

**READING MUNICIPAL
LIGHT DEPARTMENT**

BOARD OF COMMISSIONERS

REGULAR SESSION

THURSDAY, SEPTEMBER 19, 2019

APPROVAL OF BOARD MINUTES
APRIL 24, 2019
ATTACHMENT 1



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

RMLD Board of Commissioners

Date: 2019-04-24

Time: 07:30 PM

Building: Reading Municipal Light Building

Location: Winfred Spurr Audio Visual Room

Address: 230 Ash Street

Session: Open Session

Purpose: General Business

Version: Final

Attendees: **Members - Present:**

David Hennessy, Chair; David Talbot, Vice Chair; John Stempeck, Commissioner; Thomas O'Rourke, Commissioner; Philip B. Pacino, Commissioner

Members - Not Present:

Others Present:

RMLD Staff: Hamid Jaffari, Director of Engineering and Operations; William Seldon, Assistant Director of Integrated Resources; Tracy Schultz, Executive Assistant

Citizens' Advisory Board: George Hooper

Town of Reading: Karen Herrick, Finance Committee.

Minutes Respectfully Submitted By: Thomas O'Rourke, Secretary Pro Tem

Topics of Discussion:

Call Meeting to Order

Chair Hennessy called the meeting to order and read RMLD's Code of Conduct. Chair Hennessy announced that the meeting is being videotaped at the RMLD office at 230 Ash Street, for distribution to the community television stations in North Reading, Lynnfield, and Wilmington.

Public Comment

Chair Hennessy welcomed Mr. Hooper and asked Mr. O'Rourke to serve as Board Secretary. There was no public comment.

Reorganization of the RMLD Board of Commissioners

Chair Hennessy made a motion, seconded by Mr. O'Rourke, that Mr. Stempeck serve as Vice Chair.

Motion Carried: 5:0:0.

Chair Hennessy made a motion, seconded by Mr. Stempeck, that Mr. Talbot serve as Chair.

Motion Carried: 5:0:0.

Mr. O'Rourke asked about reforming the Policy Committee. Mr. Stempeck stated that he thought the current system, with Ms. O'Brien taking over, was working well. The other commissioners agreed. Mr. Pacino stated that he is on the Town of Reading Audit Committee so

Reorganization of the RMLD Board of Commissioners

he should be on the RMLD Audit committee. There is no need for vote: Chair Talbot appoints. It was decided Mr. O'Rourke would be the other Audit Committee member. It was decided that the General Manager Committee should consist of Chair Talbot, Vice Chair Stempeck, and Mr. Hennessy. Chair Talbot expressed his interest in forming a committee on renewable energy. It was decided to discuss the idea with Ms. O'Brien. Mr. O'Rourke asked about the payment to the Town. Mr. Stempeck suggested having Ms. O'Brien report on progress being made. The discussion was tabled pending Ms. O'Brien's return. Mr. Pacino mentioned that the twenty-year agreement is coming up for renewal.

Approval of Board Minutes

Mr. Pacino made a motion, seconded by Mr. Hennessy, that the Board approve the meeting minutes of February 13, 2019, on the recommendation of the General Manger.

Motion Carried: 5:0:0.

Report of the Citizens' Advisory Board Meeting on April 18, 2019

Mr. Hooper stated that Mr. Jaffari gave a presentation.

Integrated Resources Division – Mr. Seldon

a. Power Supply Report – February 2019

Mr. Seldon began by discussing the total purchase power expenses for the month of February. Going forward, the figures may need to be adjusted because the budget line doesn't take the deferred fuel account into account. The overall number is closer to budget when that is taken out of consideration. Mr. Seldon suggested deferring to Ms. Markiewicz on how to present the numbers and then discussed budgeted energy costs versus actual and stated RMLD is \$250,000 over budget. RMLD is on-budget for capacity costs. Transmission costs are also in line but can fluctuate based on the weather. Mr. Seldon then discussed where the actual kWh purchased for the month of February came from via resource. In February RMLD sold back to the spot market. Chair Talbot asked about the nuclear percentage. Mr. Seldon confirmed it's around ten to fifteen percent. Chair Talbot then asked about non-nuclear renewables. Mr. Seldon replied that it contains wind and hydro and he believes it is close to fifteen percent. Mr. Seldon then addressed RMLD's progress on its electrification program and stated that the Integrated Resources Division had met with representatives from Volta earlier today regarding charging stations for commercial customers at no cost. Mr. Seldon explained that they integrate marketing and charging stations: their specialty are strip malls and areas with high turnover of vehicles. Chair Talbot asked how it relates to ChargePoint. Mr. Seldon replied that Volta owns its own charging stations. Volta makes an arrangement with the property owner or the utility: they put in the infrastructure and become a customer of RMLD. They offset the cost of electricity by advertising on the chargers. Mr. Seldon stated that RMLD has recently brought a consultant on board to aid in implementing its electrification program and that Mr. Underhill wants any additional kWh that are due to electrification to be carbon-neutral. Mr. Seldon returned to discussing Volta and explained the ads on the charging stations are soundless and scroll every eight seconds. Mr. Pacino asked what is in it for the business where the charging stations are installed. Mr. Seldon replied that they get lease money for the parking space, advertising on the kiosks, and Volta pays for the electricity: the charge is free for drivers.

b. Energy New England

Mr. Pacino made a motion, seconded by Mr. Hennessy, that pursuant to Section 3.2 of the Operating Agreement of the Energy New England, LLC, the Reading Municipal Light Department Board of Commissioners hereby appoint Coleen O'Brien as a Class B Director of the Energy New England, LLC Board of Directors for a term of three years, as recommended by the General Manager.

Motion Carried: 5:0:0.

Engineering and Operations Report – Mr. Jaffari

Mr. Jaffari reviewed major construction projects that are underway or recently completed, including getaway improvements at Station 4, 5W5 Andover access road upgrade in Wilmington, and the Station 3 battery storage project. Mr. Talbot added that the battery is the

Engineering and Operations Report – Mr. Jaffari

biggest in the state and RMLD received the largest amount of grant money of any other municipal utility. Mr. Jaffari explained that the battery stores energy and releases it during peak usage times. It will be dispatched by NextEra. The capacity is five-megawatt hours. There is also a gas generation unit next to the battery storage. That will also be used to shred the peak. Mr. Jaffari then discussed area upgrade projects, including the McDonald Road conversion in Wilmington. Underground facilitates upgrades and maintenance programs were reviewed. Lynnfield has 26 poles awaiting transfer, Reading has 30 transfers and 7 pull poles, North Reading has 3 transfers and 13 pull poles, and Wilmington has 17 transfers and 1 pull pole. Reliability indices are below national and regional averages. Causes of outages are well below the 5-year average. There was a storm on April 3, a transformer failure on April 8, and a motor vehicle accident on April 14. There was discussion about changing the graph format.

General Discussion

Meeting dates were discussed. It was decided to have an additional meeting on May 7.

Adjournment

At 8:35 p.m., Mr. Pacino made a motion, seconded by Mr. Hennessy, that the Board go into Executive Session to consider the purchase of real estate and return to Regular Session for the sole purpose of adjournment.

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

Thomas O'Rourke, Secretary Pro Tem
RMLD Board of Commissioners

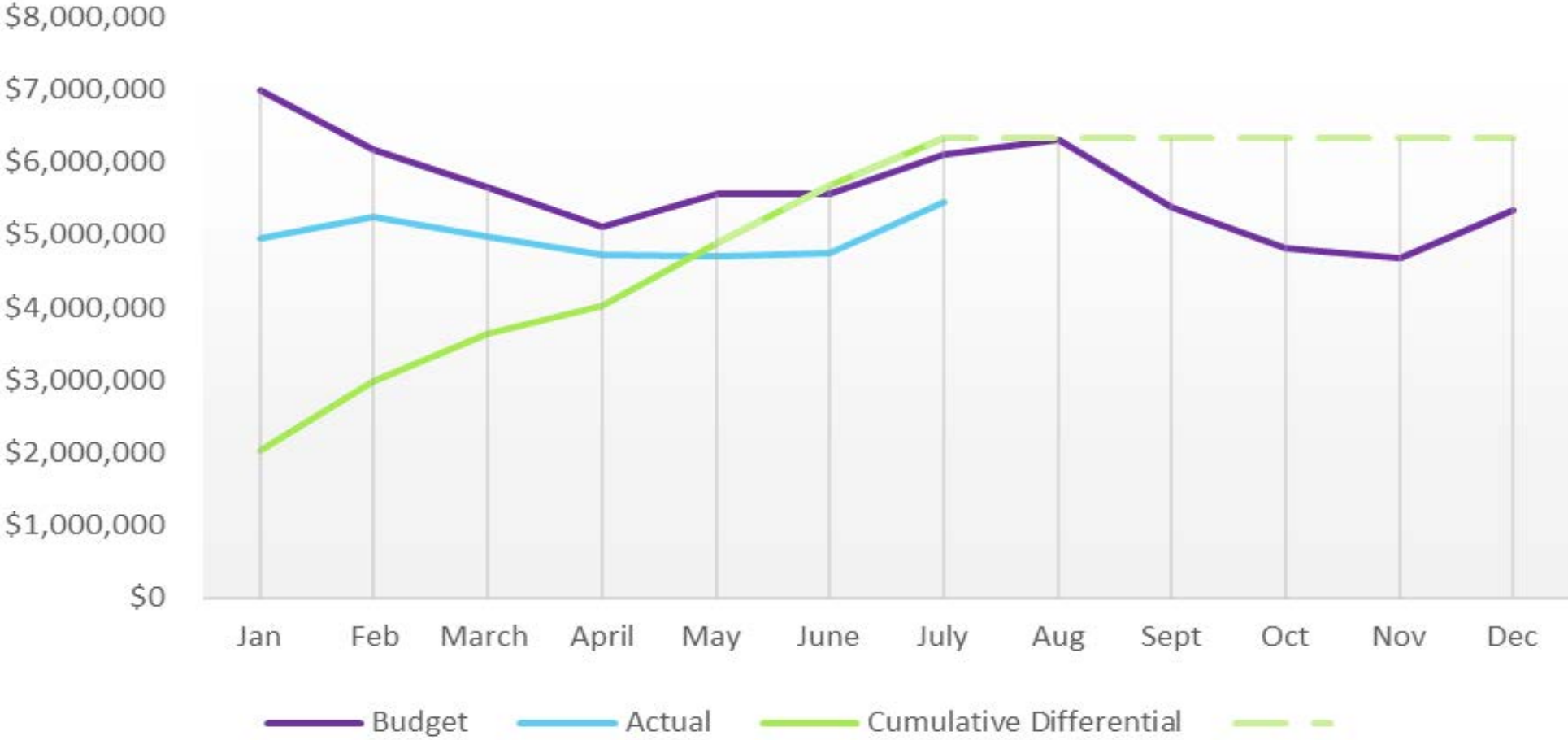
POWER SUPPLY REPORT
JULY 2019
ATTACHMENT 2



Board of Commissioners Meeting September 19, 2019

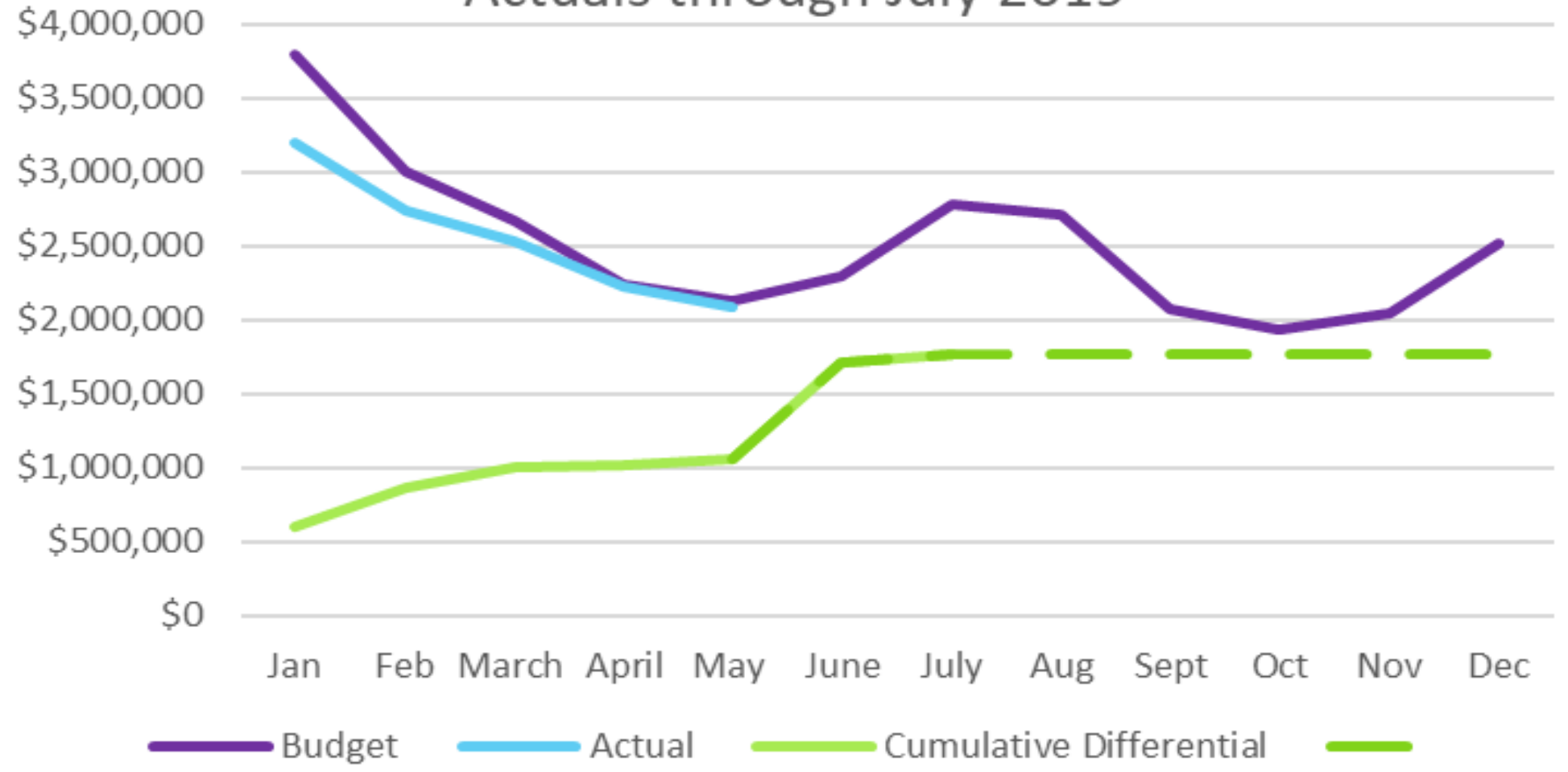
*Charles Underhill, Director of Integrated Resources
Reporting for June & July, 2019.*

