

**READING MUNICIPAL  
LIGHT DEPARTMENT**

**BOARD  
OF  
COMMISSIONERS**

**REGULAR SESSION**

**DECEMBER 10, 2015**

READING MUNICIPAL LIGHT DEPARTMENT  
BOARD OF COMMISSIONERS MEETING

230 Ash Street  
Reading, MA 01867  
December 10, 2015  
7:30 p.m.

1. Call Meeting to Order
2. Opening Remarks
3. Introductions
4. Public Comment
  - RMLD Citizens' Advisory Board
  - Liaisons to RMLD Board
  - Public Comment
5. Report of the Committee ACTION ITEM
  - a. Fiber Committee Update – Vice Chair Talbot
  - b. Continuation of Fiber Committee  
Note: RMLD vote is required for the continuance of the Fiber Committee.
6. Report RMLD Board Member Attendance at RMLD Citizens' Advisory Board Meeting  
Note: Commissioner Hennessy attended the CAB meeting on November 18, 2015.
7. Approval of Board Minutes (Attachment 1) ACTION ITEMS  
July 30, 2015 and September 24, 2015
8. General Manager's Report – Ms. O'Brien
  - a. Update on Meeting with Town Administrators and Town Managers
9. Power Supply Report – October 2015 – Ms. Parenteau (Attachment 2)
  - a. Commercial Lighting Program Presentation
  - b. Community Solar
10. Engineering and Operations Report – October 2015 – Mr. Jaffari (Attachment 3)
11. Financial Report – October 2015 – Mr. Fournier (Attachment 4)
12. MGL Chapter 30B Bid (Attachment 5) ACTION ITEM
  - a. IFB 2016-13 – Sale of Surplus Meters  
Suggested Motion:  
Move that bid 2016-13 for the Sale of Surplus Electric Meters be awarded to: Vision Metering, LLC for a total cost of \$8,873.50
13. General Discussion

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED  
E-Mail responses to Account Payable/Payroll Questions  
Rate Comparisons, November 2015

**RMLD Board Meetings**

Thursday, January 28, 2016

Thursday, February 25, 2016

T-Shirt Award Ceremony, Thursday, January 7, 2016

**Policy Committee Meeting**

To Be Determined.

**CAB Meeting**

Wednesday, January 13, 2016

**14. Executive Session**

**ACTION ITEM**

**Suggested Motion:**

Move that the Board go into Executive Session to approve the Executive Session meeting minutes of July 30, 2015 and September 24, 2015 to discuss strategy with respect to collective bargaining, and return to Regular Session for the sole purpose of adjournment.

**15. Adjournment**

**ACTION ITEM**

**Suggested Motion:**

Move to adjourn the Regular Session.

REGULAR SESSION MEETING  
MINUTES  
ATTACHMENT 1

**Reading Municipal Light Board of Commissioners**  
**Regular Session**  
**230 Ash Street**  
**Reading, MA 01867**  
**July 30, 2015**

**Start Time of Regular Session: 7:35 p.m.**  
**End Time of Regular Session: 9:35 p.m.**

**Commissioners:**

<b>Thomas O'Rourke, Chairman</b>	<b>David Talbot, Vice Chair – Absent</b>
<b>Philip Pacino, Commissioner</b>	<b>John Stempeck, Commissioner – Secretary Pro Tem</b>
<b>Dave Hennessy, Commissioner – Absent</b>	

**Staff:**

<b>Coleen O'Brien, General Manager</b>	<b>Jeanne Foti, Executive Assistant</b>
<b>Robert Fournier, Accounting/Business Manager</b>	<b>Hamid Jaffari, Director of Engineering &amp; Operations</b>
<b>Jane Parenteau, Director of Integrated Resources</b>	

**Citizens' Advisory Board (CAB):**

There was no Citizens' Advisory Board representation this meeting.

**Call Meeting to Order**

Chairman O'Rourke called the meeting to order and stated that the meeting was being videotaped; it is live in Reading only.

**Opening Remarks**

Chairman O'Rourke read the RMLD Board of Commissioners Code of Conduct.

**Public Comment**

There was no public comment.

Commissioner Stempeck will be the Secretary this evening.

**Report of the Chairman – Report on Massachusetts Municipal Light Plants (MLPs): “The Telecom Opportunity Today”  
Wednesday, July 8, 2015, The Berkman Center for Internet & Society at Harvard University**

Chairman O'Rourke provided an update on the conference that a number of the commission members attended on July 8 on The Telecom Opportunity Today held at The Berkman Center for Internet & Society at Harvard University. Chairman O'Rourke stated that at this event, one of the major items presented was Holyoke's MLP as a Telecom Division that was successfully adding competition to the business sector. They helped attract a \$90 million computing center and savings to the municipality of more than \$300,000 by dividing network services to the City of Holyoke. This was done without issuing debt, raising taxes or affecting electricity ratepayers. Chairman O'Rourke explained that as a Board, they have already recommended this topic be studied within the RMLD territory. The RMLD and the Town has fiber loops up and running and we already lease some of the fiber. However, there are still spare capacity hence the opportunity to be considered. The Board has seen that MLP Telecom Operation could provide revenue and also create economic development. However, the Board understands that moving forward the town governments and RMLD leaderships need to be actively engaged to identify the opportunities. In summary, Chairman O'Rourke suggested that we could make this process part of our strategic focus during the upcoming meetings of the Commissioners. Some of the information he will be reporting on this evening is courtesy of Commissioner Talbot, who is absent tonight as well as Commissioner Hennessey. Commissioner Talbot will follow up with this subject at the meeting in Littleton at NEPPA headquarters on September 29, 2015. The expectation is that there will be an MLP roadmap on how opportunities can be pursued for their communities.

Mr. Stempeck stated that he attended this all day symposium and thought it was a good session. It provided good visibility into what other Municipal Light Plants in Massachusetts are doing. It was quite eye opening in terms of what they are doing because most of the municipals are pursuing business customers. The RMLD perhaps is a step ahead because it has been pursuing business customers for years. It is encumbered on us to make sure that fair market price for the services RMLD offers to expand it from an economic development perspective for all member towns.

Chairman O'Rourke stated that Mr. Stempeck's point is a good one. In addition to the Town of Reading, we would certainly want to include the other towns serviced by RMLD in the discussions. Chairman O'Rourke noted that one of the considerations is that there is opportunity here.

**Report of the Chairman – Report on Massachusetts Municipal Light Plants (MLPs): “The Telecom Opportunity Today”  
Wednesday, July 8, 2015, The Berkman Center for Internet & Society at Harvard University**

Chairman O’Rourke stated that he also wanted to make sure the time and resources are managed because we have learned in the recent months there are many projects slated as a result of the Reliability Study and Organizational Study requiring resources, funding and above all, attention by the operation’s staff. Chairman O’Rourke said that we want to be appropriately involved, but cautious that more time and resources are expended than necessary. Chairman O’Rourke said that we can report on this in future meetings.

**Formation of General Manager Review Committee**

Chairman O’Rourke stated that the formation of the General Manager Review Committee is required. He wanted to be sure everyone is aware that it is part of this ongoing process. The General Manager is entitled to and should receive an annual review. This involves a compensation review as well as a performance review and review of the compensation at this time of year. Chairman O’Rourke stated that he would like to recommend a subcommittee this evening. This should be straight forward because it is usually a committee of three Commissioners and there are only three Commissioners in attendance at this evening. Therefore, it is logical that Commissioners Pacino and Stempeck can serve on this subcommittee. Mr. Stempeck added that the criteria used last year was well defined and will be a timely review this year as opposed to last year’s delay. Chairman O’Rourke stated that the final recommendation comes forward per the agreement any recommended increase is effective as of the start date. Mr. Pacino added that objectives for the organization can be set as well.

Mr. Pacino made a motion seconded by Mr. Stempeck move to appoint Commissioners Stempeck, O’Rourke and Pacino to the General Manager Review Committee.

**Motion carried 3:0:0.**

**Approval of Board Minutes – February 26, 2015**

**Motion**

Mr. Pacino made a motion seconded by Mr. Stempeck to approve the RMLD Board of Commissioners minutes of February 26, 2015, as presented.

**Motion carried 3:0:0.**

**General Manager’s Report – Ms. O’Brien – General Manager**

**RMLD’s Tree Trimming Program**

Ms. O’Brien stated that RMLD has a new contractor for tree trimming through an IFB process in which Mayer was the successful bidder. The RMLD now trims based on spans as opposed to hourly pay. RMLD changed the tree trimming to a three year cycle, cut and prune because trees represent one of the largest causes of outages. Ms. O’Brien noted that only in the Town of Reading that cutting is still only up to five feet whereas when RMLD spoke to the Town Managers/Administrators and Selectmen to present the Vegetation Management Plans they were in agreement to go to eight feet. Ms. O’Brien explained that this is a standard utility practice. RMLD has been extremely happy with Mayer who does our tree trimming, they get in their trucks, eat in their trucks for lunch and just keep rolling.

RMLD has communications established in all four of the towns, there was a meeting with the Town of Reading - Tree Warden, Assistant Tree Warden, DPW Director, Conservation Commission, Chief Engineer, Mr. Jaffari and myself discussed how we could improve the communications and program. For example, we e-mail the Tree Warden on a daily basis where the tree crews will be trimming, the trimming map is posted daily to the RMLD website anyone could see where the trimming will be performed. Based on our meeting, the Tree Warden and Assistant Tree Warden are straight out with their work. The RMLD will prepare a one month map and present it to the Tree Warden and Assistant Tree Warden in Reading. There will be an approved Vegetation Management Plan for that area will be agreed prior to proceeding to each section.

Ms. O’Brien added that the Conservation Commission is now in the loop. We provided some education as far as when lines are touching trees, wood does conduct electricity and if that primary is laying on that tree in such a way where a child touches that tree and could get hurt. While the Tree Warden is in the business of preserving the health of the tree, RMLD is in the business also of preserving the health of the tree, but also in trimming it back to remove any immediate hazards. Something else that was learned is that trees touch wires going down a street, when there is a circuit a fault there may a number of burn marks on that wire all the way down the street. It was not realized that RMLD is responsible to trim each one of the trees down the street trying to find the fault. If a Lineman was to put the cutout back in and the fault remained that threat could be very dangerous for them. Ms. O’Brien continued, when someone says, “If that was the tree causing it why did you trim out some other trees on the street during the emergency?” Ms. O’Brien stated as she has explained that is the reason.

Ms. O’Brien stated that we agreed if there was any subsequent trimming that RMLD did not finish that had to be completed the next day then RMLD would then call that loop of people. They would come down to the area to be trimmed, take an assessment of what was done and what was the emergency.

**General Manager's Report – Ms. O'Brien – General Manager  
RMLD's Tree Trimming Program**

Ms. O'Brien stated that the Integrated Vegetation Management Plan that the Tree Warden in Reading is reviewing will get back to RMLD, then RMLD will be going to the eight feet. Ms. O'Brien stated that this meeting was a very productive meeting, there are new forms from the new meeting, the Vegetation Management Plan has been revised which will be presented next week. This will help eliminate some of the concerns. Ms. O'Brien stated that it would appear that some of this is a little more aggressive than the previous trimmer was doing, but rest assured the safety of the public and workers is number one. The esthetics of the tree and how they are directionally pruned and how RMLD works cohesively with the Towns and the Tree Wardens is what RMLD is trying to achieve. It was a great communications meeting. Ms. O'Brien said that there may be some feedback, if another meeting is required, she will do that. We want a continuous improvement.

Chairman O'Rourke added this is a result of a communication from a concerned citizen of Reading. He had the opportunity to communicate some of the information that Ms. O'Brien shared particularly around the advanced notice when they are coming to trim the trees that response was well received. Chairman O'Rourke stated that he was under the impression that the Town of Reading was currently on the eight feet, it is currently five feet. Ms. O'Brien stated that the Town of Reading has not yet approved the eight feet although it has been presented to the Selectmen. Once the Integrated Vegetation Management was submitted to the Tree Warden, it gets reviewed and approved by them then the RMLD can go to the eight feet. We have not received that back from the Reading Tree Warden.

Chairman O'Rourke stated that he had two questions from this particular individual. One was more concerned around is eight feet going to be too long a span versus five feet. Ms. O'Brien explained that eight to ten feet is the standard industry cut. The Independent Utility Operators (IOUs), have a larger territory they go to ten feet and depending upon the species you can top cut silver maples it will not hurt the health of the tree. Ms. O'Brien stated that this is why in this particular IFB as opposed to the prior contractor, RMLD has a Master Arborist as part of this new contract. The Master Arborist works with the Tree Warden taking the health of the tree into consideration with everything that is cut. Clarifying, Chairman O'Rourke stated that eight feet is the norm, but given the individual circumstances health of the tree it could be less than eight feet in that particular situation. Ms. O'Brien answered that depending upon the species and the growth of the tree you are trying to keep the distance based on that growth.

Chairman O'Rourke clarified that it is not just a prescribed eight feet no matter what. Ms. O'Brien stated no, and explained that it is a clearance from the line is what is supposed to be maintaining.

Chairman O'Rourke asked if there needs to be five feet or eight feet clearances or just cutting around them. Ms. O'Brien replied that those are clearance cuts. Ms. O'Brien reiterated that the RMLD does not cut private property trees unless it is an immediate hazard. If someone has a private property tree that is laying on their service line and its smoking, RMLD will go in and remove the hazard, RMLD does want to take liability or responsibility for the health of that tree we are simply removing the hazard. Ms. O'Brien continued, it is the same thing if there is a tree growing out into the street that is actually owned by the property owner and it is laying right into a primary. It could be just a matter of minutes before the tree to catch on fire and the wire will be on the ground, that cutout may not always open. Those are only two areas that RMLD will touch private property trees.

Chairman O'Rourke stated that the process in place at the RMLD is good because it involves all the stakeholders in the town as well as the tree warden. The only other question involves the change from hours to spans. The question was raised, when it comes to the spans approach what controls, the theory with hourly it will be performed slowly and carefully, does the span approach encourage less cautious approach to the tree trimming. Ms. O'Brien stated that it doesn't matter how many hours it takes, it's a span. Continuing, Ms. O'Brien explained, if one hundred twenty feet is a typical distance between two poles and it's going to be trimmed, they are not going to trim more than Vegetation Management Plan dictates its beginning looked at by the Tree Warden. From a cost benefit stand point the span is a much better situation for RMLD.

Chairman O'Rourke stated that the assumption is that RMLD hired a professional organization that is going to take good care and attention to making sure it gets done correctly. Mr. Jaffari added that RMLD's Assistant General Foreman, Mr. Matt Brown, is in charge of the Tree Trimming Program, he follows the tree trimming crews checking to ensure they are doing quality work. Every morning Mr. Brown assigns the tree work.

Ms. O'Brien stated that the Reading Tree Warden and Assistant Tree Warden said for the most part they were happy with the new contractors. It was in just certain cases they did not have the opportunity to look at that street even though it was e-mailed to them. It's hard to say what was there before if a customer has an issue, but we are improving this communication.

Chairman O'Rourke stated that Ms. O'Brien's response has been great and obviously we appreciate citizens concerned about natural assets in the town. As Ms. O'Brien has pointed out there is a balance, there is health and safety issues along with the concern for the environment, sometimes those overlap, clearly safety is always number one importance. Mr. Stempeck added that the rationale for the length on cutting trees must take into account not the summer conditions, but the winter conditions as well.

### **Power Supply Report – June 2015 – Ms. Parenteau (Attachment 1)**

Ms. Parenteau stated that she will provide highlights of the Power Supply Report for the month of June 2015. Energy usage and peak demands for June, compared to last year, there was about a 1.7% decrease in energy usage. The demand dropped from 142 to 138 for about a 6.5% reduction. There was a 4 megawatt drop in June for this year compared to last year which is all weather related.

Ms. Parenteau stated that an interesting observation looked at from the customer's perspective for the fiscal year is the average cost of energy. The energy component represents about fifty percent of the bill. We looked at the last five years. In 2011, the average energy cost was a little over 5.7 cents compared to this year at 5 cents. The last two years the energy cost has been consistent with the natural gas, however, the portfolio purchases were conducted using the laddering and layering approach which has brought some stability for our customers.

Ms. Parenteau reported that June was a good month, the average cost of power was \$43 per megawatt hour. RMLD's power supply was as follows: 15% nuclear, 9% hydro and wind resources, purchased 9% on the spot market, 64% was allocated to our power supply RFPs and about 3% came from Stonybrook and Watson plant that run on natural gas.

Ms. Parenteau commented that transmission costs for June increased significantly from last year to this year which represents an upward trend. Ms. Parenteau stated that there are two components that are part of the transmission costs; the rate that RMLD is charged by the regional network service which is a socialized rate for all of New England and the other component is RMLD's peak demand. Ms. Parenteau noted that the way the ISO bills is that for transmission has a one month lag. The June transmission cost is actually reflective of the May peak and May charges, the rate increase from 2014 to 2015 increased by 2.4 cents. However, the peak demand went from 101 in 2014 to 138 in 2015 which is about a 37% increase in RMLD's peak demand. Ms. Parenteau stated that this is caused by weather. The cooling degree days from May 2014 versus May 2015, reflect this increase. In May 2014, there were zero cooling degree days in the Boston region and in 2015 there were eighteen days in which there was a couple of consecutive days of high eighties to low nineties, by the time you reach the third day that has a direct impact on RMLD's peak demand.

Chairman O'Rourke asked if RMLD has energy by resource, is there a pro forma budget targeted yearly that represent some cost effective, desirable and available. You start out with ideally what the prices should be. Ms. Parenteau answered that yes, we have a model that looks at the prices of the resources within the portfolio, some of the policies where RMLD had a push to get some renewables targets within the portfolio, we take all those things into account. The tricky part comes with the units that RMLD owns, not necessarily the nuclear units, but the natural gas because those get bid into the market and depending upon whether that unit price clears or not clears that unit will be turned on or off. Ms. Parenteau explained, that depending upon the natural gas prices, the load of the region, ISO New England dispatches those resources based on need and then there is a settlement process after the fact. RMLD has projections for pricing on an annual basis and a monthly basis for those resources.

### **Engineering and Operations Report – June 2015 – Mr. Jaffari (Attachment 2)**

Mr. Jaffari reported on the Capital Improvements Projects that are in four categories. Construction Projects in total for the month of June RMLD spent \$84,843 that includes the following projects Pole Line Upgrade on Lowell Street in Wilmington 75% complete, Upgrade Old Lynnfield Center Cooks' Farm 60% complete, URD Upgrades in all Towns (Center Village in Lynnfield and Ohio Street in Wilmington) ongoing and the state project on West Street in Reading 60% complete. In the category of new Customer Service Connection for residential service installations in total for the month of June RMLD spent \$9,800.

Mr. Jaffari stated that for Special Projects in Capital Purchases, in total for the month of June RMLD spent \$79,137 which include the transformers purchases this category includes Transformers and Capacitor Purchases, Meter Purchases/500 Club (RF Mesh Network, Communication Equipment (Fiber Optic) and LED Street Light Conversion. The fourth category in Construction in total for the month of June RMLD spent \$138,604 which brings the year to date total of \$1,816,734.

Mr. Jaffari explained the Routine Maintenance has seven categories.

*Aged transformer Replacement Program:* Total of 1,866 of these transformers are over twenty years old which must be replaced. Approximately 12% of old pad mount transformers has been replaced thus far since the inception of this program.

Mr. Jaffari stated that the next category is *Pole Inspection Program:* 110 poles have been replaced since the inception of this program and 60 pole transfers have been completed.

*Double Pole Transfer Program:* We are continuously working on the double situation as well.

*Visual Pole Inspection Program:* 20 feeders were inspected in this quarter and no problems were found.

*The manhole inspection Program:* This program is pending the commencement of our GIS data collection.

*The porcelain Cutout Replacements program:* Total of 2,799 has been identified to be changed out, which to-date 90% is completed.



**Engineering and Operations Report – June 2015 – Mr. Jaffari (Attachment 2)**

*The Tree Trimming Program:* From January through the end of June, 1,500 spans completed, which brought the value to \$216,000 through to the month of July.

*The Substation Maintenance infrared scanning:* All substation were scanned in month of June and we did not find any trouble at any of the substation.

