a.m. November 9, 2011 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 General Manager and the staff.



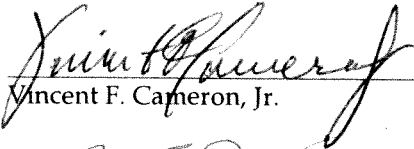
Move that bid 2012-02 for Asbestos Abatement and Demolition of Building at 224 Ash Street, Reading, MA 01867 be awarded to:

Francesco Demolition for **\$56,800.00**

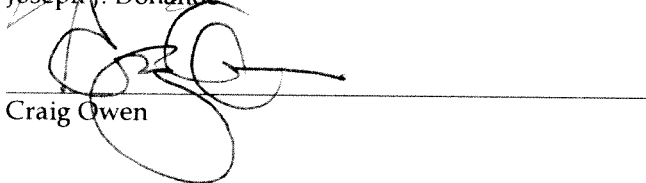
Item 1	Asbestos Abatement and Demolition of Building at 224 Ash Street, Reading, MA 01867	\$56,800.00
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as the lowest qualified and responsive bidder on the recommendation of the General Manager.

The FY 2012 Operational Budget amount for this item is \$100,000.00.



Vincent F. Cameron, Jr.

Joseph J. Donahoe

Craig Owen

Asbestos Abatement & Demolition of Building at 224 Ash Street, Reading, MA 01867

Bid 2012-02

<u>Bidder</u>	<u>Rule for award only - Lump Sum Pricing</u>	<u>*Unit Price per Cubic Foot for Brick Containerization & Proper Disposal</u>	<u>Required Documentation</u>	<u>Responsive Bidder</u>	<u>Specifications Met</u>
Francesco Demolition					
Item 1	\$56,800.00	\$65.00	Yes	Yes	Yes
R.M. Technologies, Inc.					
Item 1	\$68,000.00	\$16.00	No	No¹	No

1: RM Technologies bid submittal failed to include the required FLSA Certification, OSHA Training / Work in Harmony Certification, Asbestos Contractor License, and Pollution Liability Policy.

* Final price will be adjusted at a rate of \$65.00 per cubic foot for brick containerization and proper disposal.



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.rmlid.com

December 1, 2011

Town of Reading Municipal Light Board

Subject: Fixed Network Meter Data Management (MDM) system

On August 23, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Fixed Network Meter Data Management (MDM) system for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Smart Synch	Itron	Elster	GE
Mueller Systems	Landis and Gyr		

A bid was received from Itron.

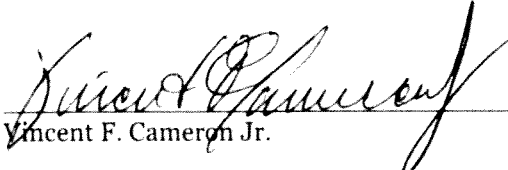
The bid was publicly opened and read aloud at 11:00 a.m. October 12, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

The bid was reviewed, analyzed and evaluated by the General Manager and the staff.

Move that bid 2012-08 for Fixed Network Meter Data Management (MDM) system be awarded to Itron for a total cost of \$876,379.11 as the lowest qualified bidder on the recommendation of the General Manager contingent upon finalization of negotiations and the execution of a definitive agreement between Itron and the RMLD for this project.

<u>Item (desc.)</u>	<u>Project completion</u>	<u>Total Cost</u>
1 Fixed Network Meter Data Management System	36 weeks ARO, based on current scope	876,379.11


The Capital Budget allocation for the purchase of this Fixed Network Meter Data Management (MDM) system project was estimated at \$702,000. This information is found in Tab 17 Part B of the Capital Budget.



Vincent F. Cameron Jr.



Kevin Sullivan



Nick D'Alleva

Fixed Network Meter Data Management (MDM) system

Bid 2012-08

Bidder

Itron

Item 1 Fixed Network Meter Data Management System

Projected completion 36 weeks, based on current scope, ARO

Infrastructure Hardware	608,930.00
Software	25,000.00
Professional Services	219,820.00
Computer Hardware	18,361.11
Freight (Estimated)	4,268.00
Total	<u>876,379.11</u>

Bid Scope:

Bidder to furnish labor, materials, and equipment for all field mounted components and head-end system consisting of servers, hardware, software, engineering, design, and project management support services necessary for the installation of a complete fixed network meter reading, Meter Data Management (MDM) system.

Bid Submittal:

Itron submitted documentation requested by RMLD, however, exceptions were taken to specifications, terms and conditions, as well as pricing structure.

Evaluation:

We are of the opinion that Itron, Inc. possesses the necessary skill, ability, and integrity required for the faithful performance of the work as described in the Invitation for Bids.

At the time of this recommendation efforts are being made to develop a contract agreement acceptable to both Itron and the RMLD. We are working with RMLD Counsel, Rubin and Rudman, in the negotiation of an agreement that substantially protects the interests of the RMLD in the execution of this contract.

230 Ash Street
P.O. Box 150
Reading, MA 01867-0250Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmld.com

November 30, 2011

Town of Reading Municipal Light Board

Subject: Three Phase Pole Mounted Transformers

On October 10, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Three Phase Pole Mounted Transformers for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Power Sales Group	WESCO	Graybar Electric Company
EDI	Yale Electric Supply	Shamrock Power Sales
Hughes Supply	Ward Transformer Sales	Jordan Transformer
IF Gray	Metro West Electric Sales, Inc.	Power Tech-UPSC
Hasgo Power	Robinson Sales	Stuart C. Irby
HD Supply	HD Industrial Services	

Bids were received from WESCO and Power Sales Group.

