



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

230 Ash Street
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Reading, MA 01867-0250

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AGENDA
RMLD CITIZENS' ADVISORY BOARD (CAB)

TUESDAY, JUNE 12, 2012
6:30 P.M.

at
READING MUNICIPAL LIGHT DEPARTMENT
WINFRED SPURR/AV ROOM
230 ASH STREET
READING, MA 01867

1. Call Meeting to Order – A. Carakatsane, Chairman
2. Local Energy Action Program
Helen Aki, LEED AP, Energy Services Coordinator
Metropolitan Area Planning Council (MAPC)
3. Conservation Program Update – J. Carpenter
4. Solar Energy Projects – Approval for On-System Projects – V. Cameron
Suggested Motion:
Move that the Citizens' Advisory Board recommends to the RMLD Board of Commissioners to authorize the General Manager to execute purchase power contracts for on-system solar energy projects up to a cumulative total of 10 megawatts, not to exceed a fifteen year period, and under similar contractual terms and conditions as being agreed to recently with solar energy developers.
5. Financials Update – R. Fournier
6. Other Items for Discussion
NEPPA Annual Conference – September 16-19, 2012
Suggested Motion:
MOVE to approve up to five CAB members to attend the 2012 NEPPA Annual Conference.
7. Schedule Next Meeting
8. Executive Minutes - May 16, 2012 (CAB Members Only)
Suggested Motion:
MOVE that the Citizens' Advisory Board approve Executive Session meeting minutes of May 16, 2012 as presented.
Note: Any changes to the minutes must be done in Executive Session.
9. Reorganization of the CAB – A. Carakatsane

CAB Meeting Agenda – June 12, 2012

10. Executive Session (only if required)

Suggested Motion:

MOVE that the CAB go into Executive Session based on Chapter 164, Section 47D exemption from public records and open meeting requirements in certain instances, to approve minutes, to discuss power supply, renewable energy, and return to regular session.

11. Adjournment

This Agenda has been prepared in advance and does not necessarily include all matters, which may be taken up at this meeting.

Upcoming RMLD Board Meetings:

Wednesday, June 27, 2012 – J. Norton - CAB Rep.

ITEM 2.

***Local Energy Action Program
Metropolitan Area Planning Council (MAPC)***



EXPLORING CLEAN ENERGY OPPORTUNITIES IN READING, NORTH READING, LYNNFIELD AND WILMINGTON

The **Local Energy Action Program (LEAP)** was created by the **Metropolitan Area Planning Council (MAPC)** to help communities plan and implement local clean energy projects. The towns of **North Reading, Reading, Lynnfield and Wilmington** were selected for the LEAP as a regional project in collaboration with the **Reading Municipal Light Department (RMLD)**. MAPC will work with all four towns and RMLD over the next two years to create and implement an energy action plan to meet goals for energy efficiency and renewable energy generation in the municipal, residential and commercial sectors.

The **Metropolitan Area Planning Council (MAPC)** is a regional planning agency serving the people who live and work in the 101 cities and towns of Metropolitan Boston. Our mission is to promote smart growth and regional collaboration. We work toward sound municipal management, sustainable land use, protection of natural resources, efficient and affordable transportation, a diverse housing stock, public safety, economic development, an informed public, and equity and opportunity among people of all backgrounds. Our regional plan, "MetroFuture," guides our work and engages the public in responsible stewardship of the region's future.

Want to learn more? Contact:
Helen Aki, Energy Services Coordinator
Metropolitan Area Planning Council
(617) 451-2770 ext. 2054
haki@mapc.org

Why create an Energy Action Plan?

The towns of North Reading, Reading, Lynnfield, and Wilmington are currently working with MAPC and RMLD to create an Energy Action Plan that will identify opportunities to save money on energy costs and promote sustainable energy use. By engaging in energy planning, a community can ensure that its investments in clean energy are as effective and as thoughtfully aligned with community priorities as possible.

An Energy Action Plan has three components: a **baseline** ("where are we now?"), **goals** ("where do we want to go?") and **strategies** ("how do we get there?"). MAPC will work with key stakeholders in all four towns to gather information and input on the development of all three of those components.