Mr. Jaffari reported on the Reliability for the month of June: the System Average Interruption Duration Index (SAIDI) and the Customer Average Interruption Duration Index (CADI) were under both the national and regional average. The System Average Interruption Frequency Index (SAIFI) was also under both the national and regional average.

Mr. Jaffari noted that on the causes of outages from January to June 2015 that the majority of outage causes were equipment, trees and wildlife. Mr. Jaffari pointed out that tree related outages have been decreased since the inception of our new tree trimming program.

Chairman O'Rourke stated that we had all the Reliability Study recommendations, is he correct that in future meetings of the projects completion updates will be reflected. Ms. O'Brien stated that there will be a September presentation on what was recommended and what was accepted, what is being worked on, who it has been assigned to, etc.

**Financial Report – Sales Trending Update – Mr. Fournier (Attachment 3)**

Mr. Fournier reported that he is in the process of closing up the year end numbers and waiting for a couple of key figures to come in. Mr. Fournier commented that his preliminary numbers right now represent approximately \$2.8 million of net income or 6.2% rate of return. Mr. Fournier emphasized that these numbers are very preliminary, but as reiterated that he is waiting for some outstanding pieces, if anything they will make that number increase. The auditors will be coming out to the RMLD on August 10. He has until next week to get all the data together. There are no surprises for fiscal year 2015.

Mr. Fournier stated that last year during the audit presentation, Melanson and Heath had mentioned that GASB 68 will take effect in fiscal year 2015. The current early projections for the unfunded liability portion for RMLD's Pension Fund is about \$5.8 million. This will not affect RMLD's profit and loss, but will impacts RMLD's balance sheet on the liability side and on the net position side. Melanson and Heath will explain that role when make their presentation in September.

Mr. Fournier reported on the kilowatts hours sold 2011 to 2015 even though sales were flat this year compared to last year the overall trending is kilowatt sales are down. Mr. Stempeck said that is something that we are feeling the decreased sales, but there is an economic liability with a need to increase revenues or do something different.

**Chapter 30B Bids (Attachment 4)**

**IFB 2015-13 Line Truck Lift Equipment Inspection and Preventative Maintenance Service**

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2015-13 for Line Truck Lift Equipment Inspection and Preventative Maintenance Service be awarded to James A. Kiley Co. for \$105,345.00 as the lowest qualified and responsive bidder on the recommendation of the General Manager. (This is a 3-year contract.)

**Motion carried 3:0:0.**

**IFB 2016-05 Replacement of Circuit Breakers at Kenneth E. Gaw Substation (Substation 4) with new Allis Chalmers type FC Vacuum Circuit Breakers and Associated Devices for Air Magnetic Breakers Rated 15kV**

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2016-05 for Replacement of Circuit Breakers be awarded to WESCO for a total cost of \$549,750.00 as the lowest qualified bidder on the recommendation of the General Manager.

**Motion carried 3:0:0.**

All commission members will be attending the Northeast Public Power Association (NEPPA) Conference.

**General Discussion**

There was none.

**RMLD Board Meetings**

**Thursday, September 24, 2015**

**Thursday, October 29, 2015**

**Policy Committee Meeting**

**To Be Determined.**

**CAB Meeting**

**Wednesday, August 12, 2015 – Commissioner Hennessey to attend.**

**Executive Session**

At 8:12 p.m. Mr. Pacino made a motion seconded by Mr. Stempeck to move that the Board go into Executive Session to approve the Executive Session meeting minutes of February 26, 2015, to discuss strategy with respect to collective bargaining, to consider the purchase, exchange, lease or value of real property relative to RMLD's fiber, Verizon pole agreement and to Regular Session for the sole purpose of adjournment.

**Chairman O'Rourke called for a poll of the vote:**

Mr. Pacino, Aye; Mr. Stempeck, Aye; and Chairman O'Rourke, Aye.

**Motion carried 3:0:0.**

**Adjournment**

At 9:35 p.m. Commissioner Pacino made a motion seconded by Commissioner Stempeck to adjourn the Regular Session.

**Motion carried 3:0:0.**

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

John Stempeck, Secretary Pro Tem  
RMLD Board of Commissioners

**Reading Municipal Light Board of Commissioners**

**Regular Session**

**230 Ash Street**

**Reading, MA 01867**

**September 24, 2015**

**Start Time of Regular Session: 7:30 p.m.**

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

**Commissioners:**

**Thomas O'Rourke, Chairman**

**Philip B. Pacino, Commissioner**

**Dave Hennessy, Commissioner – Secretary Pro Tem**

**David Talbot, Vice Chairman**

**John Stempeck, Commissioner**

**Staff:**

**Coleen O'Brien, General Manager**

**Bob Fournier, Accounting/Business Manager**

**Jane Parenteau, Director of Integrated Resources**

**Jeanne Foti, Executive Assistant**

**Hamid Jaffari, Director of E&O**

**William Seldon, Assist. Director of Integrated Resources**

**Citizens' Advisory Board:**

**Mark Chrisos, Member**

**Public:**

There was no public comment.

**Call Meeting to Order**

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

**Opening Remarks**

Chairman O'Rourke read the RMLD Board of Commissioners Code of Conduct.

**Introductions**

Chairman O'Rourke welcomed Mark Chrisos Citizens' Advisory Board (CAB) member.

Commissioner Hennessy will be the Secretary this evening.

**Report of the Chairman**

**Northeast Public Power Association (NEPPA) Conference**

Chairman O'Rourke reported on the Northeast Public Power Association (NEPPA) Conference, there was one hundred percent Board participation. Chairman O'Rourke stated that one of the commission members was on the conference agenda, Vice Chair Dave Talbot spoke on the monetizing of fiber opportunities for public power utilities. In addition, there was much discussion on opportunities and challenges facing public power and a very detailed presentation on the legislative issues that NEPPA has been engaged in. The issues and updates were informative. It was a great opportunity to network with those who are dealing with similar issues.

Mr. Talbot reported that there is another event next Tuesday, September 29, in which municipal plants in the state are trying to get together to form a new service organization that would help the members understand what to do with their fiber and how to get started. This is Jim Lavelle's idea, who is the Holyoke Gas and Electric Manager. Mr. Talbot said that his light plant is doing a lot, the idea would be that other municipals could help the others involved in fiber to get their heads around the topic without it being very expensive, such as talking engineer to engineer. Mr. Talbot extended an invitation to everyone present to attend this event.

Chairman O'Rourke pointed out that this is a good time to raise the question, it was discussed at the last meeting in general terms what RMLD's role should be for the fiber optic opportunity. Chairman O'Rourke encouraged comments and feedback from the commission members as well as others present on the fiber issue, the next step being to organize a study. Chairman O'Rourke said that there is opportunity with the RMLD currently leveraging some of that economic opportunity, but the RMLD does not have significant in house expertise nor are there resources to divert to this. It is an important topic where the next step is to obtain data to make an informed decision. Chairman O'Rourke said that that the survey to each of the towns that Ms. O'Brien will conduct will show their level of interest. Chairman O'Rourke cautioned that all the information needs to be gathered before proceeding forward.

Mr. Stempeck said that there has been some discussion with the understanding that an independent group would look at the fiber opportunity that would consist of people interested in promoting it and it is a great idea in terms of leveraging it more than the RMLD could.

## **Report of the Chairman**

### **Northeast Public Power Association (NEPPA) Conference**

Mr. Stempeck said that in the past, the RMLD has done a spectacular job in getting the economic value of what it has relative to the fiber. There are other things the fiber can be used for and could be expanded. In order to do that, we need to engage with the other towns, not just Reading. An independent group of citizens needs to look at this because the baseline and the backbone are already there. The problem is the laterals, getting it out to the business community who is going to pay for this and how will that be accomplished. Access to the internet should not just be relegated to Verizon, Comcast AT&T or any of the majors.

Chairman O'Rourke stated that he is in agreement with Mr. Stempeck. An independent group getting together, a prelude to that is a consultant or someone with expertise who can package a finely defined scope in order that it will not be an expensive proposition. There must be data collection. The challenge is the committee without the data. Mr. Stempeck added that Mr. Talbot has access to a significant amount of data and history. Mr. Talbot commented that he would be willing to suggest what the RMLD could probably do with fiber. Mr. Talbot suggested that Ms. O'Brien touch base with Tim Haas at Holyoke Gas and Electric, who is one of the leaders in the state that is a hands on engineer. Mr. Talbot stated that Holyoke served as a consultant on two levels to the Town of Leverett when they built its network. Holyoke could provide a cheap common sense approach once looking at RMLD's maps and receiving input. Mr. Talbot said that is the spirit of what we are trying to achieve at the meeting on Tuesday, setting up a squad to do this whether or not that materializes. There are people who are in the business of solely helping municipalities to get their heads around this.

Chairman O'Rourke pointed out that there were volunteers at Harvard event from Reading that expressed interest. The challenge is to what end. Chairman O'Rourke deferred to Ms. O'Brien from the Board's perspective she would be the best to know what she needs, the Board can give her any advice or assistance they need. Chairman O'Rourke said that what is needed is a study or consultancy with a recommendation of what the opportunity may be.

Ms. O'Brien stated that she is hearing the following. Someone like Holyoke would come in to perform an informal consultation. She will conduct the mini survey that she will be speak with each respective town manager/administrator which she asked Tim Haas to look at to see if there were any key areas that would a baseline opportunity. She would need a vote to perform a study. Due to the lack of resources, and it is not our expertise to write out the scope, send it out and manage it. The objective needs to be clear to give the consultant direction.

Chairman O'Rourke said that Holyoke is enlightening, how does that get internalized to the RMLD. Mr. Talbot commented that the RMLD may be better situated because our area is more desirable. Mr. Talbot said that we are in the middle of economic development discussion in Reading about this very site. Looking at the industrial zone, the types of tenants that the types of businesses the town, town planner and MAPC wants this conversation should be jointly had with that process which is taking place on October 7 at the RMLD about economic development in Reading. All those involved with that conversation should understand that there is this opportunity that dovetails on what we are trying to achieve. You want businesses that are high end, high tech, good jobs, good tax base, use electricity and will the super high speed connections they can obtain from Verizon the experience is elsewhere when there is a municipal in the business as well it provides competition. When you are in the game, it helps the economic development situation. If you are not in the game, there is not as much competition. It is an economic development tool that the community needs to understand. Ms. O'Brien had a question in which she cannot seem to get an answer, the head end is going to be bid out to either Verizon or Comcast, you still have to pay Verizon or Comcast even though the RMLD may be the distributor. Mr. Talbot responded not necessarily. Mr. Talbot said that he can get into the technical details, but he does not think that is necessarily true. Ms. O'Brien clarified that the study is looking at the RMLD actually developing and maintaining a head end as well. Mr. Talbot said that he can tell you what he knows from the in depth study they did. In a town they did a loop and the businesses connected off the same loop and provide internet service in the three hundred businesses in that area. The businesses are getting a great deal that are high level service agreements. The businesses pay for the two gigabytes to the municipal utility. The pricing may be equal or better than the competition, but prefer their local municipal which has been the trusted institution that has been around for one hundred years. It is a valuable attribute we have.

Mr. Stempeck said that there may be scale related issues. If the municipal is negotiating for a certain amount of gigabytes as opposed to individual businesses which Comcast and Verizon do in a very fragmented way, which translate into more money per gigabyte. It is not one entity that is negotiating for it, that is where the economy of scale comes in. Mr. Talbot added that the municipal does not have to make that much money under the regulations you can only make eight percent. Mr. Talbot said that you are making a little bit, but doing as a tool to help the community and the businesses. The town and economic development this is what it is and what it can do. Perhaps an educational meeting to educate the communities, the town managers and selectmen why this could be valuable when they think of economic development. Mr. Pacino said that the education and interest needs to be solidified prior to a study commencing. Mr. Pacino noted that one of the suggestions was to have a joint action committee. Mr. Talbot said that we need the selectmen in Reading to understand why this could valuable. Mr. Pacino stated that he heard that released by the White House that internet access will be on the same level as utilities, water and sewer.

## **Report of the Chairman**

### **Northeast Public Power Association (NEPPA) Conference**

Chairman O'Rourke said that there has been a lot of discussion and meetings on the fiber topic, the question is how successful will we be with getting people on board without understanding how this will work. Mr. Talbot said that there is a feedback loop. Chairman O'Rourke added that his root concern is before people get overly excited about something that can be larger than a breadbox or the size of a breadbox, we all know that it will provide positive opportunities, his concern is to get some data then we may decide that we want the whole town. (The best example of this is that in April at Harvard at their table there were two Reading residents that wanted to get involved, the question was involved and we could not answer that.) Chairman O'Rourke said that it is time to scope this out to see what is really available. We will get educated in fiber who is an expert and can educate us not what just the opportunities are, but what are the pitfalls. Chairman O'Rourke said that if we do want to go forward with a study, at the meeting in October there are some questions that need to be answered. A realistic timeline needs to be set in order that it has the appropriate level of urgency. Mr. Stempeck added that at the next RMLD Board meeting we will have the results of the questionnaires back from the four towns.

Chairman O'Rourke asked Mr. Chrisos if he had any thoughts. Mr. Chrisos said that the CAB had a general discussion on the fiber optics and are all in agreement going forward that defining the study scope would be the best approach.

Mr. Hennessy said that Mr. Talbot is suggesting something slightly different than Chairman O'Rourke. Mr. Talbot stated that ultimately you need a pull from the community. Mr. Talbot added as Mr. Pacino stated that there needs to be some understanding within the community what this asset could do for the RMLD. Mr. Talbot commented that moving forward with a baseline study we would want everyone understanding what we are trying to achieve in the industrial zone by having meetings. This is a prime opportunity to eject this potential infrastructure asset. The largest municipal light plant in Massachusetts is doing this, which is Taunton in its industrial zone. The RMLD is the second largest municipal in Massachusetts are about to redevelop our industrial zone and are headquartered in the industrial zone. This is an opportunity to raise with Metropolitan Area Planning Council (MAPC) meeting which is taking place in this building in a couple of weeks. Mr. Talbot said that he sent a letter out today which speaks to that. Mr. Talbot said that we do need to involve those parties. We are trying to get our heads around this and you should as well. We do not want to be spending money for a study without people understanding why we are doing this, we want buy in. Mr. Talbot said that it does not hurt to get the other parts of the town involved. Mr. Hennessy clarified with Mr. Talbot that he is saying to do both. Mr. Talbot agreed. There is no harm sharing this with the town manager and board of selectmen who share our desire for better businesses to take hold. This could be a tool for the town to achieve these things because we have this great inexpensive high speed service even it were a breakeven it would be good for the towns.

Chairman O'Rourke said that he would like to suggest if we are taking a vote on this we are all in agreement that we would like a study and public communications with differing opinions on the timing of those issues. Chairman O'Rourke stated that the reason he is biased to a study is that his lack of knowledge in the area and to get a room of people excited about this if you cannot answer their questions can be deflationary. Mr. Talbot suggested coming up with a scope. The industrial zone and the depot what would a service offering cost just for the Town of Reading with something equivalent in North Reading and Wilmington. The question for the consultant is what it would take to provide service to the businesses in the industrial zone. A consultant could ball park it from an engineering perspective what would that involve and cost. Mr. Pacino suggested having an Ad Hoc Committee consisting of two members to come up with a recommendation at the next meeting. The committee will consist of Mr. Pacino and Mr. Talbot. Chairman O'Rourke suggested that Ms. O'Brien be a part of this. Mr. Pacino said that right now conceptually we are creating the universe and is not sure if we are not seeing the trees from the forest.

Chairman O'Rourke asked Ms. O'Brien if that is reasonable. Ms. O'Brien said that you need to identify what is potentially viable in order for people to get on board, because people are not sure what it is they are going to get. If a study is performed it can be set up in phases. The first phase is what the consultant sees as the opportunity given the existing infrastructure and what the main objectives are. The result could come back stating that it is not cost effective or these are the directions you could go in.

Mr. Pacino made a motion seconded by Mr. Stempeck that the commission appoint an Ad Hoc Committee to look into the general issue of fiber, members being Mr. Pacino and Mr. Talbot and will report back at the next meeting in which that committee will terminate.

**Motion carried 5:0:0.**

## **Approval of Board Minutes**

### **May 28, 2015 and June 25, 2015**

Mr. Pacino made a motion seconded by Mr. Stempeck that the RMLD Board of Commissioners approve the Regular Session meeting minutes of May 28, 2015 and June 25, 2015 as presented.

**Motion carried 5:0:0.**

**General Manager's Report – Ms. O'Brien – General Manager  
Organizational and Reliability Studies Recommendations Update**

Ms. O'Brien stated that the National Public Power Week celebration for the RMLD is Thursday, October 8 at RMLD 2:00 pm to 5:00 pm. She mentioned at the CAB meeting as well that the format will be different, less focus on construction with more on new programs, rebates and offerings. There will be electric cars from area dealers with charging station samples similar to the ones RMLD installed at Analog. There will be a number of activities and games for the children from two to eight years old. There will also be safety and conservation tips as well as dunk the manager. Ms. O'Brien stated that Ms. Gottwald and Ms. Lamson have been working hard preparing for this event as well as the volunteers. There were be a Candyland maze for children which they will learn about electricity from construction to the home.

Chairman O'Rourke asked what would be the expectation for Board support. Ms. O'Brien said that in the last couple of years several Board members have been able to make this event, the public likes to see you and it is great to network. Ms. O'Brien stated that the committee did a really efficient job of getting this together.

Ms. O'Brien reported on the update of the Organizational and Reliability Study. Ms. O'Brien stated that on the Organizational Study some of the timeframes have been extended for implementation given all the work and staffing being worked on. Aligning Customer Service under the Integrated Resources Group has been completed. Ms. O'Brien said that Mr. Chrisos brought up a very good point at the CAB meeting and the reason the results of the Organizational Study are not on a formal timeline, "Changing the Corporate Culture" because it is very difficult to come up with a timeline for that. Generally the RMLD has accepted everything Leidos has recommended. Ms. O'Brien said that we have committed to quarterly updates on the Organizational Study Implementation Timeline. Ms., O'Brien stated that RMLD is sending Career Development Plans to Leidos, because the job descriptions are twenty years old. Ms. O'Brien said that wage markets they are looking at need to align with the correct job descriptions, the right people performing the correct activities, training and space allocations. A lot of what is happening is in parallel. Ms. O'Brien said that the Workforce Development plan is going to take longer than quarter three of 2015 as suggested by Leidos because it ties into other activities.

Chairman O'Rourke asked about the Strategic Plan. Ms. O'Brien indicated that a new strategic plan will be part of Phase II of the change management piece. Ms. O'Brien said that some of the organizational structures that were recommended have already been put in place, Customer Service reports to Integrated Resources was effective September 1 and is going well. Mr. Hennessy asked where Customer Service reported to prior to this. Ms. O'Brien responded under Finance, Business/Accounting.

Ms. O'Brien stated that Mr. Jaffari will be reporting on the quarterly Reliability update.

Mr. Jaffari reported that there were seventy one recommendations in which forty five were suggested by Booth & Associates and twenty six by UPG to test substations. The RMLD accepted sixty one of the recommendations or eighty six percent. The other ten the RMLD has chosen to take another route which are deemed alternate recommendations. The reason for the alternate recommendations is that construction limitations had changed at Station 3 and Station 4. Due to custom limitations at Station 3 and Station 4 the suggested changes are not possible without major construction and duct bank construction which is very costly with minimal gain. The alternate solution for that would be the new Wilmington substation which will provide load relief for Station 3 and Station 4 which can achieve the goal for now by transferring the load of the feeders to keep the cables within thermal ratings. Further testing is required to evaluate Station 5 which was a recommendation which is at the end of its useful life which reinforces the need for the new Wilmington substation. The following aforementioned reasons are the reason why RMLD chose the alternate solution. Alternate solutions there were ten of them which seven of them call for upgrading the feeders. Two of these are related to Station 5 upgrades and one is relay capability at Station 3, the RMLD already has the capability. System wide the RMLD needs to meet the new ISO requirements for compliance. The work in progress and completions status nineteen of the seventy one of the recommendations are in progress or planning stage. Eight of the seventy one are completed that include the repairs at Stations 3, 4 and 5. The RMLD is making progress.

Mr. Stempeck clarified that there is a price tag associated with the projects as well have these costs been incorporated in the capital budget. Mr. Jaffari replied that the costs are included in the capital budget for fiscal year 2016. Some of the costs may come in lower and some higher.

