

**READING MUNICIPAL
LIGHT DEPARTMENT**

**BOARD
OF
COMMISSIONERS**

REGULAR SESSION

MAY 30, 2012



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

230 Ash Street
Reading, MA 01867
May 30, 2012
7:30 p.m.

- 7:30 p.m. 1. **Opening Remarks**
- 7:35 p.m. 2. **Introductions/Public Input**
- 7:40 p.m. 3. **Renewable Energy Policy** **ACTION ITEM**
- a. **Policy Committee – Commissioner Soli (Tab A)**
Power & Rate Committee – Vice Chair Synder (Tab B)
 - i. **Renewable Energy Policy presentation, discussion and possible adoption.**
- 8:00 p.m. 4. **Discussion/Motions relating to Renewable Energy Certificates expiring June 15, 2012** **ACTION ITEM**
- 8:20 p.m. 5. **Approval of April 25, 2012 Board Minutes (Tab C)** **ACTION ITEM**
Suggested Motion:
Move that the RMLD Board of Commissioners approve the Regular Session meeting minutes of April 25, 2012.
- 8:25 p.m. 6. **Report of Board Committees** **ACTION ITEM**
- a. **Budget Committee – Chairman Pacino**
 - i. **Fiscal Year 2013 Capital and Operating Budgets**
Note at the Budget Meeting on May 16 both Budgets were approved.

Fiscal Year 2013 Capital Budget
Ms. West made a motion seconded by Ms. O’Neill that the RMLD Board of Commissioners Budget Committee approve the second draft of the FY13 Capital Budget as presented in the amount of \$6,423,414.
Motion carried 3:0:0.

Fiscal Year 2013 Operating Budget
Ms. West made a motion seconded by Ms. O’Neill that the RMLD Board of Commissioners Budget Committee approve the second draft of the FY13 Operating Budget as presented based on a Net Income Amount of \$3,280,709.
Motion carried 3:0:0.
 - b. **Power & Rate Committee – Vice Chair Snyder**
 - i. **Solar Energy Hub – 16 Upton Drive, Wilmington**
 - ii. **Solar Energy Hub – 24 Industrial Way, Wilmington**
- 8:55 p.m. 7. **M.G.L. Chapter 30B Bids – Material (Tab D)** **ACTION ITEM**
- a. **2012-37 Puller Tensioner Trailer**
Suggested Motion:
Move that bid 2012-37 for Puller Tensioner Trailer be awarded to Sherman & Reilly, Inc. for \$68,910.00 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

7. M.G.L. Chapter 30B Bids – Material (Tab D)

b. 2012-41 Outdoor, Pole Mounted, Solid Dielectric, Auto-Recloser (AR)

Suggested Motion:

Move that bid 2012-41 for Outdoor, Pole-Mounted, Solid Dielectric, Auto-Recloser (AR) be awarded to Schneider for a total cost of \$76,500.00 as the lowest qualified and responsive bidder on the recommendation of the General Manager.

c. 2012-43 Licensed Site Professional LSP

Suggested Motion:

Move that bid 2012-43 for Licensed Site Professional (LSP) Services be awarded a contract to Cushing, Jammallo, and Wheeler, Inc., for a three year period beginning July 1, 2012 for an estimated cost of \$27,000.00 per year based on a 3 year average at the rates indicated in their price proposal, as the lowest, most qualified bidder on the recommendation of the General Manager.

d. 2012-44 Hazmat Remediation Services

Suggested Motion:

Move that bid 2012-44 for Hazmat Remediation Services be awarded a contract to ENPRO for a three year period ending June 30, 2015 for an estimated budgeted cost of \$150,000.00, as the lowest qualified bidder on the recommendation of the General Manager.

e. 2012-45 Pad-Mounted Switchgear

Suggested Motion:

Move that bid 2012-45 for Pad-Mounted Switchgear be awarded to WESCO for a total cost of \$39,483.00 as the lowest qualified bidder on the recommendation of the General Manager.

9:40 p.m. **8. Power Supply Report – April 2012 – Ms. Parenteau (Tab E)**

9:50 p.m. **9. Engineering and Operations Report – April 2012 - Mr. Sullivan (Tab F)
Gaw Update**

10:00 p.m. **10. Financial Report – April 2012 – Mr. Fournier (Tab G)**

10:10 p.m. **11. General Manager's Report – Mr. Cameron (Tab H)**

**a. Northeast Public Power Association Annual Conference – Annual Conference
September 16 to September 19 - Sunday River Resort Bethel, Maine**

Note: Any Commission members interest in attending.

b. RMLD Open Positions

10:20 p.m. **12. General Discussion**

10:30 p.m. **BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED
Rate Comparisons, May 2012
E-Mail responses to Account Payable/Payroll Questions**

10:40 p.m. **RMLD Board Meetings
Wednesday, June 27, 2012 and July 25, 2012**

**Citizens' Advisory Board Meeting
Tentative – Tuesday, June 12, 2012, 6:30 pm**

10:45 p.m. **13. Adjournment**

Suggested Motion:

Move to adjourn the Regular Session.

