

**READING MUNICIPAL
LIGHT DEPARTMENT**

**BOARD
OF
COMMISSIONERS**

REGULAR SESSION

MARCH 27, 2013



**READING MUNICIPAL LIGHT DEPARTMENT
BOARD OF COMMISSIONERS MEETING**

230 Ash Street
Reading, MA 01867
March 27, 2013
6:30 p.m.

1. Call Meeting to Order

2. Executive Session

Suggested Motion:

Move that the Board go into Executive Session for Chapter 164 Section 47D Exemption from public records and open meeting requirements in certain instances to discuss competitively sensitive issues, to approve the Executive Session meeting minutes February 27, 2013, to discuss strategy with respect to collective bargaining and union negotiations, to approve the release of Executive Session meeting minutes of February 29, 2012, March 29, 2012, July 25, 2012 and October 1, 2012 and return to the Regular Session for the release of 2012 Executive Session minutes and continue in Regular Session.

ACTION ITEM

3. Reconvene the Regular Session

4. Executive Session Minutes

Suggested Motion:

Move that the Board approve the release of Executive Session meeting minutes of February 29, 2012, March 29, 2012, July 25, 2012 and October 1, 2012.

ACTION ITEM

5. Opening Remarks

6. Introductions

7. Public Comment

8. Approval of Board Minutes (Tab A)

Suggested Motion:

Move that the RMLD Board of Commissioners approve the Regular Session meeting minutes of February 20 and February 27, 2013.

ACTION ITEM

9. General Manager's Report – Mr. Sullivan – Interim General Manager

10. Power Supply Report – January 2013 – Ms. Parenteau (Tab B)

11. Engineering and Operations Report – February 2013 – Mr. Sullivan (Tab C)

12. Financial Report – January 2013 – Mr. Fournier (Tab D)

13. M.G.L. Chapter 30B Bids (Tab E)

ACTION ITEM

a. IFB 2013-27 One (1) Pick Up Truck with Lift Gate

Suggested Motion:

Move that bid 2013-27 for: one Pick Up Truck with Lift Gate be awarded to Bonnell Motors, Inc. for \$28,850.00 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

b. IFB 2013-28 One (1) Pick Up Truck with Plow

Suggested Motion:

Move that bid 2013-28 for: one Pick Up Truck with Plow be awarded to Stoneham Motor Co., Inc. for \$31,003.00 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

14. General Discussion

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED
Rate Comparisons, March 2013
E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Wednesday, April 24, 2013 and Wednesday, May 29, 2013

Citizens' Advisory Board Meeting - Budget Committee Meetings

Wednesday, April 3, 2013, North Reading Town Hall, Room 10, 7:00 p.m.

Wednesday, April 10, 2013, RMLD Spurr/AV Room, 7:00 p.m.

15. Adjournment

Suggested Motion:

Move to adjourn the Regular Session.

ACTION ITEM

REGULAR SESSION MEETING
MINUTES
BOARD REFERENCE TAB A



Reading Municipal Light Board of Commissioners

Regular Session
230 Ash Street
Reading, MA 01867
February 20, 2013

Start Time of Regular Session: 7:30 p.m.
End Time of Regular Session: 7:55 p.m.

Commissioners:

Philip B. Pacino, Chairman
Marsie West, Secretary
John Stempeck, Commissioner - Absent
Gina Snyder, Vice Chair - Absent
Robert Soli, Commissioner

Staff:

Vinnie Cameron, General Manager - Absent
Kevin Sullivan, Interim General Manager
Jeanne Foti, Executive Assistant

Citizens' Advisory Board:

Tony Capobianco, Member

Public:

Ryan Morgan

Opening Remarks

Chairman Pacino called the meeting to order and stated that the meeting was being videotaped.

Introductions

Chairman Pacino acknowledged Citizens' Advisory Board member Tony Capobianco's attendance at the meeting.

Chairman Pacino acknowledged Ryan Morgan, - a new resident in Reading. He is at the meeting to request that the Board unfreeze funds for the energy audit program so he can have his home independently assessed for proper insulation.

Mr. Sullivan explained that RMLD is a proponent for residential audits, but RMLD has seen a large increase in audit requests. Additional funds have been allocated for audits. Customer Service and Energy Services need to develop a process to determine which customers will benefit from the audits. New audits are on hold pending the new process, but will begin again in early March. Mr. Sullivan explained that there are two types of services, Tier I and Tier II. Tier I is when a customer calls in to request an audit which is handled by Customer Service, whereas Tier II involves an auditor visit to the home. These are free services provided by the RMLD. Depending on where a customer is on the waitlist, some audits may be pushed out to fiscal year 2014, starting July 1.

Chairman Pacino suggested publicizing the waiting list for the audit program and requested that Ms. Gottwald issue a press release.

Appointment of Interim General Manager

Chairman Pacino explained that the subcommittee initially planned to address the Interim General Manager appointment, but that is not feasible due to the complexities of setting up the subcommittee. He recommended that the full Commission address the issue.

Chairman Pacino is recommending Kevin Sullivan as the Interim General Manager after February 15. Chairman Pacino has spoken with Vinnie Cameron who has agreed to continue as a consultant to the Department.

Mr. Soli said that with new hires or appointments, there should be more than one nomination. He pointed out that there were four candidates the last time a new General Manager was selected. Chairman Pacino explained that when Vinnie Cameron was appointed as the Interim General Manager, there was a single candidate confirmed by the Commissioners. Ms. West asked Mr. Soli where the other candidates would come from. Mr. Soli responded that he has another nomination. Mr. Soli suggested that three people work together to ensure the budget process is unbiased and allow for cross training and additional experience. Mr. Soli suggested having a troika of Bob Fournier, Jane Parenteau, and Kevin Sullivan for the interim period. Ms. West asked if Mr. Soli had confirmed that the new nominees were willing to serve, but he has not talked to them.

Ms. West said that three people trying to lead together is not a feasible solution in any organization. There needs to be one person in charge. Mr. Cameron had many years of experience, and appointed Mr. Sullivan as the Interim General Manager. She is comfortable moving forward with Mr. Sullivan as Interim General Manager until there is a permanent General Manager.

Appointment of Interim General Manager

Ms. West said that she sees the budget bias concern as low risk because budgets are presented to the Board of Commissioners and Citizens' Advisory Board for review and approval. Mr. Soli added that 5% or 10% may be a small increase; however, could impact a department budget, but a troika would lessen this risk.

Ms. West reiterated she cannot support three people working together to be in charge. Mr. Soli said that from his vantage point the Department is operating smoothly and the troika would provide a learning experience. Chairman Pacino said that you need one person in charge, and Mr. Cameron is willing to consult during the transition period. Chairman Pacino stated that Kevin Sullivan should be appointed Interim General Manager.

Mr. Soli made a motion seconded by Chairman Pacino that the RMLD Board of Commissioners pursuant to Commonwealth of Massachusetts, General Laws Chapter 164, Section 56, appoint the troika of Bob Fournier, Jane Parenteau and Kevin Sullivan to the position of Interim General Manager.

Motion failed 1:2:0. Chairman Pacino and Secretary West voted against the motion.

Ms. West made a motion seconded by Mr. Soli that the RMLD Board of Commissioners pursuant to Commonwealth of Massachusetts, General Laws Chapter 164, Section 56, appoint Kevin Sullivan to the position of Interim General Manager.

Motion carried 3:0:0.

Mr. Capobianco asked if the terms of Mr. Cameron's consultancy are open ended or will be in effect for a set period. Chairman Pacino responded that the consultancy will not be open ended and will be fully disclosed at the meeting on February 27.

Adjournment

At 7:55 p.m. Ms. West made a motion seconded by Mr. Soli 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.

Marsie West, Secretary
RMLD Board of Commissioners

Reading Municipal Light Board of Commissioners

Regular Session

230 Ash Street

Reading, MA 01867

February 27, 2013

Start Time of Regular Session: 7:35 p.m.

End Time of Regular Session: 8:50 p.m.

Commissioners:

Phillip B. Pacino, Chairman

Gina Snyder, Vice Chair

Marsie West, Secretary - Absent

Robert Soli, Commissioner

John Stempeck, Commissioner

Staff:

Vinnie Cameron, General Manager - Absent

Beth Ellen Antonio, Human Resources Manager

Jared Carpenter, Energy Efficiency Engineer

Jeanne Foti, Executive Assistant

Robert Fournier, Accounting/Business Manager

David Polson, Facilities Manager

Kevin Sullivan, Interim General Manager

Citizens' Advisory Board:

Tony Capobianco, Member

Opening Remarks

Chairman Pacino called the meeting to order and stated that the meeting was being videotaped.

Introductions

Chairman Pacino acknowledged Citizens' Advisory Board member Tony Capobianco's attendance at the meeting.

Public Comment

There were no members of the public present.

Approval of Board Minutes

Mr. Stempeck made a motion seconded by Mr. Soli that the RMLD Board of Commissioners approve the Regular Session meeting minutes of January 30, 2013 with the changes presented by Ms. Snyder.

Motion carried 4:0:0.

Mr. Capobianco asked why the board is hesitant to start new initiatives without a new General Manager in place. Chairman Pacino responded that his concern is that if we start a new initiative at this point, the permanent General Manager may inherit something that they are not in agreement with. Mr. Capobianco asked does the General Manager always have to agree with the Board of Commissioners. Mr. Stempeck responded that it could be an open debate in terms of discussion back and forth. Mr. Stempeck stated that Ms. West pointed out that the Board is here to set policy, not to make operational decisions. Ms. Snyder added that the new General Manager would support some of the things the Board would like to move forward on.

General Manager's Report – Mr. Sullivan – Interim General Manager (Attachment 1)

Mr. Sullivan reported the following community events:

Wilmington School/Business Partnership – Wednesday, March 20, 2013

Priscilla Gottwald, RMLD Community Relations Manager will participate in the Wilmington School/Business Partnership informational event on Wednesday, March 20. The RMLD is a member of this partnership.

Reading Senior Center Workshop – Thursday, March 21, 2013

Maureen Hanifan, Customer Service Manager, will participate at this event. She will provide information on appliance rebates, time-of-use rates, budget billing and other customer programs.

Mr. Sullivan reported that he reached agreement with Mr. Cameron to consult to the RMLD. Mr. Sullivan said that the agreement is at Mr. Cameron's previous wage structure on an as needed basis. Mr. Stempeck clarified that the compensation is based upon hours and rate structure. Mr. Sullivan replied that is correct hour for hour.

General Manager's Report – Mr. Sullivan – Interim General Manager (Attachment 1)

Mr. Sullivan reported that based on the Chairman's request at the January 30, Board meeting, he spoke with Mr. Cameron regarding the solar garden concept project. Mr. Sullivan reported that Mr. Cameron has requested additional detail surrounding the overall economics of the project as well as more substance on the cost benefit analysis. Additional detail is required on the project on its impact to reduce and avoid the peak demand charges related to capacity and transmission.

Mr. Sullivan said that at the January 30 and February 20, Board meetings, the residential energy audits for RMLD's residential customers were discussed. Currently, there were approximately 400 outstanding audits. The Department allocated an additional \$30,000 to continue to provide residential audits. In addition, the RMLD will review their internal procedures to determine which customers would best benefit from an energy audit, with some customers having to wait until fiscal year 2014 to receive that audit. Since last week, the RMLD has done the following: a press release has been sent out that the RMLD has temporarily stepped back on the process of providing energy audits to reassess our procedures, reviewed its outstanding audits in which there are 194 outstanding requests (down from the original 400). The RMLD has communicated directly with customers who have inquired about the audits. In the future, all requesting customers will be called by the Customer Service Department regarding their applicability for an energy audit. Future requests can be made by phone to the RMLD or by using RMLD's website. The Energy Auditor should not be contacted directly. The RMLD will be meeting with the Energy Auditor in March to discuss how to streamline this process.

**Other Post Employment Benefits (OPEB) Melanson Heath & Company, PC
Letter of Recommendation and Rubin and Rudman's Legal Opinion**

Mr. Sullivan reported that he was not going into the level of detail that he did at the January 30, Board meeting. However, Mr. Fournier, the Town Accountant and he were in agreement on the possibility of combining funds with the town into the state retirees' health care fund. Mr. Sullivan stated that at that time, he asked the Board to table the vote pending further review and evaluation. Mr. Sullivan stated that Mr. Fournier, the Town Accountant, he and legal counsel have found out that no formal instrument is required. However, it would be advantageous to create the formal instrument document, to move forward aligning with the town, and reducing the liability to the financial statements. This view is also supported by Mr. Cameron in the creation of the formal trust instrument.

Mr. Stempeck inquired if the RMLD is aligning with the town, are there certain cost advantages to the retirees. Mr. Sullivan responded that there is a larger pool of money with a distinct possibility of reduction in costs. Mr. Stempeck asked if there is a cost to implement this. Mr. Sullivan responded that the trust document has to be drawn up by legal counsel. Mr. Stempeck questioned that it states that the commissioners could be subject to a remote possibility of litigation. He does not quite understand this, why they would. Mr. Sullivan responded that neither does legal counsel, however, anyone can be named in a suit. Mr. Sullivan referenced a memo in 2010, in which the Board has protection from suits due to the Massachusetts Tort Claims Act, which provides sovereign immunity to the Board. Chairman Pacino pointed out that the Board has indemnification agreements as well as D&O Insurance.

Mr. Sullivan said that by aligning with the town it reduces the liability in the financial statements.

Mr. Fournier explained that the funds would be equal, however, separate. Mr. Fournier stated that to discount the auditor's opinion is disconcerting. Mr. Fournier pointed out that Mr. Biron, President of Melanson Heath provided an opinion on January 4, and strongly recommends that RMLD move forward with the irrevocable trust. Mr. Soli asked what our legal counsel suggested. Mr. Fournier said that they said you do not have go with the trust, you can if you want. One other aspect is that previous commissioners were afraid of liability issues. In the same legal opinion it would be difficult for anything to come against the Board, it would be against the custodian who is the Town Treasurer per Board policy. Everything will be tied in with the town, equal, but separate.