The bids were publicly opened and read aloud at 11:00 am November 9, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-14 for Three Phase Pole Mounted Transformers be awarded to:

WESCO for a total cost of \$10,164.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Manufacturer</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 (45 kVa)	2	Athens	3,157.00	\$6,314.00
2 (75 kVa)	1	Athens	3,850.00	\$3,850.00

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

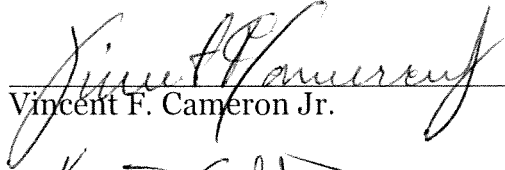
RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

The Capital Budget allocation for the purchase of these units under the Transformer project was estimated at \$22,000.



Vincent F. Cameron Jr.



Kevin Sullivan



Peter Price

Three Phase Pole Mounted Transformers
Bid 2012-14

Bidder	Manufacturer	Delivery Date	Unit Cost	Qty	Total Net Cost	Meet Specification requirement	Specification Data Sheets	Firm Price	All forms filled out	Certified Check or Bid Bond	Exceptions to stated bid requirements	Authorized Signature
WESCO												
Item 1 (45 kVa)	Athens	7 weeks ARO	3157.00	2	6,314.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Athens	7 weeks ARO	3850.00	1	3,850.00							
					<u>10,164.00</u>							
Power Sales Group												
alternate bid (Amorphous)												
Item 1 (45 kVa)	Howard	12-14 weeks ARO	4097.00	2	8,194.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Howard	12-14 weeks ARO	4808.00	1	4,808.00							
					<u>13,002.00</u>							
Power Sales Group												
Item 1 (45 kVa)	Howard	10-12 weeks ARO	4817.00	2	9,634.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Howard	10-12 weeks ARO	6967.00	1	6,967.00							
					<u>16,601.00</u>							



230 Ash Street
P.O. Box 150
Reading, MA 01867-0250Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmld.com

November 30, 2011

Town of Reading Municipal Light Board

Subject: Single Phase Pole Mounted Transformers

On October 11, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Single Phase Pole Mounted Transformers for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Power Sales Group	WESCO	Graybar Electric Company
EDI	Yale Electric Supply	Shamrock Power Sales
Hughes Supply	Ward Transformer Sales	Jordan Transformer
IF Gray	Metro West Electric Sales, Inc.	Power Tech-UPSC
Hasgo Power	Robinson Sales	Stuart C. Irby
HD Supply	HD Industrial Services	

Bids were received from WESCO, Power Sales Group, Moloney, Sutart C. Irby and HD Supply.

The bids were publicly opened and read aloud at 11:00 a.m. November 9, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-15 for Single Phase Pole Mounted Transformers be awarded to:

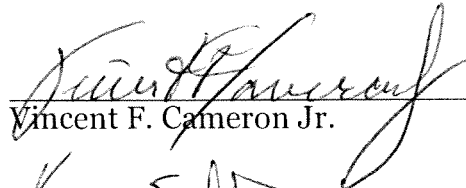
WESCO for a total cost of \$17,625.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Manufacturer</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 (37 1/2 kVa)	15	Cooper	1,175.00	\$17,625.00

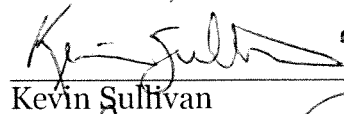
as the lowest qualified bidder on the recommendation of the General Manager.



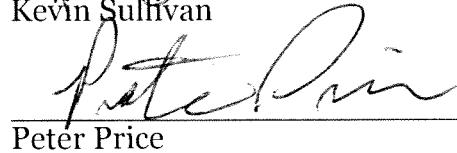
The Department did not allocate funds for the purchase of single-phase pole mount transformers in the FY12 Capital Budget. The Department has used a significant number of 37 1/2 kVa transformers since the budget was proposed. These quantities will bring the inventory back up to the necessary level.



Vincent F. Cameron Jr.



Kevin Sullivan



Peter Price

Single Phase Pole Mounted Transformers
Bid 2012-15

Bidder	<u>Manufacturer</u>	<u>Delivery Date</u>	<u>Unit Cost</u>	<u>Qty</u>	<u>Total Net Cost</u>	<u>Meet Specification requirement</u>	<u>Specification Data Sheets</u>	<u>Firm Price</u>	<u>All forms filled out</u>	<u>Certified Check or Bid Bond</u>	<u>Exceptions to stated bid requirements</u>	<u>Authorized signature</u>
WESCO												
Item 1 (37 1/2 Kva)	Cooper	6-8 weeks ARO	1,175.00	15	17,625.00	yes	yes	yes	yes	yes	no	yes
Power Sales	alternate (Amorphous)											
Item 1 (37 1/2 Kva)	Howard	10-12 weeks ARO	1,210.00	15	18,150.00	yes	yes	yes	yes	yes	no	yes
Power Sales												
Item 1 (37 1/2 Kva)	Howard	8-10 weeks ARO	1,225.00	15	18,375.00	yes	yes	yes	yes	yes	no	yes
Moloney												
Item 1 (37 1/2 Kva)	Moloney	12 weeks ARO	1,350.00	15	20,250.00	no	no	yes	yes	yes	no	yes
lby												
Item 1 (37 1/2 Kva)	Central Moloney	12-14 weeks ARO	1,437.00	15	21,555.00	yes	yes	yes	yes	yes	no	yes
HD Supply												
Item 1 (37 1/2 Kva)	Central Moloney	12-13 weeks ARO	1,500.00	15	22,500.00	yes	yes	yes	yes	yes	no	yes