ACTION ITEM

RENEWABLE ENERGY POLICY
POLICY COMMITTEE
BOARD REFERENCE TAB A



Revision No. 1

RMLD Policy No.

Effective Date

Review Date

Renewable Energy Policy

General Manager

Per Board Vote
Chairman/Date

I. Purpose

- A. To develop an approach for implementing the vision of its strategic plan that the RMLD "demonstrate leadership and excellence in providing low cost, clean and reliable electric service."
- B. To establish general guidelines that promote the inclusion of renewable energy projects in order to further implement one of the primary strategies of the RMLD's strategic plan to procure a long – term diverse and environmentally responsive power supply portfolio.

II. Responsibilities

- A. RMLD Board of Commissioners
 1. Responsible for approving this policy.
- B. RMLD Power and Rate Committee
 1. Review all staff-recommended renewable energy project proposals and make recommendations to the Board of Commissioners.
- C. General Manager
 1. Responsible for implementing this policy.

III. Policy Elements

- A. Renewable energy includes energy which comes from hydro, solar, wind, geothermal, and (potentially) biomass sources and which include the renewable energy certificates (RECs) that certify them.
- B. The goal of the RMLD is to have five percent of its power supply portfolio come from renewable energy sources by the end of calendar year 2012. The percentage of the power supply portfolio deriving from renewable energy resources will increase by one percent per year for the five year period of 2013-2017 at which time the RMLD Board will assess this goal.
- C. RECs associated with power supply contracts exceeding in value of the customer purchased Green Choice RECs will be sold and the revenue will be returned to the fuel charge.
- D. If Massachusetts state law requires the RMLD to participate in the Massachusetts Renewable Portfolio Standard (RPS) the RMLD will review and make required adjustments to its power supply portfolio.

- E. The RMLD will strive to diversify renewable energy projects by type, size, and location and will also include environmental impacts in the evaluation process.
- F.. The value of the RECs held, sold, and retired by the RMLD shall be included in the monthly financial reports prepared for the Board of Commissioners as well as included in the RMLD Annual Report. The valuation of the RECs held and retired shall be based on a mark-to-market valuation on the respective reporting date.

RENEWABLE ENERGY POLICY
POWER & RATE COMMITTEE
BOARD REFERENCE TAB B



POWER & RATE COMMITTEE
RENEWABLE ENERGY POLICY

Revision No. 1

RMLD Policy No.

Effective Date

Review Date

Renewable Energy Policy

General Manager

Per Board Vote
Chairman/Date

I. Purpose

- A. To develop an approach for implementing the vision of its strategic plan that the RMLD "demonstrate leadership and excellence in providing low cost, clean and reliable electric service."
- B. To establish general guidelines that promote the inclusion of renewable energy projects in order to further implement one of the primary strategies of the RMLD's strategic plan to "procure a long – term diverse and environmentally responsive power supply portfolio."

II. Responsibilities

- A. RMLD Board of Commissioners
 1. Responsible for approving this policy.
- B. RMLD Power and Rate Committee
 1. Review all staff-recommended renewable energy project proposals and make recommendations to the Board of Commissioners.
- C. General Manager
 1. Responsible for implementing this policy.
- D. Energy Services Division
 1. Responsible for assisting the General Manager in implementing this policy and associated activities.
 2. Responsible for presenting, evaluating, and overseeing the projects necessary to achieve the goals of this policy.

III. Policy Elements

- A. Renewable energy projects include those whose energy comes from hydro, solar, wind, geothermal, and biomass sources and which include the renewable energy certificates (RECs) that certify them.
- B. The goal of the RMLD is to have five percent of its power supply portfolio come from renewable energy sources by the end of calendar year 2012. The percentage of the power supply portfolio deriving from renewable energy resources will increase by one percent per year for the five year period of 2013-2017 at which time the RMLD Board will assess this goal.
- C. RECs associated with power supply contracts that are in excess of the

goal for 2012, 2013, 2014, 2015, 2016, and 2017 will be sold and the revenue received will be returned to the fuel charge.