Mr. Sullivan pointed out that there is one more advantage in creating another custodian other than the Town Treasurer. This instrument would be in place for that. Without the instrument the only custodian is the Town Treasurer. Mr. Stempeck clarified that we could withdraw some of the funds and reinvest the funds in a different way. Mr. Sullivan commented that the trust document provides the RMLD with an open ended opportunity.

Mr. Stempeck asked if there would be comingling of the funds with the town. Mr. Fournier replied that there would be separate funds by both and be capitalized at a higher discount invested in the state's fund. The RMLD will receive its own monthly statements.

**Other Post Employment Benefits (OPEB) Melanson Heath & Company, PC
Letter of Recommendation and Rubin and Rudman's Legal Opinion**

Mr. Fournier pointed out that Melanson Heath states that by going to the trust that would result in reducing (or eliminating) the OPEB liability as currently reflected on RMLD's financial statements and conform more closely to the intent of GASB 45. This presentation would be more consistent with the Town's treatment and may also be viewed favorably by bond rating agencies.

Mr. Sullivan asked Mr. Soli what is the downside of not going forward. Mr. Soli responded that he sees a disconnect in that the opinion 2:1, maybe the auditor is wrong. Mr. Sullivan pointed out that the Massachusetts Department of Revenue only weighed in on GASB 45, not on aligning with the Town of Reading, or reducing the liability on financial statements, because they have no jurisdiction in that arena. Mr. Soli asked if Mr. Biron is the GASB expert. Mr. Sullivan added that legal counsel has no issue with creating a trust document.

Ms. Snyder suggested to replicate the town's document, replace Reading Light, where the town's name appears, there would be no need to engage hours of legal counsel. Chairman Pacino was in agreement that the RMLD should use the town's document.

Mr. Stempeck made a motion seconded by Ms. Snyder that the RMLD Board of Commissioners votes to create an OPEB trust instrument in alignment with the Town of Reading on the recommendation of the Interim General Manager.

Motion carried 3:0:1. Mr. Soli abstained.

Federal Energy Regulatory Commission (FERC) Order 719

Mr. Sullivan explained FERC Order 719 is a Commission order that has to do with Aggregators of Retail Customers (ARCs). The RMLD has commercial and industrial customers that work with ARCs to broker demand response which in its simplest format is the curtailment of load or deployment of generation upon a short notice phone call. This is compensatory in nature between the customers and the ARCs; therefore there is a value to this.

Mr. Sullivan said that this is why the curtailment is done. This is a motion for a continuum of service by the aggregators. The outgoing General Manager is a proponent of this motion continuing to allow the aggregators of retail customers to provide their service to RMLD customers.

Mr. Stempeck clarified what is the service. Mr. Sullivan responded that the service is demand response in its simplest form, a load curtailment in which there is a cut back in load. From the customers' standpoint they are compensated for that by the aggregators of retail customers such as ENERNOC.

Ms. Snyder asked if there is any disadvantage to the RMLD of an entity offering the service if we could offer the service ourselves providing we had the metering capabilities. Mr. Sullivan responded that there is substantial infrastructure required not only with metering, but within house for individuals to perform this work. The ARC firms do this all day every day. Mr. Sullivan has spoken to other utilities to see if they would like to get involved with this and the question is, why. All the large utilities such as NSTAR, permit aggregators in their territory. Currently, there are approximately thirty municipalities that have demand response customers in their territory. To date, eleven have committed to allow aggregators to work in their territory.

Mr. Soli asked if in five years from now there is a new Board and new General Manager who are in agreement that this is a wonderful way to make money, let's rescind that. Is the vote rescindable? Mr. Sullivan responded, yes, it is currently an annual vote. Ms. Snyder added that there is one year notice that needs to be made if you want to pull out.

Mr. Soli made a motion seconded by Ms. Snyder that the Commissioners vote to continue to allow aggregation of retail customers for purposes of bidding demand response as a resource into one or more ISO-NE markets on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

Power Supply Report – January 2013 – Mr. Seldon (Attachment 2)

Chairman Pacino stated that Ms. Parenteau is on vacation therefore cannot make the report. The Board expressed their condolence to Mr. Seldon on the passing of his mother. There will be no report this month.

Engineering and Operations Report – January 2013 – Mr. Sullivan (Attachment 3)

Mr. Sullivan presented the report included in the Commissioner packet covering the monthly capital projects, an update on the metering project, and reliability reporting.

Mr. Sullivan reported that for the month it was a high Customer Average Interruption Duration Index (CAIDI) of 76.62 with a twelve month system average outage duration of 62.31 minutes.

Mr. Sullivan stated that the Department continues to see CAIDI averages hovering around a sixty minute plus minute mark for restoration and expects that this will continue through 2013. With additional tree trimming measures and distribution automation, restoration times will diminish and will be at the sub sixty minute mark.

Mr. Sullivan then discussed the February 8 and February 9 weekend blizzard. The Department was staffed along with four contract crews as well as four tree crews. The RMLD was fully staffed and able to provide service in whatever form of outage could potentially occur. The system held up well. There were two windstorms in January that cleaned things up in the trees and any loose connections. Fortunately, there was only one outage during the blizzard which says a lot about the Department in terms of maintenance and the engineering staff.

Mr. Sullivan reported that the System Average Interruption Frequency Index (SAIFI) value is very low. In January, the SAIFI four year average was reduced from 0.82 frequency of outage incidents to 0.62 frequency of outage incidents. Mr. Sullivan said that he chose to drop the SAIFI and start measuring the Department more closely in SAIFI. In the month of January, there were twelve outage incidents, nine were tree related of which two were related to the two wind storms with only two hundred twenty six customers affected for the month which is remarkable.

Mr. Stempeck added that as he looks at the numbers, it appears that the number of outages is dropping which reflects the reliability of the Department. Mr. Stempeck said that it is taking longer to restore power, is that correct. Mr. Sullivan agreed. Mr. Stempeck clarified what is the rationale. Mr. Sullivan responded that there are six factors that drive CAIDI, cause of the outage, time of the outage, the weather, the nature of the work, crew availability, and number of daylight hours. Anytime you see CAIDI above the four year average it is because those variables are unfavorable. Mr. Sullivan said that the CAIDI twelve month average is 0.31 frequency of incidents which translates to an outage every thirty nine months.

Mr. Stempeck said that when you look at the data it looks differently. Mr. Sullivan added that in January, the number was dropped from 0.82 to 0.62. It is a one year chart with a four year average. Mr. Stempeck added that if this was over four years, it would look different.

Mr. Sullivan said that as reported in January, there are approximately one thousand residential meters to be installed. Due to the difficulty moving in the snow, the meter department commercial upgrade process is being done now then the transition in the spring will return to the residential meter upgrade project. Mr. Soli asked about the status of the fixed network. Mr. Sullivan responded that there are two collectors to install and the department is currently using the system for billing purposes.

M.G.L. Chapter 30B Bid – Mr. Polson (Attachment 4)

2013-05 CCTV and Access System

Mr. Polson reported that eight bids were sent with three respondents. Mr. Polson explained that the close circuit television is the outside security cameras and access control system which, is the FOB system for the building. This bid is for a three year contract for maintenance of the system. In July 2012, the RMLD had a lightning strike which damaged six cameras beyond repair as well as one DVR. The security system is eighteen years old, is outdated, has its limitations and has experienced some failures. The project involves replacing the damaged cameras, DVR, and will also bring the RMLD to NERC compliance for Station 4.

Mr. Stempeck asked the incumbent did not submit a bid. Mr. Polson responded that GS Security did not bid. Mr. Stempeck commented that Tyco came in at approximately half of Stanley, but failed on the bid security or evidence of insurance, is that unusual.

Mr. Polson said that they have seen this, but now have very detailed discussions in pre bid meetings with vendors that they need to submit the required documentation. Mr. Soli suggested using day glow colored paper to make it stand out within the bid packet because they see it so many times. Mr. Polson said that they will try this.

**M.G.L. Chapter 30B Bid – Mr. Polson (Attachment 4)
2013-05 CCTV and Access System**

Chairman Pacino asked what the Department gets for the maintenance aspect of the contract. Mr. Polson responded that the cost is \$4,809.91. Mr. Polson said that the maintenance includes that the cameras are adjusted and cleaned as well as work on the security system if needed. Any repair work will be conducted on an hourly basis. Chairman Pacino expressed his concern on the theft of copper that occurred and was due to the misalignment of a camera. Chairman Pacino said that there is a security program in place and hopes this aligns with that. Mr. Sullivan commented that this effort does that. Mr. Stempeck asked if there is a way to protect these cameras from further lightning strikes. Mr. Polson responded that lightning suppression is a component of this bid.

Ms. Snyder made a motion seconded by Mr. Stempeck that Closed Circuit Television (CCTV) and Access System be awarded to Stanley Convergent Security Solutions for \$37,181.85 as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

Motion carried 4:0:0.

General Discussion

There was none.

Account Payable Rotation

March – Chairman Pacino

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, February 2013

E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Wednesday, March 27, 2013 and Wednesday, April 24, 2013

Citizens' Advisory Board Meeting

Wednesday, March 13, 2013

Citizens' Advisory Board Meeting - Budget Committee Meetings

Wednesday, April 3, 2013 and Wednesday, April 10, 2013

Executive Session

At 8:29 p.m. Mr. Stempeck made a motion seconded by Ms. Snyder that the Board go into Executive Session to approve the Executive Session meeting minutes of January 30, 2013, to discuss strategy with respect to collective bargaining and arbitration and return to Regular Session for the sole purpose of adjournment.

Motion carried by a polling of the Board:

Ms. Snyder, Aye; Mr. Stempeck, Aye; Chairman Pacino, Aye; and Mr. Soli, Aye.

Motion carried 4:0:0.

Adjournment

At 8:53 p.m. Ms. Snyder made a motion seconded by Mr. Stempeck to adjourn the Regular Session.

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

Robert Soli, Secretary Pro Tem
RMLD Board of CommissionerS



POWER SUPPLY REPORT
BOARD REFERENCE TAB B



To: Vincent Cameron
 From: Energy Services
 Date: March 21, 2013
 Subject: Purchase Power Summary – January, 2013

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of January, 2013.

ENERGY

The RMLD's total metered load for the month was 60,727,318 kwh, which is a 2.1% increase from the January, 2012 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	3,713,509	\$6.99	6.10%	\$25,948	1.03%
Seabrook	5,897,256	\$8.20	9.69%	\$48,365	1.92%
Stonybrook Intermediate	3,503,224	\$108.37	5.76%	\$379,658	15.05%
JP Morgan	9,354,800	\$58.55	15.37%	\$547,677	21.71%
NextEra	9,502,000	\$69.51	15.61%	\$660,453	26.18%
NYPA	1,940,647	\$4.92	3.19%	\$9,547	0.38%
ISO Interchange	3,541,386	\$59.95	5.82%	\$212,291	8.41%
NEMA Congestion	0	\$0.00	0.00%	-\$658,628	-26.10%
Coop Resales	122,685	\$110.90	0.20%	\$13,606	0.54%
MacQuarie	9,200,000	\$38.41	15.12%	\$353,349	14.00%
Summit Hydro	994,950	\$55.61	1.63%	\$55,332	2.19%
Braintree Watson Unit	481,029	\$129.32	0.79%	\$62,208	2.47%
Swift River Projects	1,529,467	\$99.78	2.51%	\$152,613	6.05%
Constellation Energy	11,048,400	\$59.21	18.15%	\$654,143	25.93%
Stonybrook Peaking	37,315	\$176.97	0.06%	\$6,603	0.26%
Monthly Total	60,866,668	\$41.45	100.00%	\$2,523,167	100.00%

Table 2 breaks down the ISO interchange between the DA LMP Settlement and the RT Net Energy for the month of January, 2013.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP * Settlement	6,320,346	85.31	10.38%
RT Net Energy ** Settlement	-2,778,961	74.34	-4.57%
ISO Interchange (subtotal)	3,541,386	59.95	5.82%

* Independent System Operator Day-Ahead Locational Marginal Price

** Real Time Net Energy

CAPACITY

The RMLD hit a demand of 108,799 kW, which occurred on January 23, at 7 pm. The RMLD's monthly UCAP requirement for January, 2013 was 211,827 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	4,991	46.21	\$230,645	15.41%
Seabrook	7,742	49.44	\$382,780	25.57%
Stonybrook Peaking	24,981	2.00	\$49,926	3.34%
Stonybrook CC	42,925	3.85	\$165,129	11.03%
NYPA	4,019	3.57	\$14,347	0.96%
Hydro Quebec	4,584	4.70	\$21,550	1.44%
Nextera	60,000	5.50	\$330,000	22.04%
Braintree Watson Unit	10,520	11.01	\$115,836	7.74%
ISO-NE Supply Auction	52,065	3.59	\$186,771	12.48%
Total	211,827	\$7.07	\$1,496,984	100.00%

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

Resource	Table 4					
	Energy	Capacity	Total cost	% of Total Cost	Amt of Energy (kWh)	Cost of Power (\$/kWh)
Millstone #3	\$25,948	\$230,645	\$256,594	6.38%	3,713,509	0.0691
Seabrook	\$48,365	\$382,780	\$431,145	10.72%	5,897,256	0.0731
Stonybrook Intermediate	\$379,658	\$165,129	\$544,787	13.55%	3,503,224	0.1555
Hydro Quebec	\$0	\$21,550	\$21,550	0.54%	-	0.0000
JP Morgan	\$547,677	\$0	\$547,677	13.62%	9,354,800	0.0585
NextEra	\$660,453	\$330,000	\$990,453	24.64%	9,502,000	0.1042
* NYPA	\$9,547	\$14,347	\$23,894	0.59%	1,940,647	0.0123
ISO Interchange	\$212,291	\$186,771	\$399,062	9.93%	3,541,386	0.1127
Nema Congestion	-\$658,628	\$0	-\$658,628	-16.38%	-	0.0000
MacQuarie	\$353,349	\$0	\$353,349	8.79%	9,200,000	0.0384
* Summit Hydro	\$55,332	\$0	\$55,332	1.38%	994,950	0.0556
Braintree Watson Unit	\$62,208	\$115,836	\$178,044	4.43%	481,029	0.3701
* Swift River Projects	\$152,613	\$0	\$152,613	3.80%	1,529,467	0.0998
Coop Resales	\$13,606	\$0	\$13,606	0.34%	122,685	0.1109
Constellation Energy	\$654,143	\$0	\$654,143	16.27%	11,048,400	0.0592
Stonybrook Peaking	\$6,603	\$49,926	\$56,530	1.41%	37,315	1.5149
Monthly Total	\$2,523,167	\$1,496,984	\$4,020,150	100.00%	60,866,668	0.0660
* Renewable Resources					7.34%	

RENEWABLE ENERGY CERTIFICATES (RECs)

The RMLD sold 12,613 2012 RECs (Quarter 1 and Quarter 2) for \$582,097.75 in January, 2013. 750 Quarter 1 and 2 RECs remain banked for retirement.