Total Purchase Power Expenses through July 2019

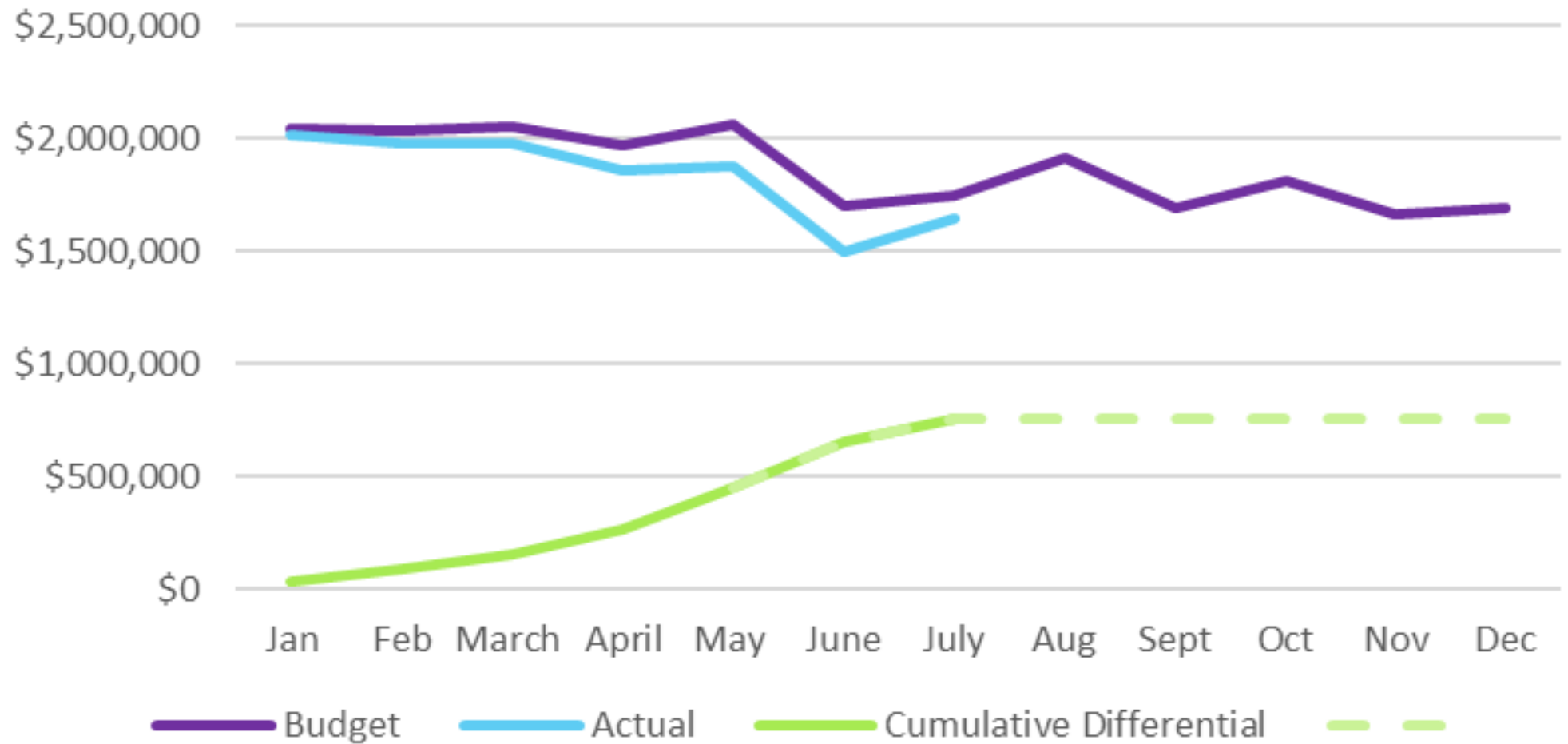


Energy Costs

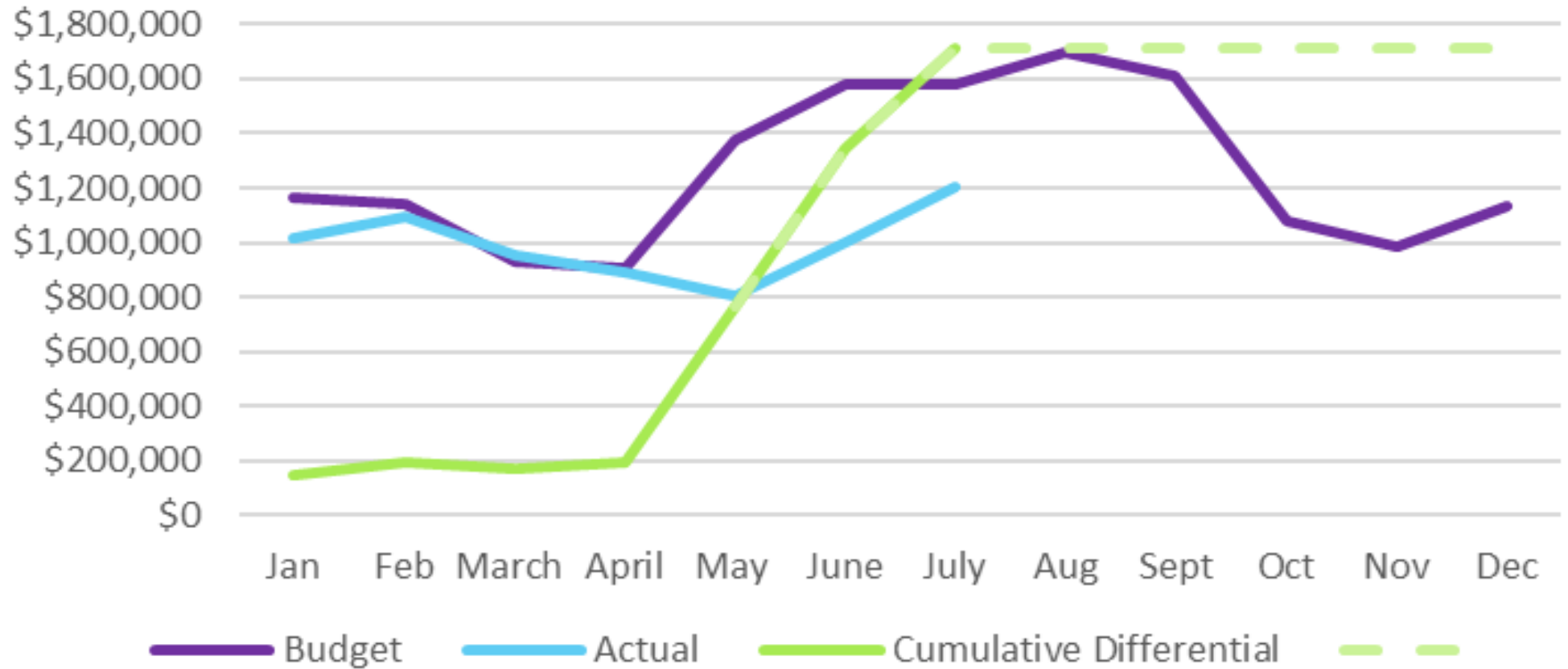
Actuals through July 2019



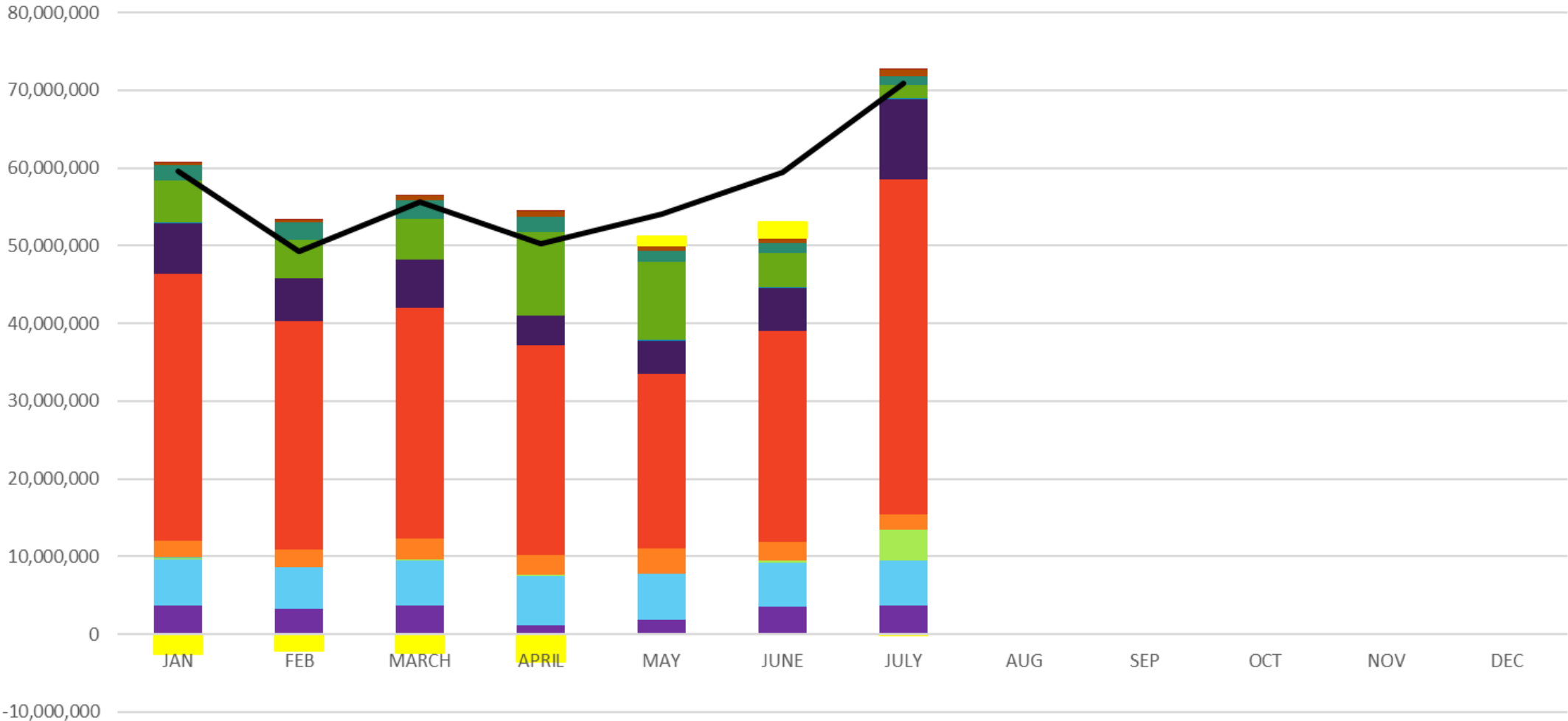
Capacity Costs Actual through July 2019



Transmission Costs Actual through July 2019

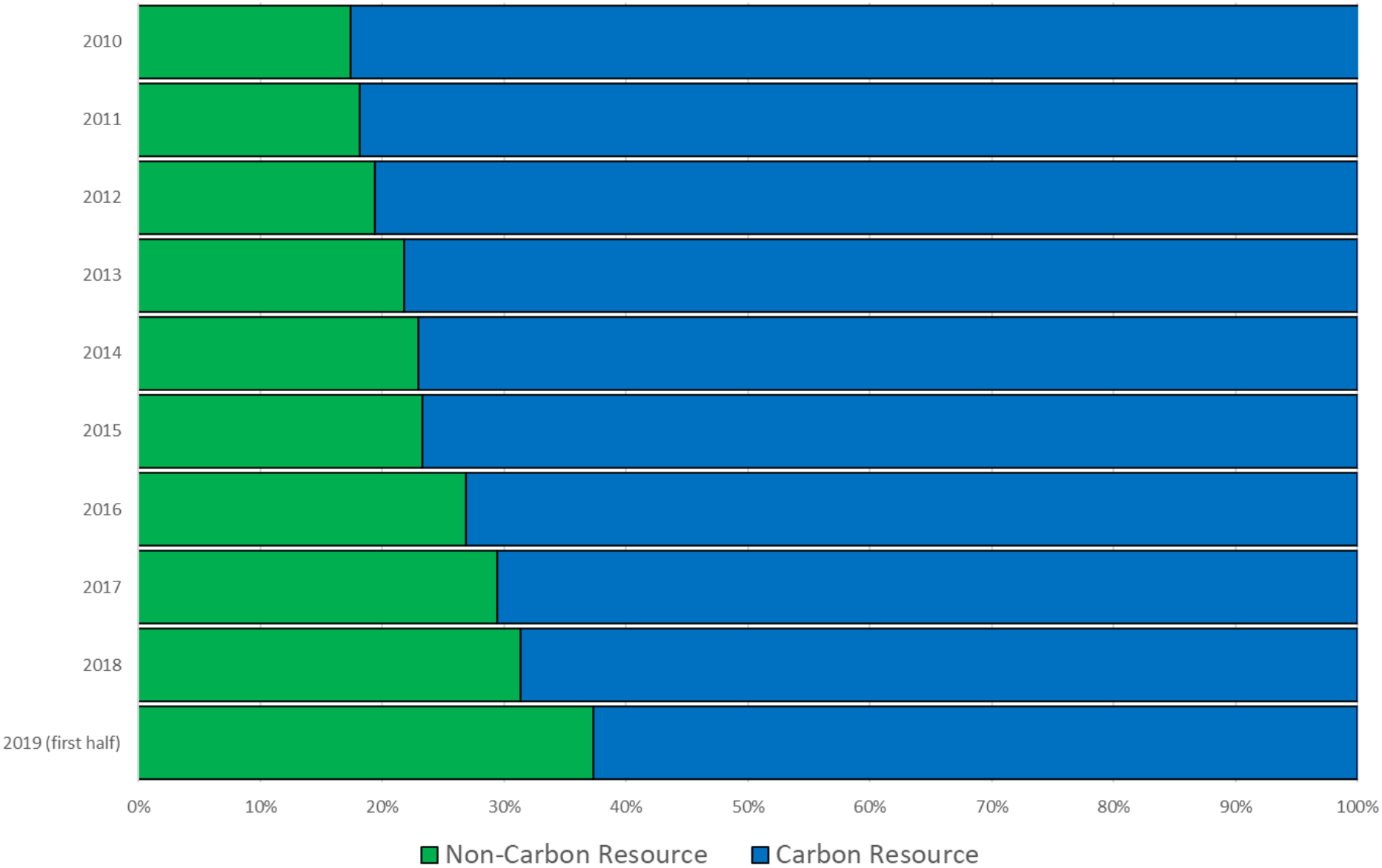


Actual kWh Purchase by Resource 2019

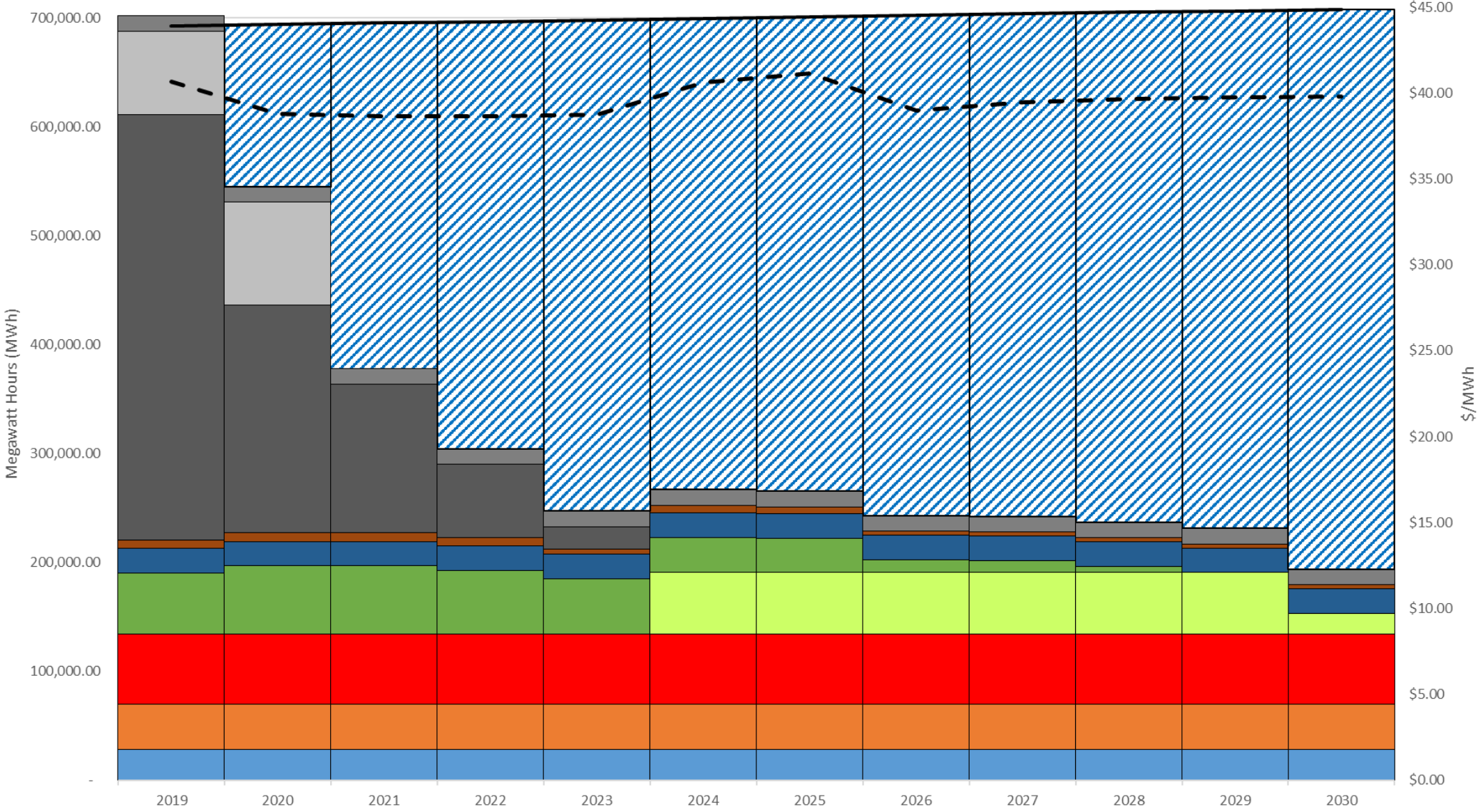


- MILLSTONE
- SEABROOK
- STONY BROOK C/C
- STONY BROOK PEAKING
- NYPA
- NEXTERA
- EXELON
- BELD
- HYDRO PROJECTS
- WIND PROJECTS
- COMMUNITY SOLAR
