



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

RMLD Board of Commissioners

Date: 2021-12-20

Time: 7:00 PM

Building:

Location:

Address:

Session: Open Session

Purpose:

Version: Final

Attendees: **Members - Present:**

Mr. Robert Coulter, Chair; Mr. Philip Pacino, Vice Chair; Mr. John Stempeck, Commissioner; Mr. David Talbot, Commissioner; Ms. Marlena Bitá, Commissioner.

Members - Not Present:

Others Present:

RMLD Staff: Ms. Coleen O'Brien, General Manager; Mr. Greg Phipps, Director of Integrated Resources; Ms. Wendy Markiewicz, Director of Business Finance; Mr. Hamid Jaffari, Director of Engineering and Operations; Mr. Brian Hatch, Director of IT; Ms. Janet Walsh, Director of Human Resources; Ms. Erica Morse, Executive Assistant.

RMLD Board Liaisons: Karen Herrick, Select Board, Reading
RMLD Finance Committee Liaisons: Jackie McCarthy, Reading

Citizens' Advisory Board: Mr. Jason Small, CAB, North Reading.

Minutes Respectfully Submitted By: Philip Pacino, Secretary Pro Tem

Topics of Discussion:

1. Call Meeting to Order

Chair Coulter called the Board of Commissioner's meeting to order at 7:00 PM and announced that the meeting would be held on Zoom and live on RCTV and YouTube

Opening Remarks

Chair Coulter read RMLD's code of conduct. Vice Chair Pacino served as the Secretary for the meeting.

Introductions

Chair Coulter welcomed everyone to the meeting of the RMLD Board of Commissioners and asked all attendees to identify themselves.

2. Public Comment

Citizens' Advisory Board

Mr. Small stated that there was no update from the CAB meeting.

Liaisons to RMLD Board

There was no comment from the RMLD Board Liaisons during this meeting.

Public Comment

There was no comment from the public during this meeting.

3. Approval of Board Minutes

Materials: Attachment 1, Board Packet (PDF)

Meeting minutes were approved by the Board as presented.

Vice Chair Pacino, made a **motion**, seconded by Mr. Stempeck, that the Board of Commissioners approve the meeting minutes of the September 23, 2021, meeting on the recommendation of the General Manager.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Mr. Stempeck, Aye; Ms. Bitz, Aye; Vice Chair Pacino, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye.

4. Report on Citizens' Advisory Board Meeting

Vice Chair Pacino reported on the CAB meeting in the place of Mr. Talbot. Vice Chair Pacino stated that the meeting agenda items and materials presented to the CAB are the same as the Board agenda. There was discussion regarding removing the 40% cap on the nuclear motion; it was ultimately decided to keep the 40% in place.

5. General Manager's Report

Ms. O'Brien provided a General Manager's report inclusive of the following:

RMLD's 2022 Historical Calendar

RMLD's historical calendars are available; the RMLD will mail a copy of the calendar to the Board or CAB upon request.

Electric Vehicle Charging Strategies Webinar

The Electric Vehicle Charging webinar will take place on February 1, 2022, at 7pm. The purpose is to provide education on electric vehicles and RMLD rebates to promote electrification in RMLD's service area. A press release will go out after the New Year.

Renewable Choice Program Launch

Mr. Phipps will be speaking to the renewable choice program launch.

High School Art Contest Kickoff

The High School Art Contest Kick off will occur after the first of the year.

Elementary Art Contest Awards (February - TBD as to in person or virtual)

The Elementary Art Contest Awards have historically taken place in February. The RMLD is still determining if this event will be held in person or virtually. Once the renovations to the Audio-Visual Room have been completed (including technology upgrades) the space will be utilized for both in person and virtual events.

Vineyard Wind

An update was shared with the CAB and Board this morning relative to the Vineyard Wind announcement for the 25 megawatts awarded to ENE (who is the administrator for this project and negotiated on behalf of their member municipal light plants). The intent is for this project be a part of RMLD's power supply portfolio once negotiations are finalized (anticipated April 2022).

The success, albeit small (25 MW split) (current amount based on estimated excess), is to have the opportunity as an MLP to purchase more offshore wind off the coast of Massachusetts as well as the east coast once those opportunities present themselves.

Legislative Update and Green Communities

Ms. O'Brien provided an update on the two omnibus bills relative to Green Communities. Ms. O'Brien met with Senator Barrett, who indicated that he recognized the issue and is in favor of the legislation pertaining to the Green Communities, potentially permitting each of the four towns RMLD serves to join individually. Also the provision that all participants who joins are required to provide funding to the Trust.

The RMLD is aware that the Town of Reading would like to go forward with their Green Communities application. Ms. O'Brien has been communicating with Ms. Herrick, Chair, Reading Board of Selectmen on the legislative meeting and any updates. This proposed legislation should be finalized by the summer.

Currently, Jenn Crawford and Vin Ragucci are redrafting the language that will be submitted to Senator Barrett stating that the towns in RMLD's service territory can join individually but pay into the trust. If a town wants to join Green Communities, then the municipal light plant, in accordance with the existing legislation, will be the billing agency, and will be billing all towns in the service area. With the proposed revised language, if one town wants to join than only that town will be billed.

Ms. O'Brien explained that hypothetically, if the Town of Reading solely joins the Green Communities, the RMLD Board would currently have to vote to bill the Renewable Trust Charge for all customers in all towns.

Chair Coulter asked to clarify that the RMLD could bill by town. Ms. O'Brien responded yes, RMLD has the capabilities, and the billings will reflect that the Green Communities charge is not a charge from the RMLD.

EV Charger Construction

The EV charger construction bid will be sent out to bid shortly by the RMLD. This bid is for the construction of three charging stations in Reading and two in Wilmington, resulting from the MASSEVIP grant. Currently, Wilmington's construction is alternative bid pricing as the town has not signed the EV license Agreement.

InnovateMass Massachusetts Clean Energy Center's (CEC) Grant

There is an InnovateMass (CEC) grant for approximately \$250K. RMLD is working with the Wilmington Housing Authority to determine feasibility for grant funding to install a stash packetized thermal storage heat pump system, for its twenty units.

Ms. O'Brien noted that the Taunton Housing Authority was awarded the grant.

American Rescue Plan Act (ARPA) Bill

The ARPA Bill focuses on health and economy stimulus resulting from COVID 19 and provides support for electrification. The RMLD will provide further updates on this once it is determined what the Department may be qualified to receive from ARPA.

6. Release of Executive Session Meeting Minutes 2017-2020

Vice Chair Pacino stated that the review to release the Executive Session meeting minutes of 2017-2020 has been performed. No Executive Session meeting minutes will be released at this time based on this review.

7. Update on Employee Survey

Materials: Attachment 2, Board Packet (PDF)

Ms. O'Brien and Ms. Walsh provided an update regarding the RMLD Culture Assessment (to be conducted in 2022) in reference to the preliminary draft Scope of Work provided by Cultural Solutions Group as outlined in Attachment 2. Ms. O'Brien stated that this company specializes in non-for profits and MLPs.

Ms. Walsh stated that currently, culture solutions group is participating in the RMLD procurement process. Next steps are to finalize scope, create the contract, and set up a schedule. Cultural Solutions Group will make a kickoff presentation to the Board at an upcoming meeting so the Board can learn more about the process, as well as a presentation on recommendations at the conclusion.

Discussion ensued regarding a separate meeting with Cultural Solutions, and it was decided that a separate meeting would be scheduled.

Vice Chair Pacino asked why some of the language in the scope was redacted. Ms. O'Brien responded that the redacted lines are pricing and were redacted for competitive bidding purposes. Vice Chair Pacino asked a follow up question on pricing. Ms. O'Brien responded that as soon as the contract is signed the RMLD will share pricing with the Board, however, the cost is under \$50K.

8. Integrated Resources Report

Materials: Attachment 3, Board Packet (PDF Presentation)

2021 YTD Power Supply Costs (slide 3)

Mr. Phipps reported on RMLD power supply costs year to date (2021), summarized on slide 3. The graph titled; "total purchase power" (left) represents the total year to date 2021 power supply costs and shows the RMLD budget (annual budget/12; purple line), actual costs through October (red line), the ENE forecast (an input into the planning process, the blue line), and the cumulative difference relative to the RMLD budget (green line). Mr. Phipps noted that the three main components sum to equal the total purchase power; charts titled "energy", "capacity" and "transmission". Fuel and PPCT charges pass through to individual monthly bills with consideration to timing changes in terms of billing as well as, actual usage.

Unit costs are well known; most of the variability is driven by usage (energy), capacity peaks (capacity), and transmission peaks (transmission). Year to date energy came in over budget, as it is driven by usage, and has the largest amount of variability. In contrast, transmission and capacity came in under budget due to lower peaks and the number of resettlements in CY21. Mr. Phipps noted that being on the lower end as opposed to over budget is a positive outcome.

Between CY20 and CY21, energy usage came in higher than anticipated. In 2020, the total annual MWh came in at 650,000; in 2021, the total annual MWh is likely to total 659,000.

Mr. Phipps stated that the RMLD is anticipating that the 2021 actuals will be below budget for power supply.

Power Supply

Decarbonization Context and Implications (slide 4)

Mr. Phipps reported on decarbonization as outlined on slide 3.

Mr. Phipps discussed the 2021 Climate Law, which is a driver of electrification and will result in increased load and supply demand. Relative to 2022, load will increase 60-70% by 2050 (conservative estimate). The resulting load increase is between 1.3-1.8% per year and is driven by the adoption of EVs for transportation, heat pumps to heat and cool building.

Currently, natural gas generation on a seasonal average amounts to roughly 50% of the total generation. The 2021 Climate Law will phase out natural gas generation in the next few decades, resulting in a supply reduction from natural gas.

Mr. Phipps reported on sources to replace natural gas: wind, solar, hydro, and nuclear.

The RMLD is actively pursuing hydro projects, however, the growth will not be significant as there are no new major hydro projects being built in our region. The RMLD works to secure extensions on existing hydro projects and quickly capture projects that are not being renewed by others.

Mr. Phipps discussed Hydro Quebec, which yields a large capacity but presents the challenge of limited availability due to lack of transmission.

Most of RMLD's source growth will come from solar and wind, with limitations. Offshore wind construction delays are expected. A large magnitude of offshore wind is predicted to come into place from CY27 – CY29; but may be restricted by tower construction and transmission facilities getting power back into the New England space.

These factors reinforce the prudent need to contract a larger portion of the forecasted purchases now.

Characterization of Non- Carbon Gen Assets (slide 5)

Mr. Phipps reported on the characterization of Non – Carbon Gen assets as outlined on slide 5, focusing particularly on seasonal, intermittent sources (solar, hydro and wind). The chart titled "2020 ISO NE non-carbon monthly generation" overlays the RMLD load shape over the actual output shape of hydro, wind, and solar. The chart underscores the significance of seasonality.

The chart titled "2020 ISO NE average daily solar generation" overlays the RMLD average daily load shape (blue line) and the 2020 average daily output solar PV in the ISO NE area (orange line). The RMLD needs to fill the entire power supply portfolio 24 hours a day. The RMLD wants to secure solar, hydro, and wind but needs to consider that from a performance perspective, these sources do not always generate electricity.

RMLD Decarbonization Transition (slide 6)

Mr. Phipps reported on the RMLD decarbonization assets as outlined on slide 6. Mr. Phipps highlighted the data demonstrated on the chart. There is a significant increase in load growth (65% or 1.6% cagr) from CY22-CY49. The dark line on the chart represents the annualized target of retired certificates per Policy 30, complying to the Climate Law. This will continue to drive the need to fill power supply resources with wind, hydro, and solar. Mr. Phipps discussed the strategy to increase non-carbon sources in the power supply portfolio. Adding sources within the territory decreases capacity and transmission costs.

The RMLD's strategy is to build the portfolio so that 30% - 40% consists of a stable base (e.g., nuclear) that generates power 24/7. This works to mitigate risk by providing coverage during nighttime, cloudy weather, dry spells, etc. Currently there are only three nuclear reactors in place, and it is unlikely that any new nuclear reactors will be built in the region. These factors create a race to secure limited assets.

Mr. Stempeck asked a question regarding Quebec Hydro. The question is there a chance for Quebec Hydro to bypass Maine to reach other states. Mr. Phipps responded yes, but there is no immediate solution. The RMLD's strategy is to focus on assets that can be locked in now.

Chair Coulter commented that there is a new wave of lawsuits against Cape Wind.

Discussion ensued regarding transmission lines coming down from Quebec Hydro.

Chair Coulter noted that there is discussion around the inability to meet the climate goals with the sources currently in play. Discussion followed regarding the Climate Bill and non-carbon sources.

Power Supply – Nuclear (slide 7)

Mr. Phipps reported on the new nuclear power supply opportunity for Board approval. During the Citizens' Advisory Board meeting, a question was asked regarding the 40% limit in the motion. The RMLD gets power from two reactors: one of the two Millstone reactors and the Seabrook reactor. The RMLD is working to balance power between the two facilities to avoid being overly dependent on either one.

Currently, the RMLD is working to secure a Dominion nuclear project (direct or via a ENE consortium) and has secured an LOI with Seabrook through NextEra. Thus, the current motion is tied to those proposals specifically; both projects are encompassed in one motion.

Mr. Phipps reported on the structure for both proposals, and the pricing in relation to the Seabrook proposal.

Mr. Talbot noted that he is in full agreement with the strategy and asked a question regarding the percent of nuclear in the power portfolio. Mr. Phipps responded that it would peak around 36% depending upon the year. Mr. Phipps clarified that this is from two nuclear reactors, one from Millstone and one from Seabrook. However, the Millstone plant has two reactors. RMLD's goal is to have power from all three regional reactors.

Mr. Talbot asked another question regarding what would happen if one of the nuclear plants shut down. Mr. Phipps responded that the RMLD is working to split power between the three reactors, where there would be a small risk for each individual reactor. There is a trade off in the balance of managing availability, risk, the need for 24/7 power, and to avoid dependence on a single facility.