Table 5 shows the amount of banked and projected RECs for the Swift River Hydro Projects through January, 2013, as well as their estimated market value.

Table 5
Swift River RECs Summary
Period - January 2012 - January 2013

	Banked RECs	Projected RECs	Total RECs	Est. Dollars
Woronoco	394	1,465	1,859	\$67,390
Pepperell	384	0	384	\$20,352
Indian River	92	737	829	\$39,061
Turners Falls	751	0	751	\$0
Grand Total	1,621	2,202	3,823	\$126,803

TRANSMISSION

The RMLD's total transmission costs for the month of January were \$774,307. This is an increase of 4.8% from the December transmission cost of \$738,628. In January, 2012 the transmission costs were \$638,899.

Table 6

	Current Month	Last Month	Last Year
Peak Demand (kW)	108,799	108,921	106,558
Energy (kWh)	60,866,668	59,364,911	59,550,250
Energy (\$)	\$2,523,167	\$2,868,713	\$3,338,331
Capacity (\$)	\$1,496,984	\$1,528,363	\$1,337,348
Transmission (\$)	\$774,307	\$738,628	\$638,899
Total	\$4,794,458	\$5,135,703	\$5,314,578

ENERGY EFFICIENCY

Table 7 shows the comprehensive results from the Energy Conservation program. The amount of savings is broken down by both demand and energy for the Commercial and Residential sectors.

Table 7		Total \$		Total \$		Total \$		Total \$	
Commercial	Year	Capacity Saved (kW)	Energy Saved (kwh)	Capacity	\$/kW	Energy	\$/kWh	Rebate	Cost Benefit
Total to date	FY07-12	7,597	32,257,914	\$ 664,001		188,1637		\$ 1,030,984	\$ 1,514,655
Current	FY13	1069	4,487,052	\$ 115,504	\$ 9.00	179,482	\$ 0.04	\$ 324,066	\$ (29,080)
Residential									
Total to date	FY07-12	1,157	1,470,901	\$ 104,014		76,829		\$ 423,996	\$ (243,152.40)
Current	FY13	112	80,633	\$ 12,144	\$ 9.00	3,225	\$ 0.04	\$ 82,790	\$ (67,421)
Total									
Total to date	FY07-12	8,754	33,728,815	\$ 768,016		1,958,467		\$ 1,479,980	\$ 1,246,502.51
Current	FY13	1,182	4,567,685	\$ 127,648	\$ 9.00	182,707	\$ 0.04	\$ 406,856	\$ (96,501)

Table 8 shows the breakdown for residential appliance rebates by type and year.

Table 8		Refrigerator		Dishwasher		Dehumidifier		Central A/C		Window A/C		Thermostat		Audits		Renewable		HP Water Heater		Fan		
Year	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	179	\$ 8,950	226	\$ 11,300	194	\$ 9,700	19	\$ 475	16	\$ 1,600	41	\$ 1,025	38	\$ 380	27	\$ 5,400	0	\$ -	3	\$ 750	1	\$ 10
Total	1954	\$ 97,700	1640	\$ 82,000	1468	\$ 73,400	188	\$ 4,700	239	\$ 23,900	271	\$ 6,775	525	\$ 5,250	704	\$ 103,931	13	\$ 52,700	12	\$ 3,000	4	\$ 40



ENGINEERING AND OPERATIONS
REPORT
BOARD REFERENCE TAB C



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READING MUNICIPAL LIGHT DEPARTMENT
FY 13 CAPITAL BUDGET VARIANCE REPORT
FOR PERIOD ENDING FEBRUARY 28, 2013

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST FEBRUARY	YTD ACTUAL COST THRU 2/28/13	ANNUAL BUDGET AMOUNT	REMAINING BALANCE
<u>E&O Construction-System Projects</u>						
1	Essex Street - Reconductoring	LC		200	197,855	197,655
2	4W13 OH Reconductoring - West Street	W	319	14,608	188,193	173,585
3	Upgrading of Old Lynnfield Center URDs (Partial CARRYOVER)	LC	266	121,554	492,143	370,589
5	Shady Lane Area - Reconductoring	W	30,953	95,677	199,042	103,365
6	Federal Street - Reconductoring	W	30,966	88,486	175,565	87,079
Total System Projects						
<u>Station Upgrades</u>						
<i>Station #4</i>						
8	Relay Replacement Project - (Partial CARRYOVER)	R			119,309	119,309
9	Station 4 Getaway Replacement - 4W13	R		4,430	161,779	157,349
Total Station Projects						
<u>SCADA Projects</u>						
10	Station 5 RTU (Remote Terminal Unit) Replacement	W			56,163	56,163
4	Station 4 RTU (Remote Terminal Unit) Replacement (Partial CARRYOVER)	R		148,888	80,653	(68,235)
Total SCADA Projects						
<u>New Customer Service Connections</u>						
12	Service Installations-Commercial/Industrial Customers	ALL		6,574	63,074	56,500
13	Service Installations - Residential Customers	ALL	17,012	152,416	207,923	55,507
Total Service Connections						
14	<u>Routine Construction</u> Various Routine Construction	ALL	80,346	1,212,071	988,211	(223,860)
Total Construction Projects						
			159,863	1,844,905	2,929,910	1,085,006
<u>Other Projects</u>						
15	GIS		5,941	62,762	97,495	34,733
16	Transformers/Capacitors Annual Purchases		101,062	347,396	284,000	(63,396)
17A	Meter Annual Purchases			54,141	49,710	(4,431)
17B	Meter Upgrade Project - (Partial CARRYOVER)		11,626	475,553	564,416	88,862
17C	Meter Upgrade Project - Commercial		3,733	420,802	551,853	131,051
18	Purchase Vehicles				65,000	65,000
19	Purchase Line Department Vehicles			474,861	570,000	95,139
20	Purchase New Pole Dolly				12,000	12,000
21	Automated Building Systems				150,000	150,000
22	Engineering Analysis software & data conversion - (CARRYOVER)				76,789	76,789
23	Gaw Station Generator				55,000	55,000
24	Capital Repairs - Station One				400,000	400,000
25	New Carpeting				35,000	35,000
26	Water Heater Demand Response Technology			190,614	336,611	145,997
27	Hardware Upgrades		8,827	73,184	126,629	53,445
28	Software and Licensing			79,315	119,002	39,687
Total Other Projects						
			131,190	2,178,628	3,493,505	1,314,877
TOTAL FY 13 CAPITAL PROJECT EXPENDITURES						
			291,053	4,023,533	6,423,416	2,399,883



**Reading Municipal Light Department
Engineering and Operations
Monthly Report
February 2013**

FY 2013 Capital Plan

E&O Construction – System Projects

- 1 **Reconductoring of Essex Street, Lynnfield Center** – *No Activity.*
- 2 **4W13 OH Reconductoring Project, West Street, Wilmington** – *Engineering Labor.*
- 3 **Upgrading of Old Lynnfield Center URDs** – *(Phase 1 Completed). Engineering Labor: work on specifications for Phase 2.*
- 5 **Shady Lane Drive Area, Wilmington – Reconductoring** – *Line Department: make ready work. Install poles, and primary and secondary cable, and upgrade transformers. Energized new secondaries.*
- 6 **Federal Street, Wilmington – Reconductoring** – *Line Department: Pole framing and wiring for reconductoring. Primary wire pull for salt shed. Transfer UG subdivision into new primary.*

Station Upgrades

- 8 **Station 4 Relay Replacement Project – Reading** – *No Activity.*
- 9 **Station 4 Getaway Replacement – 4W13** – *No Activity.*

SCADA Projects

- 10 **Station 5 RTU Replacement, Wilmington** – *No Activity.*
- 4 **Station 4 RTU Replacement** – *No Activity.*

New Customer Service Connections

- 12 **Service Installations – Commercial/Industrial Customers** – This item includes new service connections, upgrades, and service replacements for the commercial and industrial customers. This represents the time and materials associated with the replacement of an existing or installation of a new overhead service, the connection of an underground service, etc. This does not include the time and materials associated with pole replacements/installations, transformer replacements/installations, primary or secondary cable replacements/installations, etc. This portion of the project comes under routine construction. *No Activity.*



- 13 **Service Installations – Residential Customers** – This item includes new or upgraded overhead and underground services, temporary overhead services, and large underground development.

Routine Construction:

- 14 **Routine Construction** – The drivers of the Routine Construction budget category YTD are listed. This is not an inclusive list of all items within this category.

<i>Pole Setting/Transfers</i>	\$251,503
<i>Maintenance Overhead/Underground</i>	\$267,476
<i>Projects Assigned as Required</i>	\$234,484
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$70,837
<i>Station Group</i>	\$14,199
<i>Hazmat/Oil Spills</i>	\$727
<i>Porcelain Cutout Replacement Program</i>	\$0
<i>Lighting (Street Light Connections)</i>	\$17,976
<i>Storm Trouble</i>	\$132,804
<i>Underground Subdivisions</i>	\$43,914
<i>Animal Guard Installation</i>	\$31,440
<i>Miscellaneous Capital Costs</i>	\$146,710
TOTAL	\$1,212,071

*In the month of February, zero (0) cutouts were charged under this program. Approximately 22 cutouts were installed new or replaced because of damage making a total of 22 cutouts replaced this month.



Reliability Report

Two key industry standard metrics have been identified to enable the RMLD to measure and track system reliability. A rolling 12-month view is being used for the purposes of this report.

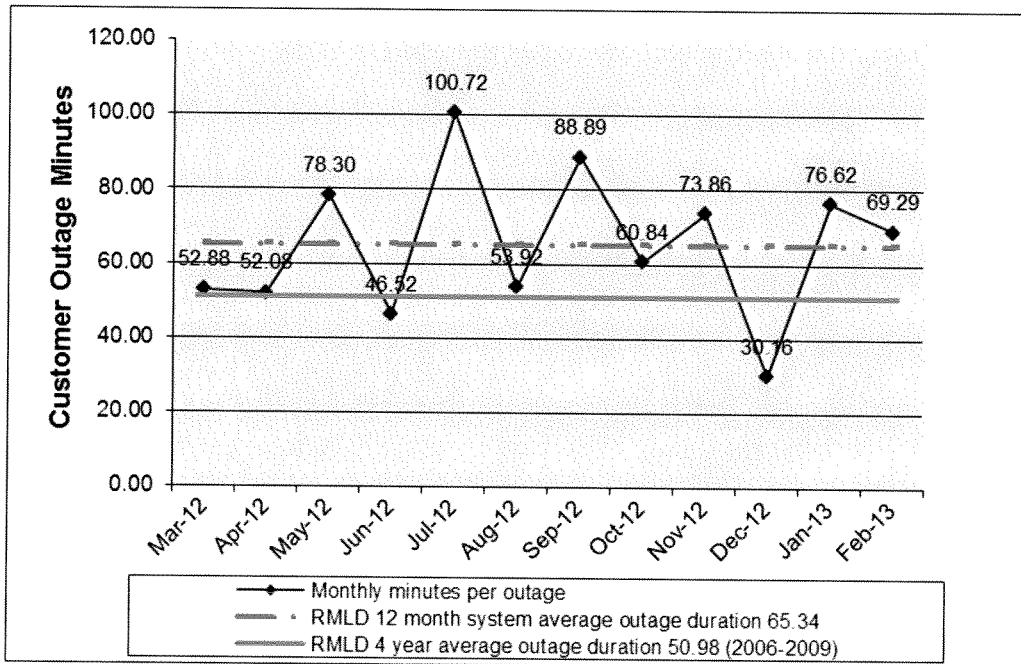
Customer Average Interruption Duration Index (CAIDI) measures how quickly the RMLD restores power to customers when their power goes out.

CAIDI = Total of Customer Interruption Duration for the Month in Minutes ÷ Total Number of Customers Interrupted.

RMLD 12-month system average outage duration: 65.34 minutes

RMLD four-year average outage (2006-2009): 50.98 minutes per outage

On average, RMLD customers that experience an outage are restored in 65.34 minutes.