230 Ash Street
P.O. Box 150
Reading, MA 01867-0250Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmld.com

November 30, 2011

Town of Reading Municipal Light Board

Subject: Three Phase Pad Mounted Transformers

On October 11, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Three Phase Pad Mounted Transformers for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Power Sales Group
EDI
Hughes Supply
IF Gray
Hasgo Power
HD SupplyWESCO
Yale Electric Supply
Ward Transformer Sales
Metro West Electric Sales, Inc.
Robinson Sales
HD Industrial ServicesGraybar Electric Company
Shamrock Power Sales
Jordan Transformer
Power Tech-UPSC
Stuart C. Irby

Bids were received from Power Sales Group, WESCO and Stuart C Irby.

The bids were publicly opened and read aloud at 11:00 a.m. November 9, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-16 for Three Phase Pad Mounted Transformers be awarded to:

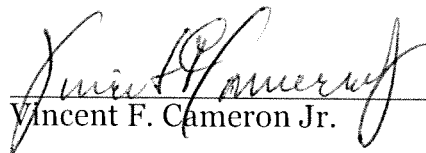
Power Sales for a total cost of \$142,924.00

<u>Item (desc.)</u>	<u>Manufacturer</u>	<u>Qty</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 (150 kVa 13800 Delta w/taps 120/208)	Howard	2	5,869.00	\$11,738.00
2 (1500 kVa 13800 Delta w/taps 120/208)	Howard	1	24,428.00	\$24,428.00
3 (225 kVa 13800 Delta w/taps 277/480)	Howard	2	7,623.00	\$15,246.00
4 (300 kVa 13800 Delta with taps 277/480)	Howard	1	8,470.00	\$8,470.00
5 (1000 kVa 13800 Delta w/taps 277/480)	Howard	2	19,101.00	\$38,202.00
6 (1500 kVa 13800 Delta with taps 277/480)	Howard	2	22,420.00	\$44,840.00

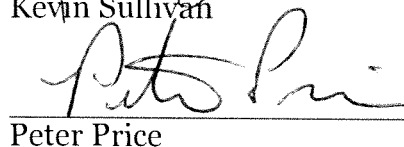
as the lowest qualified bidder on the recommendation of the General Manager.



The Capital Budget allocation for the purchase of these units under the Transformer project was estimated at \$94,800. The Department has installed a number of 3 phase pad mount transformers since the FY2012 budget was proposed. Installations were for service upgrades, new services, and preventative maintenance. These quantities will bring the RMLD inventory back up to the necessary level.



Vincent F. Cameron Jr.

Kevin Sullivan

Peter Price

Three Phase Pad Mounted Transformers
Bid 2012-16

Bidder	Manufacturer	Delivery Date	Unit Cost	Qty	Total Net Cost	Meet Specification requirement	Specification Data Sheets	Firm Price	All forms filled out	Certified Bid Bond	Exceptions to stated bid requirements	Authorized signature
WESCO												
<i>non-responsive - does not meet specifications</i>												
Item 1 (150 kVA 120/208)	ABB	10-12 weeks ARO	6,421.00	2	12,842.00	no		incomplete	yes	yes	yes	yes
Item 2 (1500 kVA 120/208)	ABB	9-11 weeks ARO	27,684.00	1	27,684.00	Exceptions: No undercoat supplied. Our finish does not require undercoat to maintain integrity.						
Item 3 (225 kVA 277/480)	ABB	10-12 weeks ARO	7,895.00	2	15,790.00	Engineer's note: No dimensional information on primary and secondary bushings, etc. only height, length and width.						
Item 4 (300 kVA 277/480)	ABB	10-12 weeks ARO	9,052.00	1	9,052.00							
Item 5 (1000 kVA 277/480)	ABB	9-11 weeks ARO	17,052.00	2	34,104.00							
Item 6 (1500 kVA 277/480)	ABB	9-11 weeks ARO	21,684.00	2	43,368.00							
					<u>142,840.00</u>							
Power Sales												
<i>alternate (Amorphous)</i>												
Item 1 (150 kVA 120/208)	Howard	8-10 weeks ARO	5,869.00	2	11,738.00	yes		yes	yes	yes	no	yes
Item 2 (1500 kVA 120/208)	Howard	8-10 weeks ARO	24,428.00	1	24,428.00							
Item 3 (225 kVA 277/480)	Howard	8-10 weeks ARO	7,623.00	2	15,246.00							
Item 4 (300 kVA 277/480)	Howard	8-10 weeks ARO	8,470.00	1	8,470.00							
Item 5 (1000 kVA 277/480)	Howard	8-10 weeks ARO	19,101.00	2	38,202.00							
Item 6 (1500 kVA 277/480)	Howard	8-10 weeks ARO	22,420.00	2	44,840.00							
					<u>142,924.00</u>							
Power Sales												
Item 1 (150 kVA 120/208)	Howard	6-8 weeks ARO	6,380.00	2	12,760.00	yes		yes	yes	yes	no	yes
Item 2 (1500 kVA 120/208)	Howard	6-8 weeks ARO	32,024.00	1	32,024.00							
Item 3 (225 kVA 277/480)	Howard	6-8 weeks ARO	7,994.00	2	15,988.00							
Item 4 (300 kVA 277/480)	Howard	6-8 weeks ARO	8,880.00	1	8,880.00							
Item 5 (1000 kVA 277/480)	Howard	6-8 weeks ARO	23,470.00	2	46,940.00							
Item 6 (1500 kVA 277/480)	Howard	6-8 weeks ARO	22,605.00	2	45,210.00							
					<u>161,802.00</u>							
Itby												
<i>non-responsive - does not meet specifications</i>												
Item 1 (150 kVA 120/208)	CG Power	6-8 weeks ARO	5,519.00	2	11,038.00	no		yes	yes	yes	yes	yes
Item 2 (1500 kVA 120/208)	CG Power	6-8 weeks ARO	25,764.00	1	25,764.00	Exceptions: Not clearly listed as part of bid.						
Item 3 (225 kVA 277/480)	CG Power	6-8 weeks ARO	6,390.00	2	12,780.00	Note: Any design dimension, unless otherwise specified at for indication only and are not binding. This quotation is subject to CG Power Systems USA T&C of sale.						
Item 4 (300 kVA 277/480)	CG Power	6-8 weeks ARO	7,209.00	1	7,209.00							
Item 5 (1000 kVA 277/480)	CG Power	6-8 weeks ARO	12,320.00	2	24,640.00							
Item 6 (1500 kVA 277/480)	CG Power	6-8 weeks ARO	17,130.00	2	34,260.00							
					<u>115,691.00</u>							