Mr. Talbot asked a follow up question regarding rates during a nuclear plant shut down. Mr. Phipps cited the case of the Seabrook contract where some of the risk remains with Seabrook as it is a guaranteed supply with limits in terms of pricing range.

Vice Chair Pacino made a **motion**, seconded by Mr. Talbot, that the Board of Commissioners vote, on the recommendation of the Citizen's' Advisory Board, to accept the General Manager's recommendation to add additional power supply contracts from Seabrook and/or Millstone nuclear facilities such that the total nuclear supply portfolio does not exceed 40% of the RMLD's annual power supply portfolio. Roll Call Vote: Vice Chair Pacino, Aye; Mr. Talbot, Aye; Mr. Stempeck, Aye; Ms. Bitz, Aye; Chair Coulter, Aye.

Motion Passed 5:0:0 (5 in favor, 0 absent, 0 against)

Battery Storage (slide 8)

Mr. Phipps reported on battery storage systems, as outlined on slide 8. Battery storage systems are not generators but shift time. Mr. Phipps cited the examples of shifting afternoon solar to evening use or shifting overnight wind to daytime. Mr. Phipps noted that the image in the upper right corner of slide 8 is RMLD's existing BESS Minuteman storage system, located at station 3. The chart on the lower left of slide 8 represents actual data of RMLD installation; the yellow curve shows the battery is discharged to reduce peak loads. Mr. Phipps reported on the benefits of battery storage; and stated that the system is a good match to solar and wind.

The RMLD is currently looking to add additional battery systems to the RMLD network; 25-30 MW (90 MWH total) in 5-10 MW blocks. Mr. Phipps identified the four areas of potential battery storage system installations and the associated timelines. To mitigate risk associated with technological advancements and pricing changes, the RMLD plans to lease the system near-term with the intent to own thereafter.

Chair Coulter asked if any of the battery storage systems go through ISO NE network. Mr. Phipps responded no; the systems are internal to the RMLD distribution network.

9. Quarterly Financial Update Through September 30, 2021
Materials: Attachment 4, Board Packet (PDF Presentation)

Ms. Markiewicz provided the RMLD Financial Review through September 30, 2021.

Business, Finance Highlights (slide 1)

Ms. Markiewicz reported on the business and financial highlights as outlined on slide 1.

Significant highlights included the following: the filing of the 2020 DPU Return; the distribution and presentation of the CY2022 Budget to the Board and CAB; the scheduling of the Pension Obligation transfer to MMDT (actuarial obligation); the issuing and breakout of the four town payments; and the issuing of the Town of Reading payment at the current calculation, whereas next year's payment will reflect a new calculation at approximately 3.875 mils per kWh.

Ms. Markiewicz stated that the CAB accepted the budget and made a recommendation to the Board. The Board was presented the budget on November 21 (the budget was approved).

Cash Balances (slide 2)

Ms. Markiewicz presented the RMLD cash balances as outlined on slide 2. Currently, RMLD has a total cash balance of \$53,936,377 (restricted and unrestricted). There is approximately \$24m in the operating fund; this is slightly over 2.5 months of operating expenses and is within the RMLD's target of 2.5-3 months of cash.

Accounts Receivable Aging by Month (slide 3)

Ms. Markiewicz addressed the accounts receivable aging as outlined on slide 3. Ms. Markiewicz noted the impact of COVID19 on RMLD's accounts receivable and stated that the heaviest impact was in June 2020. Although there is improvement, receivables remain below the five-year curve (2017-2021). Due to the efforts of Credits and Collection as well as the Customer Service group, the RMLD has made significant strides with its customers. In 2021, the receivables have shown a positive improvement at 30 days. The RMLD is working with customers on payment plans and ensuring healthy cash flow.

Sick Leave Buy back (slide 4)

Ms. Markiewicz reported on the Sick Leave Buy-Back as outlined on slide 4. In June 2017, RMLD had a liability balance of approximately \$3.1m. Currently, the RMLD's sick leave buy-back liability balance is \$2m. This decrease is largely due to the 30-day limitation on sick leave buy-back opportunities resulting from annual negotiation and contract review.

Depreciation Reserve as Compared to Capital Spending (slide 5)

Ms. Markiewicz reported on the depreciation reserve in relation to capital spending as outlined in slide 5. Ms. Markiewicz stated that the depreciation reserve must be held in reserve for capital spending. RMLD has made a commitment to continue to invest in infrastructure up to \$8m annually, based on the recommendation for a utility of its size. This investment in infrastructure is required to maintain the safety and reliability of the system. Ms. Markiewicz noted that meeting these targets impacts the rate of return.

Operating and Maintenance Expenses (slide 6)

Ms. Markiewicz reported on the operating and maintenance expenses through September as outlined in slide 6. Due to challenges and constraints presented by COVID 19, the RMLD is currently under budget. Ms. Markiewicz cited the example of COVID19 impacting the on and off construction cycle. RMLD has come in under budget monthly

and will come in significantly under budget for the year, despite working towards getting back on target.

10. Procurement Requests Requiring Board Approval

Materials: Attachment 5, Board Packet (PDF)

RFP 2021-02 Air-Source Heat Pump Rebate Program Support Services

Mr. Phipps reported that there were two proposals received and both were strong technologically. However, Adobe supports RMLD's heat pump source initiative. RMLD relative to other municipal light plants has a higher participation per capita and meter basis. Mr. Phipps added that Adobe, educates both RMLD customers and contractors on the process.

Vice Chair Pacino made a **motion** seconded by Mr. Talbot, that bid RFP 2021-02 for Air-Source Heat Pump Rebate Program Support services be awarded to Abode Energy Management LLC as the responsive and responsible proposer offering the most advantageous proposal, on the recommendation of the General Manager. This is a three-year contract.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Mr. Talbot, Aye; Mr. Stempeck, Aye; Vice Chair Pacino, Aye; Ms. Bitá, Aye; and Chair Coulter, Aye.

IFB 2021-06 On-Call Electrical Maintenance and Repair Services

There was no discussion on this bid.

Vice Chair Pacino made a **motion**, seconded by Ms. Bitá, that bid 2021-06 for On-Call Electrical Maintenance and Repair Services be awarded to Dagle Electrical Construction Corp. for \$87,778.00, pursuant to M.G.L., c. 30 § 39M, as the lowest responsible and eligible bidder, on the recommendation of the General Manager. This is a three-year contract.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; Mr. Stempeck, Aye; and Chair Coulter, Aye.

IFP 2021-33 500 MCM CU 15kV EPR Underground Primary Cable

There was no discussion on this bid.

Vice Chair Pacino disclosed to the Chair that he will abstain on voting on this bid whereas Arthur J. Hurley is a client of his client.

Vice Chair Pacino made a **motion** seconded by Ms. Bitá, that IFP 2021-33 for 500 MCM CU 15kV EPR Underground Primary Cable be awarded to: Arthur J. Hurley Company, Inc., for \$78,507.00, pursuant to M.G.L. Chapter 164 § 56D on the recommendation of the General Manager.

Motion Passed: 4:0:1 (4 in favor, 1 abstention) Roll Call: Vice Chair Pacino, Abstain; Ms. Bitá, Aye; Mr. Talbot, Aye; Mr. Stempeck, Aye; and Chair Coulter, Aye.

11. Determination of Uniqueness for Property

Materials: Attachment 6, Board Packet (PDF)

Mr. Jaffari explained that this is being brought to the Board to waive the advertising requirement. The "uniqueness" applies to purchase of the land for the proposed new substation in Wilmington. The substation must be built near the 115KV lines and at the load center found in that region. Over the past five years, the RMLD has attempted to purchase land in Wilmington. The owners of the property at 251 Ballardvale Street are willing to sell a piece of land that meets RMLD's requirements to build a substation. This motion is to solely waive the advertisement requirements.

Mr. Jaffari reported that RMLD must submit a purchase and sale to the owners by January 31. Advertising for land at this point is not necessary where this land meets all for RMLD's requirements.

Chair Coulter asked is it necessary to vote on this. Mr. Jaffari responded that it was and cited a past example.

Vice Chair Pacino made a **motion**, seconded by Mr. Stempeck, that the RMLD Board of Commissioners approve the Determination of Uniqueness of property and waive the publication requirements of M.G.L. Chapter 30B § 16, with respect to the acquisition of land located at 251 Ballardvale Street, Wilmington, MA 01887.

Mr. Jaffari added that the determination of uniqueness needs to be signed by all Board members.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Vice Chair Pacino, Aye; Mr. Stempeck, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye.

12. Scheduling

Subsequent RMLD Board Meetings: January Doodle Poll

Chair Coulter said that Ms. Morse will sent out a doodle poll for the next meeting.

The next RMLD Board meeting will be held on January 19. Chair Small noted that he will get back to the Department on if this works for the CAB as well.

CAB Meeting Coverage: (January) Mr. Pacino

AP: Mr. Stempeck; Payroll: Mr. Coulter

Proposed Warrant Schedule for 2021

Mr. Talbot stated that at the last meeting he had asked about buying renewable choice certificates. Mr. Phipps responded that the only mechanism that RMLD offers is a regular gift certificate, not a renewable gift certificate.

Ms. O'Brien said that there is a problem with that. By law there is nothing that says we cannot have gift cards, but there are many parameters around gift cards, when they expire and tracking logistics. There was no way to dovetail it into the billing system for the renewable choice, there is not sufficient staff to track that.

13. Executive Session

At 8:15 pm Vice Chair Pacino made a motion seconded by Mr. Stempeck that the Board of Commissioners go into Executive Session pursuant to Massachusetts G.L. c.164 section 47D, exemption from public records and open meeting requirements in certain instances, to discuss competitively sensitive issues regarding union negotiations and to consider the purchase, exchange, lease, or value of real property and return to regular session, for the sole purpose of adjournment.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Mr. Stempeck, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye.

14. Adjournment

At 8:54PM Vice Chair Pacino made a **motion**, seconded by Ms. Bitá, that the Board of Commissioners adjourn regular session.

Motion Passed: 5:0:0 (5 in favor) Roll Call: Vice Chair Pacino, Aye; Mr. Stempeck, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye

BOARD MATERIALS AVAILABLE BUT NOT DISCUSSED

- Accounts Payable / Payroll Questions through pay date 12/13/2021

- Financial Update through September and October 2021
- Surplus and Scrap Material Report November 2021
- Legal Expenses and Outside Services through October 202

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

Philip B Pacino
Philip B Pacino [Feb 28, 2022 10:29 EST]

Philip B. Pacino, Secretary Pro Tem
RMLD Board of Commissioners

pbp



**READING MUNICIPAL
LIGHT DEPARTMENT**

BOARD OF COMMISSIONERS MEETING

REGULAR SESSION

Monday, December 20, 2021

UPDATE ON EMPLOYEE SURVEY

ATTACHMENT 2



Culture Solutions Group, LLC

Caroline Fisher, PhD

caroline@culturesolutionsgroup.com

970-390-9420

www.culturesolutionsgroup.com

November 19, 2021

Coleen M. O'Brien
General Manager
Reading Municipal Light Department
www.rmld.com
cobrien@rmld.com

PROPOSAL FOR SERVICES: 2022 RMLD Culture Assessment & Application Process (DRAFT)

Dear Colleen,

Thank you for reaching out to discuss the Denison Culture Survey and related culture development services to support Reading Municipal Light District (RMLD) at this point on your organization's path. On behalf of Culture Solutions Group (CSG), we hope this is the first of many conversations to come and we look forward to the possibility of serving as your partner in this arena.

Culture Solutions Group has provided culture assessment, design and development services to organizations for over twenty (20) years, despite the fact that 'culture' has only recently become popular in the business world. We provide such services to public, private and not-for-profit sectors alike and we feel honored to serve the power/utility industry as our primary focus. Since 2000, we have supported eighty-one (81) power/utility organizations (both distribution and generation/transmission) with culture assessment, culture and leadership development, management coaching, human resource support, team development/alignment and board of director team facilitation. We have supported power/utility industry associations with their internal

culture assessment/development and also speak regularly at their annual conferences on the topics of culture development and board team alignment.

Although we use a variety of organizational and leadership assessment tools, we advocate the use of the Denison Culture Model/Assessment as an easy to implement, multi-level and highly validated culture assessment tool. Unique aspects of this model and tool include:

- Over twenty (20) years of research in over 14,000 companies reveal **direct linkages between aspects of your culture and your specific strategies, goals and performance targets** (including customer satisfaction, quality and reliability of services, safety, employee engagement/retention, growth, ability to innovate, profitability and more).
- Due to understanding of the above linkages between culture and strategies/performance, the Denison model allows us to **specifically target those cultural areas that will directly drive (and even accelerate) your desired business results and organizational health.**
- This model and survey tool are **highly customizable (including survey site and implementation methods) and offer the addition of your desired and unique survey questions** (both scaled and verbatim/open text questions).
- This model and survey allow you to **quickly assess your full organization's culture (highest level culture view) as well as the sub-cultures** within and across departments, levels, roles and teams.
- Each client organization is on its own unique journey and has different performance desires/needs/challenges. While the steps below are fairly concrete, there is much flexibility in the application of the Denison tool and the CSG process.

Below you will find an overview of process outcomes, steps and pricing for CSG's Culture Assessment & Application Process. As there are many ways to move forward with the Denison culture model and assessment, we are hopeful the "pick list" below will provide content for our next conversation. We enjoy collaborating with our clients to create the very best approach together, especially in the face of limited budgets, time constraints and other resource challenges.

Again, we are thrilled to offer this proposal to support you and RMLD as you move forward on this important path. Please consider this document as merely the next step in clarifying the very best approach for you and the RMLD organization at large.

Best Regards,



Caroline Fisher, PhD - Principal
Culture Solutions Group, LLC

GENERAL SURVEY/PROCESS OUTCOMES

Through the **Culture Solutions Group (CSG) Culture Assessment & Application Process**, the following outcomes are achieved (at a minimum):

- A current baseline assessment of RMLD's organizational/cultural strengths and weaknesses (aspects of the culture that are helping or hindering as you move toward your intended vision, mission, strategies, goals, core values and performance measures).
- A benchmark against which to measure success of past change initiatives, as well as target future change and engagement/alignment efforts -- relative to desired RMLD performance at the individual, team, departmental and organizational levels.
- Clear prioritization of RMLD's short-, mid-, and long-term organizational improvement efforts.
- Shared understanding, a shared language, and shared expectations concerning RMLD's culture -- and implications for both individual and group performance throughout the organization.
- Increased understanding and utilization of culture as a business oriented, behavioral, tangible, and results oriented mechanism -- and dispelling of the notion of culture as intangible, esoteric and difficult to manage (in other words, it's not "soft stuff").