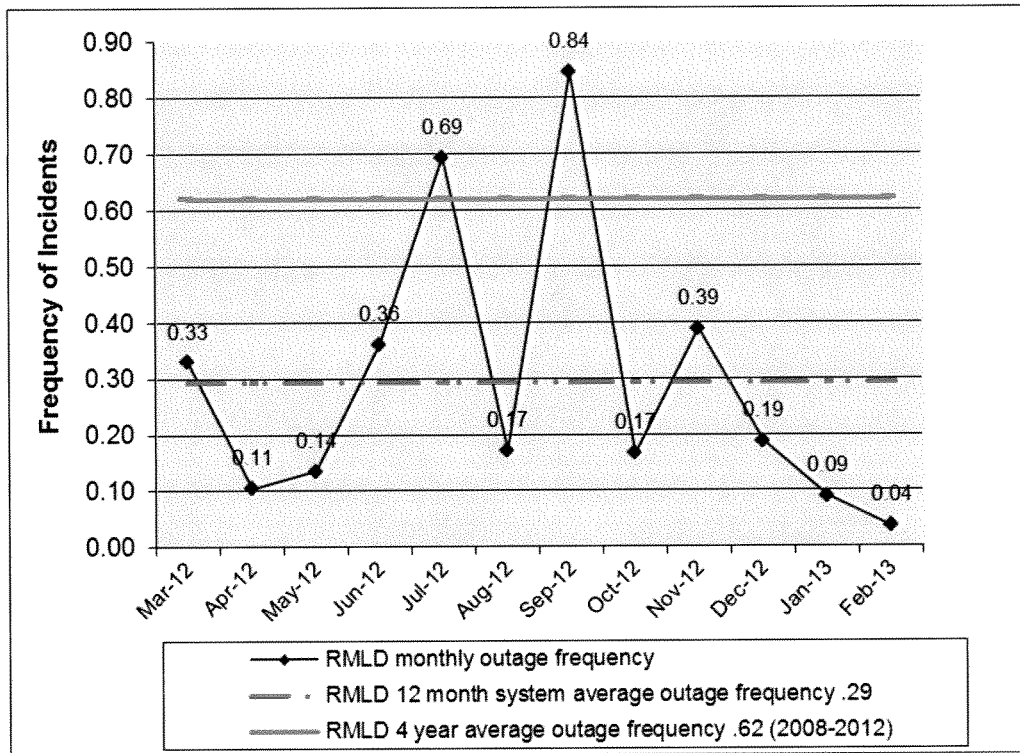


System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

$$\text{SAIFI} = \frac{\text{Total Number of Customers Interrupted}}{\text{Total Number of Customers}}$$

RMLD 12-month system average: 0.29 outages per year
RMLD four-year average outage frequency: 0.62

The graph below tracks the month-by-month SAIFI performance.



Months Between Interruptions (MBTI)

Another view of the SAIFI data is the number of months RMLD customers have no interruptions. At this time, the average RMLD customer experiences an outage approximately every 41.4 months.



FINANCIAL REPORT
BOARD REFERENCE TAB D



Dt: March 13, 2013

To: RMLB, Kevin Sullivan., Jeanne Foti

Fr: Bob Fournier

Sj: January 31, 2013 Report

The results for the first seven months ending January 31, 2013, for the fiscal year 2013 will be summarized in the following paragraphs.

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

For the month of January, the net income or the positive change in net assets was \$615,841, increasing the year to date net income to \$2,305,881. The year to date budgeted net income was \$1,300,120, resulting in net income being over budget by \$1,005,761 or 77.4%. Actual year to date fuel revenue exceeded fuel expenses by \$184,558.

2) Revenues: (Page 11B)

Year to date base revenues were under budget by \$1,226,115 or 4.27%. Actual base revenues were \$27.4 million compared to the budgeted amount of \$28.6 million.

3) Expenses: (Page 12A)

*Year to date purchased power base expense was under budget by \$1,321,494 or 7.31%. Actual purchased power base costs were \$16.7 million compared to the budgeted amount of \$18.0 million.

*Year to date operating and maintenance (O&M) expenses combined were over budget by \$120,292 or 1.68%. Actual O&M expenses were \$7.3 million compared to the budgeted amount of \$7.1 million.

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

4) Cash: (Page 9)

- *Operating Fund was at \$11,243,242.
- * Capital Fund balance was at \$3,043,039.
- * Rate Stabilization Fund was at \$6,687,657.
- * Deferred Fuel Fund was at \$2,454,602.
- * Energy Conservation Fund was at \$228,018.

5) General Information:

Year to date kwh sales (Page 5) were 423,859,725 which is 4.4 million kwh or 1.06%, ahead last year's actual figure. GAW revenues collected ytd were \$423,744 bringing the total collected since inception to \$1,720,828.

6) Budget Variance:

Cumulatively, the five divisions were over budget by \$124,130 or 1.09%.



FINANCIAL REPORT

JANUARY 31, 2013

ISSUE DATE: MARCH 13, 2013



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF NET ASSETS
1/31/13

	PREVIOUS YEAR	CURRENT YEAR
ASSETS		
CURRENT		
UNRESTRICTED CASH (SCH A P.9)	9,621,141.12	11,246,242.08
RESTRICTED CASH (SCH A P.9)	18,381,528.39	18,078,265.04
RECEIVABLES, NET (SCH B P.10)	7,808,499.01	7,452,830.39
PREPAID EXPENSES (SCH B P.10)	2,210,522.49	1,581,926.88
INVENTORY	1,403,358.34	1,559,620.98
TOTAL CURRENT ASSETS	39,425,049.35	39,918,885.37
NONCURRENT		
INVESTMENT IN ASSOCIATED CO (SCH C P.2)	73,765.66	46,958.35
CAPITAL ASSETS, NET (SCH C P.2)	67,854,146.97	70,267,391.29
TOTAL NONCURRENT ASSETS	67,927,912.63	70,314,349.64
TOTAL ASSETS	107,352,961.98	110,233,235.01
 LIABILITIES		
CURRENT		
ACCOUNTS PAYABLE	6,270,495.64	5,798,865.28
CUSTOMER DEPOSITS	604,388.69	678,775.42
CUSTOMER ADVANCES FOR CONSTRUCTION	294,339.94	401,932.15
ACCRUED LIABILITIES	1,221,183.70	1,527,360.54
TOTAL CURRENT LIABILITIES	8,390,407.97	8,406,933.39
NONCURRENT		
ACCRUED EMPLOYEE COMPENSATED ABSENCES	2,934,698.58	2,986,360.21
TOTAL NONCURRENT LIABILITIES	2,934,698.58	2,986,360.21
TOTAL LIABILITIES	11,325,106.55	11,393,293.60
 NET ASSETS		
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	67,854,146.97	70,267,391.29
RESTRICTED FOR DEPRECIATION FUND (P.9)	4,010,961.89	3,043,039.84
UNRESTRICTED	24,162,746.57	25,529,510.28
TOTAL NET ASSETS (P.3)	96,027,855.43	98,839,941.41
TOTAL LIABILITIES AND NET ASSETS	107,352,961.98	110,233,235.01

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NONCURRENT ASSET SCHEDULE
1/31/13

SCHEDULE C

SCHEDULE OF INVESTMENTS IN ASSOCIATED COMPANIES	PREVIOUS YEAR	CURRENT YEAR
NEW ENGLAND HYDRO ELECTRIC	15,747.64	2,975.74
NEW ENGLAND HYDRO TRANSMISSION	58,018.02	43,982.61
TOTAL INVESTMENTS IN ASSOCIATED COMPANIES	73,765.66	46,958.35
SCHEDULE OF CAPITAL ASSETS		
LAND	1,265,842.23	1,265,842.23
STRUCTURES AND IMPROVEMENTS	6,585,553.34	6,792,724.53
EQUIPMENT AND FURNISHINGS	12,930,140.56	13,051,889.95
INFRASTRUCTURE	47,072,610.84	49,156,934.58
TOTAL CAPITAL ASSETS, NET	67,854,146.97	70,267,391.29
TOTAL NONCURRENT ASSETS	67,927,912.63	70,314,349.64

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
1/31/13

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	3,745,222.26	3,658,287.70	27,280,962.22	27,458,000.00	0.65%
FUEL REVENUE	3,114,395.49	3,076,267.45	22,542,547.15	21,087,222.13	-6.46%
PURCHASED POWER CAPACITY FORFEITED DISCOUNTS	(10,759.23)	169,473.07	(79,673.49)	1,283,664.41	-1711.16%
ENERGY CONSERVATION REVENUE	87,893.05	96,411.86	566,459.28	607,232.02	7.20%
GAW REVENUE	55,711.95	55,052.68	353,207.69	417,296.73	18.14%
NYPA CREDIT	56,637.77	55,945.06	419,402.62	423,744.27	1.04%
	<u>(51,411.30)</u>	<u>(70,691.63)</u>	<u>(397,814.54)</u>	<u>(363,955.93)</u>	<u>-8.51%</u>
TOTAL OPERATING REVENUES	6,997,689.99	7,040,746.19	50,685,090.93	50,913,203.63	0.45%
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER BASE	1,970,296.64	2,313,125.74	14,934,246.54	16,756,324.54	12.20%
PURCHASED POWER FUEL	3,338,331.18	2,523,166.59	22,747,767.61	20,538,707.81	-9.71%
OPERATING MAINTENANCE	452,931.67	821,500.47	4,969,115.69	5,765,300.31	16.02%
DEPRECIATION	282,566.15	278,918.45	1,800,621.68	1,531,724.35	-14.93%
VOLUNTARY PAYMENTS TO TOWNS	296,027.47	305,469.18	2,072,192.29	2,138,284.26	3.19%
	<u>113,000.00</u>	<u>114,000.00</u>	<u>787,186.00</u>	<u>791,383.00</u>	<u>0.53%</u>
TOTAL OPERATING EXPENSES	6,453,153.11	6,356,180.43	47,311,129.81	47,521,724.27	0.45%
OPERATING INCOME	544,536.88	684,565.76	3,373,961.12	3,391,479.36	0.52%
NONOPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	3,975.90	708.84	37,629.64	47,187.79	25.40%
RETURN ON INVESTMENT TO READING	(183,829.75)	(188,785.58)	(1,286,808.25)	(1,321,499.08)	2.70%
INTEREST INCOME	3,867.39	2,194.31	60,559.01	19,468.49	-67.85%
INTEREST EXPENSE	(500.22)	(250.50)	(5,226.99)	(2,858.35)	-45.32%
OTHER (MDSE AND AMORT)	130,015.08	117,408.58	244,158.43	172,103.21	-29.51%
TOTAL NONOPERATING REV (EXP)	<u>(46,471.60)</u>	<u>(68,724.35)</u>	<u>(949,688.16)</u>	<u>(1,085,597.94)</u>	<u>14.31%</u>
CHANGE IN NET ASSETS	<u>498,065.28</u>	<u>615,841.41</u>	2,424,272.96	2,305,881.42	-4.88%
NET ASSETS AT BEGINNING OF YEAR			93,603,582.47	96,534,059.99	3.13%
NET ASSETS AT END OF JANUARY			<u>96,027,855.43</u>	<u>98,839,941.41</u>	2.93%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
1/31/13

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	27,458,000.00	28,684,115.00	(1,226,115.00)	-4.27%
FUEL REVENUE	21,087,222.13	19,109,629.00	1,977,593.13	10.35%
PURCHASED POWER CAPACITY	1,283,664.41	1,307,416.00	(23,751.59)	-1.82%
FORFEITED DISCOUNTS	607,232.02	631,050.00	(23,817.98)	-3.77%
ENERGY CONSERVATION REVENUE	417,296.73	431,597.00	(14,300.27)	-3.31%
GAW REVENUE	423,744.27	431,597.00	(7,852.73)	-1.82%
NYPA CREDIT	(363,955.93)	(408,331.00)	44,375.07	-10.87%
TOTAL OPERATING REVENUES	50,913,203.63	50,187,073.00	726,130.63	1.45%
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER BASE	16,756,324.54	18,077,819.00	(1,321,494.46)	-7.31%
PURCHASED POWER FUEL	20,538,707.81	19,810,564.00	728,143.81	3.68%
OPERATING MAINTENANCE	5,765,300.31	5,669,396.00	95,904.31	1.69%
DEPRECIATION	1,531,724.35	1,507,336.00	24,388.35	1.62%
VOLUNTARY PAYMENTS TO TOWNS	2,138,284.26	2,129,169.00	9,115.26	0.43%
	791,383.00	798,000.00	(6,617.00)	-0.83%
TOTAL OPERATING EXPENSES	47,521,724.27	47,992,284.00	(470,559.73)	-0.98%
OPERATING INCOME	3,391,479.36	2,194,789.00	1,196,690.36	54.52%
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	47,187.79	300,000.00	(252,812.21)	-84.27%
RETURN ON INVESTMENT TO READING	(1,321,499.08)	(1,321,250.00)	(249.08)	0.02%
INTEREST INCOME	19,468.49	58,331.00	(38,862.51)	-66.62%
INTEREST EXPENSE	(2,858.35)	(1,750.00)	(1,108.35)	63.33%
OTHER (MDSE AND AMORT)	172,103.21	70,000.00	102,103.21	145.86%
TOTAL NONOPERATING REV (EXP)	(1,085,597.94)	(894,669.00)	(190,928.94)	21.34%
CHANGE IN NET ASSETS	2,305,881.42	1,300,120.00	1,005,761.42	77.36%
NET ASSETS AT BEGINNING OF YEAR	96,534,059.99	96,534,059.99	0.00	0.00%
NET ASSETS AT END OF JANUARY	98,839,941.41	97,834,179.99	1,005,761.42	1.03%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
RECONCILIATION OF CAPITAL FUNDS
1/31/13

SOURCE OF CAPITAL FUNDS:

DEPRECIATION FUND BALANCE 7/1/12	2,635,205.70
CONSTRUCTION FUND BALANCE 7/1/12	2,000,000.00
INTEREST ON DEPRECIATION FUND FY 13	4,308.72
DEPRECIATION TRANSFER FY 13	<u>2,138,284.26</u>
TOTAL SOURCE OF CAPITAL FUNDS	6,777,798.68

USE OF CAPITAL FUNDS:

LESS PAID ADDITIONS TO PLANT THRU JANUARY	<u>3,734,758.84</u>
GENERAL LEDGER CAPITAL FUNDS BALANCE 1/31/13	<u><u>3,043,039.84</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SALES OF KILOWATT HOURS
1/31/13