230 Ash Street
P.O. Box 150
Reading, MA 01867-0250Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmld.com

November 30, 2011

Town of Reading Municipal Light Board

Subject: Single Phase Pad Mounted FR3 Transformers

On October 11, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Single Phase Pad Mounted FR3 Transformers for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Power Sales Group
EDI
Hughes Supply
IF Gray
Hasgo Power
HD SupplyWESCO
Yale Electric Supply
Ward Transformer Sales
Metro West Electric Sales, Inc.
Robinson Sales
HD Industrial ServicesGraybar Electric Company
Shamrock Power Sales
Jordan Transformer
Power Tech-UPSC
Stuart C. Irby

Bids were received from Power Sales Group, WESCO, HD Supply and Stuart C. Irby.

The bids were publicly opened and read aloud at 11:00 a.m. November 9, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-17 for Single Phase Pad Mounted FR3 Transformers be awarded to:

WESCO for a total cost of \$30,086.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Manufacturer</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 (50 kVa)	14	Ermco	2,149.00	\$30,086.00

Move that bid 2012-17 for Single Phase Pad Mounted FR3 Transformers be awarded to:

Power Sales for a total cost of \$15,198.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Manufacturer</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
2 (75 kVa)	6	Howard	2,533.00	\$15,198.00

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

RMLD

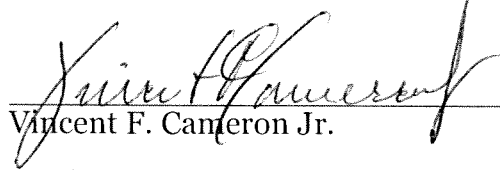


Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

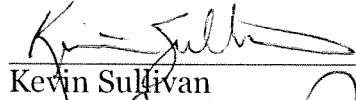
230 Ash Street
P.O. Box 150
Reading, MA 01867-0250

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

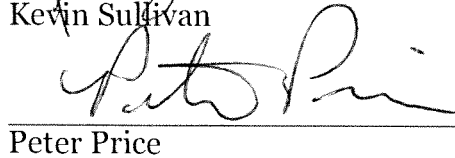
The Capital Budget allocation for the purchase of these units under the Transformer project was estimated at \$30,000. The estimated cost of \$30,000 did not account for the larger size pad mounts that are required. These units will mostly be used to replace live front transformers in the Departments older underground subdivisions.



Vincent F. Cameron Jr.