Chairman O'Rourke said that he wanted to compliment Ms. O'Brien and the team on both reports to have the follow up format to the studies assists in accountability and actions. Chairman O'Rourke asked if there is a target date for the items in progress by time lining them. Mr. Jaffari responded that the items in progress most of them will be completed by year end. Mr. Jaffari provided the example of the Implementation of the Arc Flash Study Analysis this has been completed and are waiting to take the recommendations to the Safety Committee next week. Once the recommendation and operational procedure is approved by the committee it will be forwarded to the General Manger for implementation. Ms. O'Brien said that what Mr. Jaffari is saying is that when they made a recommendation to be accomplished in that timeframe we accepted it. Ms. O'Brien asked Chairman O'Rourke if he is looking for a more detailed timeline. Chairman O'Rourke said that he was looking for internal management because sometimes implementation gets delayed. Ms. O'Brien said that for the next quarterly update she will take the year and if it is within 2015 to 2016 it will be narrowed down.

**General Manager's Report – Ms. O'Brien – General Manager  
Organizational and Reliability Studies Recommendations Update**

Mr. Talbot asked what the \$11 million for distributed generation would buy. Ms. O'Brien responded that is what we discussed in the budget that it would be \$2 million annually if we were to buy peak shaving gas generators. We were only going to start with a pilot which we are still in the process of studying it. Mr. Talbot said that one could be battery or something else. Mr. Jaffari explained that they are putting the road map together which includes the distributed generation gas peaking units, battery storage, solar and demand response. Ms. O'Brien said that will be on another agenda to provide the analysis. Chairman O'Rourke clarified, does this get shared with the employees at large, how does this get pushed down. Ms. O'Brien responded that staff meetings and a holistic approach has been implemented

Engineering and Operations Report as well as the bids were taken out of order.

**Engineering and Operations Report – July 2015 – Mr. Jaffari (Attachment 1)**

Mr. Jaffari reported on the capital improvement projects for July.

The construction projects that include the Pole Line Upgrade – Lowell Street, Wilmington eighty percent complete, Upgrade – Cooks Farm, Lynnfield, seventy percent complete, Forced Account – West Street ninety percent complete.

The special projects capital purchases for the month of July include: the oil containment facilities forty percent completed and LED streetlight conversions 420 installed out of the 2,540 that was targeted for fiscal year 2016. For Routine construction RMLD has spent \$109,975 year to date, routine maintenance consists of seven maintenance programs. The maintenance program includes (1) transformer replacement program of which 12% of padmount transformers and 9.93% of overhead transformers have been replaced; (2) Pole inspection program, which 119 poles have been replaced; (3) visual inspection program included inspection of 20 feeders; (4) Manhole inspection program is being performed as part of our UG construction upgrades throughout four communities; (5) Porcelain Cutout Replacement program(90% completed); (6) Tree Trimming Program (317 spans completed); (7) Substation program, which routine maintenance completed; and Infrared Scan showed no hotspot at substations. The total of double poles system wide were 498 (39 in Lynnfield, 134 in Reading, 127 North Reading and 134 in Reading) of which 64 pole transfers have been completed. RMLD is using the NJUNS software that allows this data to be shared with other utilities sharing space on poles to be aware of pole transfer activities and proper scheduling. The double pole numbers will fluctuate because RMLD is doing a lot of constructions and upgrades to maintain system reliability. Chairman O'Rourke asked if there is a double pole and it is risky. Mr. Jaffari explained that the RMLD has tested six hundred and forty poles. The inspection report indicated that forty five to fifty of those failed the integrity test, which they were all replaced immediately.

Mr. Jaffari reported on the System Average Interruption Duration Index, Customer Average Interruption Duration Index, System Average Interruption Frequency Index are well below the national and regional average. Mr. Jaffari reported on the causes of outages for July with the major drivers being equipment 41%, tree 27% and wildlife 22%.

**MGL Chapter 30B Bids (Attachment 2)**

**IFB 2016-02 Preventative Maintenance and Repair Services for all HVAC Equipment, including Ice Machines, Plant Wide**

Mr. Jaffari reported that the ice machines in the cafeteria and the lineman area are part of this with the majority for the maintenance of the HVAC system. Mr. Talbot asked what this includes. Mr. Jaffari responded that this includes the maintenance of the HVAC system, parts, labor for the HVAC and the ice machine which is a three year contract. Chairman O'Rourke asked if this is a service agreement. Mr. Jaffari replied that it is a service contract for maintenance. Ms. O'Brien added that this is for boilers, chillers and air handlers.

Mr. Pacino said that for full disclosure, his younger brother sells ice machines for Hoshizaki in the event they are the distributor.

Mr. Talbot asked how the Town of Reading Town Hall handles similar maintenance. Ms. O'Brien said that she could look into this, they may have a service contract or have their own HVAC mechanics in their facilities department. Mr. Talbot said that he maintains his own at home. Mr. Jaffari explained that the contract includes maintenance and service calls. The labor is not covered.

Mr. Talbot asked how is has been followed to date. Mr. Jaffari replied that Ambient had the prior contract and are the lowest bidder.

Mr. Pacino made a motion seconded by Mr. Stempeck that 2016-02 for Preventative Maintenance and Repair Services for all HVAC Equipment, including Ice Machines, Plant Wide be awarded to Ambient Temperature Corporation for a total cost of \$71,368.00 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

**Motion carried 4:0:1. Mr. Pacino abstained.**

**IFB 2016-07 S&C SCADA-Mate CX Switch**

Mr. Jaffari explained that these are the SCADA switches which are part of the grid modernization that fit into the long term road map. Two to three will be put in on an annual basis for the SCADA system. Chairman O'Rourke asked how many switches the RMLD will receive from this bid. Mr. Jaffari replied two.

**MGL Chapter 30B Bids (Attachment 2)**

**IFB 2016-07 S&C SCADA-Mate CX Switch**

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2016-07 for S&C SCADA-Mate CX Switch be awarded to Yale Electric East LLC for a total cost of \$55,748.00 as the lowest qualified bidder on the recommendation of the General Manager.

**Motion carried 5:0:0.**

**IFB 2016-08 Relay Test Set**

Mr. Jaffari explained that the RMLD set up the Technical Services group and this equipment will be needed by this group for testing the relays. The RMLD does not have any equipment to test the relays. Training will be provided for the Technical Services group which will result in substantial savings because the work will be done in house. Mr. Jaffari explained that RMLD utilizes UPG for its substation testing at a cost of \$150,000 annually. The RMLD will be able to perform ninety percent of its testing in house. The other unit purchased to assist in the testing was \$80,000 the avoided costs will be \$130,000.

Mr. Pacino asked that the budgeted amount was \$100,000 is there any more that needs to be done. Mr. Jaffari responded that before an item is placed on the budget, calls are made and that pricing is used for budgetary purposes. Mr. Jaffari said that this came in below budget.

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2016-08 for Relay Test Set be awarded to Omicron for a total cost of \$51,640.00 as the lowest qualified bidder on the recommendation of the General Manager.

**Motion carried 5:0:0.**

**IFB 2016-09 60KW Diesel Substation Generator with 400 AMP Automatic Transfer Switch**

Mr. Jaffari explained that this generator is required for the Gaw Substation, Station Four. If the feeder and substation is lost, the control bus will be in the dark which would result in the control system not to function. There is a generator required that is independent of the power supply. The budgeted amount was \$107,087.

Mr. Stempeck asked if the power goes out does the equipment need to be manually performed. Mr. Jaffari replied that the problem is that you cannot operate anything. Usually, when you design a substation, if everything is dead how do you get into the control house. Mr. Chrisos asked do the other substations have a generator. Mr. Jaffari responded that the other substations have generators. Mr. Jaffari said that when RMLD builds a substation in Wilmington it will have generators.

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2016-09 for 60KW Diesel Substation Generator with 400 AMP Automatic Transfer Switch be awarded to Authorized Services of New England for a total cost of \$30,235.00 as the lowest qualified bidder on the recommendation of the General Manager.

**Motion carried 5:0:0.**

**IFB 2016-10 Hourly Rates for Line Construction Work as Needed, Storm Management Line Construction and Restoration**

Mr. Jaffari explained that this bid is being awarded in the event of extreme emergencies, when the region is in trouble when power system restoration assistance is required. Mr. Jaffari stated that he wanted to secure someone in the event that RMLD needs assistance. Obviously, the first line of defense is to call mutual aid to assist our crews. If the mutual aid does not provide the resources because such resources are taking care of power restoration in their own communities. This will not cost RMLD anything, the RMLD will secure the price. Chairman O'Rourke asked if RMLD gets priority. Mr. Jaffari said that Eversource and National Grid already have all the contractors in the region hired and pay them to be on standby. Mr. Jaffari said that this contractor will call five hours before the storm to see if RMLD needs crews and will be secured. This is an insurance policy for major emergencies or disasters.

Mr. Stempeck asked why only one bidder. Mr. Jaffari said that because the other vendors are paid the standby fee by Eversource or National Grid. With this bid we do not pay standby. There is a stipulation with this bid that they have to be available in an hour. Mr. Jaffari explained that the non responsive bidders were called was not sufficient time because they pull the linemen from the union hall it would take two to three hours. Mr. Jaffari added that if you had gone for two to three hours response time then there would have been more response by perhaps five to six bidders. The pricing provided by this bidder is within the range.

Mr. Pacino asked since we need this service during an emergency the viability of this company has been checked out and there is no concern that they will not show up. Mr. Jaffari responded that he tested them, because he called the cell phone of the foreman and he called him right back. They have seven trucks, checked the reference and they are a reputable company. They have both underground and overhead work experience.

**IFB 2016-10 Hourly Rates for Line Construction Work as Needed, Storm Management Line Construction and Restoration**

Mr. Pacino made a motion seconded by Mr. Stempeck that bid 2016-10 for Hourly Rates for Line Construction Work as Needed, Storm Management Line Construction and Restoration be awarded to Maverick Construction Corporation as the lowest qualified bidder on the recommendation of the General Manager.

**Motion carried 5:0:0.**



**Power Supply Report – July 2015 – Ms. Parenteau (Attachment 3)**

Ms. Parenteau reported that the real time clearing prices were looked at, the three year interval, July 2013-2015. The real time prices within the Independent System Operator (ISO) New England Spot Market have declined significantly. That is reflected within RMLD's portfolio in the Fuel Charge, the purchase power is a pass through RMLD's consumers. July 2014 versus July 2015 the Fuel Charge dropped from six cents to five cents. RMLD's customers received a reduction of seventeen percent in fuel from one year to another, it is a pass through for the consumers.

Ms. Parenteau pointed out that the power supply market has evolved to the point where there is negative pricing. Generators are being paid to be shut off. One of the big factors is the influx of wind turbines which are on the ISO grid. Wind is interruptible, once it is blowing it causes the controllers not to have the ability to shut certain generators off. As a result of minimum run time, the characteristics of generators and nuclear units, cannot be shut off once they are on because they run continuously. Now the RMLD is faced with negative pricing, load actually gets paid if you have an open position pay us to increase our load. This typically occurs during the off peak hours. The industry is changing and the RMLD is adapting as well as monitoring these things. Mr. Talbot asked where RMLD's battery is. Ms. Parenteau said that she wanted to point that out to the Commissioners because it is something that has never been experienced.

Ms. Parenteau then addressed the day ahead versus real time pricing. Ms. Parenteau explained that the RMLD tries to purchase its load in the day ahead market which tends to stabilize the rates. In the real time market more volatility is experienced. This happens when there are excessive hot cooling degree days when consumers are putting on their air conditioners. A generator may trip as a result of the increased load and becomes unavailable. The ISO will at this point turn on a higher price unit which increases the real time Locational Marginal Pricing. This is related to weather and load.

Mr. Stempeck commented that the RMLD went down seventeen percent reduction, there was an article in *The Boston Globe* in which National Grid expects a twenty percent rate hike. Mr. Stempeck stated that the RMLD is being very judicious in purchasing its power in which RMLD customers reap the benefit. Ms. Parenteau reported that she spoke to a Lynnfield resident who asked since gas prices are decreasing why this is not reflected in their electricity bill. Ms. Parenteau said that it was an interesting conversation to educate our customers that it is the fuel used to fuel a generator, it is not a straight commodity pass through. Also, with all the ISO rules in place, capacity, transmission and fuel the RMLD has to maintain a certain portfolio and are responsible to meet its obligations. Ms. Parenteau noted that although natural gas prices have dropped by fifty percent, the RMLD does whatever it can to reduce power supply costs. Since the price of natural gas has fallen in pricing by half the RMLD can capture that but, it is a very complex model with a lot of input. Ms. Parenteau said that it is helpful if our consumers understand that purchase power is a pass through where the RMLD minimizes those costs the best it can and the RMLD does not make any money on that, it is a pass through.

Ms. Parenteau then addressed the July peaks for the period 2011 to 2015. In 2011, the peak was 170 megawatts which is attributable to the economy rebounding and it was a very hot summer. Heat drives the peak. This past July RMLD's peak was 156 megawatts. Ms. Parenteau explained factors that are attributable to the peak which include weather, efficiencies and solar. Ms. Parenteau said that the trend is going down which is positive in terms of RMLD's capacity and transmission costs.

Mr. Talbot asked if the July peak is our annual peak. Ms. Parenteau replied that the RMLD peaked in August this year.

Mr. Seldon reported that at the RMLD Board meeting in June a question was raised what the impacts of creating an opt out for the Residential Time of Use Rate as opposed to RMLD's current opt in rate.

**Time of Use Rate Discussion – Mr. Seldon**

Mr. Seldon explained that RMLD's current Residential Time of Use Rate provides its residential customers the opportunity to reduce their billing by utilizing electricity during RMLD's off peak hours. This opt in for the Residential Time of Use rate would affect 25,000 residential customers with the ability to opt out. There are currently four hundred customers on the Time of Use Rate. Mr. Seldon pointed out that he reached out to the American Public Power Association (APPA) as part of his research. Currently, no New England utilities offer an opt out for this rate. Mr. Seldon said that in California there are areas that are considering this rate option. The Sacramento Municipal Utility District who is a member of APPA performed a pilot program on the opt out Time of Use and has checked with APPA for some data on this, but has not received anything data back.

Mr. Seldon stated that he contacted other municipals as well as Power Line Models (PLM), the firm that conducted the Cost of Service Study.

Mr. Seldon said that PLM's resident expert, Mayhew Seavey who did conduct RMLD's Cost of Service Study noted that for the opt out for the Residential Time of Use option, you are talking about customer behavior not just simple economics you are peeling away a sample in which you have no data. Mr. Seldon said that beyond the RMLD, municipals are looking at this, it is in the infancy stage. Mr. Seldon reported that to adopt the opt out rate from a financial standpoint, the RMLD currently does not have the metering in place to capture the hourly meter, the cost to change out the meters would be a \$2.5 million expenditure. The labor costs would be \$700,000 with \$100,000 for the network upgrade. The administrative and Cogsdale billing costs, have not been looked at. This would be a significant cost outlay.

**Time of Use Rate Discussion – Mr. Seldon**

Mr. Seldon said that the last piece is what would be the effects on revenue, there is not much data that could be utilized therefore assumptions were made. One of the assumptions was to look at the on and off peak kilowatt hour usage for the four hundred customers currently using this rate. Using that spread he pulled out the kilowatt hours from the residential rate class and split that up into the on and off peak usage into the revenue model. This represents a \$1.7 million shortfall in the base revenues. There would have to be a means to make up for that \$1.7 million shortfall. Raising rates in the other customer classes may be an avenue to achieve this shortfall. Chairman O'Rourke clarified on the opt in if the customer does not use electricity during peak periods, how does it work. Mr. Seldon stated that if you opt in for the Residential Time of Use rate from noon to 7:00 pm is the on peak period, the consumer is penalized for using during this timeframe. The locational marginal prices can be higher during the day if the customer shifts the usage off during the peak period, it rewards the customer for not using electricity during this period. Ms. Parenteau commented that on peak power is approximately four times higher than off peak. Mr. Talbot added the cost is five cents on peak and thirteen cents off peak.

Mr. Talbot commented that the opt out for the Residential Time of Use was his request. Mr. Seldon explained that with this new rate if a typical customer did not change their usage pattern with the majority of the kilowatt hours being utilized on peak.

Mr. Talbot said that the question he had asked that currently there are only four hundred residential customers in this program that has been heavily promoted, what would happen if we forced residential customers onto the Time of Use Rate. It would force customers to change their behavior, would it benefit the system by scaling it or is it a program to have for the four hundred customers. The theory is that it benefits the RMLD why are we not scaling it. Chairman O'Rourke asked how we get more opt in customers. Mr. Talbot said that what has been learned from the research is that done anywhere and there is no data available if the opt in is a rate. Ms. Parenteau added that real time pricing is something that could be on the horizon for pricing signals.

Mr. Chrisos asked if it is four hundred residential customers and how is the Residential Time of Use promoted? Mr. Seldon said that this rate is on RMLD's website. Ms. Parenteau said that this rate has been advertised in RMLD's *In Brief* and the Customer Service group does a great job when speaking with customers to promote this program. Ms. Parenteau said that they will go the libraries during the evening for presentations on its programs and cable television. They are looking at grass root efforts to promote this.

Mr. Stempeck added that if all residential customers were to choose this rate the capital costs would be \$3 million plus the loss of revenue. Mr. Seldon pointed out that the \$1.7 million which is the base revenue has to be covered by other customer classes. Mr. Stempeck said that what is the point of moving everyone over to the Residential Time of Use rate then have to increase their rates. Mr. Pacino said that the revenue could be lower as well as the cost. Mr. Hennessy added that the peak rates would drop due to the behavior of the customers. Ms. Parenteau in response to Mr. Hennessy's comment said that would affect the pass through costs, but the base revenues reflect RMLD's operating costs. Ms. Parenteau commented that the purchase power cost would decrease, but would need to recover the base revenue in order to operate. Mr. Chrisos added that the base load would decrease which is the peak demand which is a big cost. Mr. Seldon said that if you were successful the conundrum is if you are too successful, which California utilities are experiencing with it shifted the load to the off peak. Mr. Hennessy said that he spoke with a solar expert because of this solar panels are put in facing the west to get the sun later in the day. Mr. Seldon added that battery storage goes along with this.

**Financial Update – Mr. Fournier**

Mr. Fournier reported on Governmental Accounting Standards Board 68 (GASB 68) which concerns the accounting and financial reporting for pensions. RMLD's auditors have not had the opportunity to look at pension valuation for the town therefore the audit results will be presented at the Board meeting in October. The unfunded accrued liability will be reflected on RMLD's balance sheet for audited financial statements which will be completed in early October. The preliminary results demonstrate that RMLD has \$11 million of unfunded pension liability. The preliminary number reflects that RMLD has \$5.5 million in the pension trust as of June 30, 2015. In fiscal year 2015, there may be a small profit and loss effect due to GASB 68 which is immaterial. Once the auditors complete with the town if the adjustment is required.

Chairman O'Rourke asked how much the unfunded liability is. Mr. Fournier replied \$11 million based on the 2013 study. Chairman O'Rourke asked when this will be fully funded. Mr. Fournier replied by 2028. Mr. Fournier said that the RMLD will most likely follow the same schedule to be in sync with the town.

Mr. Fournier then addressed the fiscal year 2015 highlights. The Net Income \$2.5 million which represents at 5.7% of the possible 8% return. The kilowatt hour sales were flat. The cash position is strong. There is \$14.5 million in the Operating Fund, \$6.8 in the Rate Stabilization Fund, \$5.2 million in the Deferred Fuel Fund.

Mr. Fournier pointed out that since fiscal year 2015 has not been closed out he does not have the July Financials. Mr. Fournier has results for the month of July. The profit is approximately \$282,000 the pass through amounts for the fuel, purchase power and transmission were \$525,000, where expenses exceeded the revenue.

Mr. Fournier noted that August and September were the warmest months of the year and will have those results next month.

**Financial Update – Mr. Fournier**

Chairman O'Rourke asked, this is a go forward question, what other opportunities can the Board get on signals if there were a significant downturn because the Financials are delayed. Mr. Fournier explained that every month the books are closed and there is a meeting with senior staff to discuss RMLD's financial position. An example of this is if the trending is a cool summer and the budgeted base numbers are not being met instead of waiting until the spring something would happen over the fall to correct this situation. Any unique situations are looked at and revisited in the following month.