- COOP RESALES
- ISO-NE Spot Market
- Budgeted kWh

RMLD Non-Carbon vs. Carbon Historical Portfolio %

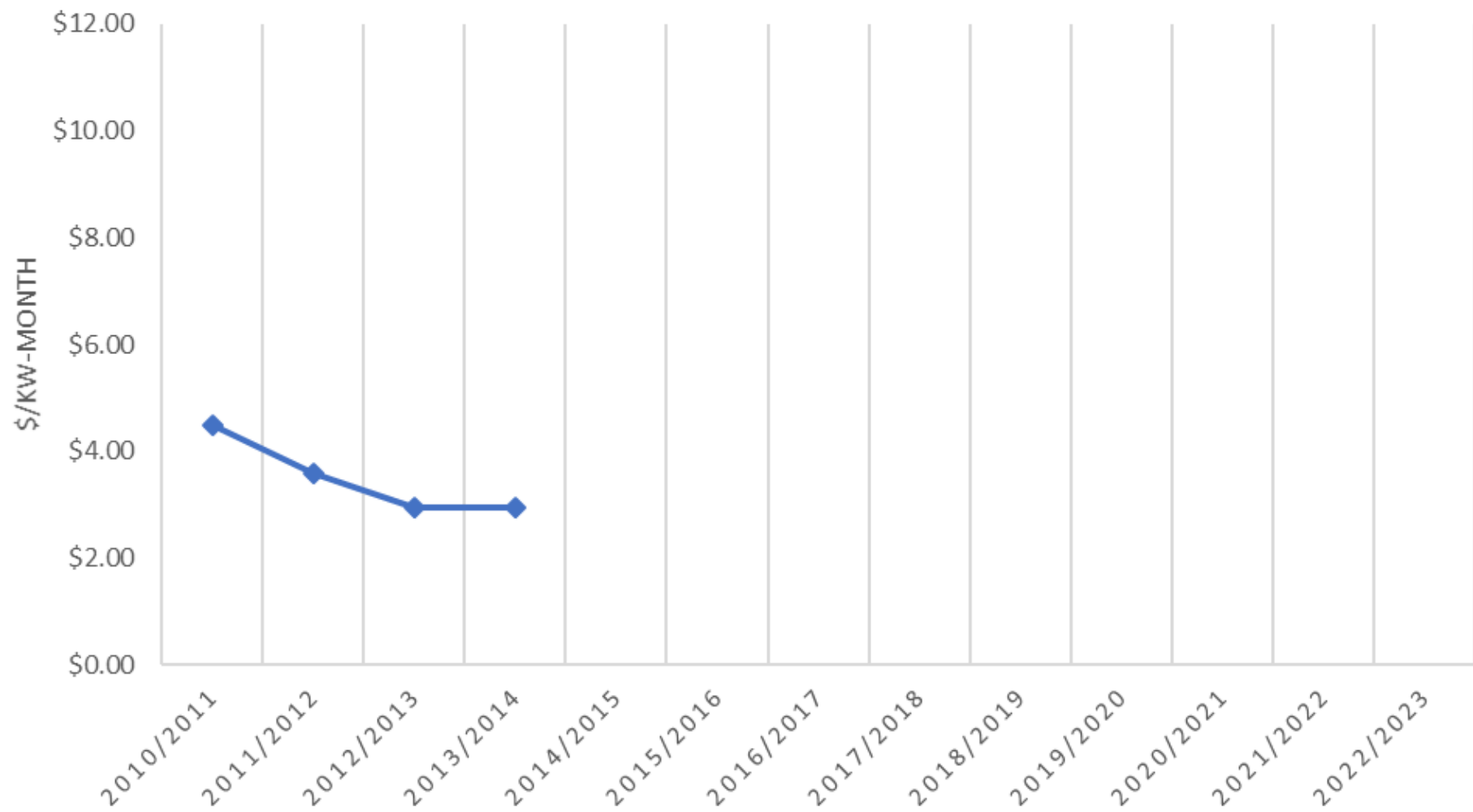


RMLD Power Supply: Outlook Through 2030

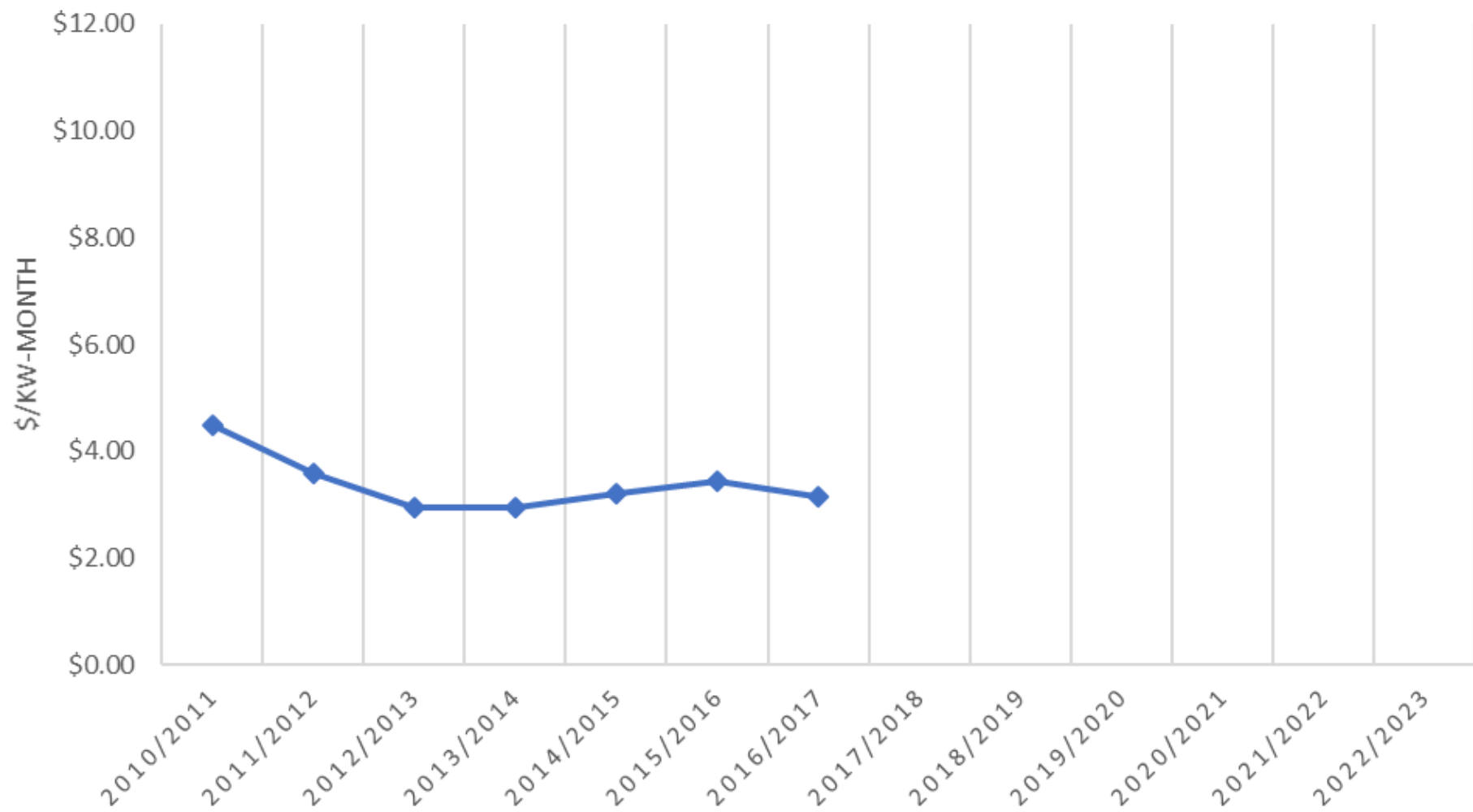


- NYPA, Hydro
- Millstone, Nuclear
- Seabrook, Nuclear
- Chariot, Solar/Nuclear
- Hydro Projects
- Wind Projects
- Solar Choice
- NextEra, Mixed
- Exelon, Mixed
- Stony Brook Intermediate, Gas/Oil
- Supply to be Acquired
- — — RMLD Load
- — — Portfolio Energy Costs (\$/MWh)

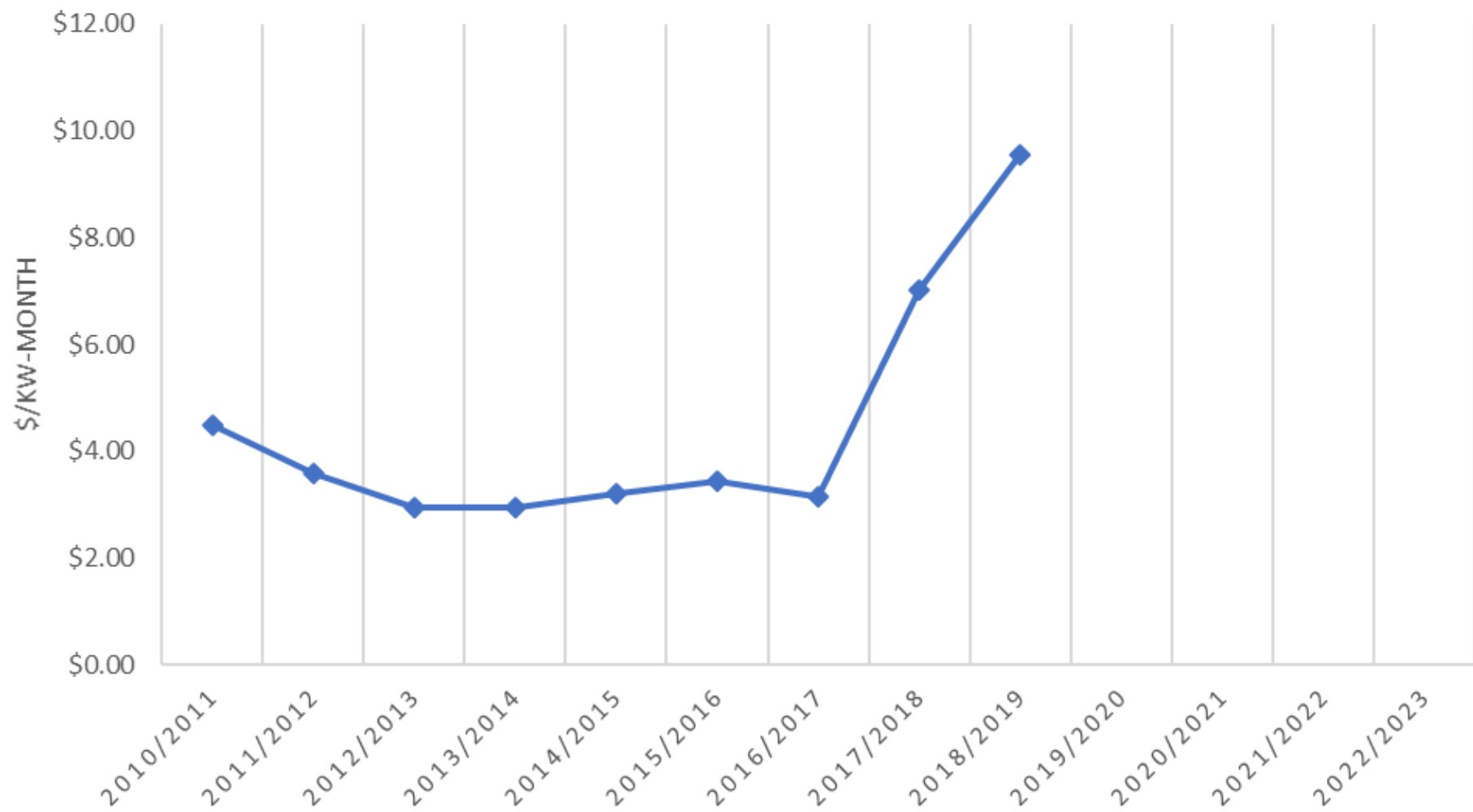
CAPACITY CLEARING PRICE (\$/KW-MONTH)