- D. If Massachusetts state law requires the RMLD to participate in the Massachusetts Renewable Portfolio Standard (RPS) the RMLD will review and make required adjustments to its power supply portfolio.
- E. The RMLD will strive to diversify renewable energy projects by type, size, and location and will also include environmental impacts in the evaluation process.

REGULAR SESSION MINUTES
BOARD REFERENCE TAB C



Reading Municipal Light Board of Commissioners
Regular Session
230 Ash Street
Reading, MA 01867
April 25, 2012

Start Time of Regular Session: 7:30 p.m.
End Time of Regular Session: 8:52 p.m.

Commissioners:

Philip B. Pacino, Chairman, Secretary
Mary Ellen O'Neill, Commissioner
Marsie West, Commissioner

Gina Snyder, Vice Chair
Robert Soli, Commissioner

Staff:

Vinnie Cameron, General Manager
Jared Carpenter, Energy Efficiency Engineer
Robert Fournier, Accounting/Business Manager
Kevin Sullivan, Engineering and Operations Manager

Beth Ellen Antonio, Human Resources Manager
Jeanne Foti, Executive Assistant
William Seldon, Senior Energy Analyst

Citizens' Advisory Board (CAB)

Arthur Carakatsane, Chair

Opening Remarks/Approval of Meeting Agenda

Chairman Pacino called the meeting to order and stated that the meeting of the Reading Municipal Light Department (RMLD) Board of Commissioners is being broadcast live at the RMLD's office at 230 Ash Street, Reading, MA. Live broadcasts are available only in Reading due to technology constraints. This meeting was being videotaped for distribution to the community access channels in North Reading, Wilmington and Lynnfield.

Chairman Pacino reported that Ms. West asked for a point of personal privilege. Ms. West stated that yesterday, she had her orientation at the RMLD which she found extremely helpful. The orientation provided an overall view of the RMLD and it was great to meet the employees. Ms. West said that the employees were extremely helpful, professional and are passionate about what they do. She was pleased that customer service was a key priority and important across the Department, not solely in customer service. Ms. West wanted to thank Mr. Cameron and his team. Mr. Cameron thanked Ms. West.

Introductions

Chairman Pacino asked CAB Chair Carakatsane if he had anything to report on. Chair Carakatsane reported that the CAB has not met on the budgets yet, however, they plan to meet on May 9 and May 16, 2012 in a joint meeting with the Commission's Budget Committee.

Approval of March 29, 2012 Board Minutes

Chairman Pacino will be the Secretary for this meeting. Ms. West suggested that perhaps at this meeting the Secretary can be selected for the next meeting. There was no response.

Ms. Snyder made a motion seconded by Ms. O'Neill that the RMLD Board of Commissioners approve the Regular Session meeting minutes of March 29, 2012 with the changes as presented by Mr. Soli, to remove on page two under RMLD Board of Commissioners Committees and Assignments discussion up to the motion approving them, and add the following "The Board discussed the various committee assignments and decided on the following as presented in the attached chart." and insert a chart containing the Committees and Assignments.

Motion carried 5:0:0.

Report of the Power & Rate Committee – Vice Chair Snyder

Ms. Snyder reported that the Power & Rate Committee met on April 18 in which they discussed several items. A proposed Renewable Energy Policy was voted 3:0 to be referred to the Policy Committee to meet within thirty days in order to get the policy back.

Ms. Snyder asked about the status of the policy. Mr. Cameron responded that he has sent the policy out for Ms. O'Neill's review. Ms. O'Neill stated that she will get the policy back to Mr. Cameron. Ms. Snyder said that the Policy Committee will be meeting on May 1.

Report of the Power & Rate Committee – Vice Chair Snyder

Ms. Snyder said that there was some discussion by the Committee on energy projects for consideration.

Ms. West clarified that she noticed that there was an attachment to the Renewable Energy Policy and asked if there was discussion on the energy policy that was attached, as well as the one that was developed. Chairman Pacino responded yes there was. Chairman Pacino said that the Renewable Energy Policy is going to the Policy Committee and there are basically two parts to the policy. One part is the policy on the percentage of renewable energy that the Commission wants the Department to have in its energy portfolio and other part is related to the RECs. Chairman Pacino said that everyone has to take into consideration both parts respectively of the policy in terms of moving forward at this point. Chairman Pacino's goal at the end is that he would like to see all five Board members on the same page. Chairman Pacino commented that the Policy Committee needs to look at both the renewable and REC side.