Mr. Fournier reported as it has been stated, the kilowatt hour sales compared to last year are down. It is a little less than budgeted and will wait to see how September comes in. Once the first few months of the fiscal year come in we can make a better determination where we stand.

**General Discussion**

There was none.

**BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED**

**E-Mail responses to Account Payable/Payroll Questions**

**Rate Comparisons, August and September 2015**

Mr. Stempeck said that with the exception of Peabody, RMLD is below all the other contiguous towns.

**RMLD Board Meetings**

**Thursday, October 29, 2015**

**Thursday, December 10, 2015**

**General Manager Committee**

**Thursday, October 14, 2015**

**Policy Committee Meeting**

**To Be Determined.**

**CAB Meeting**

**Wednesday, October 21, 2015 – Commissioner Pacino will cover this meeting.**

**Executive Session**

At 9:18 p.m. Mr. Pacino made a motion seconded by Mr. Stempeck that the Board go into Executive Session to approve Executive Session meeting minutes of June 25, 2015, discuss strategy with respect to collective bargaining, Verizon pole agreement and return to Regular Session for the sole purpose of adjournment.

**Chairman O'Rourke called for a poll of the vote:**

Mr. Pacino; Aye, Mr. Talbot; Aye, Mr. Stempeck; Aye, Mr. Hennessy; Aye, and Chairman O'Rourke; Aye.

**Motion carried by a polling of the Board 5:0:0.**

**Adjournment**

At 10:10 p.m. Mr. Pacino made a motion seconded by Mr. Stempeck that the RMLD Board of Commissioners move to adjourn the Regular Session.

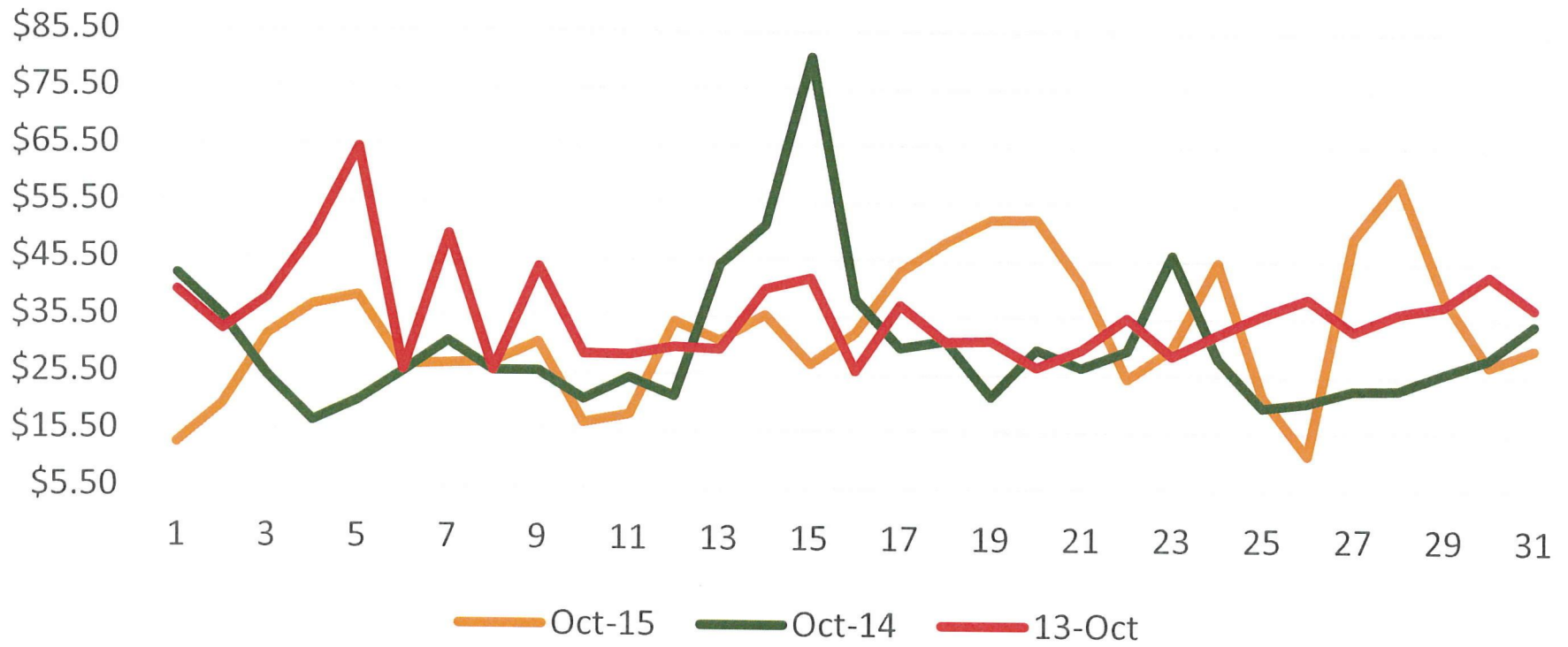
**Motion carried 5:0:0.**

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

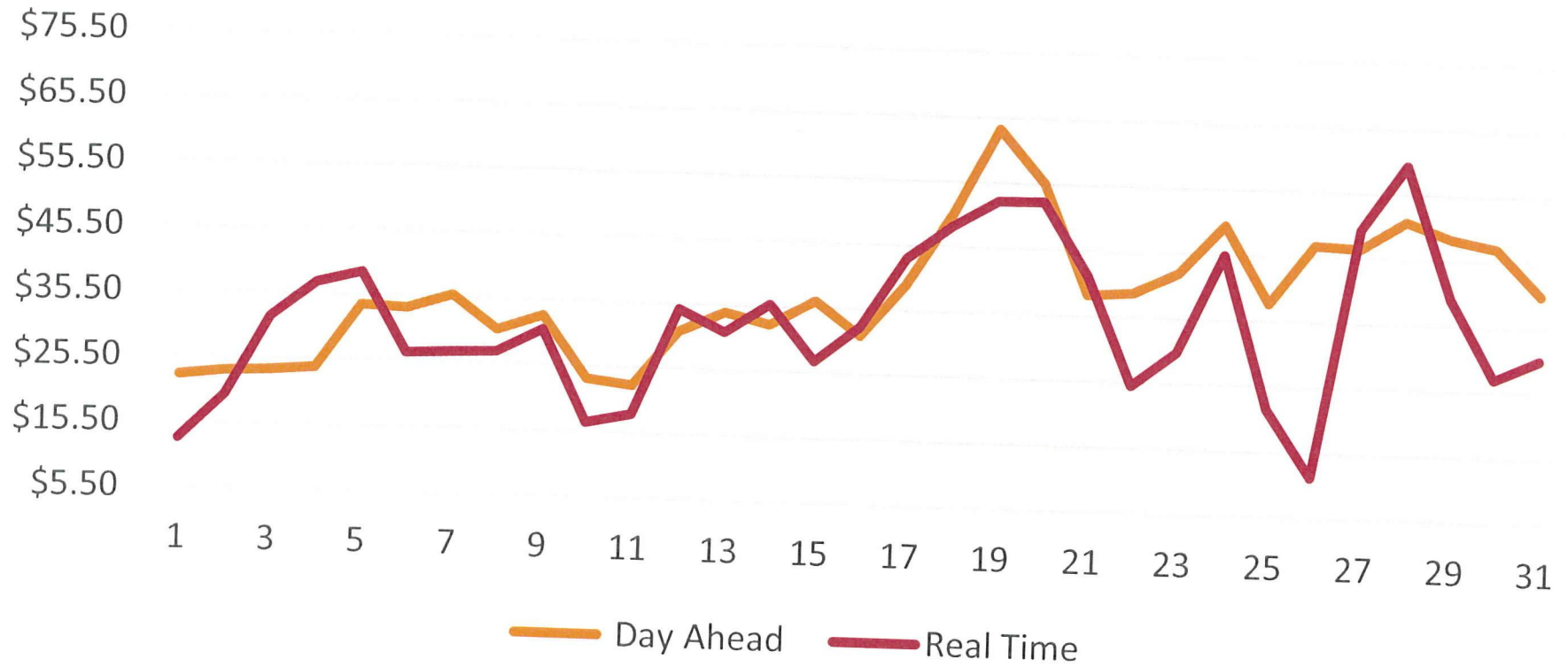
Dave Hennessy, Secretary Pro Tem  
RMLD Board of Commissioners

POWER SUPPLY REPORT  
ATTACHMENT 2

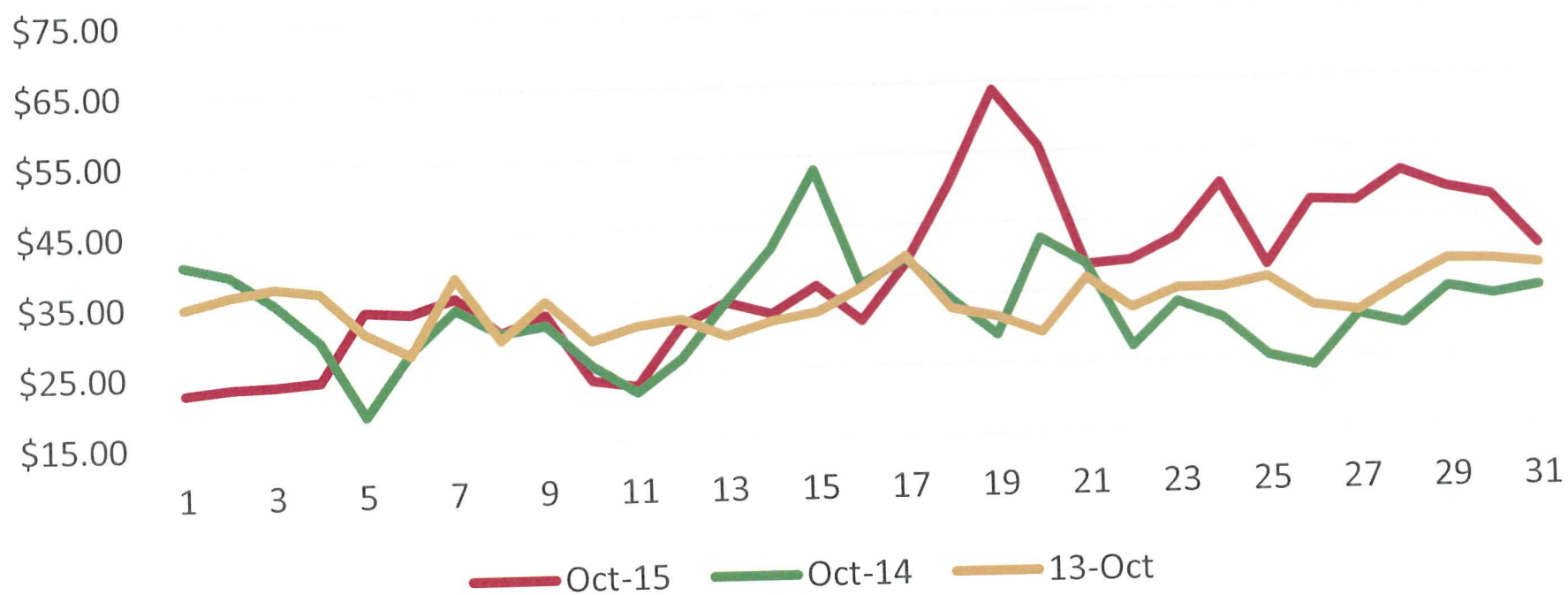
*Market Statistics*  
*Real Time LMP*  
*October 2013-2015*



*Market Statistics*  
*Day Ahead vs. Real Time LMP*  
*October 2015*



*Market Statistics*  
*Day Ahead LMP*  
*October 2013-2015*



To: Coleen O'Brien  
 From: Maureen McHugh, Jane Parenteau  
 Date: November 24, 2015  
 Subject: Purchase Power Summary – October, 2015

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of October, 2015.

**ENERGY**

The RMLD's total metered load for the month was 53,527,006 kWh, which is a 1.77% decrease from the October, 2014 figures.

Table 1 is a breakdown by source of the energy purchases.

**Table 1**

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy	Total \$ Costs	\$ as a %
Millstone #3	3,685,803	\$6.71	6.88%	\$24,732	0.97%
Seabrook	886	\$6.68	0.00%	\$6	0.00%
Stonybrook Intermediate	486,487	\$53.16	0.91%	\$25,862	1.02%
Shell Energy	7,418,000	\$73.25	13.85%	\$543,343	21.36%
NextEra	7,022,000	\$53.60	13.12%	\$376,364	14.79%
NYP&A	2,388,838	\$4.92	4.46%	\$11,753	0.46%
ISO Interchange	9,597,156	\$45.24	17.92%	\$434,128	17.07%
NEMA Congestion	0	\$0.00	0.00%	\$16,366	0.64%
Coop Resales	14,671	\$141.25	0.03%	\$2,072	0.08%
BP Energy	9,670,400	\$47.73	18.06%	\$461,568	18.14%
Hydro Projects*	774,200	\$84.28	1.45%	\$65,250	2.56%
Braintree Watson Unit	287,836	\$88.23	0.54%	\$25,395	1.00%
Saddleback Wind	1,346,505	\$95.00	2.51%	\$127,918	5.03%
Exelon	10,848,600	\$39.55	20.26%	\$429,116	16.87%
Stonybrook Peaking	0	\$0.00	0.00%	\$44	0.00%
Monthly Total	53,541,382	\$47.51	100.00%	\$2,543,917	100.00%

\*Pepperell, Woronoco, Indian River, Turner Falls, Collins, Pioneer, Hosiery Mills, Summit Hydro



Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for the month of October, 2015.

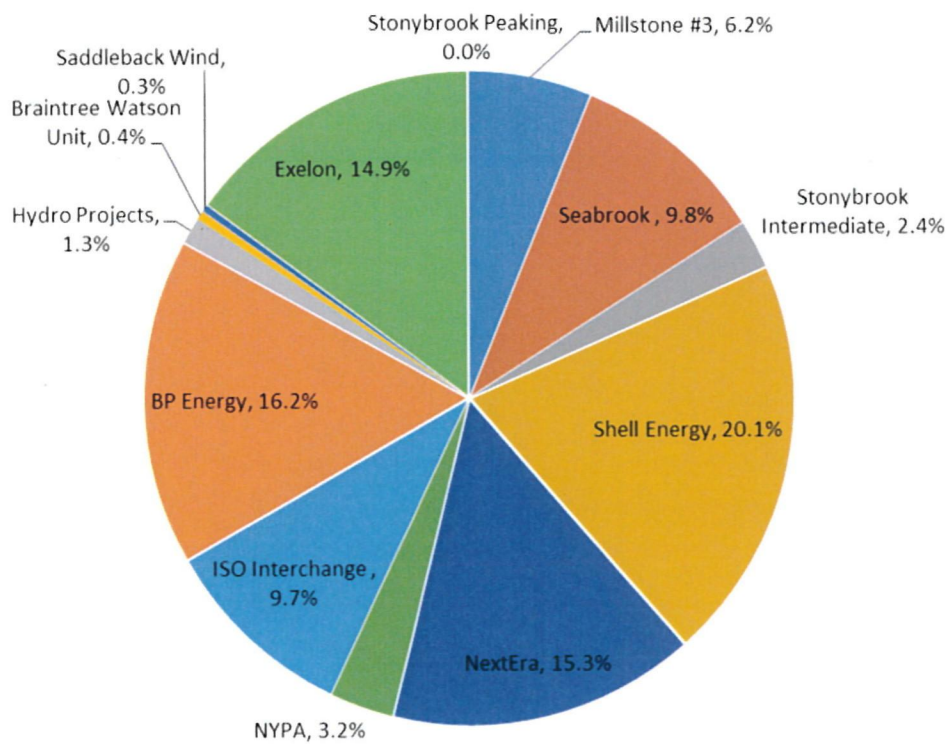
**Table 2**

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	10,974,257	\$43.35	20.50%
Settlement			
RT Net Energy **	-1,377,101	\$23.67	-2.57%
Settlement			
ISO Interchange (subtotal)	9,597,156	\$45.24	17.92%

\* Independent System Operator Day-Ahead Locational Marginal Price

\*\* Real Time Net Energy

**OCTOBER 2015 ENERGY BY RESOURCE**



## CAPACITY

The RMLD hit a demand of 92,325 kW, which occurred on October 13, at 7 pm. The RMLD's monthly UCAP requirement for October, 2015 was 224,184 kW.

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

**Table 3**

Source	Amount (kW)	Cost (\$/kW-month)	Total Cost \$	% of Total Cost
Millstone #3	4,950	34.70	\$171,768	11.90%
Seabrook	7,910	25.26	\$199,801	13.84%
Stonybrook Peaking	24,981	1.86	\$46,353	3.21%
Stonybrook CC	42,925	7.70	\$330,671	22.91%
NYPA	4,019	4.19	\$16,834	1.17%
Hydro Quebec	0	0	\$19,414	1.35%
Nextera	60,000	5.90	\$354,000	24.53%
Braintree Watson Unit	10,520	10.82	\$113,835	7.89%
ISO-NE Supply Auction	66,877	2.85	\$190,625	13.21%
Hydro Projects	2,002	0.00	\$0	0.00%
<b>Total</b>	<b>224,184</b>	<b>\$6.43</b>	<b>\$1,443,301</b>	<b>100.00%</b>

Table 4 shows the dollar amounts for energy and capacity per source.

**Table 4**

Resource	Energy	Capacity	Total cost	% of Total Cost	Amt of Energy (kWh)	Cost of Power (\$/kWh)
Millstone #3	\$24,732	\$171,768	\$196,500	4.93%	3,685,803	0.0533
Seabrook	\$6	\$199,801	\$199,807	5.01%	886	225.5161
Stonybrook Intermediate	\$25,862	\$330,671	\$356,533	8.94%	486,487	0.7329
Hydro Quebec	\$0	\$19,414	\$19,414	0.49%	-	0.0000
Shell Energy	\$543,343	\$0	\$543,343	13.63%	7,418,000	0.0732
NextEra	\$376,364	\$354,000	\$730,364	18.32%	7,022,000	0.1040
* NYPA	\$11,753	\$16,834	\$28,587	0.72%	2,388,838	0.0120
ISO Interchange	\$434,128	\$190,625	\$624,753	15.67%	9,597,156	0.0651
Nema Congestion	\$16,366	\$0	\$16,366	0.41%	-	0.0000
BP Energy	\$461,568	\$0	\$461,568	11.58%	9,670,400	0.0477
* Hydro Projects	\$65,250	-\$1,300	\$63,950	1.60%	774,200	0.0826
Braintree Watson Unit	\$25,395	\$113,835	\$139,229	3.49%	287,836	0.4837
* Saddleback Wind	\$127,918	\$0	\$127,918	3.21%	1,346,505	0.0950
Coop Resales	\$2,072	\$0	\$2,072	0.05%	14,671	0.1413
Exelon Energy	\$429,116	\$0	\$429,116	10.77%	10,848,600	0.0396
Stonybrook Peaking	\$44	\$46,353	\$46,397	1.16%	-	0.0000
<b>Monthly Total</b>	<b>\$2,543,917</b>	<b>\$1,442,001</b>	<b>\$3,985,918</b>	<b>100.00%</b>	<b>53,541,382</b>	<b>0.0744</b>
<b>* Renewable Resources</b>					<b>8.42%</b>	

## RENEWABLE ENERGY CERTIFICATES (RECs)

Table 5 shows the amount of banked and projected RECs for the Swift River Hydro Projects through October 2015, as well as their estimated market value.

**Table 5**  
**RECs Summary**  
**Period - January 2015 - October 2015**

	Banked RECs	Projected RECs	Total RECs	Est. Dollars
Woronoco	836	1,514	2,350	\$101,050
Pepperell	1,939	2,229	4,168	\$179,224
Indian River	817	1,614	2,431	\$104,533
Turners Falls	132	1,119	1,251	\$0
Saddleback	1087	2,798	3,885	\$167,055
Jericho	0	0	0	\$0
<b>Sub total</b>	<b>4,811</b>	<b>9,274</b>	<b>14,085</b>	<b>\$551,862</b>
RECs Sold			0	\$0
<b>Grand Total</b>	<b>4,811</b>	<b>9,274</b>	<b>14,085</b>	<b>\$551,862</b>

## TRANSMISSION

The RMLD's total transmission costs for the month of October, 2015 were \$1,276,977. This is a decrease of .57% from the September transmission cost of \$1,284,290. In October, 2014 the transmission costs were \$1,248,904.