Kevin Sullivan



Peter Price

Single Phase Pad Mounted FR3 Transformers
Bid 2012-17

Bidder	<u>Manufacturer</u>	<u>Delivery Date</u>	<u>Unit Cost</u>	<u>Qty</u>	Total Net <u>Cost</u>	Meet <u>Specification requirement</u>	<u>Specification Data Sheets</u>	<u>Firm Price</u>	<u>All forms filled out</u>	Certified <u>Check or Bid Bond</u>	Exceptions to <u>stated bid requirements</u>	Authorized <u>signature</u>
Power Sales												
Alternate (Amorphous)												
Item 1 (50 kVa)	Howard	8-10 weeks ARO	2167.00	14	30,338.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Howard	8-10 weeks ARO	2533.00	6	15,198.00							
					45,536.00							
Power Sales												
Item 1 (50 kVa)	Howard	6-8 weeks ARO	2203.00	14	30,842.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Howard	6-8 weeks ARO	2641.00	6	15,846.00							
					46,688.00							
WESCO												
Item 1 (50 kVa)	Ermco	8 weeks ARO	2149.00	14	30,086.00	yes	yes	yes	yes	yes	no	yes
Item 2 (75 kVa)	Ermco	8 weeks ARO	2736.00	6	16,416.00							
					46,502.00							
HD Supply												
Item 1 (50 kVa)	Central Moloney	10-11 weeks ARO	2720.00	14	38,080.00	yes	yes	yes	no	yes	no	yes
Item 2 (75 kVa)	Central Moloney	10-11 weeks ARO	3320.00	6	19,920.00		Note:	No loss data.				
					58,000.00							
ltby												
Item 1 (50 kVa)	non-responsive Central Moloney	10-11 weeks ARO	2610.00	14	36,540.00	yes	yes	yes	yes	yes	yes	yes
Item 2 (75 kVa)	Central Moloney	10-11 weeks ARO	3180.00	6	19,080.00							
					55,620.00							

Exceptions:

Not clearly listed as part of bid.
 See Central Moloney comments, CM takes exception to IFD.





RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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Web: www.rmld.com

November 16, 2011

Town of Reading Municipal Light Board

Subject: One Material Handler Truck

On September 28, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for One Material Handler Truck for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

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

Bids were received from James A. Kiley Co. and Boston Freightliner.

The bids were publicly opened and read aloud at 11:00 a.m. November 8, 2011 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 General Manager and the staff.

RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

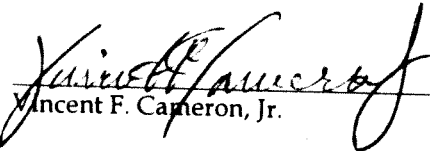
Move that bid 2012-18 for One Material Handler Truck be awarded to:

James A. Kiley Co. for **\$202,595.00**

Item 1	One Material Handler Truck	\$202,595.00
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as the lowest qualified and responsive bidder on the recommendation of the General Manager.

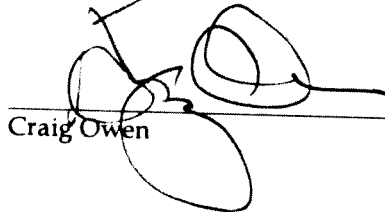
The FY 2012 Capital Budget amount for this item is \$196,000.00.



Vincent F. Cameron, Jr.



Joseph J. Donahoe



Craig Owen

One Material Handler Truck

Bid 2012-18

<u>Bidder</u>	<u>Total Vehicle Price</u>	<u>Vehicle Price</u>	<u>Total Extended Warranties</u>	<u>Delivery-Weeks</u>	<u>Responsive Bidder</u>	<u>Specifications Met</u>
Boston Freightliner						
Item 1	\$208,878.00	\$197,703.00	\$11,175.00	24-26	Yes	No ¹
James A. Kiley Company						
Item 1	\$202,595.00	\$200,560.00	\$2,035.00	32-38	Yes	No ²

Notes:

1. Offered 5 year extended warranty not 8 year for engine, engine electronics, and injectors & 5 year extended warranty not 7 year for rear axle, differential, and front axle assembly. Bid did not include recommended spare parts list with pricing for all major

2. Did not include recommended spare parts list with pricing for all major equipment.





RMLD



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RELIABLE POWER FOR GENERATIONS

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November 16, 2011

Town of Reading Municipal Light Board

Subject: One Bucket Truck

On September 28, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for One Bucket Truck for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

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

Bids were received from James A. Kiley Co. and Boston Freightliner.

The bids were publicly opened and read aloud at 11:00 a.m. November 8, 2011 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 General Manager and the staff.



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

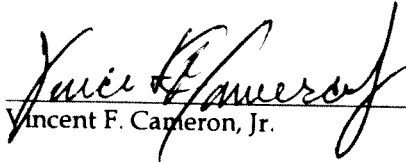
Move that bid 2012-19 for One Bucket Truck be awarded to:

James A. Kiley Co. for **\$201,061.00**

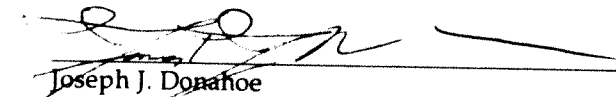
Item 1	One Bucket Truck	\$201,061.00
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as the lowest qualified and responsive bidder on the recommendation of the General Manager.

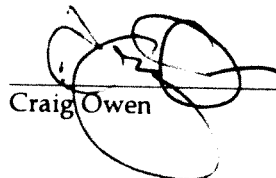
The FY 2012 Capital Budget amount for this item is \$190,000.00.



Vincent F. Cameron, Jr.



Joseph J. Donahoe



Craig Owen

One Bucket Truck

Bid 2012-19

<u>Bidder</u>	<u>Total Vehicle Price</u>	<u>Vehicle Price</u>	<u>Total Extended Warranties</u>	<u>Delivery-Weeks</u>	<u>Responsive Bidder</u>	<u>Specifications Met</u>
Boston Freightliner						
Item 1	\$207,559.00	\$196,384.00	\$11,175.00	24-26	Yes	No ¹
James A. Kiley Company						
Item 1	\$201,061.00	\$199,026.00	\$2,035.00	32-38	Yes	No ²

Notes:

1: Offered 5 year extended warranty not 8 year for engine, engine electronics, and injectors & 5 year extended warranty not 7 year for rear axle, differential, and front axle assembly. Bid did not include recommended spare parts list with pricing for all major

2: Did not include recommended spare parts list with pricing for all major equipment.