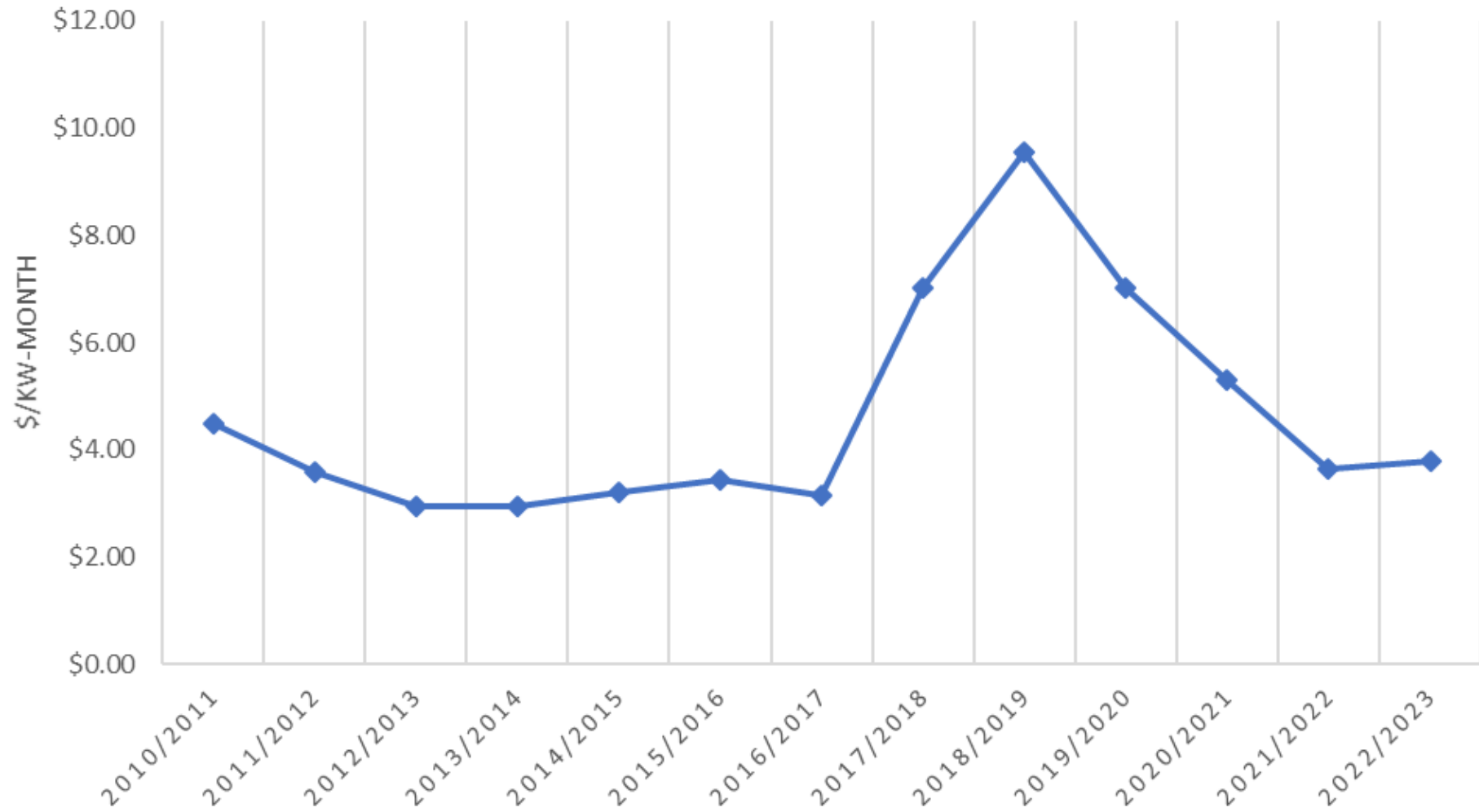
CAPACITY CLEARING PRICE (\$/KW-MONTH)


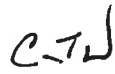


CAPACITY CLEARING PRICE (\$/KW-MONTH)



CAPACITY CLEARING PRICE (\$/KW-MONTH)



To: Coleen O'Brien
 From:  Maureen McHugh, Charles Underhill 
 Date: September 9, 2019
 Subject: Purchase Power Summary --June 2019

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of June 2019.

ENERGY

The RMLD's total metered load for the month of June was 52,233,974, which is a 9.84% decrease from the June 2018 figures. The system distribution losses are 4%.

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	3,572,064	\$6.23	6.74%	\$22,246	1.37%
Seabrook	5,703,181	\$5.27	10.76%	\$30,069	1.85%
Stonybrook Intermediate	147,131	\$33.61	0.28%	\$4,946	0.30%
NYPA	2,486,801	\$5.09	4.69%	\$12,659	0.78%
Nextera	27,093,934	\$40.13	51.10%	\$1,087,171	66.72%
ISO Interchange	1,957,249	\$31.89	3.69%	\$62,413	3.83%
Nema Congestion	-	\$0.00	0.00%	-\$54,749	-3.36%
Coop Resales	13,439	\$149.07	0.03%	\$2,003	0.12%
Hydro Projects*	4,345,249	\$45.23	8.20%	\$196,532	12.06%
Braintree Watson Unit	129,631	\$76.26	0.24%	\$9,886	0.61%
Saddleback/Jericho Wind	1,279,435	-\$12.78	2.41%	-\$16,350	-1.00%
Community Solar	757,899	\$74.26	1.43%	\$56,280	3.45%
Exelon	5,536,000	\$39.09	10.44%	\$216,402	13.28%
Stonybrook Peaking	0	\$0.00	0.00%	\$0	0.00%
Monthly Total	53,022,013	\$30.73	100.00%	\$1,629,508	100.00%

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

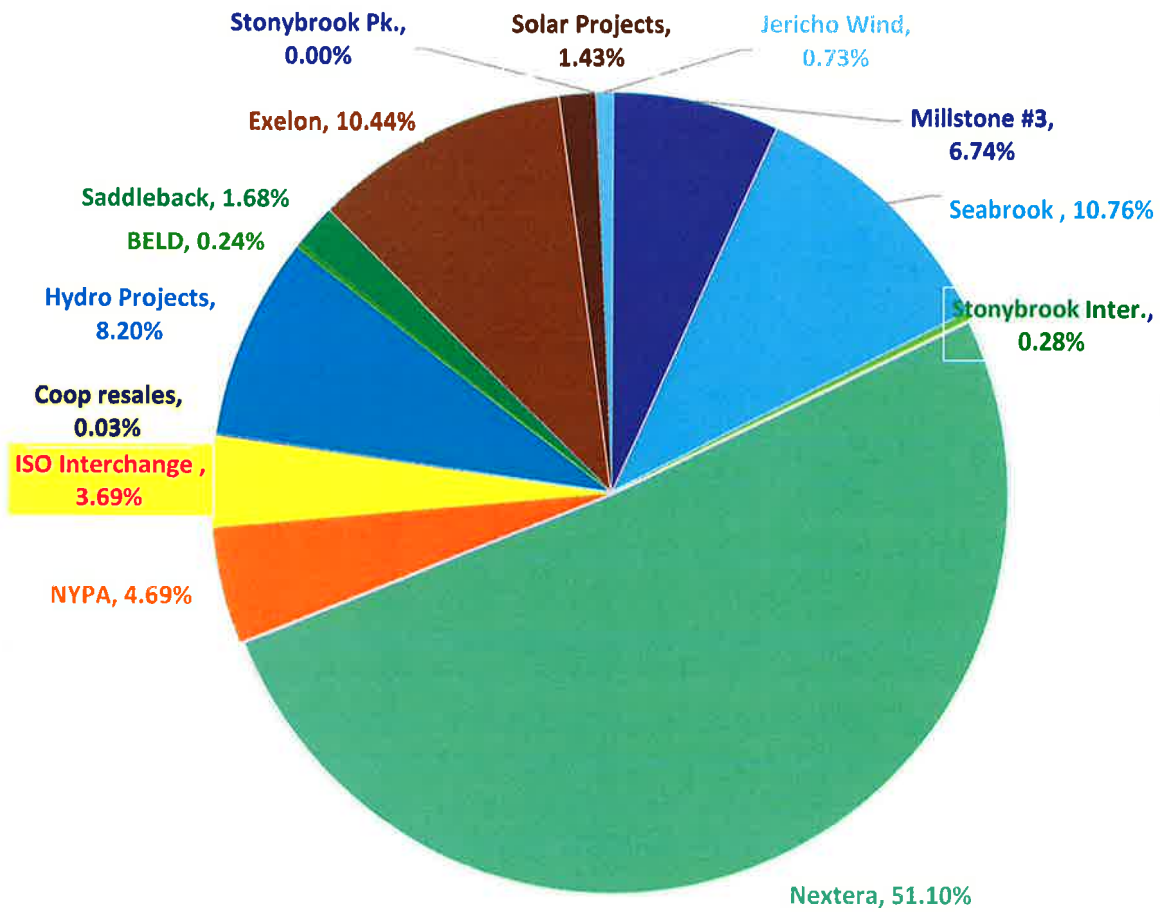
Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for the month of June 2019.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	8,667,445	(\$24.20)	16.35%
RT Net Energy **	(6,710,197)	\$21.96	-12.66%
ISO Interchange (subtotal)	1,957,249	\$31.89	3.69%

* Independent System Operator Day-Ahead Locational Marginal Price

JUNE 2019 ENERGY BY RESOURCE



CAPACITY

The RMLD hit a demand of 121,162 kW, which occurred on Friday, June 28, 2019 at 3 pm. The RMLD's monthly UCAP requirement for June, was 230,275 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	22.62	\$111,954	7.49%
Seabrook	7,917	18.98	\$150,267	10.05%
Stonybrook Peaking	24,980	1.84	\$45,884	3.07%
Stonybrook CC	42,925	3.33	\$142,807	9.55%
NYPA	0	0.00	\$62,573	4.18%
Hydro Quebec	0	0	-\$17,289	-1.16%
Braintree Watson Unit	10,520	-7.32	-\$77,025	-5.15%
ISO-NE Supply Auction	138,983	7.74	\$1,076,258	71.97%
Total	230,275	\$6.49	\$1,495,428	100.00%

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

Table 4

Resource	Energy	Capacity	Total cost	% of Total Cost	Amt of Energy (kWh)	Cost of Power (\$/kWh)
Millstone #3	\$22,246	\$111,954	\$134,200	4.21%	3,572,064	\$0.0376
Seabrook	\$30,069	\$150,267	\$180,335	5.66%	5,703,181	\$0.0316
Stonybrook Intermediate	\$4,946	\$142,807	\$147,752	4.64%	147,131	\$1.0042
Hydro Quebec	\$0	-\$17,289	-\$17,289	-0.54%	-	\$0.0000
NextEra/EDF	\$1,087,171	\$0	\$1,087,171	34.11%	27,093,934	\$0.0401
* NYPA	\$12,659	\$0	\$75,233	2.36%	2,486,801	\$0.0303
NYPA FCM Credit	\$0	\$62,573	\$62,573	1.96%	-	\$0.0000
ISO Interchange	\$62,413	0	\$62,413	1.96%	1,957,249	\$0.0319
ISO Capacity	\$0	\$1,076,258	\$1,076,258	33.76%	-	\$0.0000
Nema Congestion	-\$54,749	\$0	-\$54,749	-1.72%	-	\$0.0000
* Hydro Projects	\$196,532	\$0	\$196,532	6.17%	4,345,249	\$0.0452
Braintree Watson Unit	\$9,886	-\$77,025	-\$67,140	-2.11%	129,631	-\$0.5179
* Saddleback/Jericho	-\$16,350	\$0	-\$16,350	-0.51%	1,279,435	-\$0.0128
* Burlington & Community Solar	\$56,280	\$0	\$56,280	1.77%	757,899	\$0.0743
Coop Resales	\$2,003	\$0	\$2,003	0.06%	13,439	\$0.1491
Exelon Energy	\$216,402	\$0	\$216,402	6.79%	5,536,000	\$0.0391
Stonybrook Peaking	\$0	\$45,884	\$45,884	1.44%	-	\$0.0000
Monthly Total	\$1,629,508	\$1,495,428	\$3,187,510	100.00%	53,022,013	\$0.0601

*Renewable Resources; per RMLD Board Policy, any RECs are sold to offset energy costs for all customers.

RENEWABLE ENERGY CERTIFICATES (RECs)

Table 5 shows the amount of banked and projected RECs for the Hydro and Wind Projects through the 1st Quarter, as well as their estimated market value.

Table 5
RECs Summary
2019 1st Quarter

REC Classification	RECs Projected	RECS Sold (Feb19)	RECs Sold (Mar 19)	RECs Sold	BID Current	Revenue* Potential	Revenue** Received
CT 1	3,896	0	3,382	3,382	29.50	\$114,932	\$80,009
MA 1	1,115	0	592	592	30.00	\$33,450	\$14,005
MA/CT/RI/NH1	3,393	2,187	2,731	4,918	29.50	\$100,094	\$116,347
MA/RI/NH 1	1,306	-	1,883	1,883	29.50	\$38,527	\$44,547
VT Tier 1	434		425	425	0.50	\$217	\$298
MA 2	2,232	-	1,021	1,021	25.00	\$55,800	\$26,036
Totals	12,376	2,187	10,034	12,221		\$343,020	\$281,241

*RECs projected sold at current bid prices


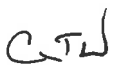
**Total dollars to date for RECs sold

TRANSMISSION

The RMLD's total transmission costs for the month of June 2019, were \$1,003,350. This is an increase of 24.9% from the May 2019 transmission cost of \$802,772. In June 2018, the transmission costs were \$1,106,831.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	121,162	97,262	135,950
Energy (kWh)	53,022,013	51,211,823	58,792,691
Energy (\$)	\$1,629,508	\$2,079,906	\$1,984,037
Capacity (\$)	\$1,495,428	\$1,876,267	\$2,145,249
Transmission(\$)	\$1,003,350	\$802,772	\$1,106,831
Total	\$4,128,286	\$4,758,946	\$5,236,117

To: Coleen O'Brien
 From:  Maureen McHugh, Charles Underhill 
 Date: September 11, 2019
 Subject: Purchase Power Summary –July 2019

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of July 2019.

ENERGY

The RMLD's total metered load for the month of July was 71,651,559, which is a .02% decrease from the July 2018 figures. The system distribution losses are 4%.