Mr. Soli added that some additional agenda items for the May 1 Policy Committee meeting will be going out tomorrow. Mr. Soli's goal for that meeting is it will be a working session and whatever comes out of that meeting will be presented to the Power and Rate Committee first and also to the Board. Ms. O'Neill asked about the role of the Policy Committee in setting the policy. Chairman Pacino responded that it is to make a recommendation as to what they feel is needed. Ms. O'Neill asked what the topics of both additional agenda items and the Policy Committee were to be. Mr. Soli responded RECS and energy policies. Ms. O'Neill said that if Mr. Soli and the Policy Committee are going to create a policy that is okay, as long as the rest of the Commission knows what is being done.

Chair Carakatsane said that the CAB's recommendation is on one specific subject related to the policy. If the Board is developing a policy that affects rates and purchase power, it must go to the CAB for review per the Twenty Year Agreement for their consideration. Chairman Pacino stated that we will see what the Policy Committee comes up with.

Engineering and Operations Report – March 2012 - Mr. Sullivan (Attachment 1)

Gaw Update

Mr. Sullivan reported that the Gaw project is status quo. Mr. Sullivan said that he has all the information to close out the project. Mr. Sullivan added that he believes that the project will be closed out next month.

Mr. Sullivan reported on the capital plan.

There was one new commercial installation this past month and twenty five residential installations for the month.

Mr. Sullivan reported that 41 cutouts were replaced the past month bringing the total to 238 fiscal year to date.

Mr. Sullivan reported on the Reliability Report and the Customer Average Interruption Duration Index (CAIDI) for the month is at 53 minutes which is up 20 minutes from the previous month due to the timing of the calls. The significant calls were morning calls before 7:00 a.m. The annual rolling average is static to the previous month's value. The average March CAIDI is 55 minutes. The Department is in good shape, because we are below the six year average.

The System Average Interruption Frequency Index (SAIFI) rolling average and incidents for the month are very close to February's values. The Department is doing great in that area.

The Months Between Interruptions (MBTI) went from 26.6 months to 29.3 months between interruptions.

Number of calls for the month was 95; outage incidents 9; customers affected 817; feeder outages 1; area outages 6; and 2 service outages. Causes of outages were the normal distribution that we have had over several months.

The meter project has approximately 18,500 residential meters installed. The project is ahead of schedule.

Chairman Pacino asked if there is anything unusual or unexpected they should know about this month. Mr. Sullivan responded that the Gaw project is wrapped up and anything other than that, no.

Engineering and Operations Report – March 2012 - Mr. Sullivan (Attachment 1)

Gaw Update

Ms. O'Neill asked about the capital budget variance under routine construction. It appears that ninety percent of the expenses for construction projects was spent on routine construction. Ms. O'Neill commented that she sees that work was done on the URD's in Lynnfield, that the RTU bid is on this agenda and asked Mr. Sullivan to provide a status update. Mr. Sullivan said that Project 3 – Upgrading Old Lynnfield Center URD's - once the excavation bid is approved this evening then this project can be started by May 1. Project 4 – RTU Replacement – it is our expectation that those RTUs will be replaced in May once the material is received. Project 5 – Reclosers were delivered today and are ready to go on. Project 6 – Capacitor Banks, of which there are total of eight, with three installed, two are currently being worked so there are three remaining. Project 8 – Relay Replacement Project – there is a bid this evening for approval by the Board. As for the relays they are going to obtain the material in fiscal year 2012 then do the installation in fiscal year 2013. Project 9 – 115kV Disconnect Replacement – the third disconnect will go up next week however; the fourth is the final disconnect which is contingent on a shut down in July.

On another matter, Ms. O'Neill asked where the expenses and repair work related to outages appear and are they in routine construction. Mr. Sullivan responded that this is found in routine construction. Mr. Cameron added that is in routine construction only if it is capitalized. If it is to be expensed then this would be in the operating budget under line maintenance.

Power Supply Report – March 2012 – Mr. Seldon (Attachment 2)

Mr. Seldon reported that the RMLD's energy received for March was approximately 55.96 million kWhs and that was about a 4.2% decrease when compared to March 2011. RMLD's energy cost came in at approximately \$2.6 million and that is equivalent to about \$.046 kilowatt hour.

The Fuel Charge adjustment was lowered to \$.0475 for the month of February, the sales totaled 52.87 million kilowatt hours, as a result the RMLD undercollected by approximately \$40,000 resulting in a Deferred Fuel Cash Reserve balance of \$2.06 million.

The RMLD purchased about 16.54% of its energy requirements from the ISO New England Spot Market and the average cost of that was about \$27.31 per megawatt hour. Mr. Seldon reported on the Capacity side and the RMLD hit a peak demand of 100 megawatts on March 1 at 7:00 p.m. and this compares to a peak demand of 102.8 megawatts in March 2011 which is slightly lower. The RMLD's monthly capacity requirement was 201.3 megawatts of capacity equivalent to \$1.34 million or \$6.64 kilowatt month.