2012 LEAP Timeline

April/ May	<ol style="list-style-type: none"> 1. Hold meetings with stakeholders in each of the 4 towns separately; 2. Complete town baselines; 3. Draft goals based on stakeholder input; 4. Draft "menu" of policy strategy options.
May/ June	<ol style="list-style-type: none"> 1. Hold Working Group meeting with all 4 towns to reach consensus on goals and discuss policy strategies; 2. RMLD invites its customers to provide input on the clean energy strategies they want to see; 3. Plans presented to town and RMLD Boards for review.
Summer/ Fall	<ol style="list-style-type: none"> 1. Design & development of programs to implement strategies; 2. Hold kick-off events to launch programs.

**Reading, North Reading, Lynnfield and Wilmington
Recommendations to the RMLD from the Local Energy Action Program
DRAFT**

Summary of Recommendations:

1. **Municipal:** Describes goals for energy savings in municipal buildings and possible responsibilities for municipal account manager.
2. **Commercial:** Describes goals and need for a consolidated "green business program"
3. **Residential:** Describes goals and need for a consolidated "residential outreach program"
4. **Portfolio:** Describes goals for renewable energy, distributed generation and peak load.
5. **Internal Capacity:** Considers staffing and responsibilities, such as a municipal account manager and/or dedicated staff time to oversee new programs and explore new grant opportunities specific to efficiency and renewables. Also looks at a sustainability policy for RMLD buildings.

Recommendation	Proposed Goal/Strategy	Suggested Action Items
1. Increase RMLD Programs for Municipal Customers	1.1 Reduce municipal building energy use 10% per year until 2005 levels are achieved	<ul style="list-style-type: none"> • Work with Towns to develop municipal Energy Reduction Plans: • Conduct ASHRAE Level II energy audits on facilities, including energy modeling and financial analysis of proposed energy conservation measures (ECMs) • Determine and budget cost and timeframe to accomplish proposed ECMS. • Implement low and no cost operational improvements that will immediately enhance building performance • Make recommendations for capital improvements/longer payback upgrades
	1.2 Achieve minimum Energy Star ratings	<ul style="list-style-type: none"> • Enroll all municipal buildings in EnergyStar Portfolio Manager and maintain a minimum rating of 65
	1.3 Reduce energy use in other municipal facilities	<ul style="list-style-type: none"> • RMLD and Water Dept collaborate to implement ECMs • RMLD and Towns collaborate to explore a new program structure

		that would allow for efficient streetlight upgrades
	1.4 Source 1% of building energy use from on-site generation	<ul style="list-style-type: none"> Assess municipal building stock for solar PV potential Aggregate potential municipal PV projects for development through a third-party model in which RMLD purchases power
	1.5 Develop municipal demand response program	<ul style="list-style-type: none"> Reduce costs for towns and RMLD through demand response programs
	1.6 Deliver monthly energy reports	<ul style="list-style-type: none"> This could be done through MassEnergyInsight so it is easily accessible by both Town and RMLD staff.
2. Expand RMLD Programs for Commercial Customers	2.1 Create Green Business Award	<ul style="list-style-type: none"> RMLD creates an award to recognize successful accomplishments of businesses;
	2.2 Create Green Business Program	<ul style="list-style-type: none"> RMLD develops "Green Business Program" that delivers consolidated information and technical assistance to its customers on opportunities to further energy efficiency or renewable energy projects (incentives, rebates, etc), and establishes criteria for participation in program and/or certification/awards; <ul style="list-style-type: none"> Could include: Weatherization, solar, EnergyStar campaign, etc RMLD works with Reading-North Reading Chamber of Commerce to promote this program to the Chamber's members.
	2.3 Expand solar offerings & Create Small Business Solar Program	<ul style="list-style-type: none"> Solarize Mass model – RMLD procures and prequalifies vendor to provide 3rd-party PPAs to small businesses Solar thermal incentives/rebates Allow customers to purchase shares