FEES – SUMMARY OF OPTIONS:

ITEM	OPTIONS	
CULTURE SURVEY PURCHASE & IMPLEMENTATION		
Culture Survey Package – Basic (described below)		
	Data Feed for automatic demographic breakdowns and anonymity protection	
	Alternative to Data Feed: Individual passwords for anonymity	
	Denison Content Modules – Customizations	
Survey Launch & Implementation Support		
POST SURVEY STEPS		
Selected Interviews/Focus Groups		
Data Debrief Session – Senior Management		
Data Debrief & Action Planning Sessions – Managers & All Employees		

SURVEY PURCHASE & IMPLEMENTATION FEES - DENISON:

CULTURE SURVEY PURCHASE – PACKAGE:

- Coaching and provision of best practices related to culture development and leadership alignment in today's utility organizations and beyond
- Assistance in design/customization of the RMLD culture survey process
- Private and confidential survey site set-up/customization
- Unlimited additional questions (scaled, verbatim, demographic) (including selected questions from previously used RMLD employee surveys if comparison is desired)
- Electronic survey implementation for 80 employees (all implementation details handled by CSG)
- Survey implementation – communication and launch strategy
- Daily tracking of responses/participation throughout survey implementation period – with daily updates to RMLD (anonymity fully protected)
- Unlimited reports (including all desired demographic/sub-culture data reports)
- Survey data review and interpretation by Caroline Fisher and CSG
- Initial comprehensive survey data debrief session (via Go-to-Meeting) with Colleen & Janet

Additional Survey Set-Up Options:

- HR data feed in lieu of demographic self-identification: [REDACTED]
- Individual usernames/passwords for kiosk implementation or increased assuredness of privacy: [REDACTED]
- Denison topic modules (10 – 15 validated questions each; modules include Innovation; Safety; Engagement; Trust; etc.): [REDACTED]

ADDITIONAL SERVICE & PROGRAM OPTIONS - CSG:

STEP 1: Survey Launch & Implementation (optional)

It is often helpful for the survey be implemented in "live" in-room sessions during which the context for the survey will be clarified, discussion of "culture" will take place, and the survey will be implemented. The benefits of the in-room implementation include the following:

- Full participation by all employees within the organization
- Simultaneous participation by multiple levels and functions – symbolic and representative of the notion that the organization and its success 'belong to all of us, regardless of role'
- Control and elaboration of the survey intent and meaning - placing the survey in the business context with a rich discussion of what the process is and what it is not; why the process is being implemented at this point in time; and what significance the data will serve for the organization going forward
- Full and complete clarification of the survey questions and procedures

This step includes:

- Design of invitation letter and survey instructions
- Launch session design/customization and materials production
- Launch session implementation

STEP 2: Selected Interviews/Focus Groups (optional)

Organizations often request that a number of interviews/focus groups take place with individuals throughout the organization to create deeper understanding of the issues driving the behavioral data displayed through the culture survey. The integrated result of the two data-gathering processes (written surveys and interviews/focus groups) will be a qualitative and quantitative snapshot that depicts both the behaviors comprising the culture and the underlying 'drivers' that have created and sustained the culture to this point.

The combination of interviews and survey data provides a powerful depiction of the organization's current cultural issues – and allows team members to quickly understand which areas are supporting current desired results, and which areas are acting as barriers.

This step includes:

- Design of interview protocol
- Interview session implementation
- Interview summary report

STEP 3: Data Debrief Session – with Senior Management Team (recommended)

It is recommended that the Senior Management Team spend one half to three quarters of a day to:

- 1) Become 'grounded' in business culture and its relevance for the utility industry
- 2) Review the survey and interview data
- 3) Interpret the data in terms of current and future business vision, mission strategies, goals and core values
- 4) Discuss/clarify the implications and opportunities for this team's role as senior leaders relative to the culture survey findings
- 5) Identify appropriate next steps for 'moving the needle' toward the desired RMLD culture

This step includes:

- Data interpretation, review and application
- Session design and materials production
- Session implementation
- Session follow-up

STEP 4: Data Debrief & Action Planning Sessions – with Full Organization (optional, but highly recommended)

Organizations frequently desire that all employees be given the opportunity to understand the notion of business culture, how culture plays out within both the organization and their department and take ownership for action steps identified for their department.

Recommended outcomes for this data debrief/action planning process are similar to those listed above, but on a scale appropriate for non-managers within the organization. This process, as implemented with employees at all levels of the organization, is designed to be a high energy, interactive, challenging and motivating experience – with employees understanding and participating in their organization's culture in entirely new ways.

This step includes:

- Session design and materials production
- Session implementation
- Session follow-up

CONFIDENTIALITY AGREEMENT

CSG acknowledges that, while providing proper and high-quality services and support for RMLD, confidential and proprietary information will be

shared and utilized. Caroline Fisher and each member of the Culture Solutions Group team will treat all such information as confidential and use of such data will be exclusively in relation to and in support of process outcomes and according to RMLD's direction.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

IN SUMMARY:

Again, Colleen, please let this proposal be just one step in clarifying the most optimal approach for assessing RMLD employee perspectives regarding culture at this point in time. Thanks in advance for the

opportunity to explore options regarding culture development at this point on your organization's journey. We look forward to continuing the conversation!

Caroline Fisher, PhD & the Culture Solutions Group team

SIGNATURES IN AGREEMENT

Both parties hereto by and through their authorized representatives have reviewed the information contained above and by their signatures below accept its terms and conditions.

**Coleen M. O'Brien, General Manager
Reading Municipal Light Department**

Date

**Caroline Fisher, PhD, Principal
Culture Solutions Group, LLC**

Date

INTEGRATED RESOURCES REPORT

ATTACHMENT 3



Decarbonization Strategy of RMLD Power Supply

BoC and CAB Report
from Integrated Resources

20 December 2021

Outline

2021 YTD Power Supply

Power Supply Strategy

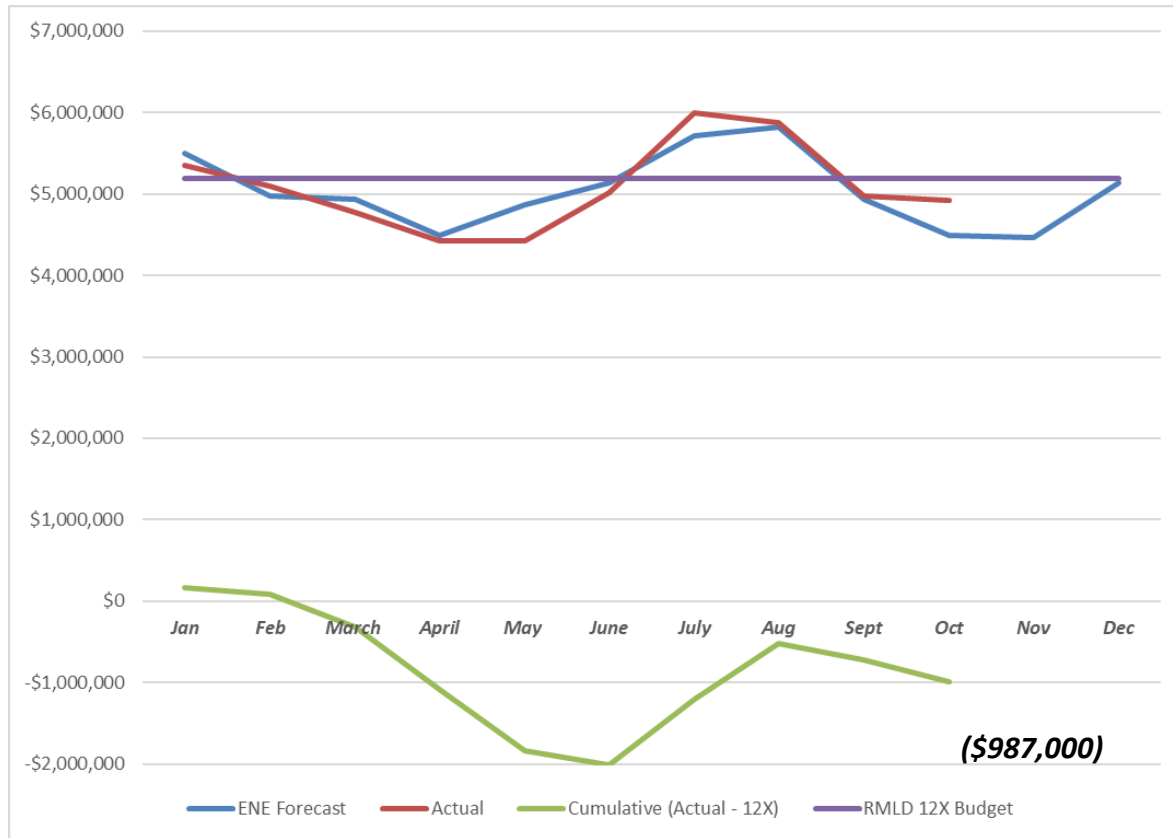
Nuclear Addition

Battery Storage

2021 YTD Power Supply Costs

updated

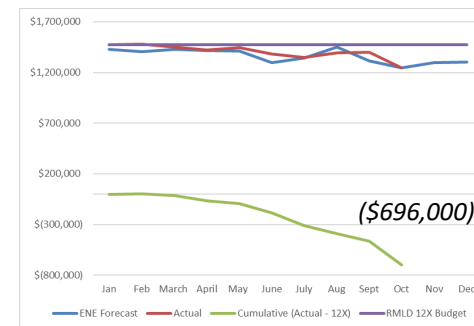
total purchase power
YTD 12X vs ENE forecast vs actual (\$)



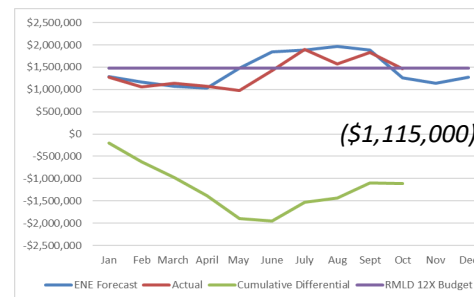
energy (\$)



capacity (\$)



transmission (\$)



Unit costs moderated by contract rate but weather driven usage and peaks drive actuals. Yielding:

- Usage higher
- Capacity lower
- Transmission lower

Fuel and PPCT billing adjusted monthly to reflect net costs

2021 total actuals likely to be below budget

Decarbonization Context and Implications



2021 Climate Law will **increase** load ~60%, by 2050

2021 Climate Law will **phase out** most nat gas gens (~50% of regional gens today)

Regional hydro offer minimal **additional** growth in capacity (no new hydro facilities)

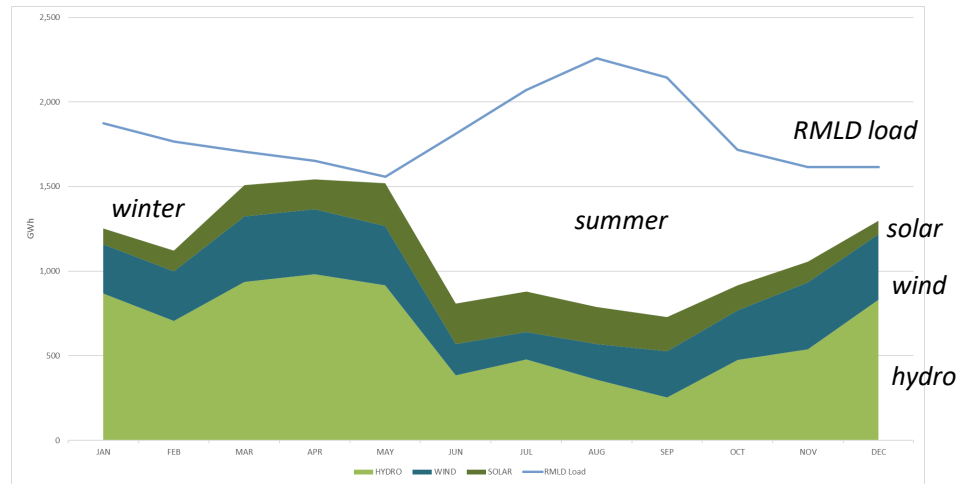
Lack of transmission will **limit availability** of Hydro Quebec as large source in ISO-NE

Significant solar and wind gen assets need to be built but will face **delays and limits**

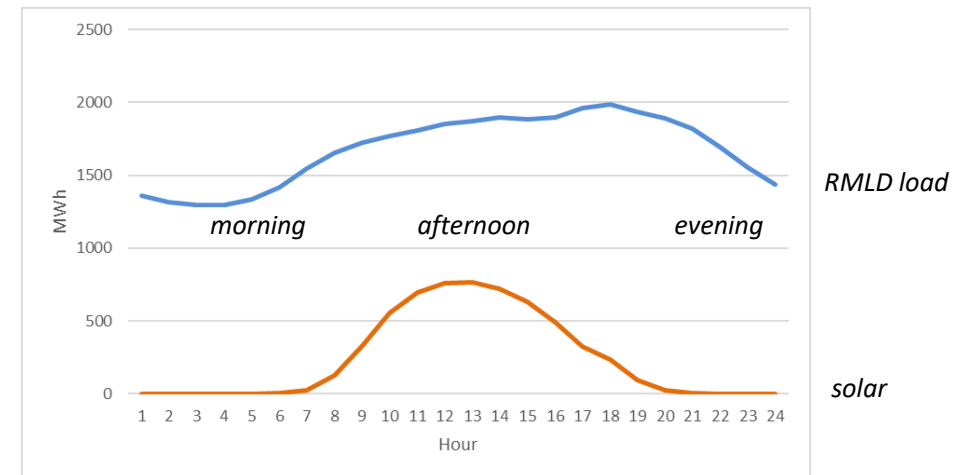
Prudent to contract a larger portion of the forecasted purchases **now**