Table 4 shows capacity and energy as well as the amount of energy in kilowatt hours. The March average cost for capacity and energy came in at around \$.070/Kwh and that is approximately \$.008 a kilowatt hour less than February. Transmission costs for March totaled approximately \$4.5 million and that is approximately a 5.5% decrease from February.

Mr. Seldon said that there are two final charts that have been added per the Board's request. Table 6 shows the results of the Department's Energy Efficiency Conservation program.

Mr. Seldon commented that Table 7 shows a breakdown of the residential Appliance Rebate program by type of appliance and year. Mr. Seldon said that they would appreciate any input or comments on the graphs. Chairman Pacino asked if the tables are going to be in the report monthly. Mr. Seldon replied that the graphs will appear monthly.

Chairman Pacino asked if there is anything unusual or unexpected that they should know about this month. Mr. Seldon replied, no. Ms. O'Neill asked where Mr. Seldon anticipates the Fuel Charge is heading for May and June. Mr. Seldon replied that unless something dramatic happens, they are going to keep them where they are.

Ms. O'Neill asked when Mr. Carpenter will be making his quarterly presentation. Chairman Pacino said that at the May meeting the Renewable Energy Policy and the budgets will be the focus of the meeting.

Chair Carakatsane asked where the Department is in terms of sales. Mr. Seldon responded that the sales are three to four percent lower compared to last year.

Power Supply Report – March 2012 – Mr. Seldon (Attachment 2)

Ms. O'Neill said that at the Power & Rate Committee meeting the other night, topics such as solar and other issues were raised. Ms. O'Neill inquired if more education is required at the Commission level. Messrs. Cameron and Seldon responded that they would be happy to do it.

Financial Report – March 2012 – Mr. Fournier (Attachment 3)

Mr. Fournier reported on the Financial Report for March 2012 which represents the end of third quarter of this fiscal year.

Mr. Fournier reported that for the first nine months there have been no surprises or extraordinary events nor does he foresee any or anticipate any for the rest of this fiscal year. Net Income or the positive change in Net Assets was \$175,000 increasing the year to date Net Income to \$2.4 million; year to date budgeted Net Income is \$4.8 million resulting Net Income being under budget by \$2.4 million.

Mr. Fournier stated that actual year to date Fuel Expenses exceeded Fuel Revenues by \$955,000. Year to date Base Revenues are under budget by \$2.4 million or about 6.5%. Actual Base Revenues are at \$34.1 million compared to the budgeted amount of \$36.5 million. Year to date Purchase Power Base expense is under budget by \$1.4 million or about 7%. Actual Purchase Power Base costs were at \$18.8 million compared to the budgeted amount of \$20.2 million.

Mr. Fournier reported that the year to date Operating and Maintenance expenses are under budget by \$173,000 or 2%. Actual Operating and Maintenance expenses were at \$8.6 million compared to the budgeted amount of \$8.8 million. Depreciation Expense and Voluntary Payments to the Towns were on budget. Operating Fund balance was at \$9.5 million, Capital Fund \$3.9 million, Rate Stabilization Fund a little over \$6 million, Deferred Fuel Fund \$2 million, and the Energy Conservation Fund balance was at \$210,000.

Year to date kilowatt hour sales were 524 million which is 20 million kilowatt hours or 4% behind last year's actual figure.

The Gaw revenues collected year to date were \$524,000 bringing the total collected since the inception of the Gaw rate to \$1.1 million.

Mr. Fournier reported that on the budget variance side, cumulatively the five divisions are under budget by \$221,000 or 1.5%.

Mr. Soli pointed out that the Department is 20 million kilowatts behind which is sold at fourteen cents and that would represent \$2.8 million, which explains why we are behind in Net Assets. This is only an observation.

Ms. O'Neill said that Mr. Seldon stated that the Department undercollected by \$40,000 which is monthly, but Mr. Fournier's report reflects year to date.

Chairman Pacino asked where the Department looks at this point in terms of the year end change in Net Assets. Mr. Cameron said that the Board will receive a Six Year Plan next week. The Department is on budget for now until the end of the fiscal year. Mr. Cameron said the Net Income should come in at \$1.5 million which is subject to change with weather.

Chairman Pacino said that last year money was put into the retirement plan or OPEB and is that a possibility for this year. Mr. Cameron responded that the Operating Fund is at \$9.5 million. Mr. Cameron commented that he will wait until June to see what the year end looks like then decide whether to make a transfer.