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	22,442,292	21,750,213	156,374,445	159,439,088	1.96%
COMM. AND INDUSTRIAL SALES	31,431,195	31,468,422	245,224,771	246,614,313	0.57%
PRIVATE STREET LIGHTING	73,295	72,807	510,436	512,643	0.43%
TOTAL PRIVATE CONSUMERS	<u>53,946,782</u>	<u>53,291,442</u>	<u>402,109,652</u>	<u>406,566,044</u>	1.11%
MUNICIPAL SALES:					
STREET LIGHTING	239,295	238,739	1,673,927	1,666,601	-0.44%
MUNICIPAL BUILDINGS	858,971	846,690	5,666,816	5,657,511	-0.16%
TOTAL MUNICIPAL CONSUMERS	<u>1,098,266</u>	<u>1,085,429</u>	<u>7,340,743</u>	<u>7,324,112</u>	-0.23%
SALES FOR RESALE	282,836	258,032	2,049,706	2,066,265	0.81%
SCHOOL	1,316,235	1,297,463	7,900,456	7,903,304	0.04%
TOTAL KILOWATT HOURS SOLD	<u>56,644,119</u>	<u>55,932,366</u>	<u>419,400,557</u>	<u>423,859,725</u>	1.06%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
KILOWATT HOURS SOLD BY TOWN
1/31/13

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	21,750,213	6,947,668	3,012,506	4,950,353	6,839,686
COMM & IND	31,468,422	4,192,163	250,081	4,921,661	22,104,517
PVT ST LIGHTS	72,807	13,585	1,360	20,860	37,002
PUB ST LIGHTS	238,739	80,536	32,500	41,176	84,527
MUNI BLDGS	846,690	269,082	141,496	125,484	310,628
SALES/RESALE	258,032	258,032	0	0	0
SCHOOL	1,297,463	456,242	268,061	171,520	401,640
TOTAL	55,932,366	12,217,308	3,706,004	10,231,054	29,778,000

YEAR TO DATE

RESIDENTIAL	159,439,088	49,642,047	23,043,007	36,882,566	49,871,468
COMM & IND	246,614,313	30,814,223	1,897,354	38,033,748	175,868,988
PVT ST LIGHTS	512,643	95,095	9,520	149,152	258,876
PUB ST LIGHTS	1,666,601	563,752	227,460	283,700	591,689
MUNI BLDGS	5,657,511	1,410,833	999,495	1,116,764	2,130,419
SALES/RESALE	2,066,265	2,066,265	0	0	0
SCHOOL	7,903,304	2,792,527	1,713,651	1,000,320	2,396,806
TOTAL	423,859,725	87,384,742	27,890,487	77,466,250	231,118,246

LAST YEAR TO DATE

RESIDENTIAL	156,374,445	48,878,075	22,339,481	36,480,422	48,676,467
COMM & IND	245,224,771	31,163,673	1,975,518	38,029,964	174,055,616
PVT ST LIGHTS	510,436	97,575	9,520	149,664	253,677
PUB ST LIGHTS	1,673,927	563,252	227,102	279,240	604,333
MUNI BLDGS	5,666,816	1,408,517	966,513	1,136,928	2,154,858
SALES/RESALE	2,049,706	2,049,706	0	0	0
SCHOOL	7,900,456	2,826,875	1,746,008	1,008,080	2,319,493
TOTAL	419,400,557	86,987,673	27,264,142	77,084,298	228,064,444

KILOWATT HOURS SOLD TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	38.89%	12.42%	5.39%	8.85%	12.23%
COMM & IND	56.26%	7.50%	0.45%	8.80%	39.51%
PVT ST LIGHTS	0.13%	0.02%	0.00%	0.04%	0.07%
PUB ST LIGHTS	0.43%	0.14%	0.06%	0.07%	0.16%
MUNI BLDGS	1.51%	0.48%	0.25%	0.22%	0.56%
SALES/RESALE	0.46%	0.46%	0.00%	0.00%	0.00%
SCHOOL	2.32%	0.82%	0.48%	0.31%	0.71%
TOTAL	100.00%	21.84%	6.63%	18.29%	53.24%

YEAR TO DATE

RESIDENTIAL	37.62%	11.71%	5.44%	8.70%	11.77%
COMM & IND	58.20%	7.27%	0.45%	8.97%	41.51%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.39%	0.13%	0.05%	0.07%	0.14%
MUNI BLDGS	1.33%	0.33%	0.24%	0.26%	0.50%
SALES/RESALE	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	1.85%	0.66%	0.40%	0.24%	0.55%
TOTAL	100.00%	20.61%	6.58%	18.28%	54.53%

LAST YEAR TO DATE

RESIDENTIAL	37.29%	11.65%	5.33%	8.70%	11.61%
COMM & IND	58.47%	7.43%	0.47%	9.07%	41.50%
PVT ST LIGHTS	0.12%	0.02%	0.00%	0.04%	0.06%
PUB ST LIGHTS	0.40%	0.13%	0.05%	0.07%	0.15%
MUNI BLDGS	1.35%	0.34%	0.23%	0.27%	0.51%
SALES/RESALE	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	1.88%	0.67%	0.42%	0.24%	0.55%
TOTAL	100.00%	20.73%	6.50%	18.39%	54.38%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
FORMULA INCOME
1/31/13

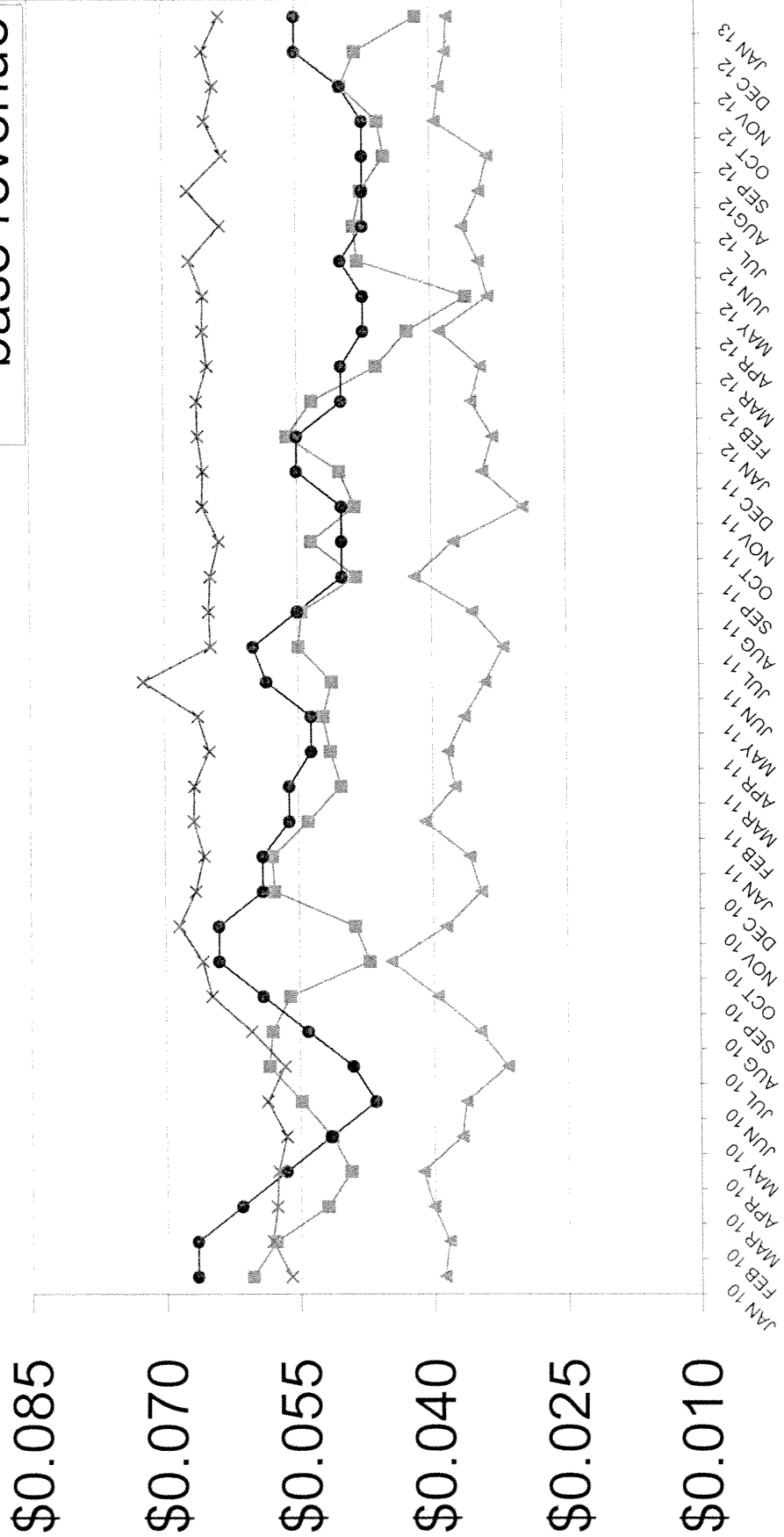
TOTAL OPERATING REVENUES	(P.3)	50,913,203.63
ADD:		
POLE RENTAL		0.00
INTEREST INCOME ON CUSTOMER DEPOSITS		820.18
LESS:		
OPERATING EXPENSES	(P.3)	(47,521,724.27)
CUSTOMER DEPOSIT INTEREST EXPENSE		(2,858.35)
FORMULA INCOME (LOSS)		<u>3,389,441.19</u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
GENERAL STATISTICS
1/31/13

		MONTH OF JAN 2012	MONTH OF JAN 2013	% CHANGE		YEAR JAN 2012	THRU JAN 2013
				2012	2013		
SALE OF KWH	(P.5)	56,644,119	55,932,366	-3.46%	1.06%	419,400,557	423,859,725
KWH PURCHASED		59,550,250	60,866,668	-2.87%	2.35%	433,579,697	443,749,414
AVE BASE COST PER KWH		0.033086	0.038003	-48.69%	9.63%	0.034444	0.037761
AVE BASE SALE PER KWH		0.066118	0.063531	3.42%	-0.41%	0.065048	0.064781
AVE COST PER KWH		0.089145	0.079457	-5.47%	-3.30%	0.086909	0.084045
AVE SALE PER KWH		0.121100	0.116937	-1.65%	-3.59%	0.118797	0.114531
FUEL CHARGE REVENUE (P.3)		3,114,395.49	2,987,105.82	-10.36%	-6.46%	22,542,547.15	21,087,222.13
LOAD FACTOR		76.56%	76.64%				
PEAK LOAD		106,558	108,799				

kwh analysis

- ▲— base cost
- fuel cost
- fuel revenue
- x— base revenue



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF CASH AND INVESTMENTS
1/31/13

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
UNRESTRICTED CASH		
CASH - OPERATING FUND	9,618,141.12	11,243,242.08
CASH - PETTY CASH	3,000.00	3,000.00
TOTAL UNRESTRICTED CASH	9,621,141.12	11,246,242.08
RESTRICTED CASH		
CASH - DEPRECIATION FUND	4,010,961.89	3,043,039.84
CASH - TOWN PAYMENT	596,000.00	302,785.50
CASH - DEFERRED FUEL RESERVE	2,452,189.78	2,454,602.87
CASH - RATE STABILIZATION FUND	6,068,389.05	6,687,657.73
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	2,952,851.04	2,986,790.43
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	604,388.69	678,775.42
CASH - ENERGY CONSERVATION	173,774.12	228,018.09
CASH - OPEB	1,172,973.82	1,346,595.16
TOTAL RESTRICTED CASH	18,381,528.39	18,078,265.04
TOTAL CASH BALANCE	28,002,669.51	29,324,507.12

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF ACCOUNTS RECEIVABLE
1/31/13

SCHEDULE B

SCHEDULE OF ACCOUNTS RECEIVABLE	PREVIOUS YEAR	CURRENT YEAR
RESIDENTIAL AND COMMERCIAL	3,298,034.16	2,724,477.21
ACCOUNTS RECEIVABLE - OTHER	173,757.74	251,276.04
ACCOUNTS RECEIVABLE - LIENS	68,665.99	44,306.27
ACCOUNTS RECEIVABLE - EMPLOYEE ADVANCES	892.14	892.14
SALES DISCOUNT LIABILITY	(272,247.53)	(247,159.94)
RESERVE FOR UNCOLLECTIBLE ACCOUNTS	(290,897.86)	(236,898.16)
TOTAL ACCOUNTS RECEIVABLE BILLED	<u>2,978,204.64</u>	<u>2,536,893.56</u>
UNBILLED ACCOUNTS RECEIVABLE	4,830,294.37	4,915,936.83
TOTAL ACCOUNTS RECEIVABLE, NET	<u><u>7,808,499.01</u></u>	<u><u>7,452,830.39</u></u>

SCHEDULE OF PREPAYMENTS

PREPAID INSURANCE	1,465,398.59	1,388,592.26
PREPAYMENT PURCHASED POWER	336,853.70	(251,422.19)
PREPAYMENT PASNY	238,330.65	241,849.32
PREPAYMENT WATSON	155,415.85	188,383.79
PURCHASED POWER WORKING CAPITAL	14,523.70	14,523.70
TOTAL PREPAYMENT	<u><u>2,210,522.49</u></u>	<u><u>1,581,926.88</u></u>

ACCOUNTS RECEIVABLE AGING JANUARY 2013:

RESIDENTIAL AND COMMERCIAL	2,724,477.21
LESS: SALES DISCOUNT LIABILITY	(247,159.94)
GENERAL LEDGER BALANCE	<u><u>2,477,317.27</u></u>

CURRENT	2,135,241.13	86.19%
30 DAYS	229,859.47	9.28%
60 DAYS	48,048.56	1.94%
90 DAYS	9,156.86	0.37%
OVER 90 DAYS	55,011.25	2.22%
TOTAL	<u><u>2,477,317.27</u></u>	<u><u>100.00%</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
1/31/13