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	3,666,516	\$6.23	5.05%	\$22,835	0.83%
Seabrook	5,887,858	\$5.27	8.11%	\$31,043	1.13%
Stonybrook Intermediate	3,829,919	\$23.57	5.27%	\$90,271	3.30%
NYPA	2,023,194	\$4.97	2.79%	\$10,054	0.37%
Nextera	43,081,935	\$43.36	59.33%	\$1,868,109	68.22%
ISO Interchange	(63,921)	-\$932.77	-0.09%	\$59,624	2.18%
Nema Congestion	-	\$0.00	0.00%	-\$71,701	-2.62%
Coop Resales	20,393	\$161.59	0.03%	\$3,295	0.12%
Hydro Projects*	1,667,126	\$78.02	2.30%	\$130,073	4.75%
Braintree Watson Unit	246,037	\$84.58	0.34%	\$20,811	0.76%
Saddleback/Jericho Wind	1,059,835	\$86.54	1.46%	\$91,714	3.35%
Community Solar	907,252	\$74.21	1.25%	\$67,324	2.46%
Exelon	10,208,000	\$39.09	14.06%	\$399,031	14.57%
Stonybrook Peaking	82,905	\$193.59	0.11%	\$16,050	0.59%
Monthly Total	72,617,049	\$37.71	100.00%	\$2,738,530	100.00%

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

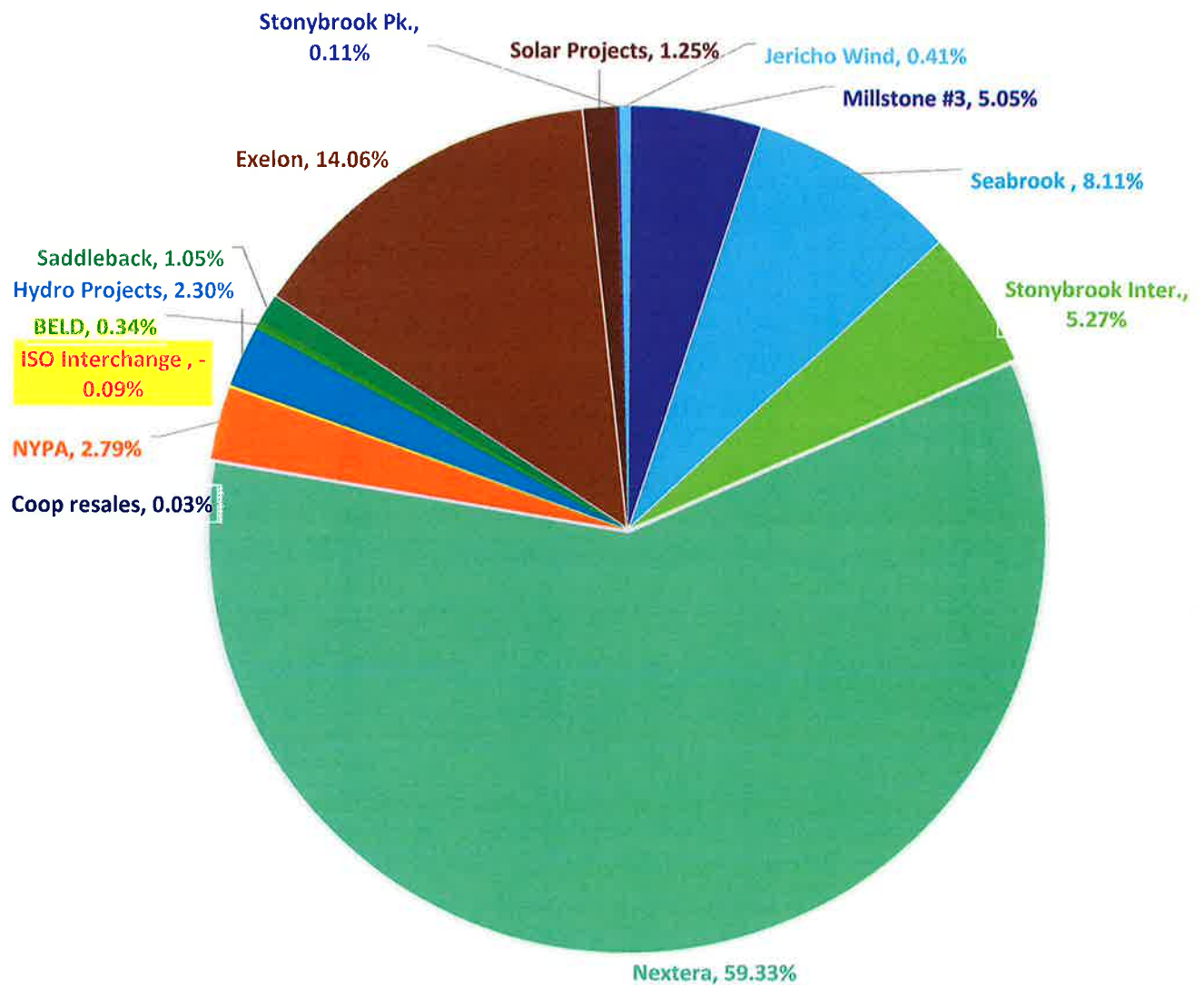
Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for the month of July 2019.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP *	3,291,240	(\$24.20)	4.53%
RT Net Energy **	(3,355,162)	\$21.39	-4.62%
ISO Interchange (subtotal)	(63,921)	(\$932.77)	-0.09%

* Independent System Operator Day-Ahead Locational Marginal Price

JULY 2019 ENERGY BY RESOURCE



CAPACITY

The RMLD hit a demand of 155,117 kW, which occurred on Tuesday, July 30, 2019 at 2 pm. The RMLD's monthly UCAP requirement for June, was 230,274 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	21.29	\$105,375	6.43%
Seabrook	7,917	18.40	\$145,693	8.89%
Stonybrook Peaking	24,980	2.01	\$50,232	3.06%
Stonybrook CC	42,925	3.60	\$154,625	9.43%
Minuteman Energy	0	0.00	\$50,875	3.10%
NYPA	0	0.00	-\$9,188	-0.56%
Hydro Quebec	0	0	-\$46,707	-2.85%
Braintree Watson Unit	10,520	10.89	\$114,574	6.99%
ISO-NE Supply Auction	138,982	7.73	\$1,074,111	65.51%
Total	230,274	\$7.12	\$1,639,590	100.00%

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

Table 4

Resource	Energy	Capacity	Total cost	% of Total Cost	Amt of Energy (kWh)	Cost of Power (\$/kWh)
Millstone #3	\$22,835	\$105,375	\$128,210	2.93%	3,666,516	\$0.0350
Seabrook	\$31,043	\$145,693	\$176,735	4.05%	5,887,858	\$0.0300
Stonybrook Intermediate	\$90,271	\$154,625	\$244,895	5.61%	3,829,919	\$0.0639
Hydro Quebec	\$0	-\$46,707	-\$46,707	-1.07%	-	\$0.0000
NextEra	\$1,868,109	\$0	\$1,868,109	42.76%	43,081,935	\$0.0434
Minuteman Energy	\$0	\$50,875	\$50,875	1.16%		\$0.0000
NYPA	\$10,054	\$0	\$866	0.02%	2,023,194	\$0.0004
NYPA FCM Credit	\$0	-\$9,188	-\$9,188	-0.21%	-	\$0.0000
ISO Interchange	\$59,624	0	\$59,624	1.36%	(63,921)	-\$0.9328
ISO Capacity	\$0	\$1,074,111	\$1,074,111	24.59%	-	\$0.0000
Nema Congestion	-\$71,701	\$0	-\$71,701	-1.64%	-	\$0.0000
Hydro Projects	\$130,073	\$0	\$130,073	2.98%	1,667,126	\$0.0780
Braintree Watson Unit	\$20,811	\$114,574	\$135,385	3.10%	246,037	\$0.5503
Saddleback/Jericho	\$91,714	\$0	\$91,714	2.10%	1,059,835	\$0.0865
Burlington & Community Solar	\$67,324	\$0	\$67,324	1.54%	907,252	\$0.0742
Coop Resales	\$3,295	\$0	\$3,295	0.08%	20,393	\$0.1616
Exelon Energy	\$399,031	\$0	\$399,031	9.13%	10,208,000	\$0.0391
Stonybrook Peaking	\$16,050	\$50,232	\$66,282	1.52%	82,905	\$0.7995
Monthly Total	\$2,738,530	\$1,639,590	\$4,368,933	100.00%	72,617,049	\$0.0602

*Renewable Resources; per RMLD Board Policy, any RECs are sold to offset energy costs for all customers.

RENEWABLE ENERGY CERTIFICATES (RECs)

Table 5 shows the amount of banked and projected RECs for the Hydro and Wind Projects through the 1st Quarter, as well as their estimated market value.

Table 5
RECs Summary
2019 1st Quarter

REC Classification	RECs Projected	RECS Sold (Feb19)	RECs Sold (Mar 19)	RECs Sold	BID Current	Revenue* Potential	Revenue** Received
CT 1	4,328	0	3,382	3,382	29.50	\$127,676	\$80,009
MA 1	1,196	0	592	592	30.00	\$35,880	\$14,005
MA/CT/RI/NH1	4,452	2,187	2,731	4,918	29.50	\$131,334	\$116,347
MA/RI/NH 1	1,306	-	1,883	1,883	29.50	\$38,527	\$44,547
VT Tier 1	434	-	425	425	0.50	\$217	\$298
MA 2	2,394	-	1,021	1,021	25.00	\$59,850	\$26,036
Totals	14,110	2,187	10,034	12,221		\$393,484	\$281,241

*RECs projected sold at current bid prices

**Total dollars to date for RECs sold

TRANSMISSION

The RMLD's total transmission costs for the month of July 2019, were \$1,204,784. This is an increase of 20.08% from the June 2019 transmission cost of \$1,003,350. In July 2018, the transmission costs were \$1,362,656.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	155,117	121,162	152,472
Energy (kWh)	72,617,049	53,022,013	72,638,493
Energy (\$)	\$2,738,530	\$1,629,508	\$2,841,176
Capacity (\$)	\$1,639,590	\$1,495,428	\$2,049,586
Transmission(\$)	\$1,204,784	\$1,003,350	\$1,362,656
Total	\$5,582,904	\$4,128,286	\$6,253,418

FINANCIAL REPORT
JULY 2019
ATTCHMENT 3

DEPRECIATION RESERVE BALANCES

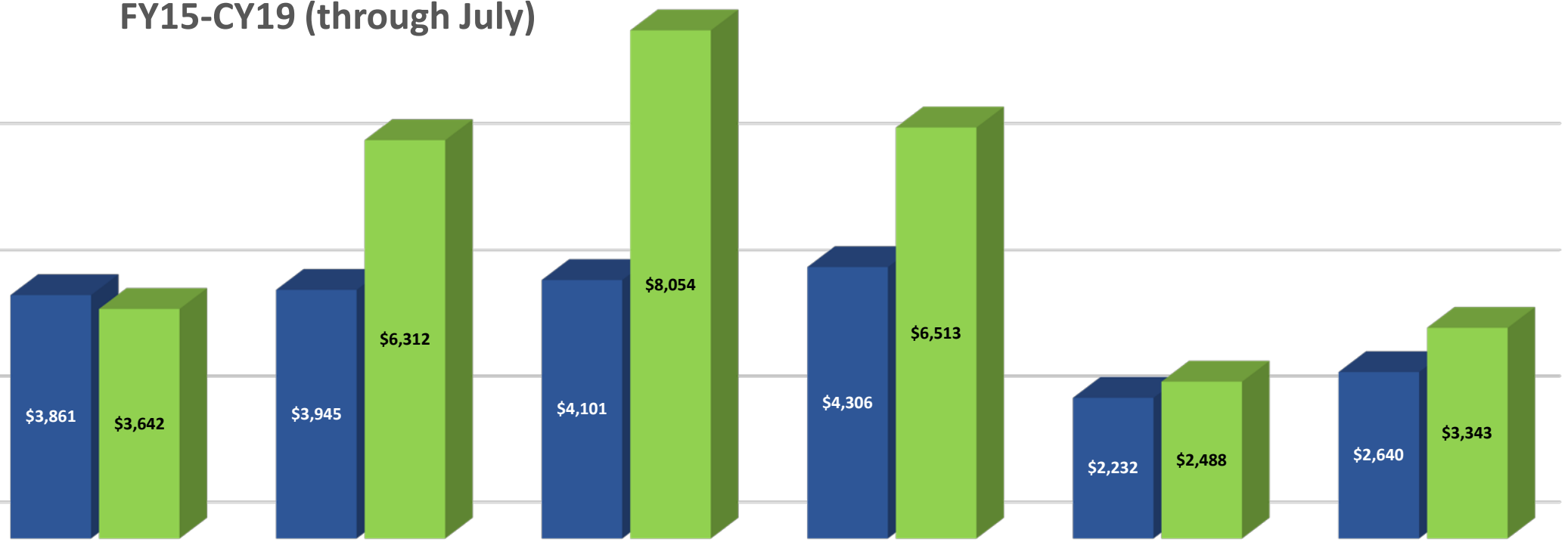
versus

CAPITAL SPENDING

(in thousands)

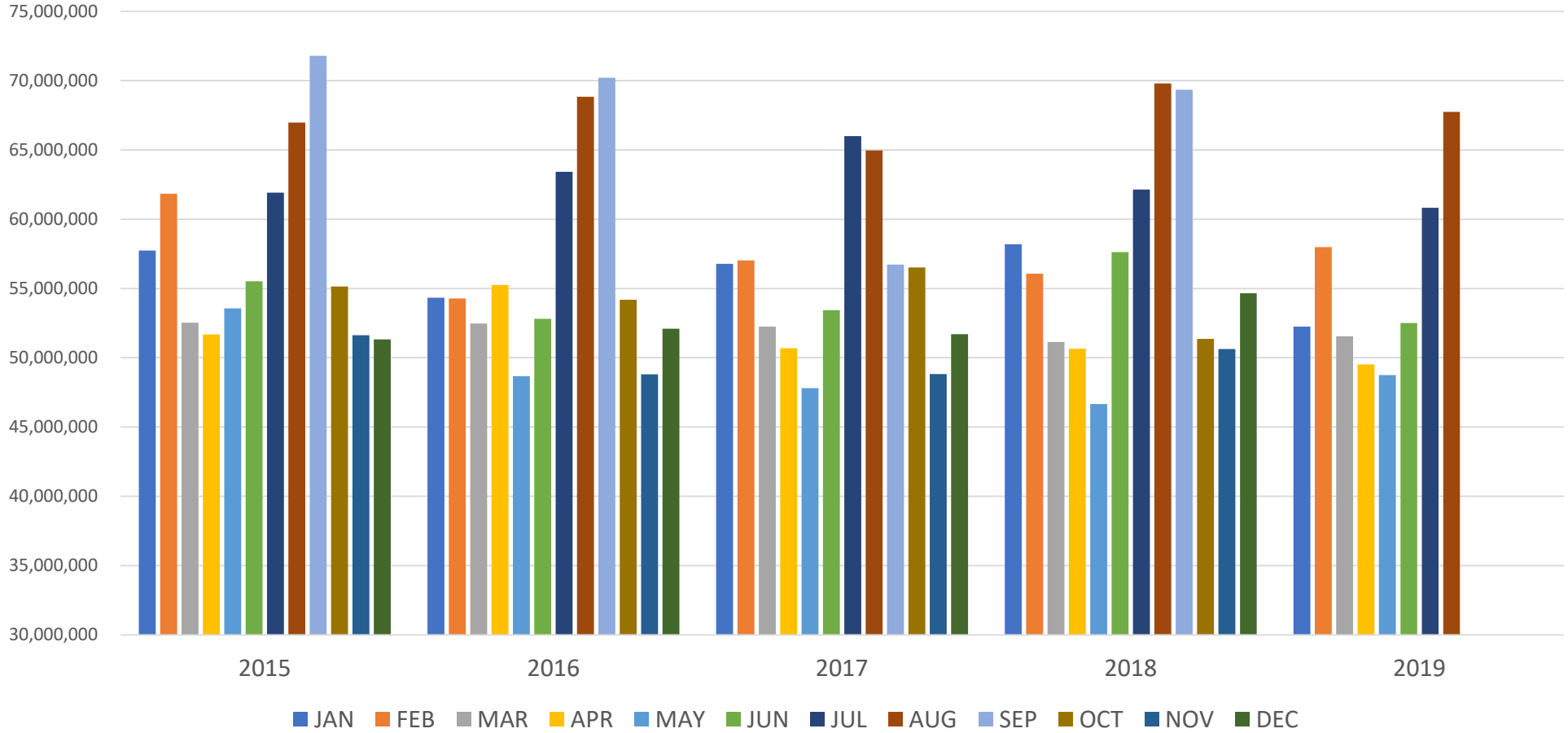
FY15-CY19 (through July)