Chairman Pacino asked when the Pension Trust was last presented, this is presented quarterly. Mr. Fournier responded that the Actuarial Study will be presented to the Board in June. Chairman Pacino pointed out that this report goes before the Budget Committee in advance.

Chair Carakatsane pointed out that Base Revenues are down for the fiscal year 6.55% which is very significant and the General Manager has addressed this. Chair Carakatsane said that they went through this a two or three years ago in which serious changes had to be made to the budget in which expenditures were frozen and is the Department in that kind of situation.

Financial Report – March 2012 – Mr. Fournier (Attachment 3)

Mr. Cameron responded that he did not think so because the Net Assets are projected to be at \$1.5 million and he stated the Operating Fund is the barometer he utilizes. The Department's position with respect to the Capital Fund is in a healthy position. Mr. Cameron said that if he needs to make cuts he will make them.

Mr. Fournier reported that on the Pension Trust there is not much activity. There is \$23,000 of Interest and Dividend Income earned year to date. RMLD made the annual assessment to the town of \$1.3 million which leaves net assets available of \$4.47 million in the Pension Trust.

General Manager's Report – Mr. Cameron

Mr. Cameron reported that the budgets were delivered on March 31. The joint budget meetings of the CAB and RMLD Budget Committee will be held on May 9 and May 16. Mr. Cameron reported that the May 9 meeting will be held at the RMLD in which the capital budget will be addressed. The May 16 meeting will be held in Wilmington in which the operating budget will be addressed. Mr. Cameron explained in order to conform to the Twenty Year Agreement half of the CAB meetings on budgets need to be held outside of Reading.

Mr. Cameron reported on the bicycle swap in which the public can drop off a bike in good working condition and pick up one as well. This is done in concert with the Cities for Climate Protection which is a good environmental statement. The Annual Bicycle swap will take place on Friday, April 27 which is the bike drop off and on Saturday, April 28; 9:00 – 1:30 is the bike pick up in RMLD's parking lot.

Ms. O'Neill commented that Mr. Cameron had stated that he was going to meet with representatives on a legislation bill. Mr. Cameron reported that he met with Representatives Jones, Wong and Miceli on April 4 on the municipalization bill based on a letter he sent them. The House of Representative Telecommunications Utility Committee put into place a proposed bill that would take away some of the exemptions the RMLD and other municipal electric utilities in Massachusetts have with respect to energy conservation programs. The feeling is that this legislation would add additional costs to RMLD's existing programs. Mr. Cameron added that he met with Representative Chan on April 10 because he is involved with crafting this legislation. Mr. Cameron said that he and 3 other representatives were asked to speak to Representative Keenan, Chair of Telecommunications Utility Committee, by Massachusetts Electric Association of Massachusetts (MEAM) about House Bill 3896. Mr. Cameron said that the three trips into Boston were very productive.

Ms. O'Neill asked what the current status of this bill is. Mr. Cameron responded that the bill is going to the Ways and Means Committee with support in rethinking of the proposed exemptions. Mr. Cameron said that municipalities in Massachusetts are doing the right thing with respect to energy conservation and renewable energy. Mr. Cameron pointed out not every municipal is involved at the same level as the RMLD. The RMLD's efforts are on the cutting edge because in the municipal sector we do and spend the most.

Chairman Pacino asked if there were further questions for Mr. Cameron, there were none. One thing that Chairman Pacino would like to add to the agenda is "Questions to the General Manager." If there are questions in advance they can be forwarded to him. Ms. O'Neill said that it would be a good idea for the general public, not the Board members. Chairman Pacino commented that the questions can be sent before the meeting and would like to try this on the agenda.

M.G.L. Chapter 30B Bids – Material (Attachment 4)
2012-34 Mailing Services

Mr. Cameron said that it is time that the RMLD have a third party perform its mailings (because they are professionals.) Mr. Fournier explained that in spring, 2009 the lease for the mail machine expired. It was agreed that the mailings and billings would continue in house until the machine became problematic which it has begun to do with parts being difficult to obtain. Mr. Fournier explained that the RMLD is at a crossroads, whether to lease or outsource this function. With the use of Invoice Cloud transferring files, the RMLD now has the technology to transfer files. Mr. Fournier pointed out that many utilities have been outsourcing their billings for many years. The hidden costs with in house printing/mailing are the machines can need repair, which causes delays and paper spoilage due to humidity factors. Also, if the bar code is not exact in the window it is rejected by the Post Office which is rare, but they charge first class for this. Mr. Fournier added that over the life of the contract it is less expensive than in house labor.