		in solar array hosted on municipal space
3. Expand RMLD Programs for Residential Customers	3.1 Develop comprehensive residential outreach program	<ul style="list-style-type: none"> • Deliver consolidated information and technical assistance to its customers on opportunities to further energy efficiency or renewable energy projects (incentives, MassSave eligibility, etc) • Create specific marketing and outreach strategy (social media, events, etc) • Create an explicit strategy for assisting customers with oil heat • Create an explicit strategy for identifying and addressing hard-to-reach or underserved populations
	3.2 Expand residential efficiency program offerings	<ul style="list-style-type: none"> • Help eligible customers access MassSave incentives • Expand residential audit program to include weatherization • Achieve MassSave equivalence and better for RMLD programs • Explore options for promoting and subsidizing new technologies that help customers that heat with oil to access efficiency, i.e. (electric) air-source heat pumps, heat pump water heaters, tank-less water heaters, oil-to-gas conversions, etc.
	3.3 Expand residential solar program offerings	<ul style="list-style-type: none"> • Solarize Mass model – RMLD procures and prequalifies vendor to provide 3rd-party PPAs to residents with towns helping to conduct outreach and drive enrollment • Solar Thermal incentive program • Explore options to allow customers to buy shares in solar array located on municipally-owned space
4. Expand RMLD's Clean Energy	4.1 10% of RMLD energy portfolio comes from	<ul style="list-style-type: none"> • Adopt a Clean Energy Performance standard that requires review of

Portfolio	renewable energy and/or distributed generation sources by 2015 and 25% by 2020	<p>and favors contracts with suppliers with low- or no-carbon generation sources.</p> <ul style="list-style-type: none"> • Conduct a feasibility study for distributed generation (DG), identify and map locations that would be ideal to support solar or other renewable/alternative energy projects based on current RMLD grid and town priorities • Assess feasibility of and develop renewable generation assets (e.g. ground-mounted solar, organics-to-energy anaerobic digesters) • Develop alternative generation assets (e.g. CHP)
	4.2 Maintain a total peak demand (kW) of no more than 180,000 by 2020	<ul style="list-style-type: none"> • This would be 4.35% larger than RMLD's all time peak in 2006. ISO NE projects a business-as-usual peak that is 11% larger than the 2006 peak in 2020.
5. Expand RMLD Internal Capacity	5.1 Establish Municipal Account Manager	<ul style="list-style-type: none"> • Hire Municipal Account Manager to carry out activities under Recommendation #3 • Responsible for regular energy reporting (MassEnergyInsight, EnergyStar Portfolio manager, etc)
	5.2 Establish Grant writer & Program Administration position	<ul style="list-style-type: none"> • RMLD creates a permanent staff position dedicated to exploring grant opportunities, and developing new program ideas • Provides administration for the Green Business and Residential Outreach programs (Recommendations #4 and #5) • This staff position might also serve on a long-term inter-municipal working group for the implementation of the Local Energy Action Program.
	5.3 Adopt RMLD Sustainability Policy	<ul style="list-style-type: none"> • RMLD shall adopt a sustainability policy equivalent with guidelines described in the 2009 LEED for Operations and Maintenance

		<p>manual for all its facilities, which includes criteria in the following categories: Sustainable Sites, Water Efficiency, Energy and Atmosphere, Materials and Resources, Indoor Environmental Quality, Innovation in Operations, and Regional Priority.</p> <ul style="list-style-type: none"> • Make these policies available as templates for towns to adopt
	<p>5.4 Collaborate with Water Department on incentives & rebates</p>	<ul style="list-style-type: none"> • Explore options for a "one-stop-shop" where customers can access all rebates and incentives available to them, possibly by offering instant savings measures during home energy audits (e.g., light bulbs from RMLD, low-flow showerheads and faucet aerators through Water Dept.)

ITEM 4.

***Solar Energy Projects
Approval for On-System Projects***

READING MUNICIPAL LIGHT DEPARTMENT

To: Power & Rate Committee
Citizens' Advisory Board

Date: May 14, 2012

From: Vinnie Cameron

Subject: Solar Energy Projects - Approval for On-System Projects

The Reading Municipal Light Department (RMLD) has been contacted recently by several developers who are working with RMLD customers to install solar projects within RMLD's service territory. Since RMLD has a closed system, its customers are required to purchase all of their electricity needs from RMLD; these developers cannot sell power directly to RMLD customers. As an alternative, they are able to negotiate a Power Supply Agreement (PSA) with RMLD for the energy produced by these solar projects. In dealing with these solar projects the RMLD has found that the developer's projects are similar in design, cost, and the developers are agreeable to the RMLD's contract terms.