**Table 6**

	Current Month	Last Month	Last Year
Peak Demand (kW)	92,325	154,933	99,181
Energy (kWh)	53,541,382	62,550,094	54,494,499
Energy (\$)	\$2,543,917	\$3,302,140	\$2,290,434
Capacity (\$)	\$1,442,001	\$1,346,792	\$1,261,207
Transmission(\$)	\$1,276,977	\$1,284,290	\$1,248,904
Total	\$5,262,895	\$5,933,222	\$4,800,544

<b>Table 7</b>				Total \$		Total		Total \$			
<b>Commercial</b>	Year	Capacity Saved (kW)	Energy Saved (kwh)	Capacity	\$/kW	Energy	\$/kWh	Rebate	Rebate/kWh	Rebate/kW	Cost Benefit
Total to date	FY07-15	25,966	102,495,709	\$ 2,557,553		5,550,957		\$ 1,732,385	\$ 1.59	\$ 5,334.73	\$ 6,376,125
Current	FY16	78	621,764	\$ 10,758	\$11.45	37,306	\$ 0.06	\$ 62,290	\$ 0.22	\$ 738.75	\$ (129,898)
<b>Residential</b>											
Total to date	FY07-15	4,513	3,642,362	\$ 787,845		329,349		\$ 718,531	\$ 0.20	\$ 159.22	\$ 398,663
Current	FY16	77	27,051	\$ 10,518	\$11.45	1,623	\$ 0.06	\$ 13,835	\$ 4.84	\$ 1,708.60	\$ (118,654)
<b>Total</b>											
Total to date	FY07-15	30,479	106,138,071	\$ 3,020,981		5,740,107		\$ 2,846,612	\$ 0.03	\$ 93.40	\$ 5,914,476
Current	FY16	155	648,815	\$ 21,277	\$11.45	38,929	\$ 0.06	\$ 76,125	\$ 0.57	\$ 2,393.89	\$ (310,490)

Table 8																								
Year	Washing Machine		Refrigerator		Dishwasher		Denominator		Central A/C		Window A/C		Thermostat		Audits		Renewable		Air Source Heat Pump		HP Water Heater		Fan	
	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars
2007																								
2008	86	\$ 4,300	47	\$ 2,350	55	\$ 2,750	7	\$ 175	17	\$ 1,700	10	\$ 250	23	\$ 230	107	\$ 14,940								
2009	406	\$ 20,300	259	\$ 12,950	235	\$ 11,750	40	\$ 1,000	41	\$ 4,100	50	\$ 1,250	114	\$ 1,140	107	\$ 14,940								
2010	519	\$ 25,950	371	\$ 18,550	382	\$ 19,100	37	\$ 925	64	\$ 6,400	49	\$ 1,225	127	\$ 1,270	64	\$ 8,960	6	\$ 20,700						
2011	425	\$ 21,250	383	\$ 19,150	313	\$ 15,650	47	\$ 1,175	57	\$ 5,700	65	\$ 1,625	118	\$ 1,180	180	\$ 26,960	4	\$ 18,000						
2012	339	\$ 16,950	354	\$ 17,700	289	\$ 14,450	38	\$ 950	44	\$ 4,400	56	\$ 1,400	105	\$ 1,050	219	\$ 32,731	3	\$ 14,000			9	\$ 2,250	3	\$ 30
2013	285	\$ 14,250	336	\$ 16,800	311	\$ 15,550	29	\$ 725	24	\$ 2,400	54	\$ 1,350	57	\$ 570	375	\$ 75,000	3	\$ 15,000	\$ 19	\$ 1,900	4	\$ 1,000	5	\$ 50
2014	322	\$ 16,100	333	\$ 16,650	298	\$ 14,900	27	\$ 675	38	\$ 3,800	76	\$ 1,900	83	\$ 1,245	363	\$ 72,600	4	\$ 17,250	\$ 20	\$ 2,000	11	\$ 2,750	7	\$ 70
2015	257	\$ 12,850	256	\$ 12,800	261	\$ 13,050	26	\$ 650	27	\$ 2,700	36	\$ 900	41	\$ 615	314	\$ 62,800	7	\$ 19,000	\$ 24	\$ 2,400	12	\$ 3,000	3	\$ 30
2016	65	\$ 3,250	65	\$ 3,250	72	\$ 3,600	18	\$ 450	11	\$ 1,100	10	\$ 250	15	\$ 225	0	\$ -	0	\$ -	\$ 7	\$ 700	0	\$ -	1	\$ 10
Total	2704	\$ 135,200	2404	\$ 120,200	2216	\$ 110,800	269	\$ 6,725	323	\$ 32,300	406	\$ 10,150	683	\$ 7,525	1729	\$ 308,931	27	\$ 103,950	70	\$ 7,000	36	\$ 9,000	19	\$ 190

ENGINEERING AND OPERATIONS  
REPORT  
ATTACHMENT 3

**READING MUNICIPAL LIGHT DEPARTMENT  
FY 15 CAPITAL BUDGET VARIANCE REPORT  
FOR PERIOD ENDING OCTOBER 31, 2015**

PROJ	DESCRIPTION	TOWN	ACTUAL COST OCT	YTD ADDITIONS	ANNUAL BUDGET	REMAINING BALANCE
<b><u>CONSTRUCTION:</u></b>						
101	5W9 Reconductoring - Ballardvale Area	W			100,000	100,000
102	Pole Line Upgrade - Lowell Street, W	W	11,179	84,913	113,000	28,087
104	Upgrade Old Lynnfield Center URDs (Cook's Farm)	LC	17,228	80,307	42,000	(38,307)
105	4W5-4W6 Tie	R	3,137	11,750	-	(11,750)
106	URD Upgrades	ALL	2,186	3,481	340,000	336,519
107	Step-down Area Upgrades	ALL	7,864	10,026	352,000	341,974
110	Pole Line Upgrade - Woburn Street, W	W			91,000	91,000
212	Force Account West Street	R	5,169	137,868	150,000	12,132
	<b>SUB-TOTAL</b>		<b>46,763</b>	<b>328,345</b>	<b>1,188,000</b>	<b>859,655</b>
<b><u>STATION UPGRADES:</u></b>						
96	Station 4 (GAW) Back-up Generator	R			107,000	107,000
108	Station 4 (GAW) Relay Replacement Project	R			73,000	73,000
109	Station 4 (GAW) Transformer Replacement	R			41,000	41,000
111	Station Equipment Upgrade (all)	ALL			254,000	254,000
112	Station 4 (GAW) Switchgear/Breaker Replacement	R			508,000	508,000
113	Station 4 (GAW) Battery Bank Upgrade	R			57,000	57,000
130	Station 3 - Remote Terminal Unit (RTU) Replacement	NR			94,000	94,000
	<b>SUB-TOTAL</b>		<b>-</b>	<b>-</b>	<b>1,134,000</b>	<b>1,134,000</b>
<b><u>NEW CUSTOMER SERVICES:</u></b>						
112	New Service Installations (Commercial / Industrial)	ALL			34,000	34,000
113	New Service Installations (Residential)	ALL	12,161	44,586	164,000	119,414
	<b>SUB-TOTAL</b>		<b>12,161</b>	<b>44,586</b>	<b>198,000</b>	<b>153,414</b>
<b><u>ROUTINE CONSTRUCTION:</u></b>						
114	Routine Construction	ALL	132,160	500,437	1,000,000	499,563
<b><u>SPECIAL PROJECTS / CAPITAL PURCHASES:</u></b>						
100	Distributed Generation	ALL			2,164,000	2,164,000
103	Distribution Protection and Automation	ALL	15,706	15,706	70,000	54,294
114	Fiber Optic Test Equipment	ALL			15,000	15,000
115	Fault Indicators	ALL			50,000	50,000
116	Transformers and Capacitors	ALL		139,207	668,000	528,793
117	Meter Purchases (including "500 Club")	ALL	11,040	13,427	219,000	205,573
122	Engineering Analysis Software and Data Conversion	ALL			73,000	73,000
125	GIS	ALL			420,000	420,000
126	Communication Equipment (Fiber Optic)	ALL			98,000	98,000
131	LED Street Light Implementation	ALL	43,241	154,741	1,200,000	1,045,259
134	Substation Test Equipment	ALL			100,000	100,000
	<b>SUB-TOTAL</b>		<b>69,986</b>	<b>323,081</b>	<b>5,077,000</b>	<b>4,753,919</b>
<b><u>OTHER CAPITAL PROJECTS:</u></b>						
95	230 Ash St Building	R			80,000	80,000
97	HVAC Roof Units - Garage	R			50,000	50,000
98	IRD hardware	R			10,000	10,000
99	Electric Vehicle Supply Equipment	R			50,000	50,000
118	Rolling Stock Replacement	ALL		6,150	448,000	441,850
119	Security Upgrades All Sites	ALL			50,000	50,000
120	Great Plains / Cogsdale Upgrade	ALL	8,550	8,550	127,000	118,450
121	HVAC System Upgrade - 230 Ash Street	R	319,794	319,794	600,000	280,206
123	Oil Containment Facility Construction	LC		4,735	59,000	54,265
127	Hardware Upgrades	ALL		21,975	152,000	130,025
128	Software and Licensing	ALL	525	14,307	172,000	157,693
129	Master Facilities Site Plan	R			150,000	150,000
136	Voltage Data Recorders	ALL			50,000	50,000
	<b>SUB-TOTAL</b>		<b>328,869</b>	<b>375,511</b>	<b>1,998,000</b>	<b>1,622,489</b>
<b>TOTAL CAPITAL BUDGET</b>			<b>\$ 589,939</b>	<b>\$ 1,571,960</b>	<b>\$ 10,595,000</b>	<b>\$ 9,023,040</b>



# Engineering & Operations Report

December 10, 2015, RMLD Board of Commissioners Meeting

October 2015 Reporting Period

Hamid Jaffari, Director of Engineering & Operations



# Capital Improvement Projects

<b>Construction Projects:</b>		<b>% Complete Status</b>	<b>Month</b>	<b>YTD</b>
102	Pole Line Upgrade - Lowell Street, Wilmington	82%	\$11,179	\$84,913
104	Upgrade Old Lynnfield Center URDs (Cook's Farm)	75%	\$17,228	\$80,307
105	4W5-4W6 Tie	5%	\$3,137	\$11,750
106	URD Upgrades – All Towns • Northridge Drive, NR	On-going	\$2,186	\$3,481
107	Stepdown Area Upgrades – All Towns • Andover Street, W	On-going	\$7,864	\$10,026
212	West Street – Force Account, Reading	99%	\$5,169	\$137,868
<b>New Customer Service Connections:</b>				
	Service Installations – Residential: This item includes new or upgraded overhead and underground services.	On-going	\$12,161	\$44,586
<b>Special Projects/Capital Purchases:</b>				
103	Distribution Protection and Automation	On-going	\$15,706	\$15,706
117	Meter Purchases/"500 Club" Mesh Network	n/a	\$11,040	\$13,427
131	LED Street Light Conversion	15%	\$43,241	\$154,741

# Routine Construction

	Oct	YTD
Pole Setting/Transfers	41,478	121,213
Overhead/Underground	20,515	109,878
Projects Assigned as Required		
• Church Street (primary relocation), Wilmington	43,466	115,798
• Industrial Way (new service), Wilmington		
Pole Damage/Knockdowns - Some Reimbursable		
• Work was done to repair or replace one (1) pole.	66	9,497
Station Group	-	-
Hazmat/Oil Spills		
• Northridge Drive, North Reading	3,789	3,789
Porcelain Cutout Replacement Program	1,214	4,479
Lighting (Street Light Connections)	3,575	6,170
Storm Trouble	1,448	19,774
Underground Subdivisions (new construction)		
• Readings Wood – Jacob Way, Reading	577	9,838
Animal Guard Installation	-	1,063
Miscellaneous Capital Costs	16,032	98,938
<b>TOTAL:</b>	<b>\$ 132,160</b>	<b>\$ 500,437</b>



# Routine Maintenance

## ► Transformer Replacement (through October 2015)

Pad mount 13.73%                      Overhead 11.08%

## ► Pole Inspection (as of 12/2/15)

132 poles have been replaced                      72 of 132 transfers have been completed

## ► Visual Inspection of OH Lines (as of 11/30/15)

Inspected circuits 5W8, 5W9, 5W5, 4W10, 5W4, 4W28, 4W5, 4W6, 3W8, 3W18, 4W13, 4W12, 3W15, 4W24, 4W28, 5W4, 3W6, 3W7

## ► Manhole Inspection

Pending

## ► Porcelain Cutout Replacements (through October 2015)

91% complete                      263 remaining to be replaced

## ► Tree Trimming

October: 177 spans trimmed                      YTD: 1,102 spans trimmed

## ► Substation Maintenance

Infrared Scanning – October complete - no hot spots found

# Double Poles

➤ Ownership: 16,000 (approximately)

50% RMLD

50% Verizon

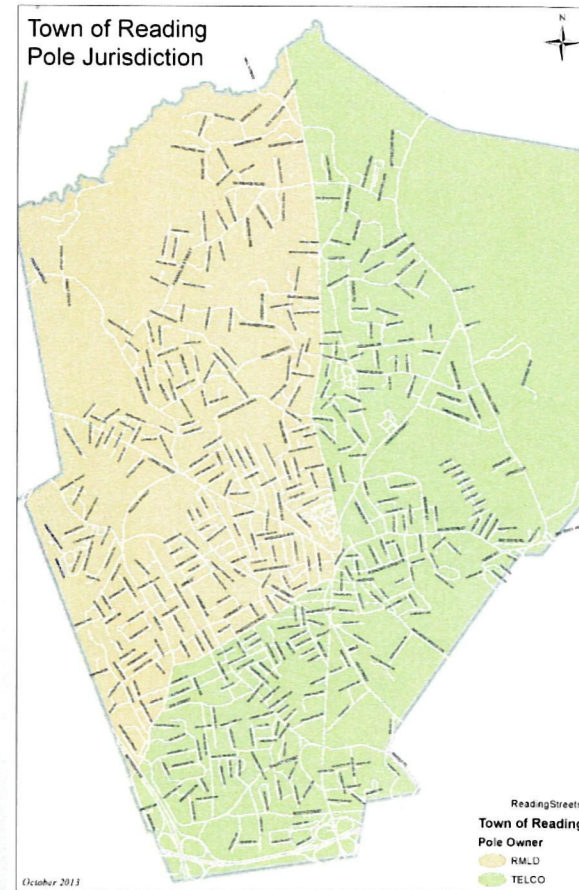
➤ Custodial:

Reading – split (see map) →

North Reading – RMLD

Lynnfield – Verizon

Wilmington - Verizon



# NJUNS

"Next to Go" as of December 7, 2015

## READING

NTG Member and Job Type	Count of Ticket Number
CMCTNR	5
Comcast	
TRANSFER	5
RDNGFD	8
Reading Fire Department	
TRANSFER	8
RMLD	25
Reading Municipal Light Department	
TRANSFER	24
PULL POLE	1
VZNESEA	31
Verizon	
TRANSFER	28
PULL POLE	3
(blank)	
Grand Total	69

## NORTH READING

NTG Member and Job Type	Count of Ticket Number
CMCTNR	4
Comcast	
TRANSFER	4
NRDNGFD	2
North Reading Fire Department	
TRANSFER	2
RMLD	2
Reading Municipal Light Department	
PULL POLE	2
VZNEDR	10
Verizon	
TRANSFER	6
PULL POLE	4
(blank)	
Grand Total	18

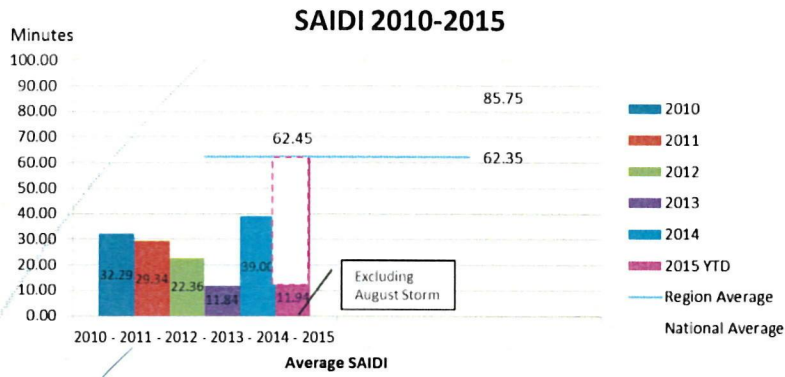
## LYNNFIELD

NTG Member and Job Type	Count of Ticket number
CMCTNR	1
Comcast	
TRANSFER	1
LFLDFD	2
Lynnfield Fire Department	
TRANSFER	2
RMLD	5
Reading Municipal Light Department	
TRANSFER	5
VZNESEA	18
Verizon	
TRANSFER	9
PULL POLE	9
(blank)	
Grand Total	26

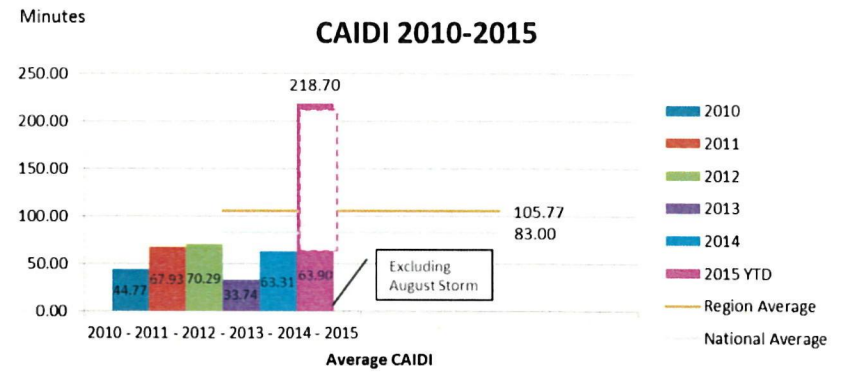
## WILMINGTON

NTG Member and Job Type	Count of Ticket Number
CMCTNR	45
Comcast	
TRANSFER	45
LTFMA	1
Lighthouse Fiber Networks	
TRANSFER	1
NP3PMA	10
Non-participating 3rd Party Attacher - Massachusetts	
TRANSFER	10
RMLD	46
Reading Municipal Light Department	
TRANSFER	43
PULL POLE	3
VZBMA	1
Verizon Business	
TRANSFER	1
VZNEDR	40
Verizon	
TRANSFER	18
PULL POLE	22
WMGNFD	63
Wilmington Fire Department	
TRANSFER	63
(blank)	
Grand Total	206

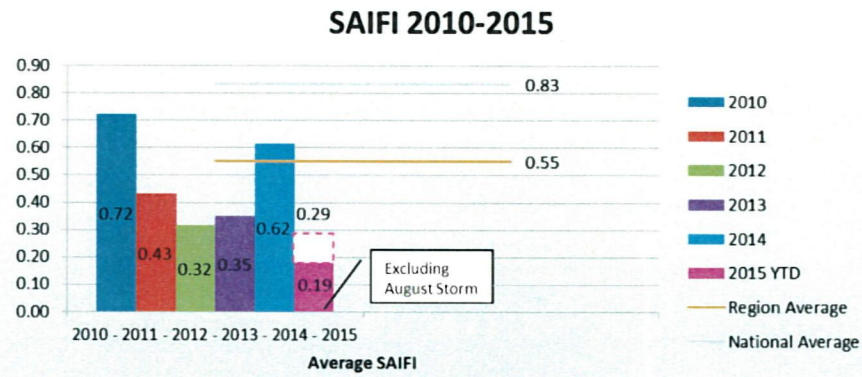
# Reliability exceeds regional and local indices . . .



$$SAIDI(\text{Minutes}) = \frac{\text{Total Duration of Customer Interruptions}}{\text{Total Number of Customers Served}}$$



$$CAIDI(\text{Minutes}) = \frac{\text{Total Duration of Customer Interruptions}}{\text{Total Number of Customers Interruptions}}$$