M.G.L. Chapter 30B Bids – Material (Attachment 4)

2012-34 Mailing Services

Mr. Soli asked in the warrant what costs will be eliminated by outsourcing. Mr. Fournier replied that it is the part timer inside labor and coverage for after hours on Facilities side. If there are jams the IT Department and Billing Specialists also will assist in getting the bills out. Mr. Fournier explained that the supplies from Pitney Bowes for ink and toner costing \$160 to \$200 monthly will be eliminated. There are also permits with the Post Office that are required and regulations to follow. Mr. Soli asked if the RMLD will ship the company a file then they will send out the bill. Mr. Fournier stated that this is how it will be handled and the company has been doing this for years.

Ms. Snyder made a motion seconded by Ms. West that bid 2012-34 for Mailing Services be awarded to Mass Communications, Inc. for \$100,766.40 as the lowest qualified and responsive bidder on the recommendation of the General Manager. (This is a three-year contract.)

Motion carried 5:0:0.

2012-38 Fiber Optic Splicing

Mr. Sullivan reported that eleven bids were sent out with three attendees at the pre bid conference, with one bidder that put in a bid. Mr. Sullivan explained that this bid is for splicing for the fiber optic cable ring that will create fourteen nodes for the fixed network for the meter upgrade project. There are four types of nodes that is why there are four different types of material and labor. The nodes bring in the connectivity of the rings for device caption for the new system. The fiscal year 2012 budget for the AMR High-Powered ERT Meter Upgrade Project is \$60,000.

Ms. O'Neill expressed her concern that is this is only one bidder. Mr. Sullivan explained that there were three potential bidders at the pre bid conference. Ms. O'Neill asked why Fishbach & Moore did not bid this project. Mr. Sullivan responded that this is specialized work and the electricians onsite do not perform this type of work. Ms. O'Neill asked if the two bidders that attended the pre bid were contacted as to why they did not bid. Mr. Sullivan replied that he does not have an answer for that. Ms. O'Neill asked that Mr. Sullivan to get back to the Board on this. Ms. O'Neill commented that there should be some effort made to see why the others did not bid. Mr. Cameron said that this bid is not considered a big project in this particular sector which would require such companies to add to their workforce. Mr. Cameron commented that this bid may look like a lot of money to companies that perform this work, but it is not because it involves getting the specs and the manpower requirements satisfied. Mr. Cameron said that he would get in touch with these companies if Ms. O'Neill would like. Ms. O'Neill commented that she would like to see if there is a repeating pattern that is discouraging potential bidders. Mr. Sullivan will get back to Ms. O'Neill. Chairman Pacino expressed his concern that the bid is so specific that it is geared to one vendor. Mr. Cameron added that this is not proprietary because it has to do with splicing.

Ms. Snyder made a motion seconded by Mr. Soli that bid 2012-38 for Fiber Optic Cable Splicing be awarded to Phoenix Communications, Inc. for \$38,494.35 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-39 Lynnfield URD Excavation Project

Mr. Sullivan reported that this is part of the capital project, Project 3 – Upgrading Old Lynnfield Center URD's, which is the excavation portion of the project. Mr. Sullivan said that twenty two bids were sent out with ten bidders responding. Mr. Sullivan said that the fiscal year 2012 budget is \$150,000. Ms. O'Neill asked if they anticipate any soil problems. Mr. Sullivan explained this work is in the roadway in the public space on the street and he does not anticipate any problems.

Ms. Snyder made a motion seconded by Ms. O'Neill that bid 2012-39 for the Lynnfield URD Excavation Project be awarded to Mattuchio Construction Co. Inc. for \$119,458.00 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

M.G.L. Chapter 30B Bids – Material (Attachment 4)

2012-42 Substation Relays

Mr. Sullivan explained that these substation relays are for the Gaw substation. Mr. Sullivan reported that eleven bids were sent out with three were received, HD Supply, WESCO and Graybar. WESCO and Graybar submitted alternatives. The fiscal year 2012 budget for Gaw substation relay replacement project is \$25,000. These electronic relays will replace the mechanical units original to the substation.

Ms. West clarified that the other two presented the same alternatives and asked is there a specific reason why we had to have this particular model. Mr. Sullivan explained that in one of the three line ups we have this type of relay. Mr. Sullivan commented that you do not want to have one of your technicians to have to program many types of relays, which are of high importance.

Ms. Snyder made a motion seconded by Ms. West that bid 2012-42 for Substation Relays be awarded to HD Supply for a total cost of \$28,663.00 as the lowest qualified bidder on the recommendation of the General Manager.

Motion carried 5:0:0.

2012-40 Demand Response Solution

Mr. Cameron explained that the RMLD has a water heater control system that needs to be upgraded. Mr. Carpenter reported that this bid was sent to seven bidders with all responding. Mr. Carpenter said that he looked at the bids; HD Supply could provide them with what they needed and was the lowest bidder.