Under the RMLD's present structure for accepting power supply agreements, the RMLD staff must bring these projects to the Power & Rate Committee and the Citizen's Advisory Board (CAB) for review and recommendation prior to bringing the project to the RMLD Board for approval to sign the contract. Given the size, pricing, and contractual arrangements surrounding these projects, the RMLD's approval process is cumbersome.

The Power & Rate Committee and the CAB should consider the option of allowing the RMLD staff to execute agreements with solar projects under a certain criteria (size, price, contractual terms, etc.) with the caveat that the Power & Rate Committee, CAB, and the RMLD Board are informed of the projects prior to signature.

These solar projects can come on-line very quickly. If solar projects fall under the specified criteria, it would be advantageous for the RMLD and the developer to be able to proceed to get the project on-line without the need to hold multiple meetings for explanation and approval.

This recommended change in the approval process would not go against RMLD Policy or the Twenty Year Agreement; as long as criteria is set up that will clearly delineate what projects will be included. I recommend that the criteria be set up for pre-approval of solar energy projects installed on RMLD customer premises within the RMLD's service territory, with a cumulative total of 10 MW, not to exceed a 15 year period, under the similar contract terms as is being agreed to presently, and not to exceed a levelized cost of \$.085/kWh. Once the 10 MW cumulative criteria has been attained the RMLD will come to the Power & Rate Committee and CAB to discuss the possibility of extending this arrangement.

The solar projects that are within the RMLD's service territory afford the RMLD the following advantages:

- These projects increase the RMLD's amount of renewable energy in the power supply portfolio.

- Generation on the RMLD's service territory (behind the meter) results in a reduction in demand with respect to the ISO-NE forward capacity market - demand requirements. Presently, each kW of demand reduction is worth about \$36 annually.
- The price of these solar projects will be advantageous to the RMLD fuel charge of the term of the contracts.
- These behind the meter solar projects also assist in reducing the transmission cost for a portion of the year since the solar energy is produced during the RMLD's peak demand period for about six months a year.
- These projects also help the RMLD in providing stability to its system by providing energy to the distribution system that does not go through the sub stations.
- By providing intermediate and peak period energy these projects help keep fossil fuel units offline in the ISO-NE generator stack.
- Due to location, inherently line losses are minimized, which is an incremental cost savings.
- RMLD customers are able to receive additional revenue and improvements to their building.

Allowing the RMLD staff to proceed in this manner will streamline the process for installing solar projects on RMLD customer locations, increase the amount of renewable generation located within RMLD's service territory, and alleviate the need for many meetings of the Power & Rate Committee and the CAB for specific approval of small projects that are very beneficial to the RMLD and its customers.