November 30, 2011

Town of Reading Municipal Light Board

Subject: Substation Relays

On October 14, 2011 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Substation Relays for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Stuart C. Irby Co.	WESCO	Genergy Corp.	HD Supply
Graybar Electric	Power Tech (UPSC)	Yale Electric	Shamrock Power Sales
HD Industrial Services	J.F. Gray & Associates	Hasgo Power Sales	Robinson Sales
E.L. Flowers & Associates	Power Sales Group	MetroWest Electric	

Bids were received from Schweitzer Engineering Laboratories, WESCO and Yale Electric. A "no bid" was received from Power Tech (UPSC).

The bids were publicly opened and read aloud at 11:00 a.m. November 9, 2011 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-22 for Substation Relays be awarded to: Schweitzer Engineering Laboratories for a total cost of \$31,044.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 – Schweitzer P/N#: SEL-0501-203X561CXB	3	1,000.00	3,000.00
2 – Schweitzer P/N#: SEL-0351S-71HA455461	6	4,674.00	28,044.00
			<u>31,044.00</u>

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

The total 2012 Capital Budget allocation for "GAW Substation – Relay Replacement Project" is \$25,000.

Vincent F. Cameron Jr.

Kevin Sullivan

Nick D'Alleva



Consolidated Reply
Bid 2012-22

Bidder	Delivery Date	Unit Cost	Qty	Total Net Cost	Meet	Specification	Firm	All forms	Certified	Exceptions to	Authorized
					requirement	Data Sheets	Price	filled out	Check or	stated bid	requirements
Schweitzer Engineering Laboratories											
Item 1 - SEL-0501-203X561CXB	4 weeks ARO	1,000.00	3	3,000.00	yes	yes	yes	yes	yes	yes	yes
Item 2 - SEL-0351S-71HA455461	4 weeks ARO	4,674.00	6	28,044.00	Exceptions: Note: See attached. These exceptions are acceptable.						
				31,044.00							
WESCO											
Item 1 - SEL-0501-203X561CXB	4 weeks ARO	1,045.00	3	3,135.00	yes	yes	yes	yes	yes	no	yes
Item 2 - SEL-0351S-71HA455461	4 weeks ARO	4,920.00	6	29,520.00							
				32,655.00							
Yale Electric											
Item 1 - SEL-0501-203X561CXB	28 days ARO	1,053.00	3	3,159.00	yes	yes	yes	yes	yes	no	yes
Item 2 - SEL-0351S-71HA455461	28 days ARO	4,920.00	6	29,520.00							
				32,679.00							



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

November-11

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 1500 kWh's 75/25 Split	RES. HOT WATER 1000 kWh's	COMMERCIAL 7,300 kWh's 25,000 kW Demand	SMALL COMMERCIAL 1,080 kWh's 10,000 kW Demand	SCHOOL RATE 35000 kWh's 130.5 kW Demand	INDUSTRIAL - TOU 109,500 kWh's 250,000 kW Demand 80/20 Split
READING MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$96.30	\$170.07	\$111.51	\$863.87	\$167.83	\$4,009.94	\$10,966.44
PER KWH CHARGE	\$0.12840	\$0.11338	\$0.11151	\$0.11834	\$0.15540	\$0.11457	\$0.10015
NATIONAL GRID							
TOTAL BILL	\$108.82	\$216.82	\$143.84	\$1,131.32	\$162.00	\$4,728.32	\$13,267.54
PER KWH CHARGE	\$0.14510	\$0.14455	\$0.14384	\$0.15498	\$0.15000	\$0.13509	\$0.12116
% DIFFERENCE	13.07%	27.49%	28.99%	30.96%	-3.47%	17.91%	20.98%
NSSTAR COMPANY							
TOTAL BILL	\$114.99	\$208.21	\$151.18	\$1,060.84	\$160.47	\$5,924.76	\$14,345.64
PER KWH CHARGE	\$0.15332	\$0.13881	\$0.15118	\$0.14532	\$0.14858	\$0.16928	\$0.13101
% DIFFERENCE	19.41%	22.43%	35.57%	22.80%	-4.39%	47.75%	30.81%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$98.94	\$168.52	\$114.13	\$916.74	\$153.97	\$4,466.74	\$10,564.45
PER KWH CHARGE	\$0.11592	\$0.11234	\$0.11413	\$0.12558	\$0.14257	\$0.12762	\$0.09648
% DIFFERENCE	9.72%	-0.91%	2.35%	6.12%	-8.26%	11.39%	-3.67%
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	3.60%	16.65%	18.95%	11.07%	0.36%	18.78%	21.56%
WAKEFIELD MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$103.11	\$199.92	\$135.38	\$1,027.59	\$165.76	\$4,808.08	\$13,245.87
PER KWH CHARGE	\$0.13748	\$0.13328	\$0.13538	\$0.14077	\$0.15349	\$0.13737	\$0.12097
% DIFFERENCE	7.07%	17.55%	21.40%	18.95%	-1.23%	19.90%	20.79%



Jeanne Foti

From: Vincent Cameron
Sent: Saturday, October 22, 2011 8:56 AM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: Account Payable Questions - October 14
O'Neill

1. Artery Lock - RMLD employee went to shop for purchase - could not use petty cash for \$16 sale?

Yes we could have used petty cash. I will remind the employees they have this option.