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	2,986,106.37	2,889,149.37	20,631,257.22	20,322,491.43	-1.50%
COMM AND INDUSTRIAL SALES	3,545,526.02	3,526,727.37	27,056,607.04	26,190,297.21	-3.20%
PRIVATE STREET LIGHTING	6,336.67	6,220.70	47,717.22	41,196.88	-13.66%
TOTAL PRIVATE CONSUMERS	<u>6,537,969.06</u>	<u>6,422,097.44</u>	<u>47,735,581.48</u>	<u>46,553,985.52</u>	-2.48%
MUNICIPAL SALES:					
STREET LIGHTING	30,461.88	29,316.83	226,471.87	198,418.96	-12.39%
MUNICIPAL BUILDINGS	104,255.50	101,903.38	690,109.80	658,093.28	-4.64%
TOTAL MUNICIPAL CONSUMERS	<u>134,717.38</u>	<u>131,220.21</u>	<u>916,581.67</u>	<u>856,512.24</u>	-6.55%
SALES FOR RESALE	35,092.33	31,937.02	252,014.50	244,461.22	-3.00%
SCHOOL	151,838.98	149,300.48	919,331.72	890,263.15	-3.16%
SUB-TOTAL	<u>6,859,617.75</u>	<u>6,734,555.15</u>	<u>49,823,509.37</u>	<u>48,545,222.13</u>	-2.57%
FORFEITED DISCOUNTS	87,893.05	96,411.86	566,459.28	607,232.02	7.20%
PURCHASED POWER CAPACITY	(10,759.23)	169,473.07	(79,673.49)	1,283,664.41	-1711.16%
ENERGY CONSERVATION - RESIDENTIAL	22,452.71	21,763.78	132,998.64	159,527.31	19.95%
ENERGY CONSERVATION - COMMERCIAL	33,259.24	33,288.90	220,209.05	257,769.42	17.06%
GAW REVENUE	56,637.77	55,945.06	419,402.62	423,744.27	1.04%
NYPA CREDIT	(51,411.30)	(70,691.63)	(397,814.54)	(363,955.93)	-8.51%
TOTAL REVENUE	<u>6,997,689.99</u>	<u>7,040,746.19</u>	<u>50,685,090.93</u>	<u>50,913,203.63</u>	0.45%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE BY TOWN
1/31/13

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	2,889,149.37	925,562.42	398,417.37	657,095.14	908,074.44
INDUS/MUNI BLDG	3,628,630.75	530,745.25	47,135.26	582,784.98	2,467,965.26
PUB. ST. LIGHTS	29,316.83	9,580.30	3,795.53	5,147.59	10,793.41
PRV. ST. LIGHTS	6,220.70	1,143.34	114.44	1,845.37	3,117.55
CO-OP RESALE	31,937.02	31,937.02	0.00	0.00	0.00
SCHOOL	149,300.48	52,777.63	30,596.71	20,190.44	45,735.70
TOTAL	6,734,555.15	1,551,745.96	480,059.31	1,267,063.52	3,435,686.36

THIS YEAR TO DATE

RESIDENTIAL	20,322,491.43	6,352,961.92	2,919,089.95	4,695,143.55	6,355,296.01
INDUS/MUNI BLDG	26,848,390.49	3,661,072.17	334,160.58	4,282,082.04	18,571,075.70
PUB. ST. LIGHTS	198,418.96	64,243.42	25,425.25	36,154.88	72,595.41
PRV. ST. LIGHTS	41,196.88	7,535.56	753.52	12,409.78	20,498.02
CO-OP RESALE	244,461.22	244,461.22	0.00	0.00	0.00
SCHOOL	890,263.15	317,217.32	190,737.90	115,908.20	266,399.73
TOTAL	48,545,222.13	10,647,491.61	3,470,167.18	9,141,698.46	25,285,864.88

LAST YEAR TO DATE

RESIDENTIAL	20,631,257.22	6,464,504.95	2,938,871.91	4,801,274.13	6,426,606.23
INDUS/MUNI BLDG	27,746,716.84	3,822,007.92	352,644.62	4,433,337.19	19,138,727.11
PUB. ST. LIGHTS	226,471.87	72,925.06	28,087.06	40,374.65	85,085.10
PRV. ST. LIGHTS	47,717.22	8,917.68	873.00	14,702.26	23,224.28
CO-OP RESALE	252,014.50	252,014.50	0.00	0.00	0.00
SCHOOL	919,331.72	332,052.32	199,337.84	120,267.15	267,674.41
TOTAL	49,823,509.37	10,952,422.43	3,519,814.43	9,409,955.38	25,941,317.13

PERCENTAGE OF OPERATING INCOME TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	42.90%	13.74%	5.92%	9.76%	13.48%
INDUS/MUNI BLDG	53.88%	7.88%	0.70%	8.65%	36.65%
PUB. ST. LIGHTS	0.44%	0.14%	0.06%	0.08%	0.16%
PRV. ST. LIGHTS	0.09%	0.02%	0.00%	0.03%	0.04%
CO-OP RESALE	0.47%	0.47%	0.00%	0.00%	0.00%
SCHOOL	2.22%	0.78%	0.45%	0.30%	0.69%
TOTAL	100.00%	23.03%	7.13%	18.82%	51.02%

THIS YEAR TO DATE

RESIDENTIAL	41.86%	13.09%	6.01%	9.67%	13.09%
INDUS/MUNI BLDG	55.31%	7.54%	0.69%	8.82%	38.26%
PUB. ST. LIGHTS	0.41%	0.13%	0.05%	0.07%	0.16%
PRV. ST. LIGHTS	0.09%	0.02%	0.00%	0.03%	0.04%
CO-OP RESALE	0.50%	0.50%	0.00%	0.00%	0.00%
SCHOOL	1.83%	0.65%	0.39%	0.24%	0.55%
TOTAL	100.00%	21.93%	7.14%	18.83%	52.10%

LAST YEAR TO DATE

RESIDENTIAL	41.07%	12.84%	5.91%	9.49%	12.83%
INDUS/MUNI BLDG	56.09%	7.62%	0.71%	8.98%	38.78%
PUB. ST. LIGHTS	0.46%	0.15%	0.06%	0.08%	0.17%
PRV. ST. LIGHTS	0.10%	0.02%	0.00%	0.03%	0.05%
CO-OP RESALE	0.50%	0.50%	0.00%	0.00%	0.00%
SCHOOL	1.78%	0.64%	0.39%	0.23%	0.52%
TOTAL	100.00%	21.77%	7.07%	18.81%	52.35%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED REVENUE VARIANCE REPORT
1/31/13

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	12,386,197.66	12,963,589.00	(577,391.34)	-4.45%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	14,322,614.90	14,928,493.00	(605,878.10)	-4.06%
PUBLIC STREET LIGHTING	115,077.15	118,227.00	(3,149.85)	-2.66%
SALES FOR RESALE	142,033.13	169,763.00	(27,729.87)	-16.33%
SCHOOL	<u>492,077.16</u>	<u>504,043.00</u>	<u>(11,965.84)</u>	-2.37%
TOTAL BASE SALES	27,458,000.00	28,684,115.00	(1,226,115.00)	-4.27%
TOTAL FUEL SALES	<u>21,087,222.13</u>	<u>19,109,629.00</u>	<u>1,977,593.13</u>	10.35%
TOTAL OPERATING REVENUE	48,545,222.13	47,793,744.00	751,478.13	1.57%
FORFEITED DISCOUNTS	607,232.02	631,050.00	(23,817.98)	-3.77%
PURCHASED POWER CAPACITY	1,283,664.41	1,307,416.00	(23,751.59)	-1.82%
ENERGY CONSERVATION - RESIDENTIAL	159,527.31	160,782.00	(1,254.69)	-0.78%
ENERGY CONSERVATION - COMMERCIAL	257,769.42	270,815.00	(13,045.58)	-4.82%
GAW REVENUE	423,744.27	431,597.00	(7,852.73)	-1.82%
PASNY CREDIT	(363,955.93)	(408,331.00)	44,375.07	-10.87%
TOTAL OPERATING REVENUES	<u><u>50,913,203.63</u></u>	<u><u>50,187,073.00</u></u>	<u><u>726,130.63</u></u>	1.45%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING EXPENSES
1/31/13

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER BASE EXPENSE	1,970,296.64	2,313,125.74	14,934,246.54	16,756,324.54	12.20%
OPERATION SUP AND ENGINEERING EXP	32,507.31	39,914.20	309,702.74	299,498.24	-3.29%
STATION SUP LABOR AND MISC	7,736.16	7,696.39	66,914.43	44,092.81	-34.11%
LINE MISC LABOR AND EXPENSE	38,506.15	62,418.80	384,941.18	400,433.80	4.02%
STATION LABOR AND EXPENSE	29,667.64	43,335.68	282,853.46	317,214.49	12.15%
STREET LIGHTING EXPENSE	14,177.67	9,748.55	68,081.51	48,827.26	-28.28%
METER EXPENSE	8,080.36	18,345.70	150,325.95	110,515.47	-26.48%
MISC DISTRIBUTION EXPENSE	25,739.70	30,326.14	194,912.25	201,229.35	3.24%
METER READING LABOR & EXPENSE	6,977.37	7,115.70	53,854.07	52,402.29	-2.70%
ACCT & COLL LABOR & EXPENSE	112,805.63	125,758.47	811,869.78	880,951.87	8.51%
UNCOLLECTIBLE ACCOUNTS	16,000.00	8,333.33	112,000.00	58,333.31	-47.92%
ENERGY AUDIT EXPENSE	30,615.79	53,563.94	262,482.13	288,454.98	9.90%
ADMIN & GEN SALARIES	55,022.95	77,020.95	437,113.65	456,951.12	4.54%
OFFICE SUPPLIES & EXPENSE	19,168.89	25,443.87	126,641.10	143,783.77	13.54%
OUTSIDE SERVICES	36,302.15	52,961.81	223,657.00	252,062.90	12.70%
PROPERTY INSURANCE	23,265.13	22,936.17	218,567.84	213,253.59	-2.43%
INJURIES AND DAMAGES	3,968.18	4,849.05	7,926.23	28,051.34	253.91%
EMPLOYEES PENSIONS & BENEFITS	(62,284.63)	164,706.93	682,198.42	1,260,881.14	84.83%
MISC GENERAL EXPENSE	9,144.80	6,445.08	120,960.38	106,858.82	-11.66%
RENT EXPENSE	5,695.29	15,313.91	103,891.72	119,064.09	14.60%
ENERGY CONSERVATION	39,835.13	45,265.80	350,221.85	482,439.67	37.75%
TOTAL OPERATION EXPENSES	452,931.67	821,500.47	4,969,115.69	5,765,300.31	16.02%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	227.08	227.08	1,589.58	1,589.58	0.00%
MAINT OF STRUCT AND EQUIPMT	76,364.71	16,067.16	188,042.40	81,299.14	-56.77%
MAINT OF LINES - OH	140,398.83	141,717.47	1,070,013.21	906,066.89	-15.32%
MAINT OF LINES - UG	9,400.19	18,675.63	115,281.36	97,547.63	-15.38%
MAINT OF LINE TRANSFORMERS	(8,389.19)	43,739.35	31,187.43	77,726.50	149.22%
MAINT OF ST LT & SIG SYSTEM	(48.03)	(8.23)	(350.51)	(258.30)	-26.31%
MAINT OF GARAGE AND STOCKROOM	49,668.05	42,085.56	298,546.82	280,867.94	-5.92%
MAINT OF METERS	9,454.55	2,125.44	49,608.01	21,022.99	-57.62%
MAINT OF GEN PLANT	5,489.96	14,288.99	46,703.38	65,861.98	41.02%
TOTAL MAINTENANCE EXPENSES	282,566.15	278,918.45	1,800,621.68	1,531,724.35	-14.93%
DEPRECIATION EXPENSE	296,027.47	305,469.18	2,072,192.29	2,138,284.26	3.19%
PURCHASED POWER FUEL EXPENSE	3,338,331.18	2,523,166.59	22,747,767.61	20,538,707.81	-9.71%
VOLUNTARY PAYMENTS TO TOWNS	113,000.00	114,000.00	787,186.00	791,383.00	0.53%
TOTAL OPERATING EXPENSES	6,453,153.11	6,356,180.43	47,311,129.81	47,521,724.27	0.45%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
1/31/13

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	%
				CHANGE
PURCHASED POWER BASE EXPENSE	<u>16,756,324.54</u>	<u>18,077,819.00</u>	<u>(1,321,494.46)</u>	-7.31%
OPERATION SUP AND ENGINEERING EXP	299,498.24	275,242.00	24,256.24	8.81%
STATION SUP LABOR AND MISC	44,092.81	46,847.00	(2,754.19)	-5.88%
LINE MISC LABOR AND EXPENSE	400,433.80	387,367.00	13,066.80	3.37%
STATION LABOR AND EXPENSE	317,214.49	263,909.00	53,305.49	20.20%
STREET LIGHTING EXPENSE	48,827.26	48,596.00	231.26	0.48%
METER EXPENSE	110,515.47	99,015.00	11,500.47	11.61%
MISC DISTRIBUTION EXPENSE	201,229.35	212,432.00	(11,202.65)	-5.27%
METER READING LABOR & EXPENSE	52,402.29	56,888.00	(4,485.71)	-7.89%
ACCT & COLL LABOR & EXPENSE	880,951.87	806,759.00	74,192.87	9.20%
UNCOLLECTIBLE ACCOUNTS	58,333.31	58,331.00	2.31	0.00%
ENERGY AUDIT EXPENSE	288,454.98	283,515.00	4,939.98	1.74%
ADMIN & GEN SALARIES	456,951.12	440,815.00	16,136.12	3.66%
OFFICE SUPPLIES & EXPENSE	143,783.77	148,274.00	(4,490.23)	-3.03%
OUTSIDE SERVICES	252,062.90	369,433.00	(117,370.10)	-31.77%
PROPERTY INSURANCE	213,253.59	275,051.00	(61,797.41)	-22.47%
INJURIES AND DAMAGES	28,051.34	33,231.00	(5,179.66)	-15.59%
EMPLOYEES PENSIONS & BENEFITS	1,260,881.14	1,183,307.00	77,574.14	6.56%
MISC GENERAL EXPENSE	106,858.82	141,025.00	(34,166.18)	-24.23%
RENT EXPENSE	119,064.09	123,669.00	(4,604.91)	-3.72%
ENERGY CONSERVATION	482,439.67	415,690.00	66,749.67	16.06%
TOTAL OPERATION EXPENSES	<u>5,765,300.31</u>	<u>5,669,396.00</u>	<u>95,904.31</u>	1.69%
MAINTENANCE EXPENSES:				
MAINT OF TRANSMISSION PLANT	1,589.58	1,750.00	(160.42)	-9.17%
MAINT OF STRUCT AND EQUIPMENT	81,299.14	68,156.00	13,143.14	19.28%
MAINT OF LINES - OH	906,066.89	701,490.00	204,576.89	29.16%
MAINT OF LINES - UG	97,547.63	96,759.00	788.63	0.82%
MAINT OF LINE TRANSFORMERS	77,726.50	126,199.00	(48,472.50)	-38.41%
MAINT OF ST LT & SIG SYSTEM	(258.30)	5,656.00	(5,914.30)	-104.57%
MAINT OF GARAGE AND STOCKROOM	280,867.94	390,524.00	(109,656.06)	-28.08%
MAINT OF METERS	21,022.99	40,320.00	(19,297.01)	-47.86%
MAINT OF GEN PLANT	65,861.98	76,482.00	(10,620.02)	-13.89%
TOTAL MAINTENANCE EXPENSES	<u>1,531,724.35</u>	<u>1,507,336.00</u>	<u>24,388.35</u>	1.62%
DEPRECIATION EXPENSE	2,138,284.26	2,129,169.00	9,115.26	0.43%
PURCHASED POWER FUEL EXPENSE	20,538,707.81	19,810,564.00	728,143.81	3.68%
VOLUNTARY PAYMENTS TO TOWNS	791,383.00	798,000.00	(6,617.00)	-0.83%
TOTAL OPERATING EXPENSES	<u><u>47,521,724.27</u></u>	<u><u>47,992,284.00</u></u>	<u><u>(470,559.73)</u></u>	-0.98%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
1/31/13