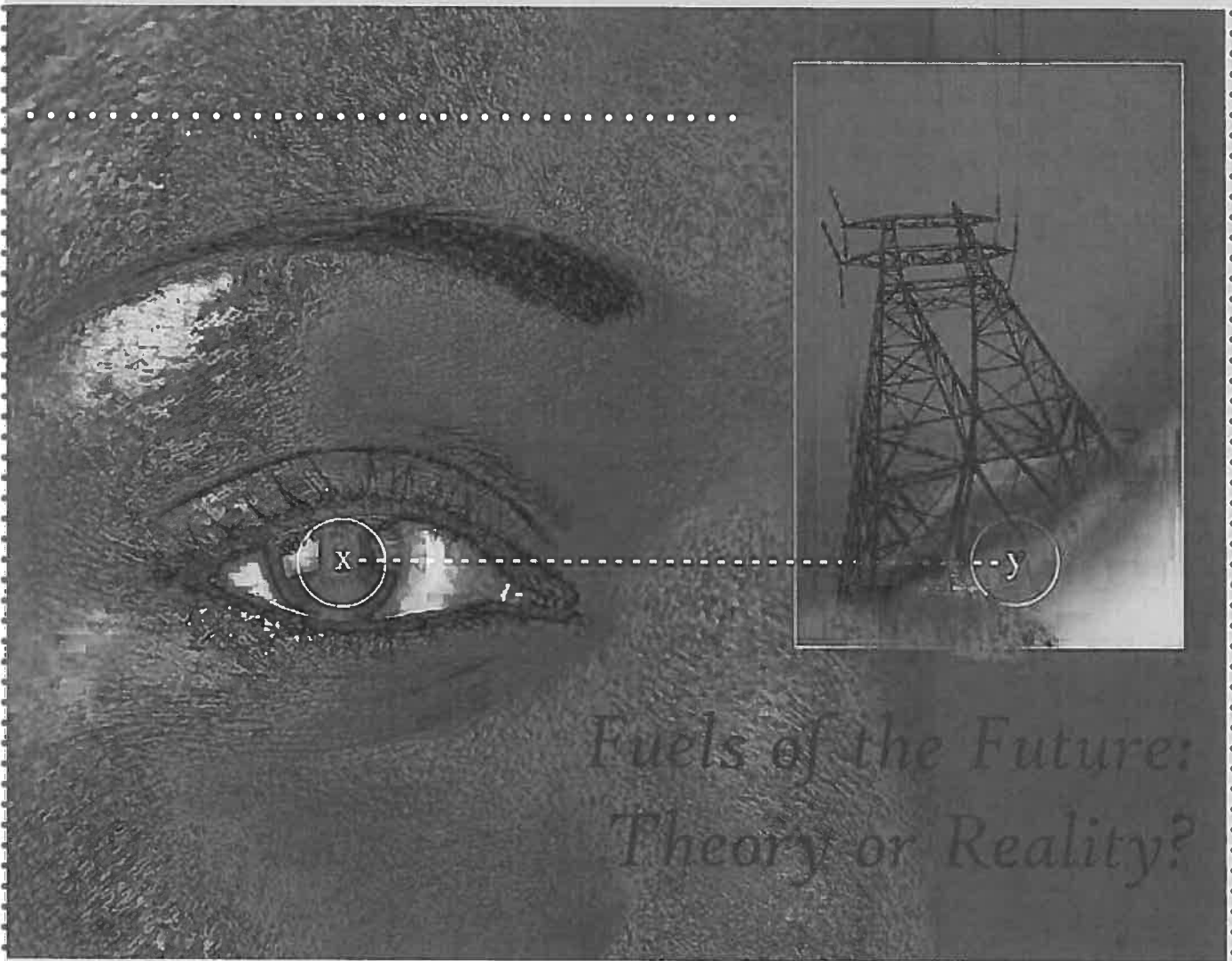
c: Bob Soli - RMLD Board of Commissioners
 Marsie West - RMLD Board of Commissioners
 Jane Parenteau - RMLD
 William Seldon - RMLD
 Jared Carpenter - RMLD

ITEM 6.

NEPPA ANNUAL CONFERENCE

NEPPA

ANNUAL CONFERENCE 2012



September 16 - 19, 2012, Sunday River Resort, Newry, Maine

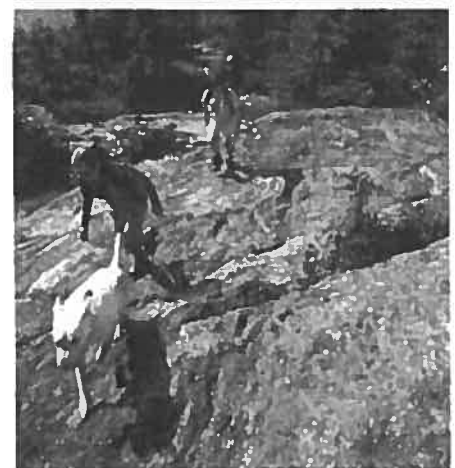


As always, this event will feature social activities during which participants will be able to speak with other utility officials, service providers and experts in the industry - all in a relaxing and elegant atmosphere conducive to casual networking.