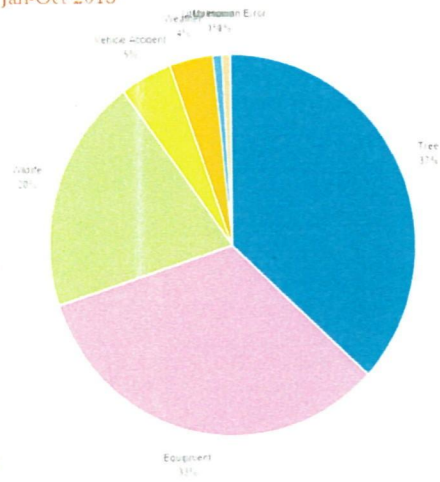


$$SAIFI = \frac{\text{Total Number of Customer Interruptions}}{\text{Total Number of Customers Served}}$$

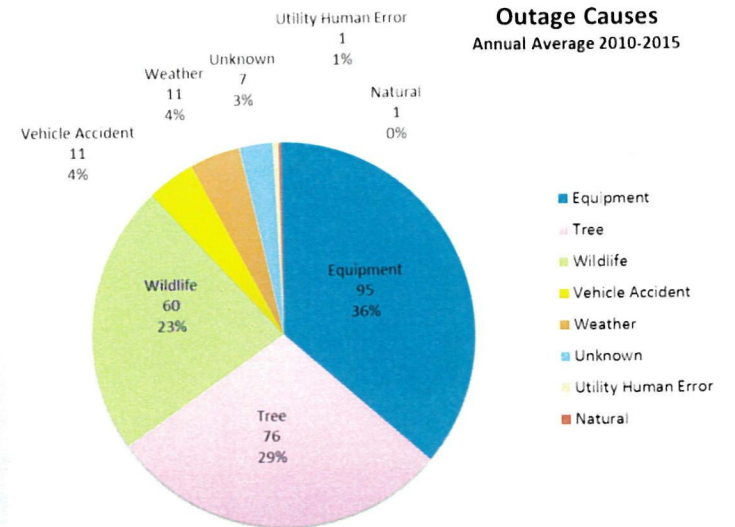
# Outages Causes

Outages Causes Calendar YTD (from eReliability website)

Jan-Oct 2015



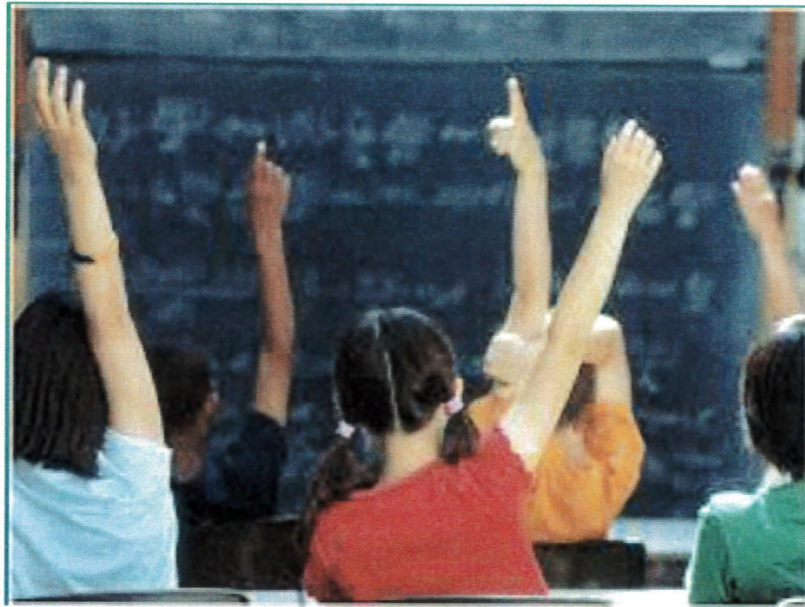
Outage Cause	Count
Tree	48
Equipment	43
Wildlife	26
Vehicle Accident	6
Weather	5
Unknown	1
Utility Human Error	1
<b>Total</b>	<b>130</b>



**Outage Causes**  
Annual Average 2010-2015

- Equipment
- Tree
- Wildlife
- Vehicle Accident
- Weather
- Unknown
- Utility Human Error
- Natural

# Questions ?





FINANCIAL REPORT  
ATTACHMENT 4

Dt: December 3, 2015

To: RMLB, Coleen O'Brien, Jeanne Foti

Fr: Bob Fournier

**Sj: October 31, 2015 Report**

The results for the first four months ending October 31, 2015, for the fiscal year 2016 will be summarized in the following paragraphs.

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

\*For the month of October, the net loss or the negative change in net assets was \$313,842 thereby reducing the year to date net income to \$1,649,946. The year to date budgeted net income was \$1,624,710, resulting in net income being over budget by \$25,236 or 1.5%. Actual year to date fuel expenses exceeded fuel revenues by \$702,849 and purchased power capacity and transmission (ppct) expenses exceed ppct revenues by \$39,477.

**2) Revenues: (Page 3A)**

\*Year to date base revenues exceeded the budget amount by \$261,616 or 3.1%. Actual base revenues were \$8.7 million compared to the budgeted amount of \$8.4 million.

**3) Expenses: (Page 12A)**

\*Year to date purchased power base expense was over budget by \$41,350 or .37%. Actual purchased power base costs were \$11.1 million and budgeted power base costs were \$11.1 million.

\*Year to date operating and maintenance (O&M) expenses combined were under budget by \$532,437 or 10.6%. Actual O&M expenses were \$4.5 million while budgeted expenses were at \$5.0 million.

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

**4) Cash: (Page 9)**

- \*Operating Fund was at \$12,182,003.
- \* Capital Fund balance was at \$6,585,805.
- \* Rate Stabilization Fund was at \$6,788,330.
- \* Deferred Fuel Fund was at \$4,477,436.
- \* Energy Conservation Fund was at \$701,754.

**5) General Information:**

\*Year to date kwh sales (Page 5) were 257,504,653 which is 8.4 million kwh or 3.4%, ahead last year's actual figure.

**Budget Variance:**

\*Cumulatively, the five divisions were under budget by \$545,059 or 7.1%

# **FINANCIAL REPORT**

**OCTOBER 31, 2015**

**ISSUE DATE: DECEMBER 2, 2015**

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUSINESS-TYPE PROPRIETARY FUND  
STATEMENT OF NET ASSETS  
10/31/15

	PREVIOUS YEAR	CURRENT YEAR
<b>ASSETS</b>		
<b>CURRENT</b>		
UNRESTRICTED CASH (SCH A P.9)	10,864,293.24	12,185,003.37
RESTRICTED CASH (SCH A P.9)	22,849,476.09	22,823,716.78
RESTRICTED INVESTMENTS (SCH A P.9)	1,292,906.26	1,284,061.45
RECEIVABLES, NET (SCH B P.10)	7,355,753.11	7,878,586.30
PREPAID EXPENSES (SCH B P.10)	1,220,648.96	1,573,396.79
OTHER DEFERRED DEBITS (SCH B P.10)	0.00	1,547,815.00
INVENTORY	1,405,795.08	1,611,976.40
<b>TOTAL CURRENT ASSETS</b>	<b>44,988,872.74</b>	<b>48,904,556.09</b>
<b>NONCURRENT</b>		
INVESTMENT IN ASSOCIATED CO (SCH C P.2)	26,993.75	26,993.75
CAPITAL ASSETS, NET (SCH C P.2)	69,880,562.00	70,173,425.31
<b>TOTAL NONCURRENT ASSETS</b>	<b>69,907,555.75</b>	<b>70,200,419.06</b>
<b>TOTAL ASSETS</b>	<b>114,896,428.49</b>	<b>119,104,975.15</b>
 <b>LIABILITIES</b>		
<b>CURRENT</b>		
ACCOUNTS PAYABLE	5,770,445.38	8,111,871.82
CUSTOMER DEPOSITS	808,845.77	865,750.47
CUSTOMER ADVANCES FOR CONSTRUCTION	477,695.98	904,188.35
ACCRUED LIABILITIES	1,953.61	3,057,646.63
<b>TOTAL CURRENT LIABILITIES</b>	<b>7,058,940.74</b>	<b>12,939,457.27</b>
<b>NONCURRENT</b>		
ACCRUED EMPLOYEE COMPENSATED ABSENCES	2,918,870.73	3,070,487.93
<b>TOTAL NONCURRENT LIABILITIES</b>	<b>2,918,870.73</b>	<b>3,070,487.93</b>
<b>TOTAL LIABILITIES</b>	<b>9,977,811.47</b>	<b>16,009,945.20</b>
 <b>NET ASSETS</b>		
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	69,880,562.00	70,173,425.31
RESTRICTED FOR DEPRECIATION FUND (P.9)	5,422,755.74	6,585,805.71
UNRESTRICTED	29,615,299.28	26,335,798.93
<b>TOTAL NET ASSETS (P.3)</b>	<b>104,918,617.02</b>	<b>103,095,029.95</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>114,896,428.49</b>	<b>119,104,975.15</b>

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
NONCURRENT ASSET SCHEDULE  
10/31/15

SCHEDULE C

SCHEDULE OF INVESTMENTS IN ASSOCIATED COMPANIES	PREVIOUS YEAR	CURRENT YEAR
NEW ENGLAND HYDRO ELECTRIC	2,975.74	2,975.74
NEW ENGLAND HYDRO TRANSMISSION	24,018.01	24,018.01
TOTAL INVESTMENTS IN ASSOCIATED COMPANIES	26,993.75	26,993.75
SCHEDULE OF CAPITAL ASSETS		
LAND	1,265,842.23	1,265,842.23
STRUCTURES AND IMPROVEMENTS	6,085,971.99	6,096,043.58
EQUIPMENT AND FURNISHINGS	12,333,518.78	11,952,257.16
INFRASTRUCTURE	50,195,229.00	50,859,282.34
TOTAL CAPITAL ASSETS, NET	69,880,562.00	70,173,425.31
TOTAL NONCURRENT ASSETS	69,907,555.75	70,200,419.06

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUSINESS-TYPE PROPRIETARY FUND  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS  
10/31/15

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	1,642,499.84	1,947,976.23	7,728,027.20	8,722,127.22	12.86%
FUEL REVENUE	2,425,374.16	2,607,127.52	12,811,927.61	12,248,090.81	-4.40%
PURCHASED POWER CAPACITY	2,251,877.11	2,377,809.70	10,351,474.40	11,073,824.64	6.98%
FORFEITED DISCOUNTS	31,589.93	65,937.80	280,610.15	261,800.92	-6.70%
ENERGY CONSERVATION REVENUE	53,010.11	54,009.76	243,595.56	250,801.65	2.96%
NYPA CREDIT	(74,545.03)	(105,545.52)	(232,164.44)	(342,344.60)	47.46%
<b>TOTAL OPERATING REVENUES</b>	<b>6,329,806.12</b>	<b>6,947,315.49</b>	<b>31,183,470.48</b>	<b>32,214,300.64</b>	<b>3.31%</b>
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER CAPACITY	1,261,848.44	1,445,942.19	5,519,978.33	6,061,987.40	9.82%
PURCHASED POWER TRANSMISSION	1,248,903.65	1,276,977.08	4,900,304.72	5,051,314.82	3.08%
PURCHASED POWER FUEL	2,290,434.18	2,543,916.53	10,704,953.73	12,608,595.35	17.78%
OPERATING	1,051,747.27	946,531.22	3,491,507.71	3,439,189.38	-1.50%
MAINTENANCE	292,927.19	417,821.39	1,114,749.78	1,046,310.29	-6.14%
DEPRECIATION	321,788.79	328,732.65	1,287,155.16	1,314,930.60	2.16%
VOLUNTARY PAYMENTS TO TOWNS	118,000.00	118,000.00	472,000.00	472,000.00	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>6,585,649.52</b>	<b>7,077,921.06</b>	<b>27,490,649.43</b>	<b>29,994,327.84</b>	<b>9.11%</b>
<b>OPERATING INCOME</b>	<b>(255,843.40)</b>	<b>(130,605.57)</b>	<b>3,692,821.05</b>	<b>2,219,972.80</b>	<b>-39.88%</b>
NONOPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	0.00	2,143.96	395.20	36,618.84	0.00%
RETURN ON INVESTMENT TO READING	(194,405.25)	(197,537.08)	(777,621.00)	(790,148.32)	1.61%
INTEREST INCOME	3,138.50	7,969.88	35,494.04	42,272.98	19.10%
INTEREST EXPENSE	(256.80)	(182.78)	(1,039.46)	(719.35)	-30.80%
OTHER (MDSE AND AMORT)	1,972.00	4,368.63	95,233.03	141,949.77	49.06%
<b>TOTAL NONOPERATING REV (EXP)</b>	<b>(189,551.55)</b>	<b>(183,237.39)</b>	<b>(647,538.19)</b>	<b>(570,026.08)</b>	<b>-11.97%</b>
<b>CHANGE IN NET ASSETS</b>	<b>(445,394.95)</b>	<b>(313,842.96)</b>	<b>3,045,282.86</b>	<b>1,649,946.72</b>	<b>-45.82%</b>
<b>NET ASSETS AT BEGINNING OF YEAR</b>			<b>101,873,334.16</b>	<b>101,445,083.23</b>	<b>-0.42%</b>
<b>NET ASSETS AT END OF OCTOBER</b>			<b>104,918,617.02</b>	<b>103,095,029.95</b>	<b>-1.74%</b>

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUSINESS-TYPE PROPRIETARY FUND  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS  
10/31/15

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	8,722,127.22	8,460,511.00	261,616.22	3.09%
FUEL REVENUE	12,248,090.81	12,136,580.00	111,510.81	0.92%
PURCHASED POWER CAPACITY	11,073,824.64	11,071,952.00	1,872.64	0.02%
FORFEITED DISCOUNTS	261,800.92	253,816.00	7,984.92	3.15%
ENERGY CONSERVATION REVENUE	250,801.65	248,740.00	2,061.65	0.83%
NYPA CREDIT	(342,344.60)	(300,000.00)	(42,344.60)	14.11%
<b>TOTAL OPERATING REVENUES</b>	<b>32,214,300.64</b>	<b>31,871,599.00</b>	<b>342,701.64</b>	<b>1.08%</b>
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER - CAPACITY	6,061,987.40	6,158,063.00	(96,075.60)	-1.56%
PURCHASED POWER - TRANSMISSION	5,051,314.82	4,913,889.00	137,425.82	2.80%
PURCHASED POWER FUEL	12,608,595.35	11,836,580.00	772,015.35	6.52%
OPERATING MAINTENANCE	3,439,189.38	3,708,152.00	(268,962.62)	-7.25%
DEPRECIATION	1,046,310.29	1,309,785.00	(263,474.71)	-20.12%
VOLUNTARY PAYMENTS TO TOWNS	1,314,930.60	1,327,720.00	(12,789.40)	-0.96%
	472,000.00	472,000.00	0.00	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>29,994,327.84</b>	<b>29,726,189.00</b>	<b>268,138.84</b>	<b>0.90%</b>
<b>OPERATING INCOME</b>	<b>2,219,972.80</b>	<b>2,145,410.00</b>	<b>74,562.80</b>	<b>3.48%</b>
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	36,618.84	100,000.00	(63,381.16)	-63.38%
RETURN ON INVESTMENT TO READING	(790,148.32)	(790,000.00)	(148.32)	0.02%
INTEREST INCOME	42,272.98	50,000.00	(7,727.02)	-15.45%
INTEREST EXPENSE	(719.35)	(700.00)	(19.35)	2.76%
OTHER (MDSE AND AMORT)	141,949.77	120,000.00	21,949.77	18.29%
<b>TOTAL NONOPERATING REV (EXP)</b>	<b>(570,026.08)</b>	<b>(520,700.00)</b>	<b>(49,326.08)</b>	<b>9.47%</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,649,946.72</b>	<b>1,624,710.00</b>	<b>25,236.72</b>	<b>1.55%</b>
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<b>101,445,083.23</b>	<b>101,445,083.23</b>	<b>0.00</b>	<b>0.00%</b>
<b>NET ASSETS AT END OF OCTOBER</b>	<b>103,095,029.95</b>	<b>103,069,793.23</b>	<b>25,236.72</b>	<b>0.02%</b>

\* ( ) = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
RECONCILIATION OF CAPITAL FUNDS  
10/31/15

SOURCE OF CAPITAL FUNDS:

DEPRECIATION FUND BALANCE 7/1/15	5,434,307.79
CONSTRUCTION FUND BALANCE 7/1/15	1,400,000.00
INTEREST ON DEPRECIATION FUND FY 16	8,526.70
DEPRECIATION TRANSFER FY 16	<u>1,314,930.60</u>
TOTAL SOURCE OF CAPITAL FUNDS	8,157,765.09

USE OF CAPITAL FUNDS:

LESS PAID ADDITIONS TO PLANT THRU OCTOBER	
TOTAL USE OF CAPITAL FUNDS	1,571,959.38
GENERAL LEDGER CAPITAL FUNDS BALANCE 10/31/15	<u><u>6,585,805.71</u></u>



TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SALES OF KILOWATT HOURS  
10/31/15

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	18,922,756	20,153,166	93,966,046	99,814,022	6.22%
COMM. AND INDUSTRIAL SALES	32,824,826	32,564,710	144,901,358	147,338,326	1.68%
PRIVATE STREET LIGHTING	79,012	79,488	315,850	317,582	0.55%
<b>TOTAL PRIVATE CONSUMERS</b>	<u>51,826,594</u>	<u>52,797,364</u>	<u>239,183,254</u>	<u>247,469,930</u>	3.46%
<b>MUNICIPAL SALES:</b>					
STREET LIGHTING	242,669	251,870	971,707	951,246	-2.11%
MUNICIPAL BUILDINGS	708,382	695,765	3,134,885	3,148,268	0.43%
<b>TOTAL MUNICIPAL CONSUMERS</b>	<u>951,051</u>	<u>947,635</u>	<u>4,106,592</u>	<u>4,099,514</u>	-0.17%
SALES FOR RESALE	236,085	244,135	1,321,601	1,372,069	3.82%
SCHOOL	1,207,903	1,176,462	4,513,060	4,563,140	1.11%
<b>TOTAL KILOWATT HOURS SOLD</b>	<u>54,221,633</u>	<u>55,165,596</u>	<u>249,124,507</u>	<u>257,504,653</u>	3.36%

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
KILOWATT HOURS SOLD BY TOWN  
10/31/15

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	20,153,166	7,114,879	2,469,599	5,045,494	5,523,194
COMM & IND	32,564,710	3,701,443	250,902	4,946,822	23,665,543
PVT ST LIGHTS	79,488	13,418	1,506	24,861	39,703
PUB ST LIGHTS	251,870	84,898	33,745	44,232	88,995
MUNI BLDGS	695,765	144,309	172,700	135,938	242,818
SALES/RESALE	244,135	244,135	0	0	0
SCHOOL	1,176,462	410,838	246,427	248,340	270,857
<b>TOTAL</b>	<b>55,165,596</b>	<b>11,713,920</b>	<b>3,174,879</b>	<b>10,445,687</b>	<b>29,831,110</b>

YEAR TO DATE

RESIDENTIAL	99,814,022	30,556,315	14,697,649	23,324,096	31,235,962
COMM & IND	147,338,326	17,656,009	1,170,471	22,530,494	105,981,352
PVT ST LIGHTS	317,582	53,672	6,010	99,231	158,669
PUB ST LIGHTS	951,246	320,430	127,718	167,062	336,036
MUNI BLDGS	3,148,268	665,227	719,088	611,434	1,152,519
SALES/RESALE	1,372,069	1,372,069	0	0	0
SCHOOL	4,563,140	1,599,773	966,626	903,880	1,092,861
<b>TOTAL</b>	<b>257,504,653</b>	<b>52,223,495</b>	<b>17,687,562</b>	<b>47,636,197</b>	<b>139,957,399</b>