\$12,000
\$10,000
\$8,000
\$6,000
\$4,000
\$2,000
\$0

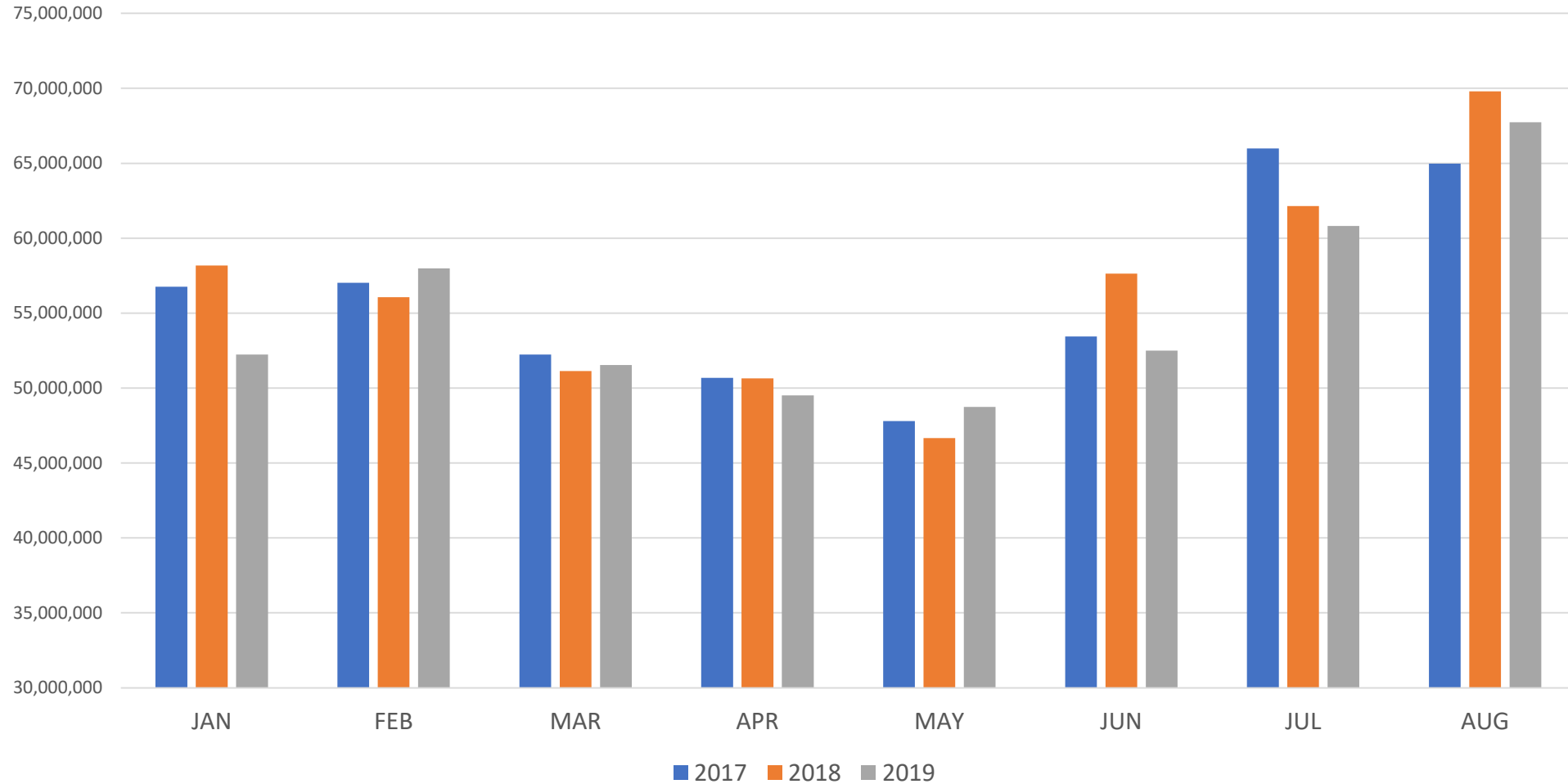


■ Depreciation Reserve ■ Capital Improvement

KILOWATT HOURS SOLD BY YEAR/MONTHS 2015-2019



KILOWATT HOURS SOLD BY MONTH COMPARING YEARS 2017-2019



**Town of Reading, Massachusetts
Municipal Light Department
Statement of Net Assets
July 31, 2019**

	<i>JULY</i> <i>2019</i>	<i>JULY</i> <i>2018</i>
ASSETS		
Current:		
Unrestricted Cash	\$ 19,507,678	\$ 15,219,539
Restricted Cash	31,786,927	31,866,242
Restricted Investments	1,245,105	1,251,280
Receivables, Net	8,581,606	10,187,383
Prepaid Expenses	2,146,011	690,956
Inventory	1,793,501	1,418,290
Total Current Assets	65,060,827	60,633,691
Noncurrent:		
Investment in Associated Companies	295,938	258,677
Capital Assets, Net	79,186,525	78,283,459
Total Noncurrent Assets	79,482,463	78,542,136
Deferred Outflows - Pension Plan	5,779,858	3,996,947
TOTAL ASSETS	150,323,149	143,172,774
 LIABILITIES		
Current		
Accounts Payable	8,505,299	6,704,026
Accrued Liabilities	396,364	764,808
Customer Deposits	1,285,823	1,164,395
Advances from Associated Companies	200,000	200,000
Customer Advances for Construction	2,327,981	2,037,704
Total Current Liabilities	12,715,467	10,870,932
Non-current		
Accrued Employee Compensated Absences	2,354,824	3,193,676
Net OPEB Obligation	7,374,246	7,158,353
Net Pension Liability	10,781,819	10,781,819
Total Non-current Liabilities	20,510,889	21,133,848
Deferred Inflows - Pension Plan	2,105,560	2,105,560
TOTAL LIABILITIES	35,331,916	34,110,340
 NET POSITION		
Invested in Capital Assets, Net of Related Debt	79,186,525	78,283,459
Restricted for Depreciation Fund	9,496,381	7,813,308
Restricted for Pension Trust	5,878,179	5,695,996
Unrestricted	20,430,147	17,269,672
TOTAL NET POSITION	114,991,232	109,062,434
Total Liabilities and Net Assets	\$ 150,323,149	\$ 143,172,774

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
July 31, 2019

	JULY 2019	JULY 2018	Year to Date Current Year	Year to Date Last Year
Operating Revenues				
Base Revenue	\$ 2,524,922	\$ 2,576,812	\$ 15,478,757	\$ 14,977,517
Fuel Revenue	2,685,453	3,214,741	15,722,018	20,209,500
Purchased Power Capacity & Transmission	3,237,127	3,524,501	20,629,972	23,256,069
Forfeited Discounts	66,368	69,671	474,033	464,285
Energy Conservation Revenue	59,339	60,646	364,029	370,155
NYPA Credit	(104,234)	(53,384)	(765,170)	(749,519)
Total Operating Revenues	<u>8,468,975</u>	<u>9,392,988</u>	<u>51,903,640</u>	<u>58,528,007</u>
Expenses				
Power Expenses:				
547 Purchased Power Fuel	2,739,937	2,841,176	17,136,045	18,291,005
555 Purchased Power Capacity	1,672,695	2,055,358	12,903,798	15,001,768
565 Purchased Power Transmission	1,204,784	1,362,656	6,961,136	7,642,907
Total Purchased Power	<u>5,617,415</u>	<u>6,259,191</u>	<u>37,000,979</u>	<u>40,935,680</u>
Operations and Maintenance Expenses:				
580 Supervision and Engineering	68,422	59,484	524,415	369,650
581 Station/Control Room Operators	57,990	43,158	309,218	379,703
582 Station Technicians	23,732	36,620	206,430	394,827
583 Line General Labor	37,569	14,802	130,797	353,205
585 Street Lighting	3,755	18,523	59,998	145,116
586 Meter General	7,081	5,785	66,258	107,572
588 Materials Management	29,534	28,366	232,755	312,468
593 Maintenance of Lines - Overhead	14,169	(34,577)	307,829	683,293
593 Maintenance of Lines - Tree Trimming	4,366	2,515	228,422	336,800
594 Maintenance of Lines - Underground	24,634	3,447	65,539	13,575
595 Maintenance of Line - Transformers	21,483	-	62,973	85,642
598 Line General Leave Time Labor	32,336	32,211	228,508	32,211
Total Operations and Maintenance	<u>325,072</u>	<u>210,334</u>	<u>2,423,142</u>	<u>3,214,062</u>
General & Administration Expenses:				
902 Meter Reading		533	1,772	15,498
903 Customer Collections	86,165	127,311	684,541	1,151,884
904 Uncollectible Accounts	8,750	12,500	61,250	26,642
916 Energy Audit	37,358	28,627	265,384	291,375
916 Energy Conservation	30,493	34,218	295,530	400,148
920 Administrative and General Salaries	138,295	119,416	1,052,441	656,825
921 Office Supplies and Expense	1,872	-	8,233	4,437
923 Outside Services - Legal	38,459	500	237,851	283,057
923 Outside Services - Contract	3,743	-	163,995	160,768
923 Outside Services - Education	5,244	6,647	43,447	83,342
924 Property Insurance	29,488	28,373	203,606	198,197
925 Injuries and Damages	9,429	3,542	34,044	46,242
926 Employee Pensions and Benefits	105,596	469,603	2,014,677	1,900,850
930 Miscellaneous General Expense	20,009	3,155	76,093	56,460
931 Rent Expense	32,133	26,891	135,228	129,451
933 Vehicle Expenses	18,531	8,489	174,852	155,380
933 Vehicle Expenses - Capital	(27,554)	(29,728)	(180,671)	(191,993)
935 Maintenance of General Plant	23,603	20,213	247,977	203,676
935 Maintenance of Building & Garage	93,522	37,856	471,883	430,632
Total General & Administration Expenses	<u>655,136</u>	<u>898,146</u>	<u>5,992,132</u>	<u>6,002,870</u>

Town of Reading, Massachusetts
Municipal Light Department
Business Type Proprietary Fund
Statement of Revenues, Expenses and Changes in Fund Net Assets
July 31, 2019

	JULY 2019	JULY 2018	Year to Date Current Year	Year to Date Last Year
Other Operating Expenses:				
403 Depreciation	377,166	376,333	2,640,162	2,529,328
408 Voluntary Payments to Towns	915,639	127,951	915,639	864,314
Total Other Expenses	<u>1,292,805</u>	<u>504,284</u>	<u>3,555,801</u>	<u>3,393,641</u>
Operating Income	578,546	1,521,032	2,931,586	4,981,753
Non Operating Revenues (Expenses):				
415 Contribution in Aid of Construction				
419 Interest Income	40,409	30,823	280,216	98,117
419 Other	209,093	133,764	859,204	851,635
426 Return on Investment to Reading	(206,709)	(201,648)	(1,446,962)	(1,475,378)
426 Loss on Disposal				
431 Interest Expense	(1,412)	(907)	(22,622)	(8,558)
Total Non Operating Revenues (Expenses)	<u>41,380</u>	<u>(37,968)</u>	<u>(330,163)</u>	<u>(534,184)</u>
Change in Net Assets	<u>\$ 619,927</u>	<u>\$ 1,483,064</u>	<u>\$ 2,601,423</u>	<u>\$ 4,447,569</u>

Town of Reading, Massachusetts
Municipal Light Department
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
July 31, 2019