Sunday River

The Grand Summit Resort Hotel combines the best of both worlds. It offers all the amenities you would expect from a full-service hotel including two restaurants, a health club, spa and a heated outdoor pool - all set in a beautiful mountain location. Accommodations include 230 well-appointed guest rooms, all of which were recently renovated, ranging from standard hotel rooms to suites with kitchens. The resort features a championship golf

course, tennis courts, and hiking and walking paths. The resort is located outside of Bethel, known as Maine's most beautiful mountain village. Fine artisans and craftspeople create and sell their wares in retail shops, studios or in gallery settings. The rich historic district offers a gem museum. Zipline tours, mining tours, whitewater rafting and horseback riding are available as well as nature walks and van tours.



Speakers

Robert Bryce, author/journalist

Bryce is one of America's most prominent energy journalists. His articles have appeared in numerous publications ranging from the Wall Street Journal and New York Times to National Review and Counterpunch. He's the author of four books on energy including, most recently, *Power Hungry: The Myths of "Green" Energy* and *The Real Fuels of the Future*.

Dr. William Strauss, Chief Economist, Biomass Thermal Energy Council; President and Founder, FutureMetrics

Strauss and FutureMetrics are globally recognized as the leading US experts in the economics of the production and use of renewable bioenergy. Strauss is also a co-founder and a director of Maine Energy Systems and is chief economist for the Biomass Thermal Energy Council (Washington, DC) and the chief economist for the Maine Pellet Fuels Association. He has an MBA (specializing in Finance) and a PhD (Economics and Earth Systems Science) from the University of New Hampshire. He is the recipient of the 2012 "Excellence in Bioenergy" award.

Less Otten, Maine Energy Systems, has been a businessman and entrepreneur for nearly four decades. He is former owner of Sunday River Ski Resort and was part of an investment group that bought the Boston Red Sox several years ago. He

served as vice chairman of the baseball franchise from 2002 to 2007, overseeing renovations at Fenway Park. He is the principal of four Maine businesses: Maine Energy Systems, Sports Vision Technologies, the Phoenix Restaurant and Colony Development and Builders Co. He is currently serving as chairman of the The Cromwell Center for Disabilities Awareness. Otten and Maine Energy Systems has identified a number of ways in which improving energy production and usage in Maine would help the citizens and the economy of Maine.

Chris Stevens Vice President of Corporate Relations and Customer Development, Keurig Coffee

Stevens is responsible for building the Keurig brand through outreach efforts to the media, key customers, trade associations and other influencer groups. Chris joined Keurig in 1996 and is one of the original members of the Keurig Senior Team. He brought to Keurig more than 20 years of experience in consumer goods sales and marketing, as well as general management with such companies as Anheuser-Busch, United Liquors and Proctor & Gamble. He also served as the Executive Director of the Sports Museum of New England. He is a graduate of Notre Dame University and the Executive Education program at the Columbia Business School.

Preliminary Program Highlights and Events

Sunday Evening

Welcoming Reception with Cocktails and Light Refreshments

Kickoff for a Cause

Join us for a Sunday Night Football event.

The event is free - square proceeds will go to

The Cromwell Center for Disabilities Awareness

founded to help ensure that people with all kinds of disabilities receive the same respect, acceptance, and opportunities.

Monday Morning

Power Hungry: The Myths of "Green" Energy and the Real Fuels of the Future

Robert Bryce, *author/journalist*

Many of the claims being made about our energy future are simply wrong. We cannot, and will not, quit using carbon-based fuels at any time in the near future for a simple reason: they provide the power that we crave. Nine out of every 10 units of energy we consume come from hydrocarbons. Most renewable sources -- and wind and solar in particular -- are not "green" and cannot provide the scale of energy that the world demands. The good news for America -- and for US industry -- is the shale revolution. Breakthroughs in the recovery of natural gas and oil from shale beds are providing low-cost feedstocks that manufacturers can use to help create jobs and stimulate the US economy.

Bioenergy in the Northeast: Economic growth, energy independence, and environmental stewardship for Maine and its neighbors

Dr. William Strauss, *Economist*

Les Otten, *Maine Energy Systems*

A review of the Northeast region's dependence on fossil fuels for heating and the negative economic impacts that dependency creates on the regional economy. There will be a discussion on how much of Europe, and in particular Sweden and Austria, have already solved their fossil fuel heating dependency. The presentation will show how that right here in Maine and the nearby states European residential bioenergy heating technology is being successfully deployed and its use is not only cutting heating fuel costs in half but is also supporting the traditional forest products industry and lowering greenhouse gas emissions. The positive economic and environmental benefits will be discussed in detail.