Characterization of Non-Carbon Gen Assets

2020 ISO NE non-carbon **monthly** generation



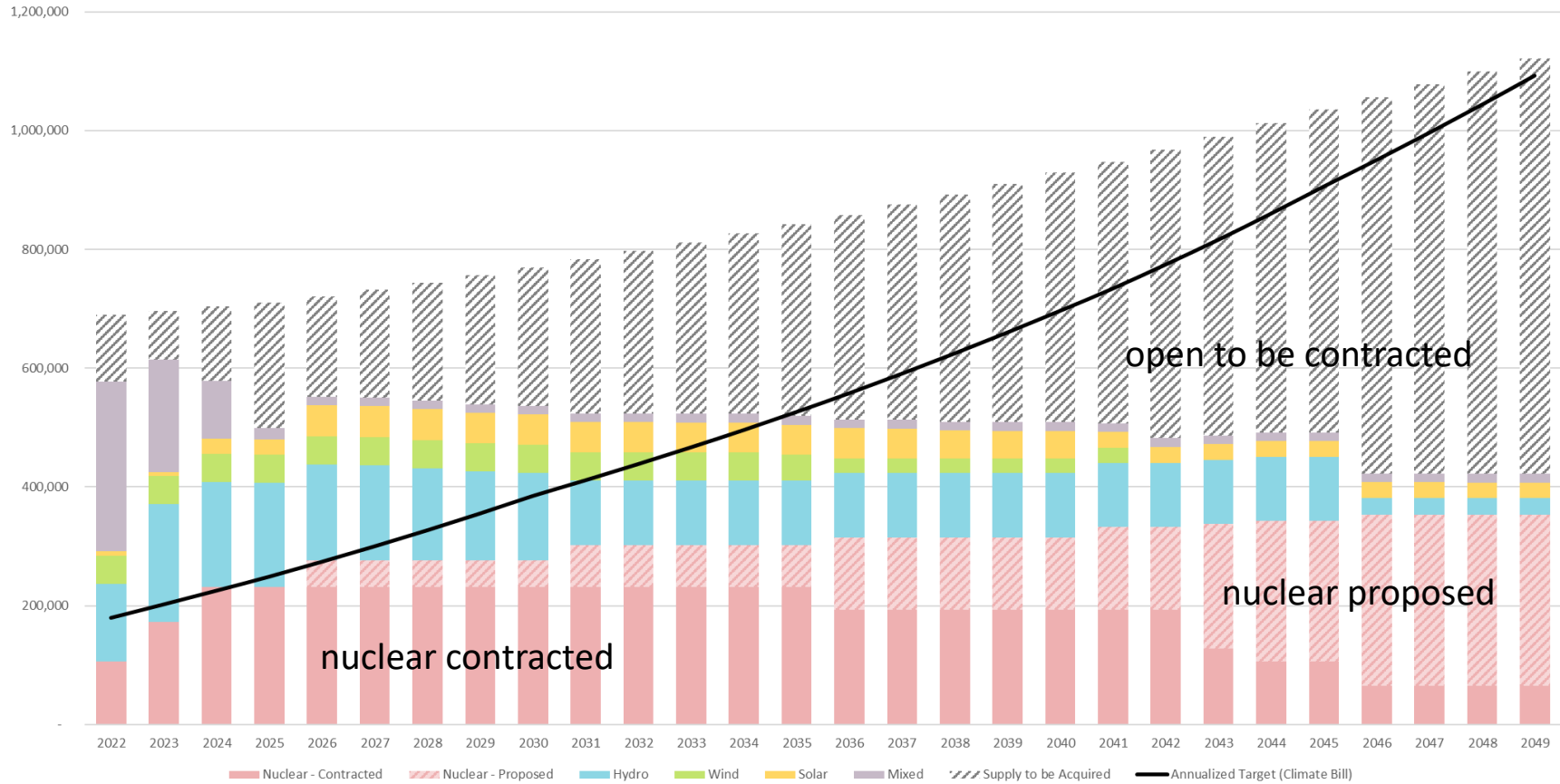
2020 ISO NE average **daily** solar generation



- Solar **intermittent** both seasonally and hourly; high in summer and high mid-day
- Hydro **seasonal**; high spring and low in last summer
- Wind **seasonal**; high winter but low in summer; hourly not predictable (weather driven)

*Solar, wind, and hydro are **intermittent** non-carbon gen resources*

RMLD Decarbonization Transition



- 1.6% cagr load growth
- Certificate retirements increase to nearly 100% by 2050

Extend existing and **add** hydro

Add new solar and wind

Add w/in territory generation assets

Mix stable and intermittent supply sources to manage risk

*Nuclear offers stable non-carbon **base**; wind / solar to fill most of remaining open position*



Power Supply – Nuclear



Increase nuclear sourced energy and certificates between 2025 and 2049 (~36% of total purchases)

Incremental Volume - ~60,000 MWh / yr (~9% RMLD total 2025 energy purchases)

Term - 25 year; starting 2026 with steps in 2030, 2036, and 2043 to fill expiring contracts

Certificates – EFECs (non-carbon)

Pricing – 10% above 2022 average; other non-carbons are ~ 80% above 2022 costs averages

Battery Storage

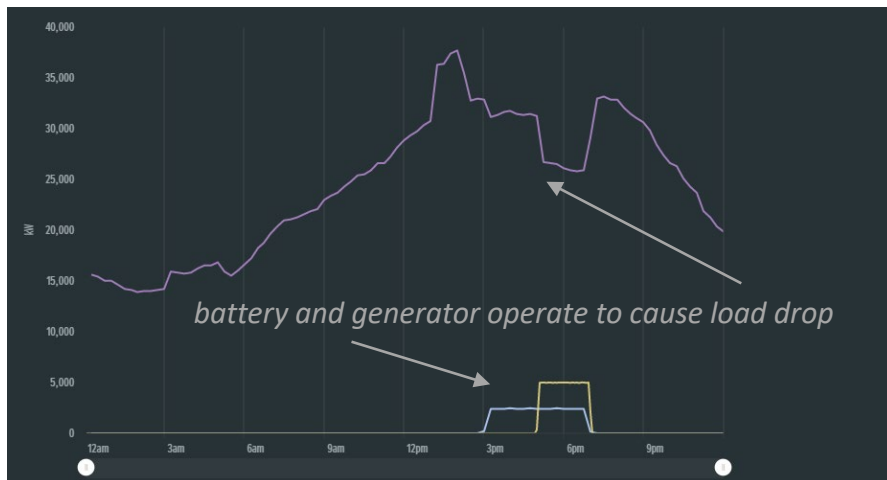


Storage systems **time shift** energy (afternoon solar to evening use)

Time shifting enables benefits:

- a) **Economic** (coincident ISO NE / RMLD peak management)
- b) **Reliability** (network hot spots)
- c) **Resiliency** (limited backup)

Storage systems are not generators



Initial internal review suggests adding ~30 MW (90 MWH) of battery storage to RMLD network (5MW and 10 MW installations)

- Station 3 (w/ existing BESS) - 2022
- Industrial Way – 2023
- RMLD solar array – 2023/2024
- New substation – 2024/2025

Anticipate leasing storage systems near-term; owning thereafter

Peak management is primary economic driver (net capacity and transmission savings); hence 3-hour systems preferred

Ongoing discussions with vendors (equipment, EPC, s/w, dispatch)

Thank You

**QUARTERLY FINANCIAL UPDATE THROUGH
SEPTEMBER 30, 2021**

ATTACHMENT 4

The Reading Municipal Light Department

Financial Review

for the period ending
September 30, 2021

Business, Finance Highlights

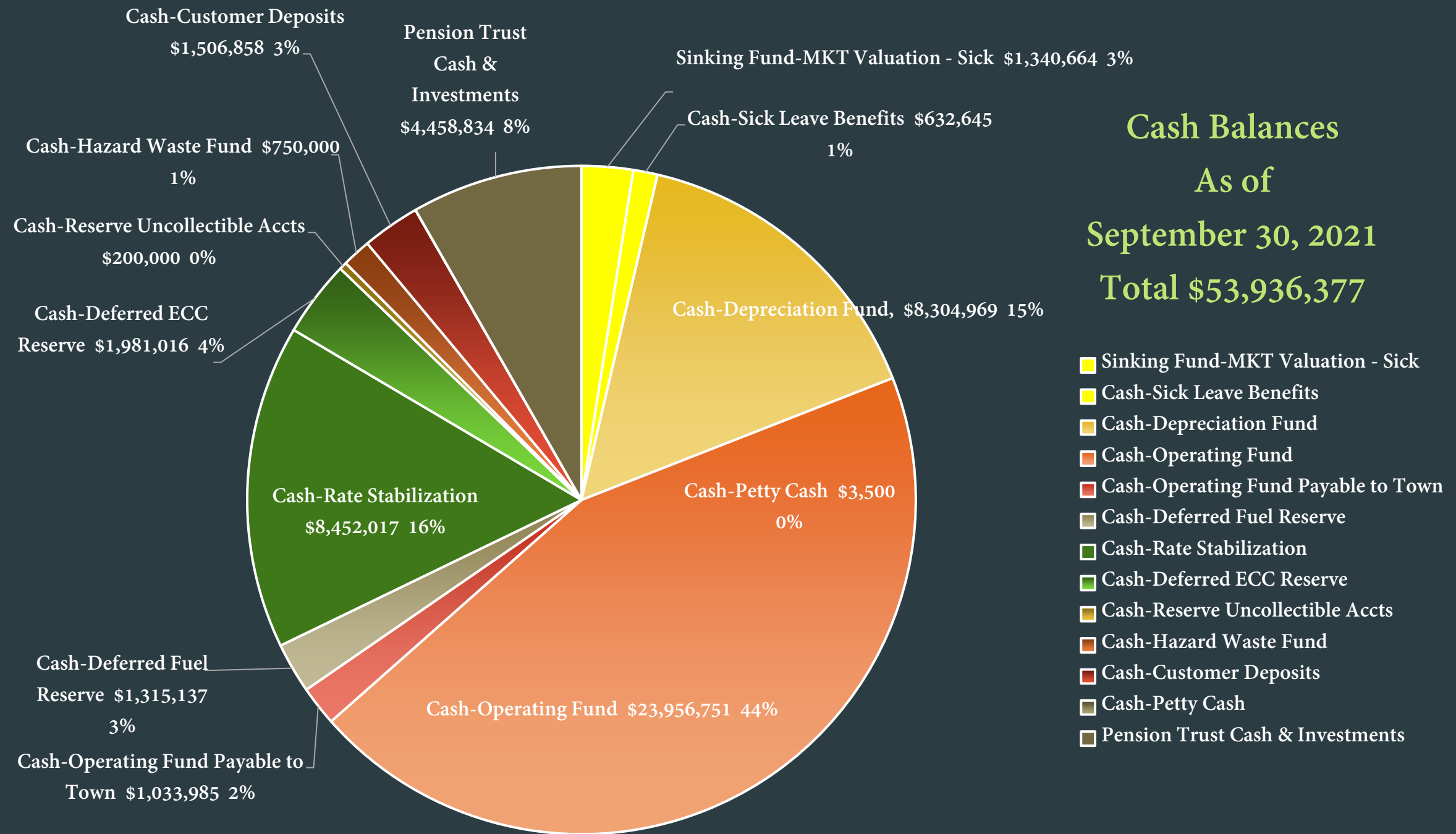
- ❖ Filed the 2020 DPU Return on July 23rd
- ❖ Distributed the CY2022 Budget on October 1st
- ❖ Presented the CY2022 Budget to the CAB on October 20th
 - CAB accepted and recommended to the BOC
- ❖ Presenting the CY2022 Budget to the BOC on November 17th
- ❖ Pension Obligation transfer to MMDT in December for \$2,352,753
- ❖ 2% Net Plant payments to 4 towns to be issued on December 28th totaling \$827,715
 - Town of Wilmington 54% - \$450,156
 - Town of Reading 21% - \$171,076
 - Town of North Reading 18% - \$151,316
 - Town of Lynnfield 7% - \$ 55,167
- ❖ Town of Reading Payment to be issued on December 28th for \$1,240,253