	Actual Year to Date	Budget Full Year	Budget 7 Mos Ended 7/31/2019	Budget to Actual Over/(Under)	Remaining Budget	Remaining Budget %
Operating Revenues						
Base Revenue	\$ 15,478,757	\$ 27,761,148	\$ 16,194,003	\$ (715,246)	\$ 12,282,391	44.2%
Fuel Revenue	15,722,018	30,326,893	17,690,688	(1,968,669)	14,604,875	48.2%
Purchased Power Capacity & Transmission	20,629,972	37,756,892	22,024,854	(1,394,881)	17,126,920	45.4%
Forfeited Discounts	474,033	832,834	485,820	(11,787)	358,801	43.1%
Energy Conservation Revenue	364,029	662,081	386,214	(22,185)	298,052	45.0%
NYPA Credit	(765,170)	(1,200,000)	(700,000)	(65,170)	(434,830)	36.2%
	<u>51,903,640</u>	<u>96,139,849</u>	<u>56,081,578</u>	<u>(4,177,939)</u>	<u>44,236,209</u>	<u>46.0%</u>
Expenses						
Power Expenses:						
547 Purchased Power Fuel	17,136,045	29,126,893	16,990,688	145,358	11,990,848	41.2%
555 Purchased Power Capacity	12,903,798	22,789,837	13,294,072	(390,273)	9,886,039	43.4%
565 Purchased Power Transmission	6,961,136	14,967,055	8,730,782	(1,769,647)	8,005,920	53.5%
Total Purchased Power	<u>37,000,979</u>	<u>66,883,785</u>	<u>39,015,541</u>	<u>(2,014,562)</u>	<u>29,882,806</u>	<u>44.7%</u>
Operations and Maintenance Expenses:						
580 Supervision and Engineering	524,415	1,083,959	632,309	(107,894)	559,544	51.6%
581 Station/Control Room Operators	309,218	481,952	281,139	28,080	172,734	35.8%
582 Station Technicians	206,430	522,365	304,713	(98,283)	315,935	60.5%
583 Line General Labor	130,797	336,000	196,000	(65,203)	205,203	61.1%
585 Street Lighting	59,998	50,722	29,588	30,410	(9,276)	-18.3%
586 Meter General	66,258	217,383	126,807	(60,549)	151,125	69.5%
588 Materials Management	232,755	442,061	257,869	(25,114)	209,306	47.3%
593 Maintenance of Lines - Overhead	307,829	707,122	412,488	(104,659)	399,293	56.5%
593 Maintenance of Lines - Tree Trimming	228,422	899,534	524,728	(296,306)	671,112	74.6%
594 Maintenance of Lines - Underground	65,539	405,151	236,338	(170,800)	339,613	83.8%
595 Maintenance of Line - Transformers	62,973	406,496	237,123	(174,150)	343,523	84.5%
598 Line General Leave Time Labor	228,508	283,299	165,258	63,250	54,791	19.3%
Total Operations and Maintenance Expenses	<u>2,423,142</u>	<u>5,836,044</u>	<u>3,404,359</u>	<u>(981,217)</u>	<u>3,412,902</u>	<u>58.5%</u>
General & Administration Expenses:						
902 Meter Reading	1,772	34,100	19,892	(18,120)	32,328	94.8%
903 Customer Collections	684,541	1,154,199	673,283	11,259	469,658	40.7%
904 Uncollectible Accounts	61,250	105,000	61,250	-	43,750	41.7%
916 Energy Audit	265,384	504,550	294,321	(28,937)	239,166	47.4%
916 Energy Conservation	295,530	984,118	574,069	(278,539)	688,588	70.0%
920 Administrative and General Salaries	1,052,441	2,050,263	1,195,987	(143,546)	997,822	48.7%
921 Office Supplies and Expense	8,233	20,000	11,667	(3,433)	11,767	58.8%
923 Outside Services - Legal	237,851	532,900	310,858	(73,007)	295,049	55.4%
923 Outside Services - Contract	163,995	385,700	224,992	(60,997)	221,705	57.5%
923 Outside Services - Education	43,447	243,893	142,271	(98,824)	200,446	82.2%
924 Property Insurance	203,606	426,200	248,617	(45,011)	222,594	52.2%
925 Injuries and Damages	34,044	56,411	32,906	1,138	22,367	39.7%
926 Employee Pensions and Benefits	2,014,677	3,581,615	2,089,275	(74,599)	1,566,938	43.7%
930 Miscellaneous General Expense	76,093	493,477	287,862	(211,769)	417,384	84.6%
931 Rent Expense	135,228	212,000	123,667	11,561	76,772	36.2%
933 Vehicle Expenses	174,852	311,200	181,533	(6,682)	136,348	43.8%
933 Vehicle Expenses - Capital	(180,671)	(253,362)	(147,795)	(32,876)	(72,691)	28.7%
935 Maintenance of General Plant	247,977	385,000	224,583	23,393	137,023	35.6%
935 Maintenance of Building & Garage	471,883	996,808	581,471	(109,588)	524,925	52.7%
Total General & Administration Expenses	<u>5,992,132</u>	<u>12,224,072</u>	<u>7,130,709</u>	<u>(1,138,577)</u>	<u>6,231,940</u>	<u>51.0%</u>
Other Operating Expenses:						
403 Depreciation	2,640,162	4,524,000	2,639,000	1,162	1,883,838	41.6%
408 Voluntary Payments to Towns	915,639	1,570,860	916,335	(696)	655,221	41.7%
Total Other Expenses	<u>3,555,801</u>	<u>6,094,860</u>	<u>3,555,335</u>	<u>466</u>	<u>2,539,059</u>	<u>41.7%</u>
Operating Income	<u>2,931,586</u>	<u>5,101,088</u>	<u>2,975,634</u>	<u>(44,048)</u>	<u>2,169,501</u>	<u>42.5%</u>

Town of Reading, Massachusetts
Municipal Light Department
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets
July 31, 2019

Non Operating Revenues (Expenses):

415 Contribution in Aid of Construction						
419 Interest Income	280,216	175,000	102,083	178,133	(105,216)	-60.1%
419 Other	859,204	850,000	495,833	363,371	(9,204)	-1.1%
426 Return on Investment to Reading	(1,446,962)	(2,480,506)	(1,446,962)	0	(1,033,544)	41.7%
426 Loss on Disposal	-	(100,000)	(58,333)	58,333	(100,000)	100.0%
431 Interest Expense	(22,622)	(16,000)	(9,333)	(13,288)	6,622	-41.4%
Total Non Operating Revenues (Expenses)	(330,163)	(1,571,506)	(916,712)	586,549	(1,241,343)	79.0%
Change in Net Assets	\$ 2,601,423	\$ 3,529,582	\$ 2,058,923	\$ 542,501	\$ 928,158	26.3%

ENGINEERING & OPERATIONS REPORT
ATTACHMENT 4

ENGINEERING & OPERATIONS REPORT

Hamid Jaffari, Director of Engineering & Operations

RMLD Board of Commissioners Meeting
September 19, 2019

Major Construction Projects

Currently Underway or Recently Completed

➤ Franklin & Grove Street, Reading – Pole Upgrade

Work to relieve Pole #36 has been completed and all electrical facilities have been transferred to the newly set poles. Awaiting Verizon and 3rd party attachers to complete transfers before the RMLD will remove the old pole.

Status: **Completed**



Major Construction Projects

Currently Underway or Recently Completed



➤ Grid Modernization –

Scada-Mate Switches and IntelliRupters (Capital Project)

Installation of six new Scada-Mate switches and two IntelliRupters continues.

- (1) Butters Row, Wilmington – Scada-Mate installed; pending radio installation to bring on-line
- (2) Pole 150, Main Street, Wilmington – Scada-Mate installed to replace damaged switch
- (3) Chestnut Street, Wilmington – Scada-Mate installed; pending radio installation to bring on-line
- (4) Ash Street, Reading – Verizon pole set in progress
- (5) Minot Street, Reading – Verizon pole set progress
- (6) Bay State Road, Reading – IntelliRupter installed; pending radio installation to bring on-line
- (7) Industrial Way, Wilmington – IntelliRupter installed; pending radio installation to bring on-line
- (8) Spare to be used in the event of a failure

Status: *In-progress*

➤ **Station 4 – 4W6 and 4WI6 Getaway Replacement Projects (Capital Projects)**

The 4W6 getaway replacement project has been completed. Crews will continue on the 4WI6 getaway replacement and hope to have it complete by the end of the year.

Status: *In-progress*



➤ **Area Upgrades**

Deborah Drive, Reading – This is an area upgrade to include poles, primary and secondary cable, transformers, and services as necessary. Crews have

completed setting nine (9) poles and are currently working on replacing the primary and secondary cables.

Status: *In-progress*





Todd Lane, Lynnfield

- Todd Lane & Cranberry Lane, Lynnfield: two (2) pad mount transformers and secondary connections in the manholes have been replaced. Crews are currently replacing 2,860 feet of primary underground cable. This project should be completed by the end of the month.
Status: *Nearly Complete*



Todd Lane, Lynnfield

➤ **Aged Transformer Replacement – Various Locations**

- Earles Row, Wilmington: four (4) transformers have been replaced.
Status: *Complete*
- Cushing Drive, Wilmington: three (3) transformers have been replaced.
Status: *Complete*

Maintenance Programs

- Aged Transformer Replacement (thru August) – Pad-mount: 41.45% replaced Overhead: 26.35% replaced
- Pole Inspection/Replacement Program – 268 poles set 240 transfers completed
- Tree Trimming – 124 spans in June 121 spans in July 1,060 spans YTD through July
- 2019 Inspection of Feeders –
 - 3W5, 3W6, 3W7, 3W8, 3WI3, 3WI4, 3WI5 and 3WI8
 - 4W4, 4W5, 4W6, 4W7, 4W9, 4WI0, 4WI2, 4WI3, 4WI6, 4WI7, 4WI8, 4WI9, 4W23, 4W24, 4W28, 4W30
 - 5W4, 5W6 (Transfer)
- Infrared Scans – Completed through August - No Hot Spots Found
- Manhole Inspection – on-going
- Porcelain Cutout Replacement – on-going

Double Poles

Per NJUNS

(as of 9/13/19)

LYNNFIELD

"Next to Go"	# of Tickets
RMLD	72
Transfer	72
Pull Pole	
CMCTNR - Comcast	1
Transfer	1
LFLDFD - Lynnfield Fire Dept.	2
Transfer	2
GRAND TOTAL	75

READING

"Next to Go"	# of Tickets
VZNESEA - Verizon	3
Transfer	3
RMLD	41
Transfer	35
Pull Pole	6
CMCTNR - Comcast	1
Transfer	1
RDNGFD - Reading Fire Dept.	9
Transfer	9
LTFMA - Lighttower Fiber	0
Transfer	
NP3PMA - Non-Participating 3rd Party Attachee	3
Transfer	3
GRAND TOTAL	57

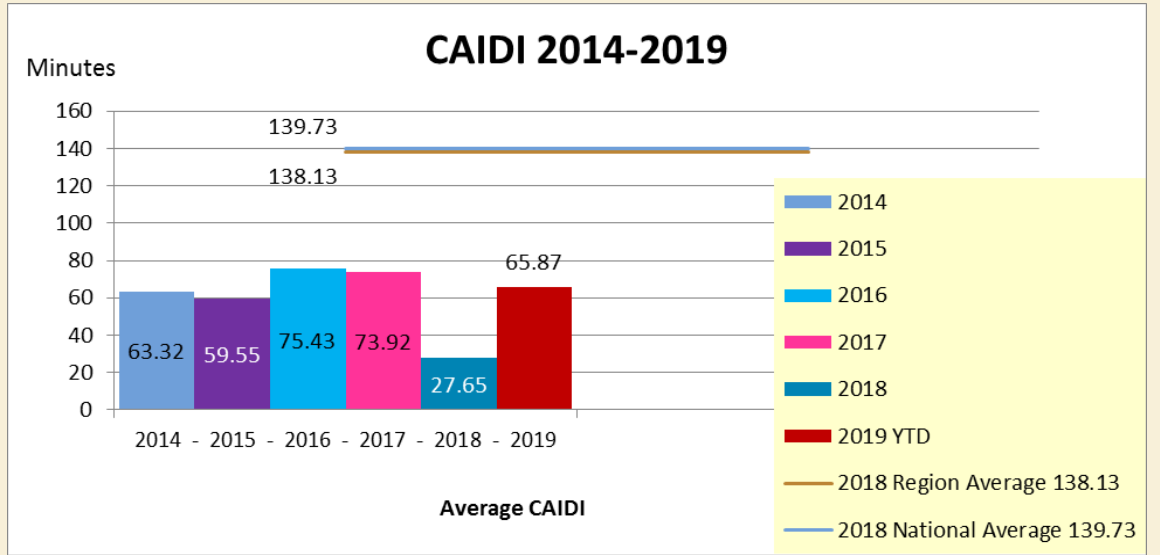
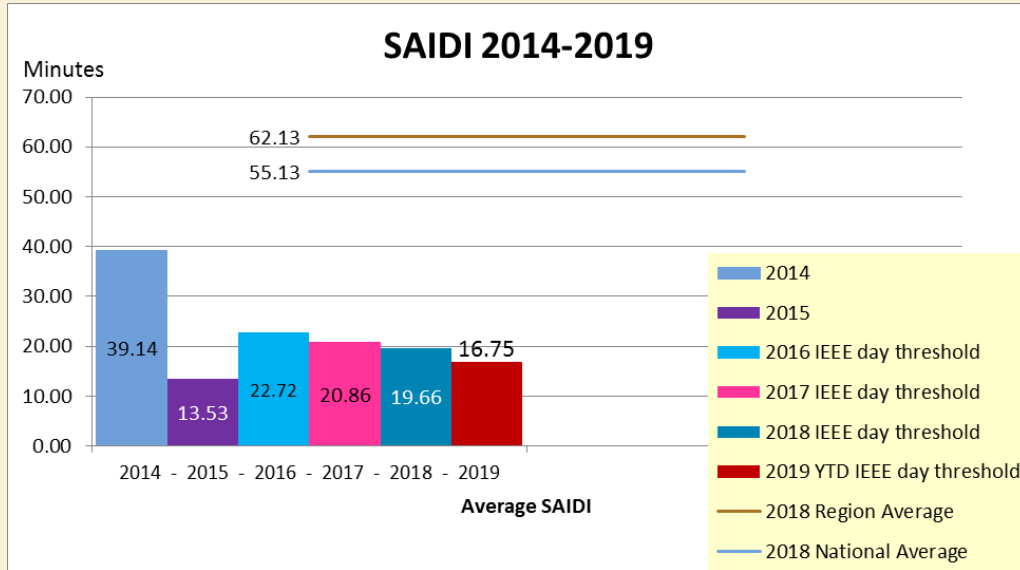
NORTH READING

"Next to Go"	# of Tickets
VZNEEDR - Verizon	0
Transfer	0
RMLD	5
Transfer	1
Pull Pole	4
CMCTNR - Comcast	4
Transfer	4
NRDGFDD - North Reading Fire Dept.	2
Transfer	2
LTFMA - Lighttower Fiber	0
Transfer	
GRAND TOTAL	11

WILMINGTON

"Next to Go"	# of Tickets
VZNEEDR - Verizon	3
Transfer	2
Pull Pole	1
RMLD	12
Transfer	10
Pull Pole	2
CMCTNR - Comcast	3
Transfer	3
WMGNFD - Wilmington Fire Dept.	33
Transfer	33
WLMFIG - Wilmington Fiber	1
Transfer	1
NP3PMA - Non-Participating 3rd Party Attachee	0
Transfer	0
LTFMA - Lighttower Fiber	0
Transfer	0
VZBMA - Verizon Business	6
Transfer	6
GRAND TOTAL	58

RMLD Reliability Indices

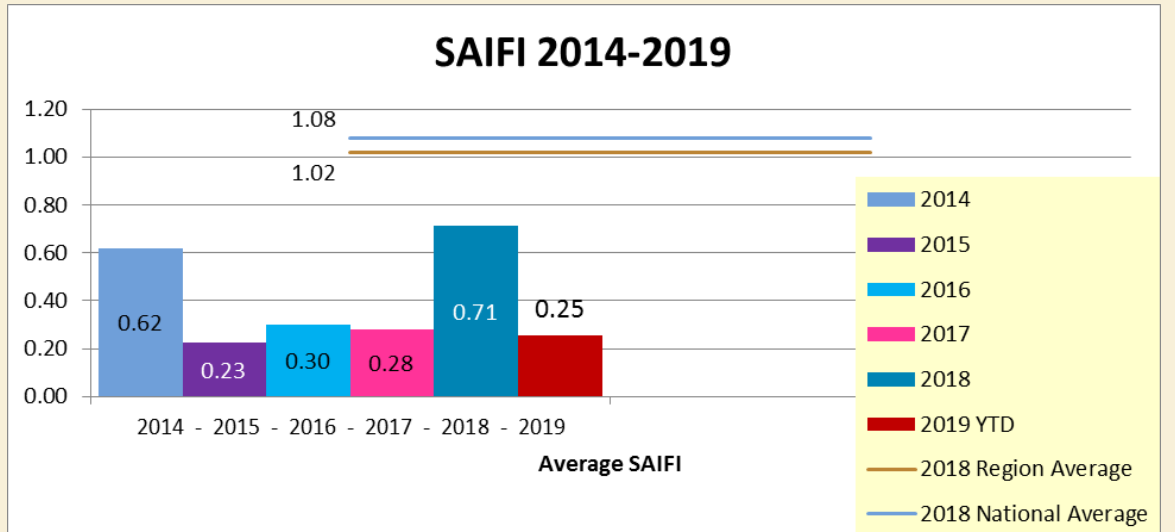


$$SAIDI \text{ (Minutes)} = \frac{\text{Total Duration of Customer Interruptions}}{\text{Total Number of Customers Served}}$$

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

Note: The major event (ME) threshold allows a utility to remove outages that exceed the IEEE 2.5 beta threshold for events. These events could be severe weather, which can lead to unusually long outages in comparison to your distribution system's typical outage.