LAST YEAR TO DATE

RESIDENTIAL	93,966,046	29,397,969	13,679,727	21,862,285	29,026,065
COMM & IND	144,901,358	17,813,562	1,144,047	22,572,447	103,371,302
PVT ST LIGHTS	315,850	53,356	6,096	99,106	157,292
PUB ST LIGHTS	971,707	326,543	131,217	170,757	343,190
MUNI BLDGS	3,134,885	708,534	684,645	609,469	1,132,237
SALES/RESALE	1,321,601	1,321,601	0	0	0
SCHOOL	4,513,060	1,628,954	981,167	635,120	1,267,819
<b>TOTAL</b>	<b>249,124,507</b>	<b>51,250,519</b>	<b>16,626,899</b>	<b>45,949,184</b>	<b>135,297,905</b>

KILOWATT HOURS SOLD TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	36.54%	12.90%	4.48%	9.15%	10.01%
COMM & IND	59.03%	6.71%	0.45%	8.97%	42.90%
PVT ST LIGHTS	0.14%	0.02%	0.00%	0.05%	0.07%
PUB ST LIGHTS	0.46%	0.15%	0.06%	0.08%	0.17%
MUNI BLDGS	1.26%	0.26%	0.31%	0.25%	0.44%
SALES/RESALE	0.44%	0.44%	0.00%	0.00%	0.00%
SCHOOL	2.13%	0.74%	0.45%	0.45%	0.49%
<b>TOTAL</b>	<b>100.00%</b>	<b>21.22%</b>	<b>5.75%</b>	<b>18.95%</b>	<b>54.08%</b>

YEAR TO DATE

RESIDENTIAL	38.76%	11.87%	5.71%	9.06%	12.12%
COMM & IND	57.22%	6.86%	0.45%	8.75%	41.16%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.38%	0.12%	0.05%	0.06%	0.15%
MUNI BLDGS	1.24%	0.26%	0.28%	0.24%	0.46%
SALES/RESALE	0.53%	0.53%	0.00%	0.00%	0.00%
SCHOOL	1.75%	0.62%	0.38%	0.35%	0.40%
<b>TOTAL</b>	<b>100.00%</b>	<b>20.28%</b>	<b>6.87%</b>	<b>18.50%</b>	<b>54.35%</b>

LAST YEAR TO DATE

RESIDENTIAL	37.72%	11.80%	5.49%	8.78%	11.65%
COMM & IND	58.16%	7.15%	0.46%	9.06%	41.49%
PVT ST LIGHTS	0.13%	0.02%	0.00%	0.04%	0.07%
PUB ST LIGHTS	0.39%	0.13%	0.05%	0.07%	0.14%
MUNI BLDGS	1.26%	0.28%	0.27%	0.24%	0.47%
SALES/RESALE	0.53%	0.53%	0.00%	0.00%	0.00%
SCHOOL	1.81%	0.65%	0.39%	0.25%	0.52%
<b>TOTAL</b>	<b>100.00%</b>	<b>20.56%</b>	<b>6.66%</b>	<b>18.44%</b>	<b>54.34%</b>

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
FORMULA INCOME  
10/31/15

TOTAL OPERATING REVENUES	(P.3)	32,214,300.64
ADD:		
POLE RENTAL		0.00
INTEREST INCOME ON CUSTOMER DEPOSITS		1,742.02
LESS:		
OPERATING EXPENSES	(P.3)	(29,994,327.84)
CUSTOMER DEPOSIT INTEREST EXPENSE		(719.35)
FORMULA INCOME (LOSS)		<u>2,220,995.47</u>

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
GENERAL STATISTICS  
10/31/15

		MONTH OF OCT 2014	MONTH OF OCT 2015	% CHANGE		YEAR OCT 2014	THRU OCT 2015
				2014	2015		
SALE OF KWH	(P.5)	54,221,633	55,165,596	-2.64%	3.36%	249,124,507	257,504,653
KWH PURCHASED		54,494,499	53,541,382	-3.45%	3.96%	251,090,338	261,035,355
AVE BASE COST PER KWH		0.046073	0.027006	7.69%	-44.04%	0.041500	0.023223
AVE BASE SALE PER KWH		0.030218	0.035311	-52.32%	9.19%	0.031021	0.033872
AVE COST PER KWH		0.088104	0.074519	7.17%	-14.99%	0.084134	0.071525
AVE SALE PER KWH		0.074840	0.082571	-25.27%	-1.22%	0.082445	0.081436
FUEL CHARGE REVENUE	(P.3)	2,425,374.16	2,607,127.52	10.62%	-4.40%	12,811,927.61	12,248,090.81
LOAD FACTOR		75.27%	79.44%				
PEAK LOAD		99,181	92,325				

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SCHEDULE OF CASH AND INVESTMENTS  
10/31/15

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
<b>UNRESTRICTED CASH</b>		
CASH - OPERATING FUND	10,861,293.24	12,182,003.37
CASH - PETTY CASH	3,000.00	3,000.00
TOTAL UNRESTRICTED CASH	10,864,293.24	12,185,003.37
 <b>RESTRICTED CASH</b>		
CASH - DEPRECIATION FUND	5,422,755.74	6,585,805.71
CASH - CONSTRUCTION FUND	26,387.64	0.00
CASH - TOWN PAYMENT	1,249,621.00	1,262,148.00
CASH - DEFERRED FUEL RESERVE	6,007,504.40	4,477,436.01
CASH - RATE STABILIZATION FUND	6,739,112.58	6,788,330.35
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	1,688,570.26	1,792,491.28
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	808,845.77	865,750.47
CASH - ENERGY CONSERVATION	556,678.70	701,754.96
TOTAL RESTRICTED CASH	22,849,476.09	22,823,716.78
 <b>INVESTMENTS</b>		
SICK LEAVE BUYBACK	1,292,906.26	1,284,061.45
TOTAL CASH BALANCE	35,006,675.59	36,292,781.60

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SCHEDULE OF ACCOUNTS RECEIVABLE  
10/31/15

SCHEDULE B

SCHEDULE OF ACCOUNTS RECEIVABLE	PREVIOUS YEAR	CURRENT YEAR
RESIDENTIAL AND COMMERCIAL	2,168,666.55	2,822,773.89
ACCOUNTS RECEIVABLE - OTHER	22,506.53	253,507.80
ACCOUNTS RECEIVABLE - LIENS	18,481.86	6,837.76
ACCOUNTS RECEIVABLE - EMPLOYEE ADVANCES	892.14	543.53
SALES DISCOUNT LIABILITY	(209,601.78)	(138,890.48)
RESERVE FOR UNCOLLECTIBLE ACCOUNTS	(267,461.47)	(232,536.15)
TOTAL ACCOUNTS RECEIVABLE BILLED	<u>1,733,483.83</u>	<u>2,712,236.35</u>
UNBILLED ACCOUNTS RECEIVABLE	5,622,269.28	5,166,349.95
TOTAL ACCOUNTS RECEIVABLE, NET	<u><u>7,355,753.11</u></u>	<u><u>7,878,586.30</u></u>

SCHEDULE OF PREPAYMENTS

PREPAID INSURANCE	640,769.04	696,585.14
PREPAYMENT PURCHASED POWER	20,753.13	272,226.78
PREPAYMENT PASNY	259,957.39	307,572.50
PREPAYMENT WATSON	286,469.29	282,142.31
PURCHASED POWER WORKING CAPITAL	12,700.11	14,870.06
TOTAL PREPAYMENT	<u><u>1,220,648.96</u></u>	<u><u>1,573,396.79</u></u>

OTHER DEFERRED DEBITS	<u><u>0.00</u></u>	<u><u>1,547,815.00</u></u>
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ACCOUNTS RECEIVABLE AGING OCTOBER 2015:

RESIDENTIAL AND COMMERCIAL	2,822,773.89
LESS: SALES DISCOUNT LIABILITY	(138,890.48)
GENERAL LEDGER BALANCE	<u><u>2,683,883.41</u></u>

CURRENT	2,150,295.24	80.12%
30 DAYS	406,060.50	15.13%
60 DAYS	67,407.38	2.51%
90 DAYS	13,990.47	0.52%
OVER 90 DAYS	46,129.82	1.72%
TOTAL	<u><u>2,683,883.41</u></u>	<u><u>100.00%</u></u>

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SCHEDULE OF OPERATING REVENUE  
10/31/15

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	1,711,405.45	1,957,326.51	9,061,890.86	9,556,152.62	5.45%
COMM AND INDUSTRIAL SALES	2,146,689.46	2,384,440.56	10,595,914.03	10,593,551.28	-0.02%
PRIVATE STREET LIGHTING	9,037.52	9,899.83	38,119.71	39,778.49	4.35%
<b>TOTAL PRIVATE CONSUMERS</b>	<u>3,867,132.43</u>	<u>4,351,666.90</u>	<u>19,695,924.60</u>	<u>20,189,482.39</u>	2.51%
 MUNICIPAL SALES:					
STREET LIGHTING	29,860.45	28,018.19	119,441.80	49,223.76	-58.79%
MUNICIPAL BUILDINGS	55,630.96	58,945.99	252,859.43	251,417.78	-0.57%
<b>TOTAL MUNICIPAL CONSUMERS</b>	<u>85,491.41</u>	<u>86,964.18</u>	<u>372,301.23</u>	<u>300,641.54</u>	-19.25%
 SALES FOR RESALE	 18,857.75	 20,959.45	 114,722.45	 113,998.05	 -0.63%
 SCHOOL	 96,392.41	 95,513.22	 357,006.53	 366,096.05	 2.55%
 <b>SUB-TOTAL</b>	 <u>4,067,874.00</u>	 <u>4,555,103.75</u>	 <u>20,539,954.81</u>	 <u>20,970,218.03</u>	 2.09%
 FORFEITED DISCOUNTS	 31,589.93	 65,937.80	 280,610.15	 261,800.92	 -6.70%
 PURCHASED POWER CAPACITY	 2,251,877.11	 2,377,809.70	 10,351,474.40	 11,073,824.64	 6.98%
 ENERGY CONSERVATION - RESIDENTIAL	 18,932.98	 20,157.99	 93,995.92	 98,608.62	 4.91%
ENERGY CONSERVATION - COMMERCIAL	34,077.13	33,851.77	149,599.64	152,193.03	1.73%
 NYPA CREDIT	 (74,545.03)	 (105,545.52)	 (232,164.44)	 (342,344.60)	 47.46%
 <b>TOTAL REVENUE</b>	 <u>6,329,806.12</u>	 <u>6,947,315.49</u>	 <u>31,183,470.48</u>	 <u>32,214,300.64</u>	 3.31%

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SCHEDULE OF OPERATING REVENUE BY TOWN  
10/31/15

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	1,957,326.51	692,341.62	238,878.89	487,477.18	538,628.82
INDUS/MUNI BLDG	2,443,386.55	320,356.13	36,457.12	390,432.56	1,696,140.74
PUB. ST. LIGHTS	28,018.19	9,423.64	3,745.71	4,940.07	9,908.77
PRV. ST. LIGHTS	9,899.83	1,625.20	197.40	3,239.54	4,837.69
CO-OP RESALE	20,959.45	20,959.45	0.00	0.00	0.00
SCHOOL	95,513.22	33,548.73	19,468.82	21,276.88	21,218.79
<b>TOTAL</b>	<b>4,555,103.75</b>	<b>1,078,254.77</b>	<b>298,747.94</b>	<b>907,366.23</b>	<b>2,270,734.81</b>

THIS YEAR TO DATE

RESIDENTIAL	9,556,152.62	3,035,694.19	1,377,273.77	2,227,879.44	2,915,305.22
INDUS/MUNI BLDG	10,844,969.06	1,438,104.10	154,096.74	1,719,115.47	7,533,652.75
PUB. ST. LIGHTS	49,223.76	16,512.39	6,566.20	8,719.50	17,425.67
PRV. ST. LIGHTS	39,778.49	6,533.34	767.09	13,005.36	19,472.70
CO-OP RESALE	113,998.05	113,998.05	0.00	0.00	0.00
SCHOOL	366,096.05	126,040.93	74,046.40	85,420.23	80,588.49
<b>TOTAL</b>	<b>20,970,218.03</b>	<b>4,736,883.00</b>	<b>1,612,750.18</b>	<b>4,054,140.01</b>	<b>10,566,444.84</b>

LAST YEAR TO DATE

RESIDENTIAL	9,061,890.86	2,842,924.77	1,311,206.00	2,101,896.85	2,805,863.24
INDUS/MUNI BLDG	10,848,773.46	1,499,572.29	149,113.08	1,771,578.13	7,428,509.96
PUB. ST. LIGHTS	119,441.80	40,056.92	16,096.32	21,068.20	42,220.36
PRV. ST. LIGHTS	38,119.71	6,338.39	748.26	12,383.03	18,650.03
CO-OP RESALE	114,722.45	114,722.45	0.00	0.00	0.00
SCHOOL	357,006.53	129,648.48	77,171.17	50,683.39	99,503.49
<b>TOTAL</b>	<b>20,539,954.81</b>	<b>4,633,263.30</b>	<b>1,554,334.83</b>	<b>3,957,609.60</b>	<b>10,394,747.08</b>

PERCENTAGE OF OPERATING INCOME TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	42.96%	15.20%	5.24%	10.70%	11.82%
INDUS/MUNI BLDG	53.64%	7.03%	0.80%	8.57%	37.24%
PUB. ST. LIGHTS	0.62%	0.21%	0.08%	0.11%	0.22%
PRV. ST. LIGHTS	0.22%	0.04%	0.00%	0.07%	0.11%
CO-OP RESALE	0.46%	0.46%	0.00%	0.00%	0.00%
SCHOOL	2.10%	0.74%	0.43%	0.47%	0.46%
<b>TOTAL</b>	<b>100.00%</b>	<b>23.68%</b>	<b>6.55%</b>	<b>19.92%</b>	<b>49.85%</b>

THIS YEAR TO DATE

RESIDENTIAL	45.57%	14.48%	6.57%	10.62%	13.90%
INDUS/MUNI BLDG	51.72%	6.86%	0.73%	8.20%	35.93%
PUB. ST. LIGHTS	0.23%	0.08%	0.03%	0.04%	0.08%
PRV. ST. LIGHTS	0.19%	0.03%	0.00%	0.06%	0.10%
CO-OP RESALE	0.54%	0.54%	0.00%	0.00%	0.00%
SCHOOL	1.75%	0.60%	0.35%	0.41%	0.39%
<b>TOTAL</b>	<b>100.00%</b>	<b>22.59%</b>	<b>7.68%</b>	<b>19.33%</b>	<b>50.40%</b>

LAST YEAR TO DATE

RESIDENTIAL	44.11%	13.84%	6.38%	10.23%	13.66%
INDUS/MUNI BLDG	52.82%	7.30%	0.73%	8.63%	36.16%
PUB. ST. LIGHTS	0.58%	0.20%	0.08%	0.10%	0.20%
PRV. ST. LIGHTS	0.19%	0.03%	0.00%	0.06%	0.10%
CO-OP RESALE	0.56%	0.56%	0.00%	0.00%	0.00%
SCHOOL	1.74%	0.63%	0.38%	0.25%	0.48%
<b>TOTAL</b>	<b>100.00%</b>	<b>22.56%</b>	<b>7.57%</b>	<b>19.27%</b>	<b>50.60%</b>



TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUDGETED REVENUE VARIANCE REPORT  
10/31/15

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	4,820,146.99	4,676,455.00	143,691.99	3.07%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	3,656,808.29	3,475,863.00	180,945.29	5.21%
PUBLIC STREET LIGHTING	49,223.76	126,255.00	(77,031.24)	-61.01%
SALES FOR RESALE	50,517.10	47,171.00	3,346.10	7.09%
SCHOOL	<u>145,431.08</u>	<u>134,767.00</u>	<u>10,664.08</u>	7.91%
 TOTAL BASE SALES	 8,722,127.22	 8,460,511.00	 261,616.22	 3.09%
TOTAL FUEL SALES	<u>12,248,090.81</u>	<u>12,136,580.00</u>	<u>111,510.81</u>	0.92%
TOTAL OPERATING REVENUE	20,970,218.03	20,597,091.00	373,127.03	1.81%
FORFEITED DISCOUNTS	261,800.92	253,816.00	7,984.92	3.15%
PURCHASED POWER CAPACITY	11,073,824.64	11,071,952.00	1,872.64	0.02%
ENERGY CONSERVATION - RESIDENTIAL	98,608.62	96,643.00	1,965.62	2.03%
ENERGY CONSERVATION - COMMERCIAL	152,193.03	152,097.00	96.03	0.06%
NYPA CREDIT	(342,344.60)	(300,000.00)	(42,344.60)	14.11%
 TOTAL OPERATING REVENUES	 <u><u>32,214,300.64</u></u>	 <u><u>31,871,599.00</u></u>	 <u><u>342,701.64</u></u>	 1.08%

\* ( ) = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
SCHEDULE OF OPERATING EXPENSES  
10/31/15

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER CAPACITY	1,261,848.44	1,445,942.19	5,519,978.33	6,061,987.40	9.82%
PURCHASED POWER TRANSMISSION	1,248,903.65	1,276,977.08	4,900,304.72	5,051,314.82	3.08%
<b>TOTAL PURCHASED POWER</b>	<u>2,510,752.09</u>	<u>2,722,919.27</u>	<u>10,420,283.05</u>	<u>11,113,302.22</u>	0.13
OPERATION SUP AND ENGINEERING EXP	53,316.31	50,720.78	182,367.23	178,717.56	-2.00%
STATION SUP LABOR AND MISC	19,263.24	15,688.63	54,161.54	48,578.03	-10.31%
LINE MISC LABOR AND EXPENSE	81,171.77	74,695.59	222,366.16	244,157.24	9.80%
STATION LABOR AND EXPENSE	44,318.96	39,186.24	153,858.84	133,087.76	-13.50%
STREET LIGHTING EXPENSE	(1,873.59)	10,186.29	26,533.17	35,486.42	33.74%
METER EXPENSE	15,320.59	20,863.76	59,177.15	72,133.17	21.89%
MISC DISTRIBUTION EXPENSE	54,568.14	41,156.78	140,828.20	148,224.19	5.25%
METER READING LABOR & EXPENSE	1,458.27	2,240.34	6,498.63	11,489.65	76.80%
ACCT & COLL LABOR & EXPENSE	213,830.84	149,485.22	604,492.66	542,015.61	-10.34%
UNCOLLECTIBLE ACCOUNTS	10,000.00	10,000.00	40,000.00	40,000.00	0.00%
ENERGY AUDIT EXPENSE	44,812.05	50,559.23	137,343.28	184,963.96	34.67%
ADMIN & GEN SALARIES	73,018.26	92,091.87	277,261.13	284,483.73	2.60%
OFFICE SUPPLIES & EXPENSE	31,229.10	32,267.88	95,450.17	100,748.19	5.55%
OUTSIDE SERVICES	42,974.07	31,148.02	121,632.52	117,937.50	-3.04%
PROPERTY INSURANCE	29,863.73	31,242.39	119,454.92	124,969.56	4.62%
INJURIES AND DAMAGES	3,720.93	3,623.07	14,352.85	15,692.47	9.33%
EMPLOYEES PENSIONS & BENEFITS	226,340.56	227,911.25	990,343.67	919,714.24	-7.13%
MISC GENERAL EXPENSE	15,158.58	13,519.89	45,357.45	45,361.12	0.01%
RENT EXPENSE	14,573.76	13,870.45	55,850.28	57,776.33	3.45%
ENERGY CONSERVATION	78,681.70	36,073.54	144,177.86	133,652.65	-7.30%
<b>TOTAL OPERATION EXPENSES</b>	<u>1,051,747.27</u>	<u>946,531.22</u>	<u>3,491,507.71</u>	<u>3,439,189.38</u>	-1.50%
<b>MAINTENANCE EXPENSES:</b>					
MAINT OF TRANSMISSION PLANT	227.10	227.08	908.40	908.32	-0.01%
MAINT OF STRUCT AND EQUIPMT	40,284.46	36,059.63	199,266.66	115,352.71	-42.11%
MAINT OF LINES - OH	170,884.68	276,590.94	586,835.95	598,594.53	2.00%
MAINT OF LINES - UG	10,328.07	9,157.43	48,073.30	48,551.47	0.99%
MAINT OF LINE TRANSFORMERS	17,941.59	21,866.90	45,784.55	68,317.80	49.22%
MAINT OF ST LT & SIG SYSTEM	69.59	(78.23)	(68.45)	(244.10)	256.61%
MAINT OF GARAGE AND STOCKROOM	37,763.77	63,953.52	146,210.17	178,792.60	22.28%
MAINT OF METERS	0.00	0.00	0.00	0.00	0.00%
MAINT OF GEN PLANT	15,427.93	10,044.12	87,739.20	36,036.96	-58.93%
<b>TOTAL MAINTENANCE EXPENSES</b>	<u>292,927.19</u>	<u>417,821.39</u>	<u>1,114,749.78</u>	<u>1,046,310.29</u>	-6.14%
DEPRECIATION EXPENSE	321,788.79	328,732.65	1,287,155.16	1,314,930.60	2.16%
PURCHASED POWER FUEL EXPENSE	2,290,434.18	2,543,916.53	10,704,953.73	12,608,595.35	17.78%
VOLUNTARY PAYMENTS TO TOWNS	118,000.00	118,000.00	472,000.00	472,000.00	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<u>6,585,649.52</u>	<u>7,077,921.06</u>	<u>27,490,649.43</u>	<u>29,994,327.84</u>	9.11%