OPERATION EXPENSES:	RESPONSIBLE SENIOR MANAGER	2013 ANNUAL BUDGET	ACTUAL YEAR TO DATE	REMAINING BUDGET BALANCE	REMAINING BUDGET %
PURCHASED POWER BASE EXPENSE	JP	<u>30,102,742.00</u>	<u>16,756,324.54</u>	<u>13,346,417.46</u>	44.34%
OPERATION SUP AND ENGINEERING EXP	KS	468,949.00	299,498.24	169,450.76	36.13%
STATION SUP LABOR AND MISC	KS	79,813.00	44,092.81	35,720.19	44.75%
LINE MISC LABOR AND EXPENSE	KS	671,309.00	400,433.80	270,875.20	40.35%
STATION LABOR AND EXPENSE	KS	448,249.00	317,214.49	131,034.51	29.23%
STREET LIGHTING EXPENSE	KS	83,106.00	48,827.26	34,278.74	41.25%
METER EXPENSE	KS	197,329.00	110,515.47	86,813.53	43.99%
MISC DISTRIBUTION EXPENSE	KS	366,489.00	201,229.35	165,259.65	45.09%
METER READING LABOR & EXPENSE	KS	69,946.00	52,402.29	17,543.71	25.08%
ACCT & COLL LABOR & EXPENSE	RF	1,385,210.00	880,951.87	504,258.13	36.40%
UNCOLLECTIBLE ACCOUNTS	RF	100,000.00	58,333.31	41,666.69	41.67%
ENERGY AUDIT EXPENSE	JP	479,013.00	288,454.98	190,558.02	39.78%
ADMIN & GEN SALARIES	VC	761,068.00	456,951.12	304,116.88	39.96%
OFFICE SUPPLIES & EXPENSE	VC	253,950.00	143,783.77	110,166.23	43.38%
OUTSIDE SERVICES	VC	507,125.00	252,062.90	255,062.10	50.30%
PROPERTY INSURANCE	KS	471,500.00	213,253.59	258,246.41	54.77%
INJURIES AND DAMAGES	KS	56,619.00	28,051.34	28,567.66	50.46%
EMPLOYEES PENSIONS & BENEFITS	KS	1,889,623.00	1,260,881.14	628,741.86	33.27%
MISC GENERAL EXPENSE	VC	200,785.00	106,858.82	93,926.18	46.78%
RENT EXPENSE	KS	212,000.00	119,064.09	92,935.91	43.84%
ENERGY CONSERVATION	JP	697,983.00	482,439.67	215,543.33	30.88%
TOTAL OPERATION EXPENSES		<u>8,823,105.00</u>	<u>5,765,300.31</u>	<u>3,634,765.69</u>	41.20%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	KS	3,000.00	1,589.58	1,410.42	47.01%
MAINT OF STRUCT AND EQUIPMT	KS	114,120.00	81,299.14	32,820.86	28.76%
MAINT OF LINES - OH	KS	1,250,421.00	906,066.89	344,354.11	27.54%
MAINT OF LINES - UG	KS	285,371.00	97,547.63	187,823.37	65.82%
MAINT OF LINE TRANSFORMERS	KS	188,500.00	77,726.50	110,773.50	58.77%
MAINT OF ST LT & SIG SYSTEM	KS	9,684.00	(258.30)	9,942.30	102.67%
MAINT OF GARAGE AND STOCKROOM	KS	672,589.00	280,867.94	391,721.06	58.24%
MAINT OF METERS	KS	47,392.00	21,022.99	26,369.01	55.64%
MAINT OF GEN PLANT	RF	131,320.00	65,861.98	65,458.02	49.85%
TOTAL MAINTENANCE EXPENSES		<u>2,817,401.00</u>	<u>1,531,724.35</u>	<u>1,170,672.65</u>	41.55%
DEPRECIATION EXPENSE	RF	3,650,000.00	2,138,284.26	1,511,715.74	41.42%
PURCHASED POWER FUEL EXPENSE	JP	30,500,000.00	20,538,707.81	9,961,292.19	32.66%
VOLUNTARY PAYMENTS TO TOWNS	RF	1,368,000.00	791,383.00	576,617.00	42.15%
TOTAL OPERATING EXPENSES		<u>83,767,500.00</u>	<u>47,521,724.27</u>	<u>30,201,480.73</u>	36.05%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
PROFESSIONAL SERVICES
1/31/2013

PROFESSIONAL SERVICES BY PROJECT

ITEM	DEPARTMENT	ACTUAL	BUDGET	VARIANCE
1 RMLD AND PENSION TRUST AUDIT FEES	ACCOUNTING	32,750.00	32,250.00	500.00
2 PENSION ACTUARIAL EVALUATION	ACCOUNTING	3,750.00	0.00	3,750.00
3 LEGAL- FERC/ISO ISSUES	ENERGY SERVICE	0.00	10,500.00	(10,500.00)
4 LEGAL- POWER SUPPLY ISSUES	ENERGY SERVICE	18,085.80	26,250.00	(8,164.20)
5 PROFESSIONAL SERVICES	ENERGY SERVICE	9,939.80	14,000.00	(4,060.20)
6 NERC COMPLIANCE AND AUDIT	E & O	7,995.00	10,850.00	(2,855.00)
7 LOAD CAPACITY STUDY	ENGINEERING	0.00	11,250.00	(11,250.00)
8 STROM HARDENING STUDY	ENGINEERING	0.00	50,000.00	(50,000.00)
9 LEGAL-GENERAL, MMWEC AUDIT	GM	63,000.78	87,500.00	(24,499.22)
10 LEGAL SERVICES-GENERAL	HR	61,037.88	39,600.00	21,437.88
11 LEGAL SERVICES-NEGOTIATIONS	HR	27,584.42	36,800.00	(9,215.58)
12 LEGAL GENERAL	BLDG. MAINT.	10,300.90	875.00	9,425.90
13 SURVEY RIGHT OF WAY	BLDG. MAINT.	0.00	2,919.00	(2,919.00)
14 ENVIRONMENTAL	BLDG. MAINT.	0.00	2,919.00	(2,919.00)
15 ENGINEERING SERVICES	BLDG. MAINT.	14,118.05	4,970.00	9,148.05
16 REPAIR RAMP AND DECK AREA	BLDG. MAINT.	0.00	30,000.00	(30,000.00)
17 INSURANCE CONSULTANT	GEN. BENEFIT	0.00	5,831.00	(5,831.00)
18 LEGAL	GEN. BENEFIT	0.00	2,919.00	(2,919.00)
19 SITE ASSESSMENT FOR MAJOR UPGRADE	ACCOUNTING	2,056.27	0.00	2,056.27
20 GENERAL BANKRUPTCY	ACCOUNTING	1,444.00	0.00	1,444.00
TOTAL		<u>252,062.90</u>	<u>369,433.00</u>	<u>(117,370.10)</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
MELANSON HEATH & COMPANY	32,750.00
HUDSON RIVER ENERGY GROUP	2,895.80
STONE CONSULTING INC.	3,750.00
RUBIN AND RUDMAN	35,603.16
UTILITY SERVICES INC.	7,995.00
DUNCAN & ALLEN	57,228.32
CHOATE HALL & STEWART	81,311.31
MENDERS TORREY & SPENCER	12,385.55
RICHARD HIGGINS ARBITRATOR	2,710.00
GARRY WOOTERS ARBITRATOR	2,062.00
MICHAEL BROWN ARBITRATOR	2,538.99
CMEEC	7,044.00
JM ASSOCIATES	1,732.50
COGSDALE	2,056.27
TOTAL	<u>252,062.90</u>

RMLD
 BUDGET VARIANCE REPORT
 FOR PERIOD ENDING JANUARY 31, 2013

DIVISION	ACTUAL	BUDGET	VARIANCE	CHANGE
ENGINEERING AND OPERATIONS	2,553,105	2,408,678	144,427	6.00%
ENERGY SERVICES	800,076	750,249	49,827	6.64%
GENERAL MANAGER	524,100	548,449	(24,349)	-4.44%
FACILITY MANAGER	2,210,284	2,329,382	(119,097)	-5.11%
BUSINESS DIVISION	5,463,464	5,390,141	73,322	1.36%
 SUB-TOTAL	 <u>11,551,030</u>	 <u>11,426,899</u>	 <u>124,130</u>	 1.09%
 PURCHASED POWER - BASE	 16,756,325	 18,077,819	 (1,321,494)	 -7.31%
PURCHASED POWER - FUEL	20,538,708	19,810,564	728,144	3.68%
 TOTAL	 <u>48,846,062</u>	 <u>49,315,282</u>	 <u>(469,220)</u>	 -0.95%

RMLD
DEFERRED FUEL CASH RESERVE ANALYSIS
1/31/13

DATE	GROSS CHARGES	REVENUES	NYPA CREDIT	MONTHLY DEFERRED	TOTAL DEFERRED
Jun-12					2,270,044.48
Jul-12	3,581,715.28	3,492,843.61	(61,106.90)	(149,978.57)	2,120,065.91
Aug-12	3,578,611.20	2,914,978.35	(44,365.80)	(707,998.65)	1,412,067.26
Sep-12	2,646,309.32	3,486,749.45	(47,478.80)	792,961.33	2,205,028.59
Oct-12	2,595,375.45	2,389,147.98	(48,781.28)	(255,008.75)	1,950,019.84
Nov-12	2,744,817.28	2,740,129.47	(22,566.16)	(27,253.97)	1,922,765.87
Dec-12	2,868,712.69	2,987,105.82	(68,965.36)	49,427.77	1,972,193.64
Jan-13	2,523,166.59	3,076,267.45	(70,691.63)	482,409.23	2,454,602.87

RMLD
STAFFING REPORT
FOR FISCAL YEAR ENDING JUNE, 2013

	13 BUD TOTAL	JUL 12	AUG 12	SEP 12	OCT 12	NOV 12	DEC 12	JAN 13
GENERAL MANAGER								
GENERAL MANAGER	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
HUMAN RESOURCES	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
COMMUNITY RELATIONS	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
BUSINESS								
ACCOUNTING	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
CUSTOMER SERVICE **	7.75	7.75	7.75	7.75	7.75	7.75	7.75	7.75
MGMT INFORMATION SYS *	6.25	6.00	6.00	6.00	6.00	6.00	6.00	6.00
MISCELLANEOUS	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL	17.00	16.75	16.75	16.75	16.75	16.75	16.75	16.75
ENGINEERING & OPERATIONS								
AGM E&O	2.00	2.00	1.00	1.00	1.00	1.00	2.00	2.00
ENGINEERING	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
LINE	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00
METER	4.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
STATION	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
TOTAL	40.00	39.00	38.00	38.00	38.00	38.00	39.00	39.00
PROJECT								
BUILDING	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
GENERAL BENEFITS	2.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00
TRANSPORTATION	-	-	-	-	-	-	-	-
MATERIALS MGMT	4.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00
TOTAL	8.00	6.00	8.00	8.00	8.00	8.00	8.00	8.00
ENERGY SERVICES								
ENERGY SERVICES *	5.50	4.50	4.50	4.50	4.50	4.50	4.50	5.50
TOTAL	5.50	4.50	4.50	4.50	4.50	4.50	4.50	5.50
RMLD TOTAL	74.50	70.25	71.25	71.25	71.25	71.25	72.25	73.25
CONTRACTORS								
UG LINE	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
TOTAL	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
GRAND TOTAL	76.50	72.25	73.25	73.25	73.25	73.25	74.25	75.25

MGL CHAPTER 30B BIDS
BOARD REFERENCE TAB E



RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

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

March 22, 2013

Town of Reading Municipal Light Board

Subject: Pick Up Truck with Lift Gate

On March 6, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for one Pick Up Truck with Lift Gate for the Reading Municipal Light Department.