2. Century Bank - Nice to see these credit card fees in steep decline. Could the Board receive a report on how the new billing system is working?

It will reported as part of the part of the financial report at the next Board Meeting.

3. Fournier - Please remove this from this week's payables as the back-up material for reimbursement is for the electronic download of three copies of a software program. "Spector Pro 2011 for Windows" and not a printer as is noted in reimbursement request. Please call me on this.

I believe Mr. Fournier called Commissioner O'Neill on this issue and it is resolved. This is software for the printer in the GM conference Room. A printer and computer (both used) has been put in the GM conference room at the request of Commissioner O'Neill. I will get the particulars to the Board Members for use of the computer.

4. NAPA - Can't we move this to petty cash - a \$13.74 local purchase?

Yes we could have used petty cash. I will remind the employees they have this option.

10/24/2011

Jeanne Foti

From: Vincent Cameron
Sent: Monday, October 24, 2011 1:42 PM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Mark Uvanni; Jeanne Foti
Subject: Account Payable Questions - October 21
Soli

1. XO Comm. - How is difference between charges & payments being resolved?

We recently signed a three-year contract with XO to be our ISP (Internet Service Provider). We have been an XO customer for almost a decade now, however they just recently released GSA pricing schedules for municipal entities. We were able to secure a monthly price that was about \$250 per month lower than what we had been paying, and they (XO) also installed a coupled T1 circuit that doubled our Internet access speed. However in the process, they never disconnected the old circuit and kept billing us for it. On Oct. 21st XO disconnected the old circuit and we will be credited the full amount of what we have been billed in error over these past few months. We have a complete paper (email) trail of all conversations. Again, they are obligated contractually to charge us a fixed amount per month. The billing error(s) should be corrected very soon and we are staying on top of it.

O'Neill

1. Wilmington Police - What was the reason for a two-person police detail from 1:30 pm to 10:30 pm on October 3?

A car hit a pole and broke it at Middlesex Avenue and Federal Street in Wilmington. This is a very busy intersection, which required two officers to direct traffic around the scene. Since this was a pole hit, the RMLD will be reimbursed for the police details and RMLD work done, through the car insurance of the person who hit the pole.

Jeanne Foti

From: Vincent Cameron
Sent: Wednesday, October 26, 2011 2:43 PM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Jane Parenteau; Jeanne Foti
Subject: Payroll Questions - October 24

Soli

1. DeMone - She's 32hrs/week correct? What does she do?

Yes. Customer Specialist - Handles customer payments, inquiries, credit, and billing issues.

2. McHugh - She's 20 hours/wk, correct? What does she do?

Yes. Energy Analyst - Handles power supply accounting, billing, and ISO demand and load reporting.

Jeanne Foti

From: Vincent Cameron
Sent: Wednesday, November 16, 2011 7:53 AM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: FW: Account Payable Questions - November 11
Categories: Red Category

O'Neill

1. Marblehead Municipal - GM signature needed.

Done.

2. New England Power - Invoice says to make checks payable to "National Grid."
The name on the check was changed to National Grid when we sent the warrant up town. National Grid used to be know as New England Power Company.

3. WB Mason - No PO? What is item?

This is an Office Supply and we don't create POs for supply purchases. We get supplies from either Office Depot or WB Mason. This is for a roll of tickets the RMLD uses it for raffles for different events.

Snyder

1. Halls + HD - Are these the same grips? They seem to be different pricing?

Normally we would have bought the grips from HD but they were out of stock. We needed the grips and bought them from Halls for \$26 more.

2. MMWEC - What is the difference between administrative charges on check remittance versus wire transfer?

I am assuming your question is "What would be the Admin. Charges if we mailed a check versus wiring the payment. I don't know what the difference would be. I will ask MMWEC. However, for payable amounts larger than \$25k I have the money wired.

3. Snyder note: Petty Cash - I'm not sure I am comfortable with cash tips. I'd prefer it on a charge card or find to get food without gratuity.

According to RMLD Travel Policy #5 III. F. 2. "...Maximum gratuity which will be reimbursed will be set at 15% of total bill...." In this case the tip of \$20 was 2.3% of the total bill.

Jeanne Foti

From: Bo or Gina [bogina03@earthlink.net]
Sent: Wednesday, November 16, 2011 9:22 PM
To: Vincent Cameron; Richard Hahn; Phil Pacino; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti; Gina Snyder
Subject: Re: FW: Account Payable Questions - November 11

Hi Vinnie,

The question on MMWEC had to do with administrative charges on the bills and how are they distinct? The concern regarding reimbursement was not that there was a tip, but that it was separate from the charge which had a receipt. I agree that when tips are appropriate we would be including them, and that the people were probably trying to be good customers, which I also agree with; however, I am not comfortable with cash payments without receipt, and if that would be the only way to do it at a particular company, then we should find a company where we would be provided with a receipt for the paperwork for reimbursement. I am not disputing the reimbursement as I have great faith in the people there, however, without receipts, it is not something that I can be comfortable with given the situation on all other accounts. Please let me know if you have questions.