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUDGETED OPERATING EXPENSE VARIANCE REPORT  
10/31/15

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
PURCHASED POWER CAPACITY	6,061,987.40	6,158,063.00	(96,075.60)	-1.56%
PURCHASED POWER TRANSMISSION	5,051,314.82	4,913,889.00	137,425.82	2.80%
<b>TOTAL PURCHASED POWER</b>	<u>11,113,302.22</u>	<u>11,071,952.00</u>	<u>41,350.22</u>	0.37%
OPERATION SUP AND ENGINEERING EXP	178,717.56	211,555.00	(32,837.44)	-15.52%
STATION SUP LABOR AND MISC	48,578.03	27,502.00	21,076.03	76.63%
LINE MISC LABOR AND EXPENSE	244,157.24	219,352.00	24,805.24	11.31%
STATION LABOR AND EXPENSE	133,087.76	146,304.00	(13,216.24)	-9.03%
STREET LIGHTING EXPENSE	35,486.42	31,192.00	4,294.42	13.77%
METER EXPENSE	72,133.17	70,725.00	1,408.17	1.99%
MISC DISTRIBUTION EXPENSE	148,224.19	151,346.00	(3,121.81)	-2.06%
METER READING LABOR & EXPENSE	11,489.65	11,037.00	452.65	4.10%
ACCT & COLL LABOR & EXPENSE	542,015.61	558,141.00	(16,125.39)	-2.89%
UNCOLLECTIBLE ACCOUNTS	40,000.00	40,000.00	0.00	0.00%
ENERGY AUDIT EXPENSE	184,963.96	159,331.00	25,632.96	16.09%
ADMIN & GEN SALARIES	284,483.73	273,422.00	11,061.73	4.05%
OFFICE SUPPLIES & EXPENSE	100,748.19	100,400.00	348.19	0.35%
OUTSIDE SERVICES	117,937.50	147,082.00	(29,144.50)	-19.82%
PROPERTY INSURANCE	124,969.56	155,400.00	(30,430.44)	-19.58%
INJURIES AND DAMAGES	15,692.47	17,484.00	(1,791.53)	-10.25%
EMPLOYEES PENSIONS & BENEFITS	919,714.24	926,132.00	(6,417.76)	-0.69%
MISC GENERAL EXPENSE	45,361.12	119,892.00	(74,530.88)	-62.17%
RENT EXPENSE	57,776.33	70,668.00	(12,891.67)	-18.24%
ENERGY CONSERVATION	133,652.65	271,187.00	(137,534.35)	-50.72%
<b>TOTAL OPERATION EXPENSES</b>	<u>3,439,189.38</u>	<u>3,708,152.00</u>	<u>(268,962.62)</u>	-7.25%
<b>MAINTENANCE EXPENSES:</b>				
MAINT OF TRANSMISSION PLANT	908.32	1,000.00	(91.68)	-9.17%
MAINT OF STRUCT AND EQUIPMENT	115,352.71	126,390.00	(11,037.29)	-8.73%
MAINT OF LINES - OH	598,594.53	653,156.00	(54,561.47)	-8.35%
MAINT OF LINES - UG	48,551.47	79,086.00	(30,534.53)	-38.61%
MAINT OF LINE TRANSFORMERS	68,317.80	150,000.00	(81,682.20)	-54.45%
MAINT OF ST LT & SIG SYSTEM	(244.10)	3,351.00	(3,595.10)	-107.28%
MAINT OF GARAGE AND STOCKROOM	178,792.60	216,565.00	(37,772.40)	-17.44%
MAINT OF METERS	0.00	20,837.00	(20,837.00)	-100.00%
MAINT OF GEN PLANT	36,036.96	59,400.00	(23,363.04)	-39.33%
<b>TOTAL MAINTENANCE EXPENSES</b>	<u>1,046,310.29</u>	<u>1,309,785.00</u>	<u>(263,474.71)</u>	-20.12%
DEPRECIATION EXPENSE	1,314,930.60	1,327,720.00	(12,789.40)	-0.96%
PURCHASED POWER FUEL EXPENSE	12,608,595.35	11,836,580.00	772,015.35	6.52%
VOLUNTARY PAYMENTS TO TOWNS	472,000.00	472,000.00	0.00	0.00%
<b>TOTAL OPERATING EXPENSES</b>	<u>29,994,327.84</u>	<u>29,726,189.00</u>	<u>268,138.84</u>	0.90%

\* ( ) = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
BUDGETED OPERATING EXPENSE VARIANCE REPORT  
10/31/15

OPERATION EXPENSES:	RESPONSIBLE SENIOR MANAGER	2016 ANNUAL BUDGET	ACTUAL YEAR TO DATE	REMAINING BUDGET BALANCE	REMAINING BUDGET %
PURCHASED POWER CAPACITY	JP	17,095,785.00	6,061,987.40	11,033,797.60	64.54%
PURCHASED POWER TRANSMISSION	JP	12,600,639.00	5,051,314.82	7,549,324.18	59.91%
<b>TOTAL PURCHASED POWER</b>		<u>29,696,424.00</u>	<u>11,113,302.22</u>	<u>18,583,121.78</u>	62.58%
OPERATION SUP AND ENGINEERING EXP	HJ	629,691.00	178,717.56	450,973.44	71.62%
STATION SUP LABOR AND MISC	HJ	84,858.00	48,578.03	36,279.97	42.75%
LINE MISC LABOR AND EXPENSE	HJ	666,641.00	244,157.24	422,483.76	63.38%
STATION LABOR AND EXPENSE	HJ	448,347.00	133,087.76	315,259.24	70.32%
STREET LIGHTING EXPENSE	HJ	93,347.00	35,486.42	57,860.58	61.98%
METER EXPENSE	HJ	233,648.00	72,133.17	161,514.83	69.13%
MISC DISTRIBUTION EXPENSE	HJ	457,068.00	148,224.19	308,843.81	67.57%
METER READING LABOR & EXPENSE	HJ	32,578.00	11,489.65	21,088.35	64.73%
ACCT & COLL LABOR & EXPENSE	RF	1,693,219.00	542,015.61	1,151,203.39	67.99%
UNCOLLECTIBLE ACCOUNTS	JP	120,000.00	40,000.00	80,000.00	66.67%
ENERGY AUDIT EXPENSE	JP	482,273.00	184,963.96	297,309.04	61.65%
ADMIN & GEN SALARIES	CO	838,461.00	284,483.73	553,977.27	66.07%
OFFICE SUPPLIES & EXPENSE	CO	301,000.00	100,748.19	200,251.81	66.53%
OUTSIDE SERVICES	CO	377,332.00	117,937.50	259,394.50	68.74%
PROPERTY INSURANCE	HJ	466,200.00	124,969.56	341,230.44	73.19%
INJURIES AND DAMAGES	HJ	51,254.00	15,692.47	35,561.53	69.38%
EMPLOYEES PENSIONS & BENEFITS	HJ	2,633,591.00	919,714.24	1,713,876.76	65.08%
MISC GENERAL EXPENSE	CO	231,022.00	45,361.12	185,660.88	80.37%
RENT EXPENSE	HJ	212,000.00	57,776.33	154,223.67	72.75%
ENERGY CONSERVATION	JP	816,602.00	133,652.65	682,949.35	83.63%
<b>TOTAL OPERATION EXPENSES</b>		<u>10,869,132.00</u>	<u>3,439,189.38</u>	<u>7,429,942.62</u>	68.36%
<b>MAINTENANCE EXPENSES:</b>					
MAINT OF TRANSMISSION PLANT	HJ	3,000.00	908.32	2,091.68	69.72%
MAINT OF STRUCT AND EQUIPMT	HJ	484,026.00	115,352.71	368,673.29	76.17%
MAINT OF LINES - OH	HJ	1,675,794.00	598,594.53	1,077,199.47	64.28%
MAINT OF LINES - UG	HJ	130,694.00	48,551.47	82,142.53	62.85%
MAINT OF LINE TRANSFORMERS	HJ	156,000.00	68,317.80	87,682.20	56.21%
MAINT OF ST LT & SIG SYSTEM	HJ	9,745.00	(244.10)	9,989.10	102.50%
MAINT OF GARAGE AND STOCKROOM	HJ	660,131.00	178,792.60	481,338.40	72.92%
MAINT OF METERS	HJ	43,875.00	0.00	43,875.00	100.00%
MAINT OF GEN PLANT	RF	178,200.00	36,036.96	142,163.04	79.78%
<b>TOTAL MAINTENANCE EXPENSES</b>		<u>3,341,465.00</u>	<u>1,046,310.29</u>	<u>2,295,154.71</u>	68.69%
DEPRECIATION EXPENSE	RF	3,983,145.00	1,314,930.60	2,668,214.40	66.99%
PURCHASED POWER FUEL EXPENSE	JP	34,326,329.00	12,608,595.35	21,717,733.65	63.27%
VOLUNTARY PAYMENTS TO TOWNS	RF	1,416,000.00	472,000.00	944,000.00	66.67%
<b>TOTAL OPERATING EXPENSES</b>		<u>83,632,495.00</u>	<u>29,994,327.84</u>	<u>53,638,167.16</u>	64.14%

TOWN OF READING, MASSACHUSETTS  
MUNICIPAL LIGHT DEPARTMENT  
PROFESSIONAL SERVICES  
10/31/2015

PROFESSIONAL SERVICES BY PROJECT

ITEM	DEPARTMENT	ACTUAL	BUDGET	VARIANCE
1 RMLD AND PENSION TRUST AUDIT FEES	ACCOUNTING	25,895.25	35,000.00	(9,104.75)
2 LEGAL-FERC/ISO/POWER/OTHER	INTEGRATED RESOURCES	31,834.90	46,100.00	(14,265.10)
3 NERC COMPLIANCE AND AUDIT	E & O	16,587.45	5,750.00	10,837.45
4 LEGAL- SOLAR/FIBER	ENGINEERING	3,800.00	3,332.00	468.00
5 LEGAL-GENERAL	GM	20,388.15	25,000.00	(4,611.85)
6 LEGAL SERVICES	HR	8,831.75	19,568.00	(10,736.25)
7 SURVEY RIGHT OF WAY/ ENVIRONMENTAL	BLDG. MAINT.	0.00	3,332.00	(3,332.00)
8 INSURANCE CONSULTANT/OTHER	GEN. BENEFIT	10,600.00	9,000.00	1,600.00
TOTAL		<u>117,937.50</u>	<u>147,082.00</u>	<u>(29,144.50)</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
MELANSON HEATH	25,500.00
DUNCAN AND ALLEN	14,964.33
UTILITY SERVICE INC.	4,550.00
RUBIN AND RUDMAN	51,923.17
SMERCZYNSKI & CONN, PC	6,600.00
PLM ELECTRIC POWER ENGINEERING	3,800.00
FLEET COUNSELOR SERVICES INC.	10,600.00
TOTAL	<u>117,937.50</u>

RMLD  
 DEFERRED FUEL CASH RESERVE ANALYSIS  
 10/31/15

DATE	GROSS CHARGES	REVENUES	NYPA CREDIT	MONTHLY DEFERRED	TOTAL DEFERRED
Jun-15					5,180,285.15
Jul-15	3,492,949.80	3,083,024.15	(65,798.90)	(475,724.55)	4,704,560.60
Aug-15	3,269,589.09	3,172,916.67	(70,099.15)	(166,771.57)	4,537,789.03
Sep-15	3,302,139.93	3,385,022.47	(100,901.03)	(18,018.49)	4,519,770.54
Oct-15	2,543,916.53	2,607,127.52	(105,545.52)	(42,334.53)	4,477,436.01

RMLD  
 BUDGET / ACTUAL COMPARISON SUMMARY SCHEDULE DRAFT 1  
 10/31/15

DIVISION	ACTUAL	BUDGET	VARIANCE	VAR %
BUSINESS DIVISION	3,331,440	3,388,531	(57,091)	-1.68%
INTEGRATED RESOURCES	350,452	476,619	(126,167)	-26.47%
ENGINEERING AND OPERATIONS	1,653,290	1,836,589	(183,300)	-9.98%
FACILITY	1,497,911	1,604,498	(106,587)	-6.64%
GENERAL MANAGER	<u>230,205</u>	<u>302,118</u>	<u>(71,914)</u>	-23.80%
SUB-TOTAL	7,063,298	7,608,356	(545,059)	-7.16%
PURCHASED POWER BASE	11,113,302	11,071,952	41,350	0.37%
PURCHASED POWER FUEL	12,608,595	11,836,580	772,015	6.52%
TOTAL	<u><u>30,785,195</u></u>	<u><u>30,516,888</u></u>	<u><u>268,307</u></u>	0.88%

MGL CHAPTER 30B BID  
ATTACHMENT 5





**Reading Municipal Light Department**  
RELIABLE POWER FOR GENERATIONS

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

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

November 24, 2015

Town of Reading Municipal Light Board

Subject: Sale of Surplus Electric Meters

On November 4, 2015 a bid invitation was placed as a legal notice in the Middlesex East section of the Daily Times Chronicle requesting proposals for Sale of Surplus Electric Meters for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Vision Metering	Hialea Meter Company	Meter Technical Services, Inc.
Reynolds Metering Services	ScrapSafe Inc.	Northeast Power Delivery Group
Stuart C. Irby Company	Texas Meter & Device Co	North American
Pennys Autobody	Bay Metal Meter Recycling	Prime Vendor, Inc.

Bids were received from Vision Metering, LLC, ScrapSafe Inc. and Tesco.

The bids were publicly opened and read aloud at 11:00 a.m. November 24, 2015 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2016-13 for Sale of Surplus Electric Meters be awarded to: **Vision Metering, LLC** for a total cost of **\$8,873.50**

<u>Item (desc.)</u>	<u>Qty</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
1 - 14,939 Surplus Residential Meters	14,939	\$.50	\$7,469.50
2 - 2,736 Surplus Commercial Meters	2,736	\$.50	\$1,368.00
Combined price			\$8,837.50

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

Coleen O'Brien

Hamid Jaffari

Nick D'Alleva

**Sale of Surplus Electric Meters  
IFB 2016-13**

Bidder	<u>Unit Cost</u>	<u>Qty</u>	<u>Total Net Cost</u>	<u>Firm Price</u>	<u>All forms filled out</u>	<u>Certified Check or Bid Bond</u>	<u>Authorized signature</u>	<u>Evidence of insurance</u>
Vision Metering, LLC				yes	yes	yes	yes	yes
Item 1 - 14,939 Surplus Residential Meters	\$ 0.50	14,939	\$ 7,469.50					
Item 2 - 2,736 Surplus Commercial Meters	\$ 0.50	2,736	\$ 1,368.00					
Combined price			<u>\$ 8,837.50</u>					
ScrapSafe Inc.				yes	yes	yes	yes	yes
Item 1 - 14,939 Surplus Residential Meters	\$ 0.40	14,939	\$ 5,975.60					
Item 2 - 2,736 Surplus Commercial Meters	\$ 0.75	2,736	\$ 2,052.00					
Combined price			<u>\$ 8,027.60</u>					
Tesco - <i>non-responsive</i>				no	yes	no	yes	no
Item 1 - 14,939 Surplus Residential Meters	\$ 0.08	14,939	\$ 1,195.12					
Item 2 - 2,736 Surplus Commercial Meters	\$ 0.08	2,736	\$ 218.88					
Combined price			<u>\$ 1,414.00</u>					

Non-responsive due to lack of bond and evidence of insurance. Bidder put in a condition that if not met by RMLD the bid will be voided. This condition is not acceptable by RMLD.

BOARD MATERIAL AVAILABLE  
BUT NOT DISCUSSED

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

November-15

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 1500 kWh's 75/25 Split	RES. HOT WATER 1000 kWh's	COMMERCIAL 7,300 kWh's 25,000 kW Demand	SMALL COMMERCIAL 1,080 kWh's 10,000 kW Demand	SCHOOL RATE 35000 kWh's 130.5 kW Demand	INDUSTRIAL - TOU 109,500 kWh's 250,000 kW Demand 80/20 Split
<b>READING MUNICIPAL LIGHT DEPT.</b>							
TOTAL BILL	\$104.35	\$180.09	\$127.35	\$931.88	\$181.81	\$4,369.03	\$704,547.93
PER KWH CHARGE	\$0.13913	\$0.12006	\$0.12735	\$0.12765	\$0.16835	\$0.12483	\$0.10241
<b>NATIONAL GRID</b>							
TOTAL BILL	\$163.57	\$334.89	\$218.08	\$1,558.22	\$225.16	\$6,416.72	\$1,134,385.55
PER KWH CHARGE	\$0.21809	\$0.22326	\$0.21808	\$0.21346	\$0.20848	\$0.18333	\$0.16489
% DIFFERENCE	56.75%	85.96%	71.25%	67.21%	23.84%	46.87%	61.01%
<b>EVERSOURCE(NSTAR)</b>							
TOTAL BILL	\$144.18	\$256.19	\$190.10	\$1,186.87	\$183.76	\$6,062.89	\$962,820.51
PER KWH CHARGE	\$0.19224	\$0.17079	\$0.19010	\$0.16258	\$0.17015	\$0.17323	\$0.13995
% DIFFERENCE	38.17%	42.26%	49.28%	27.36%	1.07%	38.77%	36.66%
<b>PEABODY MUNICIPAL LIGHT PLANT</b>							
TOTAL BILL	\$92.48	\$178.65	\$121.20	\$1,002.17	\$149.16	\$4,948.28	\$686,411.58
PER KWH CHARGE	\$0.12330	\$0.11910	\$0.12120	\$0.13728	\$0.13811	\$0.14138	\$0.09977
% DIFFERENCE	-11.38%	-0.80%	-4.83%	7.54%	-17.96%	13.26%	-2.57%
<b>MIDDLETON MUNICIPAL LIGHT DEPT.</b>							
TOTAL BILL	\$99.77	\$198.39	\$132.64	\$959.51	\$168.44	\$4,762.93	\$807,171.40
PER KWH CHARGE	\$0.13303	\$0.13226	\$0.13264	\$0.13144	\$0.15596	\$0.13608	\$0.11733
% DIFFERENCE	-4.39%	10.16%	4.16%	2.96%	-7.36%	9.02%	14.57%
<b>WAKEFIELD MUNICIPAL LIGHT DEPT.</b>							
TOTAL BILL	\$126.74	\$235.92	\$159.38	\$1,202.79	\$191.68	\$5,648.08	\$955,959.30
PER KWH CHARGE	\$0.16898	\$0.15728	\$0.15938	\$0.16477	\$0.17749	\$0.16137	\$0.13896
% DIFFERENCE	21.45%	31.00%	25.15%	29.07%	5.43%	29.28%	35.68%

## Jeanne Foti

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**From:** Jeanne Foti  
**Sent:** Thursday, December 03, 2015 1:32 PM  
**To:** RMLD Board Members Group  
**Subject:** Account Payable and Payroll Questions

Good afternoon.

In an effort to save paper, the following timeframes had no Account Payable and Payroll questions.

### **Account Payable Warrant – No Questions**

October 23, October 30, November 6, November 13, November 20.

On November 27 there was no Account Payable Warrant run due to the Thanksgiving holiday.

### **Payroll – No Questions**

November 2, November 16 and November 30.

This e-mail will be printed for the Board Packet for the RMLD Board meeting on December 10, 2015.

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

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

Please consider the environment before printing this e-mail.