Monday Afternoon

Lunch

Roundtable discussion

Led by Robert Bryce, Bill Strauss and Les Otten

Monday Evening

Reception and Banquet

Tuesday Morning

Energy Policy and the 112th Congress

Deborah Sliz, president & CEO of Morgan Meguire, LLC, will bring her intimate knowledge of the U.S. Congress and federal energy policy to the conference and tell us what's going on behind the scenes, and who is making it happen.

People Fuel

Chris Stevens *Vice President of Corporate Relations and Customer Development, Keurig Coffee*

Stevens will call on life experiences from his own background and endeavors to illustrate how he learned that we are all called to do something greater than something for ourselves. His inspiring talk will push people to excel in their work while being a charitable steward to others.

Tuesday Afternoon

Afternoon free for golf and sight seeing. (see enclosed activity sheet)

Tuesday Evening

Dinner begins with a scenic Chondola ride up to Sunday River's North Peak to take in views of the Mahoosuc Mountain Range and the surrounding area. Followed by beer tasting at South Ridge Base Lodge hosted by local micro breweries.

Wednesday Morning

Farewell Breakfast

NEPPA ANNUAL CONFERENCE 2012

CONTACT NAME _____ EMAIL _____

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

Please indicate below the number of attendees, total cost and names as they will **appear on the name badges**. Please note: All children must be registered in order to attend meal functions. Indicate age(s) of children to assist with program planning.

_____ FULL MEMBER @ \$600 TOTAL \$ _____ NAME(S): _____

_____ FIRST CORPORATE MEMBER one complimentary registration @ \$ 0 NAME: _____

_____ ADDITIONAL CORPORATE MEMBERS @ \$600 TOTAL \$ _____ NAME(S): _____

_____ ASSOCIATE MEMBER @ \$ 650 TOTAL \$ _____ NAME(S): _____

_____ NON-MEMBERS @ \$ 750 TOTAL \$ _____ NAME(S): _____

_____ GUEST OR CHILDREN OVER 17 @ \$ 200 TOTAL \$ _____ NAME(S): _____

_____ CHILDREN (AGE 1-16) @ \$ 100 TOTAL \$ _____ NAME(S): _____

_____ SINGLE DAY RATE @ \$ 300 TOTAL \$ _____ NAME(S): _____

Total to be billed or charged to company or firm \$ _____

☐ PLEASE SEND INVOICE FOR \$ _____ (MEMBERS ONLY) _____

☐ CHECK ENCLOSED FOR \$ _____

☐ PLEASE CHARGE A TOTAL OF \$ _____ TO MY: _____



_____ EXP. _____

SIGNED _____

PRINT NAME _____

SEND **CREDIT CARD** RECEIPT TO THE FOLLOWING ADDRESS: _____

Mail or fax registration to: Northeast Public Power Association, 100 Medway Road, Suite 201, Milford, MA 01757 or fax: 508.482.0932

Cancellation Policy:

Conference cancellations received by August 17 will be entitled to a full refund. **Cancellations after August 17 will be subject to a prorated refund based on any costs incurred by the Association.**

If you would like to make a separate payment for guests, fill out below.

☐ PLEASE SEND INVOICE FOR \$ _____ (MEMBERS ONLY) _____

☐ CHECK ENCLOSED FOR \$ _____

☐ PLEASE CHARGE A TOTAL OF \$ _____ TO MY: _____



_____ EXP. _____

SIGNED _____

PRINT NAME _____

SEND INVOICE AND/OR CREDIT CARD RECEIPT TO THE FOLLOWING ADDRESS: _____

Hotel reservations must be made directly with the Sunday River Resort (form enclosed) Hotel cancellations are the responsibility of the individual and must comply with hotel policies. For more information on the resort and travel information, go to www.sundayriver.com.

Register by **August 17**.

Any questions, special dietary needs, or accommodations for disabilities, please call Kristin DiGirolamo at (508) 482-5906