Cash Balances

As of

September 30, 2021

Total \$53,936,377

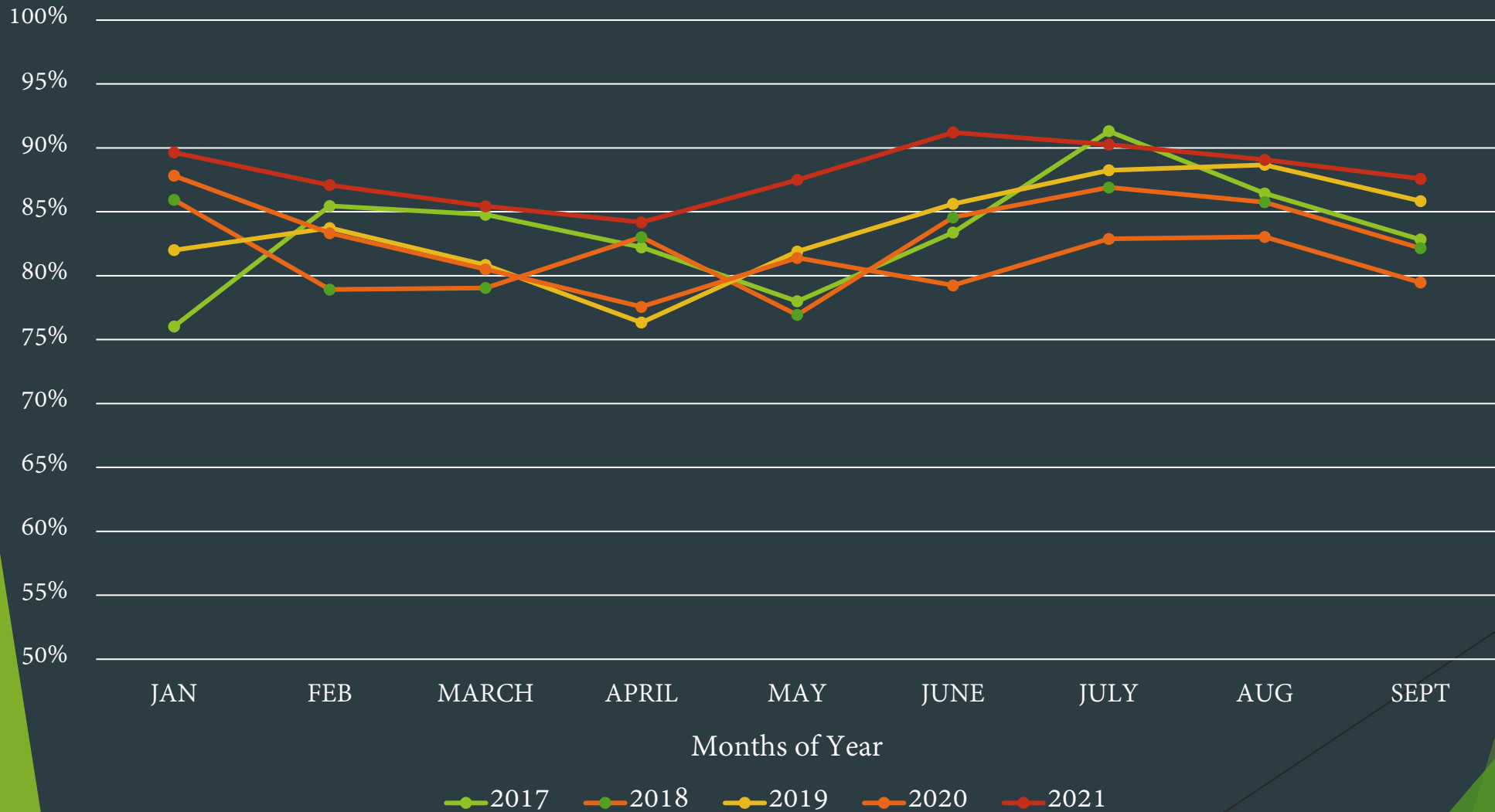


Accounts Receivable Aging by Month

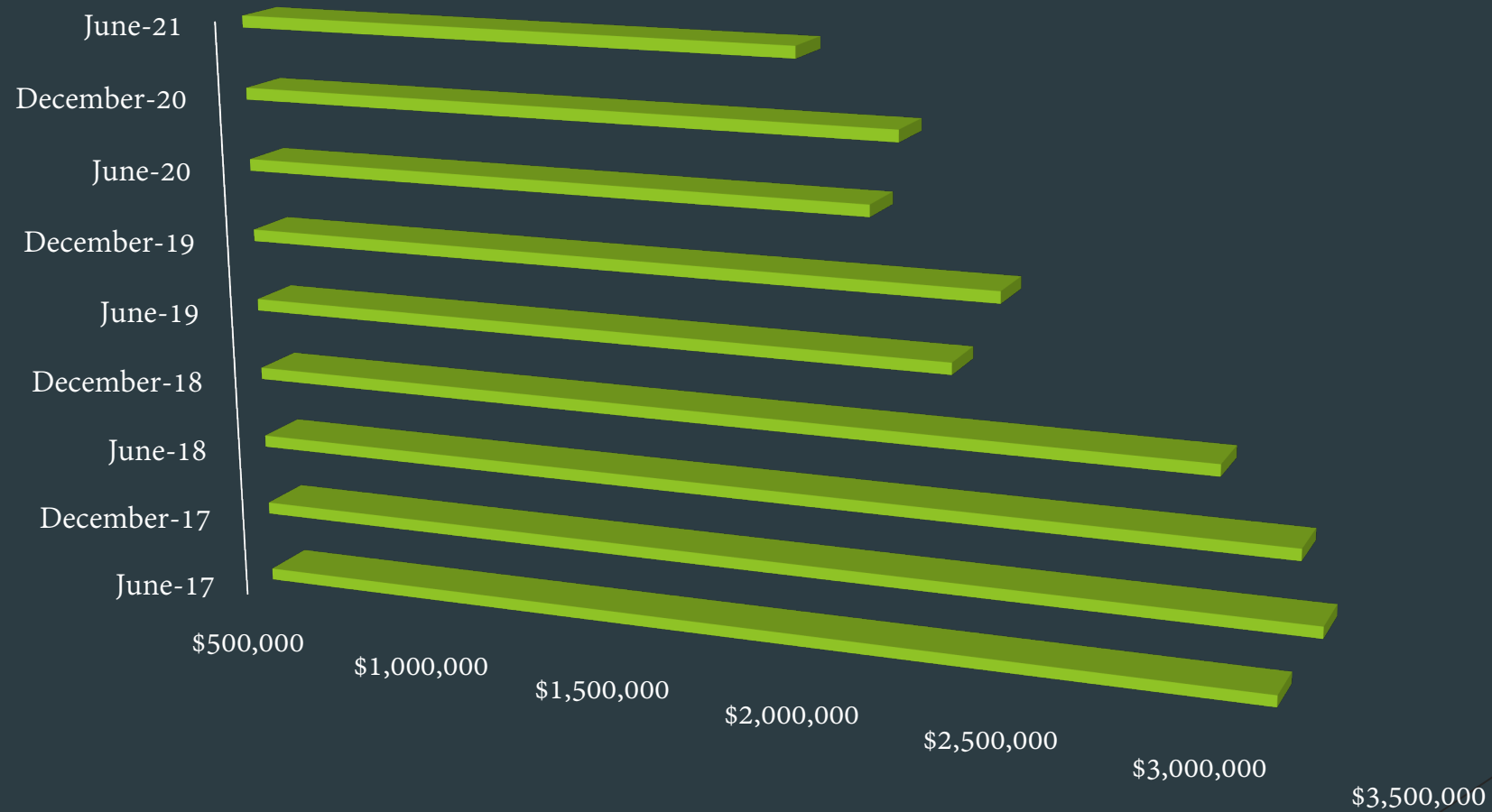
30 Days Current

January – September

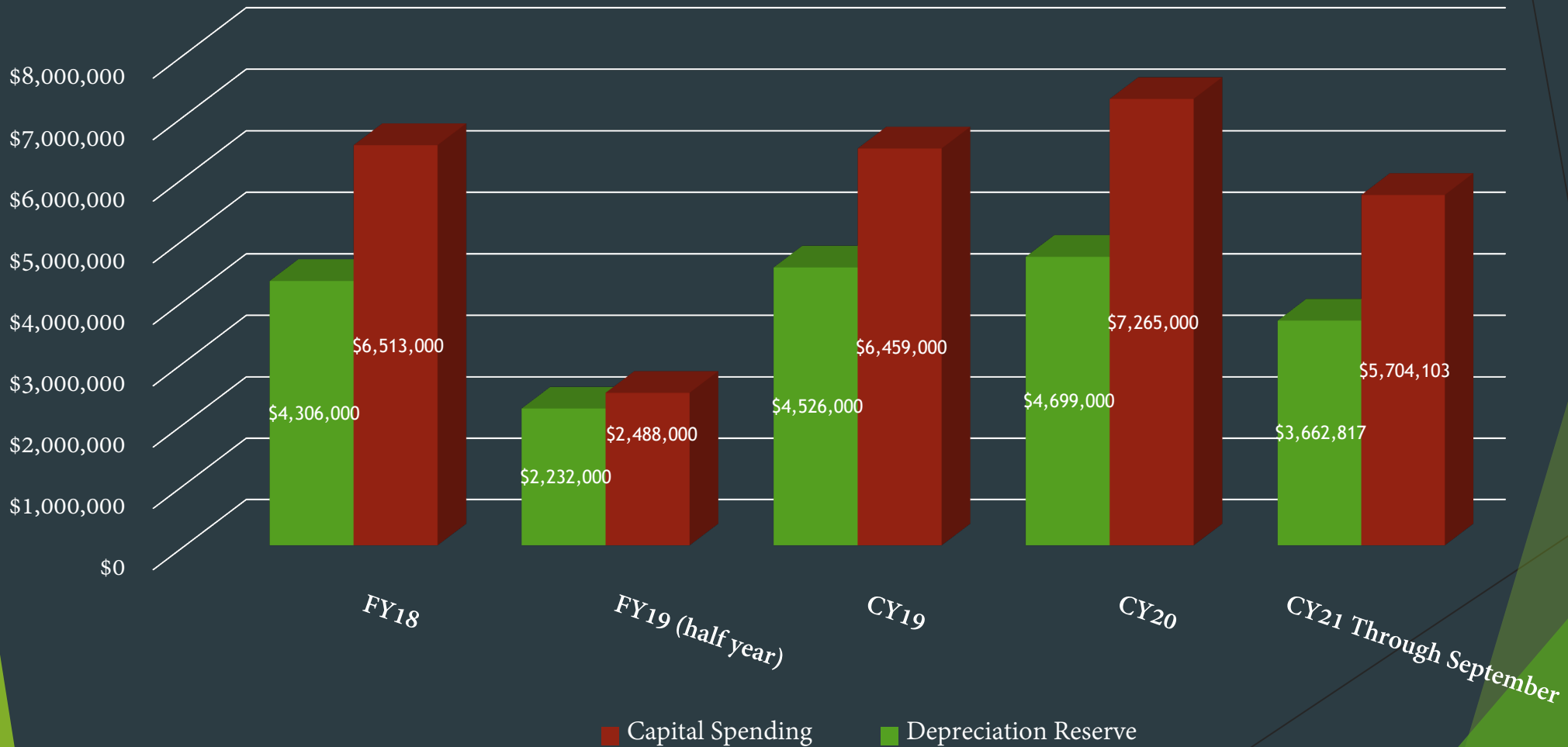
2017-2021



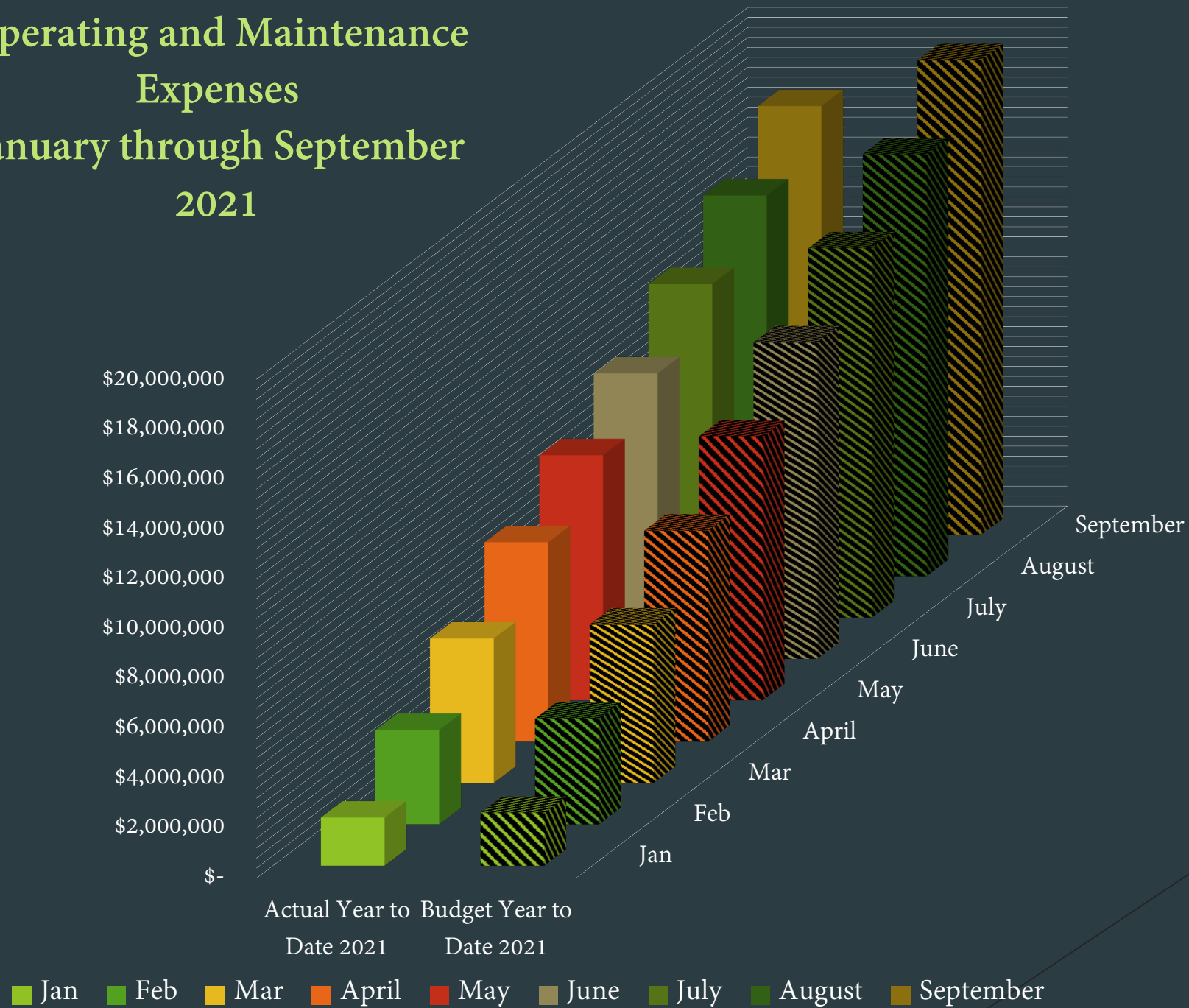
Sick Leave Buy-Back Liability Balances June 2017 through June 2021



Depreciation Reserve As Compared to Capital Spending FY18-CY21



Operating and Maintenance Expenses January through September 2021



**PROCUREMENT REQUESTS
REQUIRING BOARD APPROVAL**

ATTACHMENT 5



December 10, 2021

Town of Reading Municipal Light Board

Subject: RFP 2021-02 Air-Source Heat Pump Rebate Program Support Services

On October 27, 2021, a request for proposals (RFP) requesting sealed proposals for Air-Source Heat Pump Rebate Program Support Services was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle.

A request for proposals was sent to eight (8) companies.