An invitation to bid was sent to the following 11 companies:

Bonnell Motors, Inc.	Central Dodge, Inc.	Inter-State Ford Truck Sales, Inc.
Lannon Chevrolet	Liberty Chevrolet Inc.	MHQ Municipal Vehicles
Moore GMC Truck, Inc.	Place Motors, Inc.	Sentry Ford
Stoneham Motor Co., Inc.	Woburn Foreign Motors	

Bids were received from five companies; Bonnell Motors, Inc., Central Dodge, Inc., Liberty Chevrolet Inc., Moore GMC Truck, Inc. and Stoneham Motor Co., Inc.

The bids were publicly opened and read aloud at 11:00 a.m. March 20, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-27 for: one Pick Up Truck with Lift Gate be awarded to: **Bonnell Motors, Inc. for \$28,850.00** as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

The FY2013 Capital Budget amount for this item is \$30,000.00.

Kevin Sullivan

David Polson

Paula O'Leary

Pick Up Truck with Lift Gate

Bid 2013-27

<u>Bidder</u>	<u>Vehicle Price</u>	<u>Delivery- Weeks</u>	<u>Exceptions</u>	<u>Responsive Bidder</u>
Bonnell Motors, Inc.	\$28,850.00	8-10	Yes ¹	Yes
Stoneham Motor Co., Inc.	\$29,030.00	12-14	Yes ²	Yes
Moore GMC Truck, Inc.	\$30,295.00	10-11	Yes ³	Yes
Liberty Chevrolet Inc.	\$30,560.00	10-12	Yes ⁴	No
Central Dodge, Inc.	\$33,091.54	7-10	Yes ⁵	Yes

Notes:

- 1: Vendor has 3 minor exceptions with vehicle offered
- 2: Vendor has 5 minor exceptions with vehicle offered
- 3: Vendor has 2 minor exceptions with vehicle offered
- 4: Vendor has 3 minor exceptions with vehicle offered - Vendor did not acknowledge addendum
- 5: Vendor has 2 minor exceptions with vehicle offered

RMLD



Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

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

March 22, 2013

Town of Reading Municipal Light Board

Subject: Pick Up Truck with Plow

On March 6, 2013 a bid invitation was placed as a legal notice in the Reading Chronicle, Lynnfield Villager, North Reading Transcript and Wilmington Town Crier requesting proposals for one Pick Up Truck with Plow for the Reading Municipal Light Department.

An invitation to bid was sent to the following 11 companies:

Bonnell Motors, Inc.	Central Dodge, Inc.	Inter-State Ford Truck Sales, Inc.
Lannon Chevrolet	Liberty Chevrolet Inc.	MHQ Municipal Vehicles
Moore GMC Truck, Inc.	Place Motors, Inc.	Sentry Ford
Stoneham Motor Co., Inc.	Woburn Foreign Motors	

Bids were received from five companies; Bonnell Motors, Inc., Central Dodge, Inc., Liberty Chevrolet Inc., Moore GMC Truck, Inc. and Stoneham Motor Co., Inc.

The bids were publicly opened and read aloud at 11:00 a.m. March 20, 2013 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bids were reviewed, analyzed and evaluated by the Interim General Manager and the staff. Move that bid 2013-28 for: one Pick Up Truck with Plow be awarded to: **Stoneham Motor Co., Inc. for \$31,003.00** as the lowest qualified and responsive bidder on the recommendation of the Interim General Manager.

The FY2013 Capital Budget amount for this item is \$35,000.00.

Kevin Sullivan

David Polson

Paula O'Leary

Pick Up Truck with Plow

Bid 2013-28

<u>Bidder</u>	<u>Vehicle Price</u>	<u>Delivery- Weeks</u>	<u>Exceptions</u>	<u>Responsive Bidder</u>
Stoneham Motor Co., Inc.	\$31,003.00	12-14	Yes ¹	Yes
Bonnell Motors, Inc.	\$31,560.00	8-10	Yes ²	Yes
Central Dodge, Inc.	\$31,711.54	7-10	Yes ³	Yes
Moore GMC Truck, Inc.	\$32,495.00	10-11	Yes ⁴	Yes
Liberty Chevrolet Inc.	\$34,796.00	10-12	Yes ⁵	No

Notes:

- 1: Vendor has 5 minor exceptions with vehicle offered
- 2: Vendor has 3 minor exceptions with vehicle offered
- 3: Vendor has 2 minor exceptions with vehicle offered
- 4: Vendor has 2 minor exceptions with vehicle offered
- 5: Vendor has 2 minor exceptions with vehicle offered - Vendor did not acknowledge addendum

BOARD MATERIAL AVAILABLE
BUT NOT DISCUSSED



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

March-13

	RESIDENTIAL 750 kWh's	RESIDENTIAL-TOU 1500 kWh's 75/25 Split	RES. HOT WATER 1000 kWh's	COMMERCIAL 7,300 kWh's 25,000 kW Demand	SMALL COMMERCIAL 1,080 kWh's 10,000 kW Demand	SCHOOL RATE 35000 kWh's 130.5 kW Demand	INDUSTRIAL - TOU 109,500 kWh's 250,000 kW Demand 80/20 Split
READING MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$99.68	\$176.83	\$116.02	\$921.53	\$176.36	\$4,286.37	\$11,831.27
PER KWH CHARGE	\$0.13291	\$0.11789	\$0.11602	\$0.12624	\$0.16330	\$0.12247	\$0.10805
NATIONAL GRID							
TOTAL BILL	\$109.03	\$203.55	\$145.36	\$1,043.86	\$149.06	\$4,458.82	\$12,418.73
PER KWH CHARGE	\$0.14537	\$0.13670	\$0.14536	\$0.14300	\$0.13802	\$0.12739	\$0.11341
% DIFFERENCE	9.38%	15.11%	25.29%	13.28%	-15.48%	4.02%	4.97%
NSTAR COMPANY							
TOTAL BILL	\$121.38	\$221.15	\$159.69	\$1,098.30	\$165.32	\$6,099.05	\$15,957.63
PER KWH CHARGE	\$0.16183	\$0.14743	\$0.15969	\$0.15045	\$0.15307	\$0.17426	\$0.14573
% DIFFERENCE	21.77%	25.06%	37.64%	19.18%	-6.26%	42.29%	34.88%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$93.09	\$183.15	\$122.39	\$970.56	\$153.77	\$4,889.83	\$11,325.47
PER KWH CHARGE	\$0.12412	\$0.12210	\$0.12239	\$0.13295	\$0.14238	\$0.13971	\$0.10343
% DIFFERENCE	-6.61%	3.57%	5.49%	5.32%	-12.81%	14.08%	-4.28%
MIDDLETON MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$99.77	\$198.39	\$132.64	\$959.51	\$168.44	\$4,762.93	\$13,330.75
PER KWH CHARGE	\$0.13303	\$0.13226	\$0.13264	\$0.13144	\$0.15596	\$0.13608	\$0.12174
% DIFFERENCE	0.09%	12.19%	14.33%	4.12%	-4.49%	11.12%	12.67%
WAKEFIELD MUNICIPAL LIGHT DEPT.							
TOTAL BILL	\$104.99	\$203.67	\$137.88	\$1,045.84	\$168.46	\$4,895.58	\$13,519.62
PER KWH CHARGE	\$0.13998	\$0.13578	\$0.13788	\$0.14327	\$0.15599	\$0.13987	\$0.12347
% DIFFERENCE	5.32%	15.18%	18.84%	13.49%	-4.48%	14.21%	14.27%

Jeanne Foti

From: Jeanne Foti
Sent: Monday, February 25, 2013 7:05 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - Friday, February 22

Good morning.

There were no Account Payable Warrant questions - Friday, February 22.

Thanks.

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.

Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, February 26, 2013 7:09 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Payroll - February 25, 2013
Attachments: Payroll Suggestion - February 25, 2013.pdf

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 2/26/2013 7:09 AM	
	Patricia Mellino	Delivered: 2/26/2013 7:09 AM	Read: 2/26/2013 7:39 AM
	bfournier@RMLD.com	Delivered: 2/26/2013 7:10 AM	
	skazanjan@RMLD.com	Delivered: 2/26/2013 7:10 AM	
	wmarkiewicz@RMLD.com	Delivered: 2/26/2013 7:10 AM	
	Wendy Markiewicz		Read: 2/26/2013 8:14 AM
	Bob Fournier		Read: 2/26/2013 8:40 AM

Good morning.

Please see attached Payroll suggestion from Commissioner Stempeck.

Thanks.

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

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PLEASE NOTE:

COMMISSIONER STEMPECK AND BOB FOURNIEF
HAVE DISCUSSED THIS.

Reading Municipal Light Department
Payroll Removal Sheet

Date	Commissioner	Payroll Employee	Comment
2-25-13	JW Stempek		CAN I see these in Excel instead of individual sheets? We can talk about the format. For example, adding up VACATION hours is laborious to check the totals. Prefer Excel in XP-Format. LET'S DISCUSS.

PLEASE NOTE:
COMMISSIONER STEMPECK AND BOB FOURNIER
HAVE DISCUSSED THIS.

Jeanne Foti

From: Kevin Sullivan
Sent: Wednesday, March 06, 2013 3:18 PM
To: Gina Snyder; RMLD Board Members Group
Cc: Jeanne Foti; Bob Fournier; Dave Polson; Tom O'Connor; Peter Price
Subject: RE: Account Payable Questions - March 1

Please see responses to this week's A/P questions below.

Kevin Sullivan

Engineering and Operations Manager
Reading Municipal Light Department
781 942-6407 office

From: Jeanne Foti
Sent: Monday, March 04, 2013 8:46 AM
To: Kevin Sullivan
Subject: Account Payable Questions - March 1

Snyder

1. Century Bank – What are the lock box charges, messenger service, CD – ROM, web inquiry, data transmission + unprocessable returns?
These are costs associated with the payment collection processes of Century Bank.
2. Collins – P.O. Reminder – While an emergency on 2/15, should have been done PO same day. PO should have been created for an estimated amount when the service call was placed and adjusted when the actual amount was billed. Administrative staff was out of the office training on the day the service call was placed and the emergent nature of the call was not communicated. Instead the PO was created when the invoice was received for the actual value of the work performed.
3. Crowley – What was this for?
This invoice was for work performed in connection with obtaining payment on recalcitrant pole damage reimbursements (3). Crowley also represented the RMLD in Woburn District Court twice. The RMLD has an additional 4 pole damage cases that have not made it to court as of this writing.
4. Image Technology (+others) - P.O. Reminder! Bill date 1/25 PO 2/25.
As with all invoices, we are working toward having a closer relationship between purchase order and invoice. Specifically, it was believed that the freight was not charged for the item delivered. I would term the reason that the timing of the purchase order does not match the invoice, an internal misunderstanding between the vendor and an employee.
5. Office Depot – Why 2 copies of Windows Pro 8 – don't we have a site license for discounted multiple users? Two copies were installed on two pc's. Microsoft does not give special discounts for multiple users.
6. PURMA – P.O. Reminder! Invoice, 1/18, PO 2/26. This is a large sum net to have a PO! How did that happen?

Original invoice dated 1/18 was sent via email and misplaced until PURMA contacted RMLD on 2/26 to confirm the invoice was received. Once the situation was identified the PO was created without delay. In the future PURMA should send invoices to Accounting for processing not individual email accounts.

7. Verizon – Is this phone number in use?

These charges are for the mobile internet.

8. Wilmington Police – No record of end time Voegelin + Nally 2/6 and on 2/15 it looks like Jepson + Nally were charged from 8 - noon to 8 to 1 to give 8 hours for 5 hours.

The time for both Voegelin and Nally on 2/6/13 was 9:30am to 2:30pm. Jepson and Nally worked from 8am to 1pm on 2/15/13. All four police officers were paid 8 hours because they all worked more than 4 hours. Per contract, more than 4 hours worked equals 8 hours pay for Wilmington Police details.

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

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781-942-2409 Fax

Please consider the environment before printing this e-mail.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, March 11, 2013 7:03 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - March 8

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 3/11/2013 7:04 AM	
	Patricia Mellino	Delivered: 3/11/2013 7:04 AM	Read: 3/11/2013 7:28 AM
	bfournier@RMLD.com	Delivered: 3/11/2013 7:04 AM	
	skazanjan@RMLD.com	Delivered: 3/11/2013 7:04 AM	
	wmarkiewicz@RMLD.com	Delivered: 3/11/2013 7:04 AM	

Good morning.

There were no questions for the Account Payable Warrant - March 8.

Thanks.

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.

Jeanne Foti

From: Jeanne Foti
Sent: Tuesday, March 12, 2013 7:09 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Payroll - March 11

Tracking:	Recipient	Delivery
	Accounting Group	
	Kevin Sullivan	Delivered: 3/12/2013 7:10 AM
	Patricia Mellino	Delivered: 3/12/2013 7:10 AM
	bfournier@RMLD.com	Delivered: 3/12/2013 7:10 AM
	skazanjan@RMLD.com	Delivered: 3/12/2013 7:10 AM
	wmarkiewicz@RMLD.com	Delivered: 3/12/2013 7:10 AM

Good morning.

There were no Payroll questions for March 11.

Thanks.

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.

Jeanne Foti

From: Jeanne Foti
Sent: Monday, March 18, 2013 7:16 AM
To: Accounting Group
Cc: Kevin Sullivan; Patricia Mellino
Subject: Account Payable Warrant - March 15

Tracking:	Recipient	Delivery	Read
	Accounting Group		
	Kevin Sullivan	Delivered: 3/18/2013 7:17 AM	Read: 3/18/2013 7:47 AM
	Patricia Mellino	Delivered: 3/18/2013 7:17 AM	Read: 3/19/2013 7:39 AM
	bfournier@RMLD.com	Delivered: 3/18/2013 7:17 AM	
	skazanjan@RMLD.com	Delivered: 3/18/2013 7:17 AM	
	wmarkiewicz@RMLD.com	Delivered: 3/18/2013 7:17 AM	
	Wendy Markiewicz		Read: 3/18/2013 7:48 AM
	Bob Fournier		Read: 3/18/2013 8:30 AM

Good morning.

There were no Account Payable Warrant questions for March 15.

Thanks.

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.