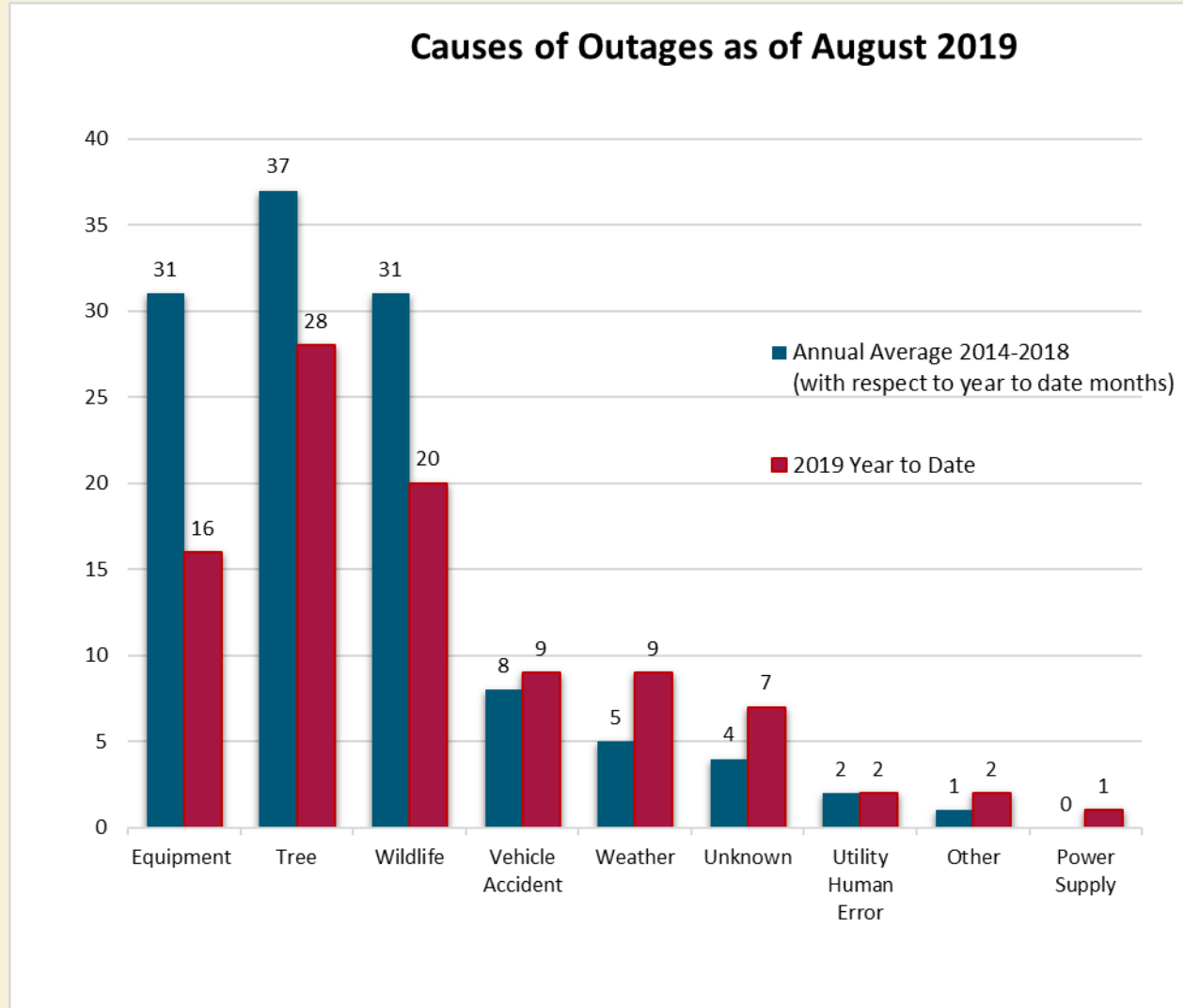
$$SAIFI = \frac{\text{Total Number of Customer Interruptions}}{\text{Total Number of Customers Served}}$$



Regional and national averages have been updated for 2018.

2019 data from January through August

Outages



RMLD PROCUREMENT REQUEST
REQUIRING BOARD APPROVAL
ATTACHMENT 5



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

Tel: (781) 942-6598
Web: www.rml.com

September 11, 2019

Town of Reading Municipal Light Board

Subject: IFB 2019-13 Mailing Services for Municipal Electric Bills

Pursuant to M.G.L. c. 30B, on August 14, 2019, an invitation for bid was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle, and on August 15, 2019, was posted on COMMBUYS, the RMLD website, and the RMLD bulletin board requesting sealed bids for Mailing Services for Municipal Electric Bills.

An invitation for bid was sent to the following twenty-six companies:

- | | | |
|----------------------------------|-----------------------------------|--|
| 3North Marketing, Inc | ENCO Utility Services, Inc. | Postal Pros, Inc. |
| ACE Printing & Mailing | InfoSend, Inc. | Prime Vendor, Inc. |
| A.T. Publishing & Printing, Inc. | JLS Mailing Services, Inc. | QuestMark Information Management, Inc. |
| BidPrime | Lasercom LLC | RICOH USA, Inc |
| Boston Mailing Company, Inc. | LightSource Printing and Graphics | Sebis Direct, Inc. |
| D3Logic, Inc. | Mailways, Inc. | The Master's Touch, LLC |
| Data Integrators, Inc. | Mercer Technologies Firm | TouchPoint Customer Communications |
| DataMatx, Inc. | Minol USA | Utilitec |
| Deltek, Inc. | Peregrine Solutions LLC | |

Sealed bids were received from six companies: D3Logic, Inc., Data Integrators, Inc., JLS Mailing Services, Inc., Lasercom LLC, QuestMark Information Management, Inc., and The Master's Touch, LLC.

The sealed bids were publicly opened and read aloud at 11:00 a.m., on September 5, 2019, in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

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

Move that IFB 2019-13 for Mailing Services for Municipal Electric Bills be awarded to: **Data Integrators, Inc. (Option B) for \$104,400.00¹**, pursuant to M.G.L. c. 30B, as the lowest responsive and responsible bidder, on the recommendation of the General Manager.

¹See attached analysis.

This item will be paid out of the Operating Budget.



Roni Holzer, Assistant Director of UT



Wendy Markiewicz, Director of Business, Finance & UT



Coleen O'Brien, General Manager

RMLD IFB 2019-13 - Mailing Services for Municipal Electric Bills Analysis

OPTION A - RMLD/Vendor Split Supplies

<u>Bidder</u>	<u>Total 3-Year Price</u>	<u>Responsive Bidder</u>	<u>Meet Specification Requirements</u>
D3Logic, Inc.	\$171,094.90	Yes	No
Data Integrators, Inc.	\$41,760.00	Yes	Yes
JLS Mailing Services, Inc.	\$99,612.00	No*	No
Lasercom LLC	\$104,400.00	Yes	Yes
QuestMark Information Management, Inc.	\$93,302.28	Yes	Yes
The Master's Touch, LLC	No Bid		

*Did not acknowledge all addenda.

OPTION B - Vendor Supplies all Materials

<u>Bidder</u>	<u>Total 3-Year Price</u>	<u>Responsive Bidder</u>	<u>Meet Specification Requirements</u>
D3Logic, Inc.	\$201,503.28	Yes	No
Data Integrators, Inc.	\$104,400.00	Yes	Yes
JLS Mailing Services, Inc.	\$201,933.00	No*	No
Lasercom LLC	\$117,972.00	Yes	Yes
QuestMark Information Management, Inc.	\$123,827.10	Yes	Yes
The Master's Touch, LLC	\$154,800.00	No*	No

*Did not acknowledge all addenda.



230 Ash Street
P.O. Box 150
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Tel: (781) 942-6598
Web: www.rmld.com

September 10, 2019

Town of Reading Municipal Light Board

Subject: IFP 2019-18 Underground Utility Vehicle with Trade-In (2001 – 36' Bucket)

Pursuant to M.G.L. c. 164, § 56D, on July 31, 2019, an invitation for proposal was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle, posted on the RMLD website, and the RMLD bulletin board requesting sealed proposals for an Underground Utility Vehicle with Trade-In.

An invitation for proposal was sent to the following nine companies:

Coastal International Truck, LLC	Doering Equipment Co.	Fleet Electrical Service, Inc.
James A. Kiley Co.	Liberty International Trucks of New Hampshire, LLC	Mid-State International Trucks, Inc.
Minuteman Trucks, Inc.	Nutmeg International Trucks, Inc.	Taylor & Lloyd, Inc.

A sealed proposal was received from one company: Minuteman Trucks, Inc., and one “no proposal” was received from Fleet Electrical Service, Inc.

The sealed proposal was publicly opened and read aloud at 11:00 a.m. on August 28, 2019, in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The proposal was reviewed, analyzed, and evaluated by staff and recommended to the General Manager.

Move that IFP 2019-18 for one (1) Underground Utility Vehicle with Trade-In be awarded to: **Minuteman Trucks, Inc. for \$168,225.00¹**, pursuant to M.G.L. c. 164, § 56D, on the recommendation of the General Manager.

¹See attached.

The 2019 Capital Budget amount for this item is \$200,000.



Paul McGonagle



Hamid Jaffari



Coleen O'Brien

**Underground Utility Vehicle with Trade-In
IFP 2019-18**

Proposer	<u>Underground Utility Vehicle Before Trade</u>	<u>Trade-In Value</u>	<u>Underground Utility Vehicle Purchase Price Less Trade</u>	<u>*Warranty 31.1</u>	<u>*Warranty 31.3</u>	<u>Underground Utility Vehicle Price Less Trade - including Warranties</u>	<u>Delivery Date ARO</u>	<u>Responsive Bidder</u>	<u>**Exceptions</u>
Minuteman Trucks, Inc.	\$169,000.00	\$3,500.00	\$165,500.00	\$1,725.00	\$1,000.00	\$168,225.00	210 days	Yes	Yes

***Warranties** - Warranty 31.1: Cummins Protection Plan 1 - 60 months or 10,000 miles \$650 and Cummins Protection Plan Aftertreatment \$1,075.
Warranty 31.3: 60 months basic warranty extension \$1,000.

****Exceptions** - 13.8: Furnish amber lights in upper corners. 14.4, 14.5, 14.7: Outlets discontinued, will substitute. 16.10: Doors interior hinge. 17.5: Divider tray reinforced angles in horizontal compartments only. 20.3: Rear platform extension for two (2) recessed stairwells - MCB #094-NGPE-NE/NYC. 20.5, 24.1: American Safety Product. 21.4: 100 mesh suction strainer & sight glass. 26.1: Tekonsha electric brake controller.



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September 10, 2019

Town of Reading Municipal Light Board

Subject: IFB 2019-19 Customer Parking Lot Improvements

Pursuant to M.G.L. c. 30, § 39M, on July 24, 2019, an invitation for bid was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle, published in the Central Register, posted on COMMBUYS, the RMLD website, and the RMLD bulletin board requesting sealed bids for Customer Parking Lot Improvements.

An invitation for bid was sent to the following twenty companies:

Aggregate Industries, Inc.	Belko Landscaping	Caruso and McGovern Construction, Inc.
Construct Connect	Cooper Bros Asphalt Paving, Inc.	Dagle Electrical Construction Corp.
Deltek	E.B. Rotondi & Sons, Inc.	e.Republic
Edward Paige Corporation	Infra Structure Ltd.	J. White Contracting, Inc.
J.J. Phelan & Son Co., Inc.	James Lynch Construction Co., Inc.	Mattuchio Construction Co., Inc.
Meninno Construction Co., Inc.	Prime Vendor	Site Improvements, Inc.
Ventresca, Inc.	W.L. French Excavating Corp.	

Sealed bids were received from two companies: Edward Paige Corporation and W.L. French Excavating Corp.

The sealed bids were publicly opened and read aloud at 11:00 a.m. on August 28, 2019, in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts. W.L. French Excavating Corp. was deemed non-responsive and therefore rejected.

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

Move that IFB 2019-19 for Customer Parking Lot Improvements be awarded to: **Edward Paige Corporation for \$208,469.00¹**, pursuant to M.G.L. c. 30, § 39M, as the lowest responsible and eligible bidder, on the recommendation of the General Manager.

¹See attached.

The 2019 Capital Budget amount for this item is \$214,000.


Paul McGonagle


Hamid Jaffar


Coleen O'Brien

RMLD IFB 2019-19 - Customer Parking Lot Improvements

<u>Bidder</u>	<u>Total Price</u>	<u>Responsive Bidder</u>	<u>Meet Specification Requirement</u>
Edward Paige Corporation	\$208,469.00	Yes	Yes
W.L. French	\$224,975.00	No*	No

*Did not submit required documentation.

BOARD MATERIAL AVAILABLE
BUT NOT DISCUSSED

From: [Tracy Schultz](#)
To: [RMLD Board Members Group](#); [David Hennessy](#)
Subject: AP and Payroll Questions for 9-19-19 Board Book
Date: Monday, September 16, 2019 8:20:00 AM

Good morning,

AP:

On June July 19th there were no Commissioner questions.

On July 26th there were no Commissioner questions.

On August 2nd there were no Commissioner questions.

On August 9th there were no Commissioner questions.

On August 16th there were no Commissioner questions.

On August 23rd there were no Commissioner questions.

On August 30th there were no Commissioner questions.

On September 6th there were no Commissioner questions.

Payroll:

On July 22nd there were no Commissioner questions.

On August 5th there were no Commissioner questions.

On August 19th there were two Commissioner questions regarding the change to a calendar year and a question about employee overtime.

On September 2nd there were no Commissioner questions.

This e-mail will be included in the 9-19-19 Board Book.

Tracy Schultz
Executive Assistant
Reading Municipal Light Department
230 Ash Street, Reading, MA. 0186
Tel: 781.942.6489