Sealed proposals were received from two (2) companies: Abode Energy Management LLC and Center for EcoTechnology. The sealed proposals were not opened publicly.

The technical and price proposals were reviewed, analyzed, and evaluated by a staff committee¹ and recommended to the General Manager.

Move that RFP 2021-02 for Air-Source Heat Pump Rebate Program Support services be awarded to: **Abode Energy Management LLC** as the responsive and responsible proposer offering the most advantageous proposal for the estimated monthly cost of \$8,875.00 over the next three years or a total estimated 3-Year cost of \$319,500.00², on the recommendation of the General Manager.

¹See attached Evaluation Summary

²See attached Price Analysis.

These services will be paid from the Operating Budget.

Greg Phipps

coleen obrien (Dec 13, 2021 21:11 EST)

Coleen O'Brien

Air-Source Heat Pump Rebate Program Technical Support Evaluation Summary/Analysis¹
RFP 2021-02

SUMMARY OF RFP 2021-02 COMMITTEE'S EVALUATIONS

Abode Energy Management					Center for EcoTechnology			
	Work Plan	Qualification and Staffing	Price Proposal	TOTAL ¹	Work Plan	Qualification and Staffing	Price Proposal	TOTAL ¹
Maximum Points	50	30	20	100	50	30	20	100
Shawn Intorcio	45	30	20	95	27	30	8	65
Greg Phipps	42.1	28.0	17.5	87.6	42.1	26	13	81.1
Sarah Shenstone-Harris	48	29	20	97	30	27	17	74
Combined Totals	135.1	87.0	57.5	279.6	99.1	83	38	220.1

¹300 is a total combined perfect score.

AIR-SOURCE HEAT PUMP REBATE PROGRAM SUPPORT SERVICES RFP 2021-02 PRICING ANALYSIS ²																				
COMPANY NAME:			ABODE ENERGY MANAGEMENT LLC							CENTER FOR ECOTECHNOLOGY, INC.										
TECHNICAL SERVICE	DESCRIPTION OF SERVICE	PRICING INSTRUCTIONS	YEAR 1 FLAT FEES	YEAR 2 FLAT FEES	YEAR 3 FLAT FEES	QTY	YEAR 1 COSTS	YEAR 2 COSTS	YEAR 3 COSTS	YEAR 1 FLAT FEES	YEAR 2 FLAT FEES	YEAR 3 FLAT FEES	QTY	YEAR 1 COSTS	YEAR 2 COSTS	YEAR 3 COSTS				
1. Customer and Contractor Education Support Services																				
A. Heat Pump Contractors	Educate and monitor participating program contractors	Please provide a <u>monthly</u> flat fee cost	300	300	300	12	\$3,600.00	\$3,600.00	\$3,600.00	460	473.8	488.014	12	\$5,520.00	\$5,685.60	\$5,856.17				
B. Customer Education	Develop and conduct two (2) community workshops each year	Please provide a flat fee cost per each workshop	300	300	300	2	\$600.00	\$600.00	\$600.00	1500	1545	1591.35	2	\$3,000.00	\$3,090.00	\$3,182.70				
2. Pre-Installation Support Services																				
A. Pre-Program Support	Dedicated heat pump specialist(s) to provide customer and contractor pre-program support	Please provide a <u>monthly</u> flat fee cost based on five (5) hours per month	500	500	500	12	\$6,000.00	\$6,000.00	\$6,000.00	775	798.25	822.1975	12	\$9,500.00	\$9,579.00	\$9,666.37				
B. Pre-Installation Support	Review submitted Pre-approval forms and follow-up as needed	Please provide a <u>monthly</u> flat fee cost based on forty-five (45) hours per month	4500	4500	4500	12	\$54,000.00	\$54,000.00	\$54,000.00	6650	6849.5	7054.985	12	\$79,800.00	\$82,194.00	\$84,659.82				
3. Post Installation Support Services																				
A. Quality Assessment	Conduct virtual QA reviews	Please provide a <u>monthly</u> flat fee cost based on fifteen (15) hours per month	1500	1500	1500	12	\$18,000.00	\$18,000.00	\$18,000.00	2250	2317.5	2387.025	12	\$27,000.00	\$27,810.00	\$28,644.30				
	Conduct on-site QA reviews	Please provide a <u>monthly</u> flat fee cost based on five (5) hours per month	500	500	500	12	\$6,000.00	\$6,000.00	\$6,000.00	725	746.75	769.1525	12	\$8,700.00	\$8,961.00	\$9,229.83				
B. Program Documentation	Submit required participant documentation to RMLD	Please provide a <u>monthly</u> flat fee cost based on fifteen (15) hours* per month	1275	1275	1275	12	\$15,300.00	\$15,300.00	\$15,300.00	1965	2023.95	2084.6685	12	\$23,300.00	\$24,287.40	\$25,016.02				
4. Program Management Services																				
	Monthly RMLD program status conference call	Please provide a <u>monthly</u> flat fee cost	200	200	200	12	\$2,400.00	\$2,400.00	\$2,400.00	255	262.65	270.5295	12	\$3,000.00	\$3,151.80	\$3,246.35				
	Monthly status report	Please provide a <u>monthly</u> flat fee cost	100	100	100	12	\$1,200.00	\$1,200.00	\$1,200.00	340	350.2	360.706	12	\$4,000.00	\$4,202.40	\$4,328.47				
TOTAL YEARLY COST:							\$106,500.00	\$106,500.00	\$106,500.00	TOTAL YEARLY COST:							\$164,040.00	\$168,961.20	\$174,030.04	
ESTIMATED MONTHLY FEES/COSTS:							\$8,875.00	Note: Workshops not included in totals			ESTIMATED MONTHLY FEES/COSTS:							\$13,670.00	Note: Workshops not included in totals	
TOTAL 3-YEAR COST:							\$319,500.00	TOTAL 3-YEAR COST:							\$507,031.24					



December 6, 2021

Town of Reading Municipal Light Board

Subject: IFB 2021-06 On-Call Electrical Maintenance and Repair Services

Pursuant to M.G.L., c. 30 § 39M, on November 10, 2021, an invitation for bid was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle, was published in the Central Register, and was posted on COMMBUYS and the RMLD website, requesting sealed bids for On-Call Electrical Maintenance and Repair Services.

An invitation for bid was sent to sixteen (16) companies:

Sealed bids were received from two (2) companies: Dagle Electrical Construction Corp. and Your Electrical Solution, Inc.

The sealed bids were publicly opened and read aloud at 11:00 a.m. on December 1, 2021, 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 staff and recommended to the General Manager.

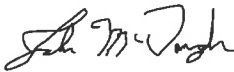
Move that bid 2021-06 for On-Call Electrical Maintenance and Repair Services be awarded to: **Dagle Electrical Construction Corp. for \$87,778.00**, pursuant to M.G.L., c. 30 § 39M, as the lowest responsible and eligible bidder, on the recommendation of the General Manager.¹ This is a three-year contract.

¹See attached analysis.

This contract will be paid from the Operating Budget.


Paul McGonagle (Dec 8, 2021 13:08 EST)


Paul McGonagle



John McDonagh


Hamid Jaffari (Dec 8, 2021 14:53 EST)

Hamid Jaffari


coleen obrien (Dec 8, 2021 15:46 EST)

Coleen O'Brien

On-Call Electrical Maintenance and Repair Services
IFB 2021-06

Bidder	<u>Year 1 Cost</u>	<u>Year 2 Cost</u>	<u>Year 3 Cost</u>	<u>Total 3-Year Cost</u>	<u>Responsive Bidder</u>	<u>Exceptions</u>
Dagle Electrical Construction Corp.	\$29,300.00	\$29,300.00	\$29,178.00	\$87,778.00	Yes	No
Your Electrical Solution, Inc.	\$28,400.00	\$29,300.00	\$29,950.00	\$87,650.00	No ¹	No

¹ A copy of their Master Electrician's License was not included. This was a requirement of the RMLD.



December 8, 2021

Town of Reading Municipal Light Board

Subject: IFP 2021-33 500 MCM CU 15kV EPR Underground Primary Cable

Pursuant to M.G.L. c. 164 § 56D, on November 17, 2021, an invitation for proposal was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle requesting sealed proposals for 500 MCM CU 15kV EPR Underground Primary Cable.

An invitation for proposals was sent to nine (9) companies.

Sealed proposals were received from three (3) companies: Arthur J. Hurley Company, Inc. (2), Stuart C. Irby Company, and WESCO Distribution, Inc.

The sealed proposals were publicly opened and read aloud at 10:00 a.m. on December 8, 2021, in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The proposals were reviewed, analyzed, and evaluated by staff and recommended to the General Manager.

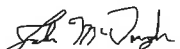
Move that IFP 2021-33 for 500 MCM CU 15kV EPR Underground Primary Cable be awarded to: **Arthur J. Hurley Company, Inc., for \$78,507.00¹**, pursuant to M.G.L. Chapter 164 § 56D on the recommendation of the General Manager.

¹See attached analysis.

The 2021 Capital Budget amount for these items is \$55,500.


Peter Price (Dec 13, 2021 11:50 EST)

Peter Price


John McDonagh


Hamid Jaffari (Dec 13, 2021 15:45 EST)

Hamid Jaffari


coleen obrien (Dec 13, 2021 21:14 EST)

Coleen O'Brien

**Analysis: 500 MCM CU 15kV EPT Underground Primary Cable
IFP 2021-33**

<u>Proposer</u>	<u>Manufacturer</u>	<u>Delivery Weeks ARO</u>	<u>Unit Cost</u>	<u>Qty in feet</u>	<u>Total Net Cost</u>
Arthur J. Hurley Company, Inc.* Item 1 - 500 MCM 15kV EPR Underground Primary Cable	base bid Okonite (filled strand)	29 weeks	\$26.99	3,300	\$89,067.00
Item 1 - 500 MCM 15kV EPR Underground Primary Cable	alternate bid Okonite (non-filled strand)	8 weeks	\$23.79	3,300	\$78,507.00

**Arthur J. Hurley Company, Inc. submitted two bids, a base bid and an alternate bid. The difference between the two is that the base bid cable has filled strand, whereas the alternate bid is cable with non-filled strand. Engineering accepted the alternate bid.*

Stuart C. Irby Company Item 1 - 500 MCM 15kV EPR Underground Primary Cable	Okonite	29 weeks	\$26.81	3,300	\$88,473.00
---	---------	----------	---------	-------	-------------

WESCO Distribution, Inc. Item 1 - 500 MCM 15kV EPR Underground Primary Cable	Okonite	29-32 weeks	\$27.16	3,300	\$89,628.00
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DETERMINATION OF UNIQUENESS FOR PROPERTY

ATTACHMENT 6



**DETERMINATION OF UNIQUENESS OF A PROPOSED ACQUISITION (Purchase)
of land located on
251 BALLARDVALE STREET, WILMINGTON, MA 01887**

M.G.L. c. 30B § 16, (c) (2), requires the solicitation of proposals prior to obtaining real property valued in excess of \$35,000 unless the governmental body determines in writing that advertising for submissions of proposals will not benefit the governmental body's interests because of the unique qualities or location of the property needed (M.G.L. c. 30B, § 16(e)(2)). The Reading Municipal Light Department ("RMLD"), a municipal light plant providing electric service to the Towns of Reading, North Reading, Wilmington, and portions of Lynnfield, seeks to acquire property in the Town of Wilmington near its load center for the construction of an electric utility substation. The new substation is needed to accommodate additional load and to replace RMLD's existing Wilmington substation, which has reached the end of its useful life.

The RMLD has identified a vacant parcel of land at 251 Ballardvale Street, Wilmington, MA that is 25 acres and shown on Assessor's Map R2, Lot 25, for the site of RMLD's new substation. RMLD intends to purchase approximately eight (8) to ten (10) acres of land, given the assumption that the current owner, CRL Holdings, Inc. (Charles River Laboratories), plans to retain the remaining acres. The proposed purchase price is \$450,000 per acre, subject to final appraisal and final negotiations with CRL Holdings, Inc.

The RMLD Board of Commissioners have determined that the location and qualities of the Property satisfy the unique requirements of the RMLD pursuant to M.G.L. c. 30B, § 16(e)(2). Specifically, this Property is uniquely situated in an area where RMLD has seen its highest electric load growth in recent years. High voltage lines required for the interconnection of its electric substation about the Property making it an ideal location for RMLD's new substation.

Based on the above, it is the RMLD Board of Commissioner's opinion that it is appropriate to waive the publication requirements of M.G.L. c. 30B, § 16, with respect to the acquisition of the Property. Pursuant to M.G.L. c. 30B, § 16, RMLD will publish this determination along with the names of the parties having a beneficial interest in the Property as required under M.G.L. c. 7C, § 38, the location and size of the Property, and the proposed purchase price in the Massachusetts Central Register not less than thirty (30) days before the RMLD executes a binding purchase and sale agreement for the Property.

Signed By: **RMLD Board of Commissioners**

Robert Coulter, Chair

Philip B. Pacino, Vice Chair

David Talbot, Commissioner

John Stempeck, Commissioner

Marlena Bitá, Commissioner

DATED: _____

MATERIALS AVAILABLE BUT NOT DISCUSSED

From: [Erica Morse](#)
To: [Erica Morse](#)
Subject: AP and Payroll Questions for the 21-12-20 Board of Commissioners Book
Date: Wednesday, December 15, 2021 11:30:39 AM

AP

From November 5, 2021, Through December 10, 2021, there were no Commissioner questions.

Payroll:

From November 8, 2021, through December 12, 2021, there were no Commissioner questions.