Thank you,
 Gina Snyder

-----Original Message-----

From: Vincent Cameron
Sent: Nov 16, 2011 7:53 AM
To: Richard Hahn , Phil Pacino , Gina Snyder , Mary Ellen O'Neill , Bob Soli
Cc: Bob Fournier , Steve Kazanjian , Jeanne Foti
Subject: FW: Account Payable Questions - November 11

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Jeanne Foti

From: Vincent Cameron
Sent: Wednesday, November 23, 2011 9:01 AM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti; Patricia Mellino
Subject: FW: A/P Questions 11-21-11
Categories: Red Category

Snyder

1. Dell – What is Optiplex Minitower Windows and what is it for?

This is a replacement computer for an employee.

2. Fischbach & Moore – A lot of manholes had to be pumped down. Perhaps we should check cost & effectiveness of seal and covers. What was being done on OT 10/5/11?

The water table is high in parts of the service territory. The water does not come in from the top of the manholes but from the ground water.

3. JCM Realty – Could you refresh what this is for? I thought it was warehouse / storage, but it's very high electric usage.

The RMLD pays for storage area and for a portion of the electric usage according to the storage agreement.

4. Mal's – Please clarify what happened here. What is the value of 2002 Ford 150 with 105,000 miles?

A vehicle was hit by another vehicle at the intersection of Summer, West, and Willow streets. One of the vehicles rolled over and the RMLD pick up, which was stopped. Insurance paid for the repairs and it was cheaper than buying a new vehicle.

5. Melvin – Why does it say employer is Marblehead Municipal Light?

That is a mistake by Holiday Inn Express. It should have said Reading.

6. Town of Reading PO – Some inconsistencies between blue & white forms. Need to accurately record times.

The time the RMLD records are off the blue sheets. I will contact the Town of Reading about their times.

O'Neill

1. Hanifan – GM signature needed.

Done.

2. Kiley – On which vehicle is this work done – model, age, miles?

11/29/2011

A 2006 50' Material Handling Bucket Truck with 33,079 miles.

3. Stansfield – Where is original receipt?

The original receipt was sent to the Town of Reading by mistake. They sent it back.

4. Town of Reading – Treasure's Office – When did these charges invoice 12-0503 – begin?

The RMLD has been paying for a portion of the Town of Reading costs related to administering the RMLD's bill paying, health care, payroll, etc. The parentages used to allocate the costs to the RMLD are based on RMLD activity (employees, bill paid, etc.)

5. Verizon – What is and why an NGrid line?

This is a phone line which was installed by the RMLD in order for NGrid to acquire data from the North Reading Substation.

Jeanne Foti

From: Vincent Cameron
Sent: Tuesday, November 29, 2011 11:18 AM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: Account Payable Removal Questions - October 28
Categories: Red Category

These answers were held up because it occurred during the snow storm.

Soli

1. Petty Cash - Hansen did not sign.

He has signed.

O'Neill

1. Fournier - Copy of check with employee name on it should be part of the documentation for reimbursement.

The receipt from the Post Office that accompanied the payable was enough for reimbursement.

2. Melanson Heath - These costs should be included in total costs reported to the Board for professional services related
to the MMWEC arbitration. Perhaps they already are?

They are. I mentioned it in the MMWEC Arbitration updates.

3. Petty Cash - Why is Mr. Fournier's name on this - wouldn't reimbursement be in the name of the RMLD or an internal
transfer. Why is the beginning balance of \$2,850, and not \$3,000?

Mr. Fournier's name is on it because he is responsible for the petty cash. The \$150 is used as the beginning bank for the business counter.

Jeanne Foti

From: Bo or Gina [bogina03@earthlink.net]
Sent: Tuesday, November 29, 2011 6:36 PM
To: Vincent Cameron
Cc: Richard Hahn; Phil Pacino; Mary Ellen O'Neill; Bob Soli; Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: Re: Account Payable Removal Questions - October 28

Vinnie,

On # 3, does "The \$150 is used as the beginning bank for the businees counter."

mean that it costs \$150 to have a petty cash fund? I'm sure it couldn't be that, but I don't understand the explanation.

Gina

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11/30/2011

Jeanne Foti

From: Vincent Cameron
Sent: Wednesday, November 30, 2011 7:08 AM
To: Gina Snyder
Cc: Richard Hahn; Phil Pacino; Mary Ellen O'Neill; Bob Soli; Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: RE: Account Payable Removal Questions - October 28
Categories: Red Category

At the start of the business day you need a "bank", which is money used to make change as customers come into pay their bills. The RMLD uses \$150 as the bank to start off the day.

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Mr. Fournier's name is on it because he is responsible for the petty cash. The \$150 is used as the beginning bank for the business counter.

Jeanne Foti

From: Vincent Cameron
Sent: Wednesday, November 30, 2011 10:48 AM
To: Richard Hahn; Phil Pacino; Gina Snyder; Mary Ellen O'Neill; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Jeanne Foti
Subject: Answer to Account Payable Questions - 11/29/11
Categories: Red Category
Snyder

1. Asplundh - Meals on this one. No supporting doc. + can't recall for meals on previous work. Wouldn't meals generally not be including in billings?

This crew was from Northern Vermont and worked under a different contract from our usual tree crews. Before coming to assist us, we contacted them about the hourly and the per diem for storm work.

11/30/2011