Best,
Erica Morse
Executive Assistant
Reading Municipal Light Department
781-942-6489

Town of Reading, Massachusetts
Municipal Light Department
Statement of Net Assets
9/30/2021

	<u>2021</u>	<u>2020</u>
ASSETS		
Current:		
Unrestricted Cash	\$ 23,960,251	\$ 26,104,376
Restricted Cash	27,294,798	33,088,932
Restricted Investments	2,681,328	1,361,014
Receivables, Net	8,142,608	8,198,356
Prepaid Expenses	1,537,077	1,752,340
Inventory	1,823,739	2,118,433
Total Current Assets	<u>65,439,801</u>	<u>72,623,451</u>
Noncurrent:		
Investment in Associated Companies	874,498	810,371
Capital Assets, Net	84,812,998	82,367,785
Total Noncurrent Assets	<u>85,687,497</u>	<u>83,178,156</u>
Deferred Outflows - Pension Plan	<u>5,360,409</u>	<u>8,102,116</u>
TOTAL ASSETS	<u><u>156,487,707</u></u>	<u><u>163,903,723</u></u>
LIABILITIES		
Current		
Accounts Payable	6,285,221	12,754,089
Accrued Liabilities	732,144	693,190
Customer Deposits	1,506,858	1,386,152
Advances from Associated Companies	200,000	200,000
Customer Advances for Construction	2,491,398	1,853,071
Total Current Liabilities	<u>11,215,622</u>	<u>16,886,503</u>
Non-current		
Accrued Employee Compensated Absences	1,968,355	2,471,374
Net OPEB Obligation	7,166,506	7,094,569
Net Pension Liability	12,054,935	14,610,001
Total Non-current Liabilities	<u>21,189,796</u>	<u>24,175,944</u>
Deferred Inflows - Pension Plan	2,652,103	1,964,276
TOTAL LIABILITIES	<u>35,057,521</u>	<u>43,026,723</u>
NET POSITION		
Invested in Capital Assets, Net of Related Debt	84,812,998	82,367,785
Restricted for Depreciation Fund	8,304,969	10,872,249
Restricted for Pension Trust	4,458,834	6,365,431
Unrestricted	23,853,384	21,271,535
TOTAL NET POSITION	<u><u>121,430,186</u></u>	<u><u>120,877,000</u></u>
Total Liabilities and Net Assets	<u><u>\$ 156,487,707</u></u>	<u><u>\$ 163,903,723</u></u>

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
9/30/2021

	Month Current Year	Month Last Year	Year to Date Current Year	Year to Date Last Year	Percent Change
Operating Revenues					
Base Revenue	\$ 2,751,033	\$ 2,580,714	\$ 21,317,656	\$ 21,239,952	0.4%
Fuel Revenue	2,625,374	2,496,596	19,853,203	19,350,947	2.6%
Purchased Power Capacity & Transmission	2,779,125	3,150,841	24,738,196	25,154,188	(1.7%)
Forfeited Discounts	89,894	90,614	614,616	643,750	(4.5%)
Energy Conservation Revenue	64,832	61,815	499,394	495,393	0.8%
NYPA Credit	(88,123)	(68,159)	(821,686)	(845,325)	(2.8%)
Total Operating Revenues	8,222,135	8,312,420	66,201,379	66,038,904	0.2%
Expenses					
Power Expenses:					
555 Purchased Power Fuel	1,750,669	1,786,472	20,833,620	19,585,662	6.4%
555 Purchased Power Capacity	1,394,653	1,129,868	12,800,991	14,014,699	(8.7%)
565 Purchased Power Transmission	1,824,366	1,639,802	12,238,235	10,771,304	13.6%
Total Purchased Power	4,969,687	4,556,142	45,872,846	44,371,665	3.4%
Operations and Maintenance Expenses:					
580 Supervision and Engineering	105,546	89,088	782,053	764,453	2.3%
581 Station/Control Room Operators	48,801	45,637	367,158	366,669	0.1%
582 Station Technicians	33,898	32,599	424,528	302,072	40.5%
583 Line General Labor	53,047	40,399	438,746	412,807	6.3%
586 Meter General	15,888	10,506	128,708	101,811	26.4%
588 Materials Management	45,668	40,530	318,471	324,447	(1.8%)
593 Maintenance of Lines - Overhead	7,099	(17,331)	226,432	238,826	(5.2%)
593 Maintenance of Lines - Tree Trimming	20,488	23,970	413,924	345,149	19.9%
594 Maintenance of Lines - Underground	(851)	(2,950)	17,113	41,037	(58.3%)
595 Maintenance of Line - Transformers	33,833	25,029	132,702	117,426	13.0%
598 Line General Leave Time Labor	38,519	29,838	257,413	282,146	(8.8%)
Total Operations and Maintenance Expenses	401,938	317,315	3,507,247	3,296,844	6.4%
General & Administration Expenses:					
903 Customer Collections	90,228	108,435	801,390	935,229	(14.3%)
904 Uncollectible Accounts	8,750	8,750	78,750	78,750	0.0%
916 Energy Audit	62,759	39,263	549,829	448,343	22.6%
916 Energy Conservation	119,191	41,845	1,051,687	598,152	75.8%
920 Administrative and General Salaries	197,131	184,501	1,455,101	1,561,241	(6.8%)
921 Office Supplies and Expense	1,197	1,126	10,787	5,609	92.3%
923 Outside Services - Legal	51,663	74,873	318,237	289,169	10.1%
923 Outside Services - Contract	21,874	31,736	203,392	250,110	(18.7%)
923 Outside Services - Education	4,250	4,124	16,426	30,514	(46.2%)
924 Property Insurance	33,111	29,739	328,855	294,167	11.8%
925 Injuries and Damages	676	(27,675)	23,394	3,449	578.3%
926 Employee Pensions and Benefits	271,777	188,135	2,568,505	2,866,009	(10.4%)
930 Miscellaneous General Expense	8,353	12,270	255,915	157,887	62.1%
931 Rent Expense	32,717	13,961	169,581	163,337	3.8%
933 Vehicle Expenses	20,352	17,471	252,053	153,835	63.8%
933 Vehicle Expenses - Capital	(39,043)	(38,487)	(272,489)	(257,359)	5.9%
935 Maintenance of General Plant	23,873	21,984	364,576	413,314	(11.8%)
935 Maintenance of Building & Garage	74,135	85,041	616,776	882,178	(30.1%)
Total General & Administration Expenses	982,994	797,092	8,792,764	8,873,933	(0.9%)

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
9/30/2021

	Month Current Year	Month Last Year	Year to Date Current Year	Year to Date Last Year	Percent Change
Other Operating Expenses:					
403 Depreciation	406,980	391,601	3,662,817	3,524,405	3.9%
408 Voluntary Payments to Towns	137,953	133,917	1,241,577	1,205,257	3.0%
Total Other Expenses	544,933	525,518	4,904,394	4,729,662	3.7%
Operating Income	1,322,584	2,116,353	3,124,129	4,766,800	(34.5%)
Non Operating Revenues (Expenses):					
419 Interest Income	2,330	11,369	116,338	226,682	(48.7%)
419 Other	54,081	173,330	749,255	1,077,170	(30.4%)
426 Return on Investment to Reading	(206,709)	(206,709)	(1,860,379)	(1,860,380)	(0.0%)
431 Interest Expense	(3,786)	(2,362)	(33,968)	(42,217)	(19.5%)
Total Non Operating Revenues (Expenses)	(154,083)	(24,373)	(1,028,755)	(598,744)	71.8%
Change in Net Assets	1,168,501	2,091,981	2,095,374	4,168,055	(49.7%)
Net Assets at Beginning of Year	119,334,812	116,708,946	119,334,812	116,708,946	2.2%
Ending Net Assets	\$ 120,503,313	\$ 118,800,926	\$ 121,430,187	\$ 120,877,001	0.5%

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
9/30/2021

	Actual Year to Date	BUDGET Through Sep 2021	Over/(Under) Budget \$	Over/(Under) Budget %
Operating Revenues				
Base Revenue	\$ 21,317,656	\$ 21,219,741	\$ 97,915	0.5%
Fuel Revenue	19,853,203	20,920,840	(1,067,637)	(5.1%)
Purchased Power Capacity & Transmission	24,738,196	26,599,161	(1,860,965)	(7.0%)
Forfeited Discounts	614,616	696,754	(82,138)	(11.8%)
Energy Conservation Revenue	499,394	490,496	8,898	1.8%
NYPA Credit	(821,686)	(857,680)	35,994	(4.2%)
Total Operating Revenues	66,201,379	69,069,311	(2,867,933)	(4.2%)
Expenses				
Power Expenses:				
555 Purchased Power Fuel	20,833,620	20,063,160	770,460	3.8%
555 Purchased Power Capacity	12,800,991	13,265,526	(464,535)	(3.5%)
565 Purchased Power Transmission	12,238,235	13,333,635	(1,095,400)	(8.2%)
Total Purchased Power	45,872,846	46,662,321	(789,475)	(1.7%)
Operations and Maintenance Expenses:				
580 Supervision and Engineering	782,053	857,395	(75,342)	(8.8%)
581 Station/Control Room Operators	367,158	373,451	(6,294)	(1.7%)
582 Station Technicians	424,528	336,011	88,517	26.3%
583 Line General Labor	438,746	794,070	(355,324)	(44.7%)
586 Meter General	128,708	144,013	(15,304)	(10.6%)
588 Materials Management	318,471	341,973	(23,502)	(6.9%)
593 Maintenance of Lines - Overhead	226,432	419,101	(192,669)	(46.0%)
593 Maintenance of Lines - Tree Trimming	413,924	689,136	(275,212)	(39.9%)
594 Maintenance of Lines - Underground	17,113	60,672	(43,559)	(71.8%)
595 Maintenance of Line - Transformers	132,702	170,498	(37,796)	(22.2%)
598 Line General Leave Time Labor	257,413	335,909	(78,495)	(23.4%)
Total Operations and Maintenance Expenses	3,507,247	4,522,228	(1,014,981)	(22.4%)
General & Administration Expenses:				
903 Customer Collection	801,390	727,041	74,348	10.2%
904 Uncollectible Accounts	78,750	78,750	-	0.0%
916 Energy Audit	549,829	451,065	98,764	21.9%
916 Energy Conservation	1,051,687	910,527	141,160	15.5%
920 Administrative and General Salaries	1,455,101	1,688,266	(233,165)	(13.8%)
921 Office Supplies and Expense	10,787	15,000	(4,213)	(28.1%)
923 Outside Services - Legal	318,237	372,750	(54,513)	(14.6%)
923 Outside Services - Contract	203,392	381,300	(177,908)	(46.7%)
923 Outside Services - Education	16,426	193,366	(176,940)	(91.5%)
924 Property Insurance	328,855	367,275	(38,420)	(10.5%)
925 Injuries and Damages	23,394	42,790	(19,396)	(45.3%)
926 Employee Pensions and Benefits	2,568,505	2,749,504	(180,998)	(6.6%)
930 Miscellaneous General Expense	255,915	379,718	(123,803)	(32.6%)
931 Rent Expense	169,581	159,000	10,581	6.7%
933 Vehicle Expense	252,053	291,450	(39,397)	(13.5%)
933 Vehicle Expense - Capital Clearing	(272,489)	(265,908)	(6,581)	2.5%
935 Maintenance of General Plant	364,576	347,831	16,744	4.8%
935 Maintenance of Building & Garage	616,776	700,106	(83,330)	(11.9%)
Total General & Administration Expenses	8,792,764	9,589,830	(797,067)	(8.3%)

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
9/30/2021

Other Operating Expenses:

403 Depreciation	3,662,817	3,687,259	(24,442)	(0.7%)
408 Voluntary Payments to Towns	1,241,577	1,240,845	732	0.1%
Total Other Expenses	4,904,394	4,928,104	(23,710)	(0.5%)

Operating Income	3,124,129	3,366,828	(242,699)	(7.2%)
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Non Operating Revenues (Expenses):

415 Contribution in Aid of Construction	-	225,000	(225,000)	(100.0%)
419 Interest Income	116,338	375,000	(258,662)	(69.0%)
419 Other Income	749,255	663,750	85,505	12.9%
426 Return on Investment to Reading	(1,860,379)	(1,860,379)	-	0.0%
426 Loss on Disposal	-	(75,000)	75,000	(100.0%)
431 Interest Expense	(33,968)	(33,750)	(218)	0.6%
Total Non Operating Revenues (Expenses)	(1,028,755)	(705,378)	(323,375)	45.8%

Net Income	\$ 2,095,374	\$ 2,661,450	\$ (566,074)	(21.3%)
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Town of Reading, Massachusetts
Municipal Light Department
Statement of Net Assets
10/31/2021

	<u>2021</u>	<u>2020</u>
ASSETS		
Current:		
Unrestricted Cash	\$ 22,642,551	\$ 24,154,181
Restricted Cash	27,255,916	33,031,954
Restricted Investments	2,666,019	1,362,003
Receivables, Net	8,851,781	7,579,390
Prepaid Expenses	1,609,924	1,549,280
Inventory	1,852,105	1,975,166
Total Current Assets	<u>64,878,297</u>	<u>69,651,974</u>
Noncurrent:		
Investment in Associated Companies	880,958	810,370
Capital Assets, Net	85,090,504	82,809,793
Total Noncurrent Assets	<u>85,971,462</u>	<u>83,620,163</u>
Deferred Outflows - Pension Plan	<u>5,360,409</u>	<u>8,102,116</u>
TOTAL ASSETS	<u><u>156,210,168</u></u>	<u><u>161,374,254</u></u>
LIABILITIES		
Current		
Accounts Payable	6,909,029	10,402,410
Accrued Liabilities	296,328	382,145
Customer Deposits	1,512,288	1,391,664
Advances from Associated Companies	200,000	200,000
Customer Advances for Construction	2,491,398	1,918,811
Total Current Liabilities	<u>11,409,043</u>	<u>14,295,030</u>
Non-current		
Accrued Employee Compensated Absences	1,968,355	2,151,067
Net OPEB Obligation	7,166,506	7,094,569
Net Pension Liability	12,054,935	14,610,001
Total Non-current Liabilities	<u>21,189,796</u>	<u>23,855,637</u>
Deferred Inflows - Pension Plan	2,652,103	1,964,276
TOTAL LIABILITIES	<u>35,250,942</u>	<u>40,114,943</u>
NET POSITION		
Invested in Capital Assets, Net of Related Debt	85,090,504	82,809,793
Restricted for Depreciation Fund	8,029,894	10,432,130
Restricted for Pension Trust	4,451,989	6,365,431
Unrestricted	23,386,838	21,651,957
TOTAL NET POSITION	<u>120,959,225</u>	<u>121,259,310</u>
Total Liabilities and Net Assets	<u><u>\$ 156,210,168</u></u>	<u><u>\$ 161,374,254</u></u>

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
10/31/2021

	Month Current Year	Month Last Year	Year to Date Current Year	Year to Date Last Year	Percent Change
Operating Revenues					
Base Revenue	\$ 2,222,101	\$ 2,135,511	\$ 23,539,757	\$ 23,375,464	0.7%
Fuel Revenue	2,379,870	1,985,487	22,233,074	21,336,434	4.2%
Purchased Power Capacity & Transmission	2,184,140	2,457,011	26,922,336	27,611,199	(2.5%)
Forfeited Discounts	56,936	69,025	671,552	712,775	(5.8%)
Energy Conservation Revenue	52,387	49,219	551,781	544,612	1.3%
NYPA Credit	(90,357)	(72,888)	(912,044)	(918,214)	(0.7%)
Total Operating Revenues	6,805,077	6,623,365	73,006,456	72,662,269	0.5%
Expenses					
Power Expenses:					
555 Purchased Power Fuel	2,282,963	1,866,305	23,116,582	21,451,967	7.8%
555 Purchased Power Capacity	1,242,208	1,372,662	14,043,199	15,387,362	(8.7%)
565 Purchased Power Transmission	1,461,115	1,292,681	13,699,350	12,063,985	13.6%
Total Purchased Power	4,986,286	4,531,648	50,859,132	48,903,314	4.0%
Operations and Maintenance Expenses:					
580 Supervision and Engineering	91,643	83,032	873,695	847,485	3.1%
581 Station/Control Room Operators	39,567	39,596	406,725	406,265	0.1%
582 Station Technicians	80,694	26,460	505,222	328,532	53.8%
583 Line General Labor	63,297	59,672	502,043	472,479	6.3%
586 Meter General	15,281	16,602	143,990	118,413	21.6%
588 Materials Management	45,765	36,826	364,235	361,273	0.8%
593 Maintenance of Lines - Overhead	23,086	34,410	249,517	273,236	(8.7%)
593 Maintenance of Lines - Tree Trimming	16,088	8,165	430,012	353,314	21.7%
594 Maintenance of Lines - Underground	(134)	2,160	16,979	43,198	(60.7%)
595 Maintenance of Line - Transformers	66,501	25,844	199,203	143,270	39.0%
598 Line General Leave Time Labor	32,859	32,683	290,272	314,829	(7.8%)
Total Operations and Maintenance Expenses	474,646	365,451	3,981,893	3,662,295	8.7%
General & Administration Expenses:					
903 Customer Collections	89,266	108,209	890,656	1,043,439	(14.6%)
904 Uncollectible Accounts	8,750	8,750	87,500	87,500	0.0%
916 Energy Audit	50,885	47,457	600,715	495,800	21.2%
916 Energy Conservation	185,722	61,528	1,237,409	659,680	87.6%
920 Administrative and General Salaries	159,541	139,481	1,614,642	1,700,722	(5.1%)
921 Office Supplies and Expense	1,549	390	12,336	5,999	105.7%
923 Outside Services - Legal	48,589	17,305	366,826	306,474	19.7%
923 Outside Services - Contract	21,354	12,953	224,746	263,062	(14.6%)
923 Outside Services - Education	4,734	2,241	21,160	32,755	(35.4%)
924 Property Insurance	33,111	29,739	361,965	323,905	11.8%
925 Injuries and Damages	7,981	274	31,375	3,723	742.8%
926 Employee Pensions and Benefits	396,392	173,807	2,964,897	3,039,816	(2.5%)
930 Miscellaneous General Expense	78,977	10,755	334,892	168,642	98.6%
931 Rent Expense	13,843	13,881	183,424	177,218	3.5%
933 Vehicle Expenses	18,199	7,297	270,252	161,132	67.7%
933 Vehicle Expenses - Capital	(37,067)	(29,119)	(309,556)	(286,477)	8.1%
935 Maintenance of General Plant	51,671	35,502	416,247	448,816	(7.3%)
935 Maintenance of Building & Garage	60,740	85,350	677,516	967,529	(30.0%)
Total General & Administration Expenses	1,194,237	725,799	9,987,000	9,599,733	4.0%

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
10/31/2021

Other Operating Expenses:

403 Depreciation	406,980	391,601	4,069,797	3,916,006	3.9%
408 Voluntary Payments to Towns	137,953	133,917	1,379,529	1,339,175	3.0%
Total Other Expenses	544,933	525,518	5,449,326	5,255,180	3.7%
Operating Income	(395,024)	474,948	2,729,104	5,241,747	(47.9%)

Non Operating Revenues (Expenses):

415 Contribution in Aid of Construction					
419 Interest Income	(3,016)	6,739	113,322	233,421	(51.5%)
419 Other	137,583	109,585	886,838	1,186,756	(25.3%)
426 Return on Investment to Reading	(206,709)	(206,709)	(2,067,088)	(2,067,088)	(0.0%)
431 Interest Expense	(3,794)	(2,253)	(37,762)	(44,470)	(15.1%)
Total Non Operating Revenues (Expenses)	(75,936)	(92,638)	(1,104,691)	(691,382)	59.8%
Change in Net Assets	(470,961)	382,310	1,624,414	4,550,365	(64.3%)
Net Assets at Beginning of Year	119,334,812	116,708,946	119,334,812	116,708,946	2.2%
Ending Net Assets	\$ 118,863,852	\$ 117,091,256	\$ 120,959,226	\$ 121,259,311	(0.2%)

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
10/31/2021

	Actual Year to Date	BUDGET Through Oct 2021	Over/(Under) Budget \$	Over/(Under) Budget %
Operating Revenues				
Base Revenue	\$ 23,539,757	\$ 23,577,490	\$ (37,733)	(0.2%)
Fuel Revenue	22,233,074	23,245,378	(1,012,305)	(4.4%)
Purchased Power Capacity & Transmission	26,922,336	29,554,623	(2,632,288)	(8.9%)
Forfeited Discounts	671,552	774,171	(102,619)	(13.3%)
Energy Conservation Revenue	551,781	544,995	6,786	1.2%
NYPA Credit	(912,044)	(952,978)	40,935	(4.3%)
Total Operating Revenues	73,006,456	76,743,679	(3,737,223)	(4.9%)
Expenses				
Power Expenses:				
555 Purchased Power Fuel	23,116,582	22,292,400	824,182	3.7%
555 Purchased Power Capacity	14,043,199	14,739,473	(696,274)	(4.7%)
565 Purchased Power Transmission	13,699,350	14,815,150	(1,115,800)	(7.5%)
Total Purchased Power	50,859,132	51,847,023	(987,891)	(1.9%)
Operations and Maintenance Expenses:				
580 Supervision and Engineering	873,695	952,661	(78,966)	(8.3%)
581 Station/Control Room Operators	406,725	414,946	(8,221)	(2.0%)
582 Station Technicians	505,222	373,346	131,876	35.3%
583 Line General Labor	502,043	882,300	(380,257)	(43.1%)
586 Meter General	143,990	160,014	(16,025)	(10.0%)
588 Materials Management	364,235	379,970	(15,734)	(4.1%)
593 Maintenance of Lines - Overhead	249,517	465,667	(216,150)	(46.4%)
593 Maintenance of Lines - Tree Trimming	430,012	765,707	(335,695)	(43.8%)
594 Maintenance of Lines - Underground	16,979	67,413	(50,434)	(74.8%)
595 Maintenance of Line - Transformers	199,203	189,442	9,760	5.2%
598 Line General Leave Time Labor	290,272	373,232	(82,960)	(22.2%)
Total Operations and Maintenance Expenses	3,981,893	5,024,698	(1,042,805)	(20.8%)
General & Administration Expenses:				
903 Customer Collection	890,656	807,824	82,832	10.3%
904 Uncollectible Accounts	87,500	87,500	-	0.0%
916 Energy Audit	600,715	501,183	99,532	19.9%
916 Energy Conservation	1,237,409	1,011,696	225,713	22.3%
920 Administrative and General Salaries	1,614,642	1,875,851	(261,210)	(13.9%)
921 Office Supplies and Expense	12,336	16,667	(4,330)	(26.0%)
923 Outside Services - Legal	366,826	414,167	(47,341)	(11.4%)
923 Outside Services - Contract	224,746	423,667	(198,921)	(47.0%)
923 Outside Services - Education	21,160	214,851	(193,691)	(90.2%)
924 Property Insurance	361,965	408,083	(46,118)	(11.3%)
925 Injuries and Damages	31,375	47,544	(16,169)	(34.0%)
926 Employee Pensions and Benefits	2,964,897	3,055,004	(90,107)	(2.9%)
930 Miscellaneous General Expense	334,892	421,909	(87,017)	(20.6%)
931 Rent Expense	183,424	176,667	6,757	3.8%
933 Vehicle Expense	270,252	323,833	(53,582)	(16.5%)
933 Vehicle Expense - Capital Clearing	(309,556)	(295,453)	(14,103)	4.8%
935 Maintenance of General Plant	416,247	386,479	29,767	7.7%
935 Maintenance of Building & Garage	677,516	777,895	(100,380)	(12.9%)
Total General & Administration Expenses	9,987,000	10,655,367	(668,366)	(6.3%)

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
10/31/2021

Other Operating Expenses:

403 Depreciation	4,069,797	4,096,954	(27,157)	(0.7%)
408 Voluntary Payments to Towns	1,379,529	1,378,717	813	0.1%
Total Other Expenses	5,449,326	5,475,671	(26,345)	(0.5%)

Operating Income	2,729,104	3,740,920	(1,011,816)	(27.0%)
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Non Operating Revenues (Expenses):

415 Contribution in Aid of Construction	-	250,000	(250,000)	(100.0%)
419 Interest Income	113,322	416,667	(303,345)	(72.8%)
419 Other Income	886,838	737,500	149,338	20.2%
426 Return on Investment to Reading	(2,067,088)	(2,067,088)	-	0.0%
426 Loss on Disposal	-	(83,333)	83,333	(100.0%)
431 Interest Expense	(37,762)	(37,500)	(262)	0.7%
Total Non Operating Revenues (Expenses)	(1,104,691)	(783,755)	(320,936)	40.9%

Net Income	\$ 1,624,414	\$ 2,957,165	\$ (1,332,752)	(45.1%)
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From: [Maureen Sullivan](#)
To: [Erica Morse](#)
Cc: [Paula O'Leary](#)
Subject: Surplus Update - November 2021
Date: Tuesday, November 30, 2021 8:58:55 AM

Good morning Erica,

I am sending this email to inform you that there were NO Surplus Items of Substantial Value that were disposed of in November 2021.

Thank you,
Maureen

Maureen Sullivan

Assistant Materials Manager
Reading Municipal Light Department (RMLD)
230 Ash Street
Reading, MA 01867

Tel. No. 781-942-6441

Email: msullivan@rmlld.com

**SUMMARY OF LEGAL SPENDING BY CATEGORY
THROUGH OCTOBER 2021**

LEGAL CATAGORY	AMOUNT
Policy Review	\$ 37,768.88
Purchased Power	\$ 74,990.98
Labor Relations	\$ 128,857.71
Engineering & Operations	\$ 42,819.35
Procurement & Liability Claims	\$ 72,601.00
Business & Finance	\$ 12,205.50
TOTAL ALL CATAGORIES	\$ 369,243.42

**SUMMARY OF OUTSIDE SERVICES SPENDING BY VENDOR
THROUGH OCTOBER 2021**

VENDOR	AMOUNT	DESCRIPTION
ADVIZEX TECHNOLOGIES, LLC Total	\$ 1,850.00	Microsoft Services
AMERICAN ARBITRATION ASSOCIATION Total	\$ 325.00	Fee for Arbitration
ANALYSIS GROUP Total	\$ 9,510.00	Analysis Group Sustainable Policy 30 Review
CUSHING, JAMMALLO & WHEELER, INC.	\$ 804.00	Floor and Wall Study
CUSHING, JAMMALLO & WHEELER, INC.	\$ 619.00	Station 3 Transformer Rack Project and wetlandcs
DAMOTECH, INC.	\$ 3,825.00	Rack system inspection and load capacity calc
ENERNEX, LLC	\$ 34,012.50	Security Consulting and Support
ENERNEX, LLC	\$ 15,000.00	Finance & Cust Care/Billing Consulting
ENERGY NEW ENGLAND	\$ 13,500.00	Monthly Lobbyist Fee
ENERGY NEW ENGLAND	\$ 21,491.31	Legal charges to ENE
HOLDEN SARAH CANNON	\$ 5,850.00	Arbitrator Overtime Language
HUDSON RIVER ENERGY GROUP	\$ 4,968.75	Prep of RNS Revenue Requirement
KATAMA TECHNOLOGIES INC.	\$ 13,334.23	Consulting fees AMI and MDM projects
KATEVAN CONSULTING LLC	\$ 3,944.00	PPA Environmental Review
LIG CONSULTANTS, P.C.	\$ 370.00	Expert Testimony 70 Industrial Dr Wilmington
MELANSON	\$ 37,500.00	Annual Financial Audit
PLM ELECTRIC POWER ENGINEERING	\$ 20,204.00	Power Supply & Rate Consulting
PLM ELECTRIC POWER ENGINEERING	\$ 1,387.50	Various, (relay, switchgear, ISO study)
SUSTAINABLE ENERGY ADVANTAGE LLC	\$ 15,768.12	Sustainability Power purchasing for board
UNIVERSAL ENVIRONMENTAL CONSULTANTS, INC	\$ 650.00	Asbestos Containing Material Testing
UTILITY SERVICES OF VERMONT LLC	\$ 13,600.00	Electric Reliability
UTILITY SERVICES OF VERMONT LLC	\$ 3,600.00	CIP Maint and Support
UTILITY SERVICES OF VERMONT LLC	\$ 1,200.00	Protection system settings
UTILITY SERVICES OF VERMONT LLC	\$ 1,432.50	Self Certification Assistance
TOTAL ALL VENDORS	\$ 224,745.91	