Ms. West pointed out that one of the bids was submitted after 11:00 a.m. how often does that happen. Mr. Cameron responded that this does happen in which the delivery companies have arrived late, and reps that have been stuck in traffic. Mr. Cameron said that this is something you need to have a deadline because once 11:00 a.m. arrives the bids have to be publicly opened and announced with pricing; the rules mandate deadline. Mr. Carpenter pointed out that the bid for the non responsive bidder was sent at 11:07 a.m. by e-mail.

Mr. Soli asked for a brief description of what the device does. Mr. Carpenter explained currently, the RMLD has a timer from the meter to the water heater and attempts to cut that off for two hours daily. In order to fix that this has to be done manually in the field.

Mr. Carpenter said that if there is a power outage or time change this change has to be performed manually. It is an expensive system with plenty of place for failure. This new technology is a unit that goes through the meter and a box to tell the hot water heater when to turn on and off. The control for this will take place from the office or via the Internet. The bids that went out there were choices for the Internet or a fixed network. The communication medium is through a wireless Internet connection put on a USB or through the Internet and a box that has a relay inside it controlled by a wireless signal. Mr. Soli asked if the RMLD supplies this. Mr. Carpenter responded, yes.

Ms. O'Neill asked for clarification as to what was being bought. Mr. Carpenter responded it was hardware and software. Mr. Carpenter said that for the approximate 625 customers we need to purchase a box for the wall that has a radio controlled relay inside it, the wire from the meter to the hot water heater will go through this box so the relay can turn on and off which has to go into unit plugs into the wired connection in the home. Ms. O'Neill asked if "x" number of units need to be purchased. Mr. Carpenter responded 625. Ms. O'Neill said that she is curious to the huge disparity between two responsive bidders. Mr. Carpenter responded that one of the bidders bid a different system. Ms. O'Neill expressed her concern that they were not voting on the same thing because the bids are not apples to apples. Mr. Cameron said that the communication system is different for one of the bidders.

Discussion followed.

Chairman Pacino wanted to know what happens after the bid is awarded. Mr. Cameron said that it will take ten weeks to get this equipment and would like to get these installed before the summer peak. Ms. Snyder asked about the savings garnered from the installation of these devices. Mr. Cameron explained that this technology can control the water heaters during the peak resulting in an estimated \$36 annual savings under the current Forward Capacity Market. If half a year of peak demand is met the transmission savings would be \$72.

**M.G.L. Chapter 30B Bids – Material (Attachment 4)
2012-40 Demand Response Solution**

Mr. Cameron said that this represents a four year payback. If the transmission target peak is hit this would be a three year payback. Under the current system, water heaters are controlled two hours a day 3:00 p.m. to 5:00 p.m. during the summer peak, but are not changed during the winter peak. The new system will clip our peaks every month, but does not have to be done daily.

Ms. Snyder made a motion seconded by Ms. O'Neill that bid 2012-40 for Demand Response Solution for Water Heater Control and Data Transmittal be awarded to HD Supply for \$179,167.00 as the most responsive and lowest cost proposal of the recommendation of the General Manager.

Motion carried 5:0:0.

General Discussion

There was no discussion.

BOARD MATERIAL AVAILABLE BUT NOT DISCUSSED

Rate Comparisons, April 2012

E-Mail responses to Account Payable/Payroll Questions

RMLD Board Meetings

Wednesday, May 30, Wednesday, June 27, 2012 and July 25, 2012

CAB Meetings

Wednesday, May 9, 2012

Wednesday, May 16, 2012

Potential meeting in June.

Chairman Pacino would like to know if three signatures on the warrant is still required. Mr. Cameron said that he will look into this. Chairman Pacino said that the last time this was addressed the Board had to go to Town Meeting.

Chair Carakatsane stated that his home in Lynnfield went on the market today and his tenure will be coming to termination.

**Approval of March 29, 2012 Executive Session Minutes
(Board members only.)**

It was the consensus of the Board that the Executive Session meeting minutes be deferred until the next Board meeting in which Executive Session will be held and to have them in Executive Session in the future.

Adjournment

At 8:52 p.m. Ms. O'Neill made a motion seconded by Ms. Snyder to adjourn the Regular Session.

Motion carried 5:0:0.

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

Philip B. Pacino, Secretary
RMLD Board of Commissioners

M.G.L.c.30B BIDS
BOARD REFERENCE TAB D



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

May 8, 2012

Town of Reading Municipal Light Board

Subject: Puller Tensioner Trailer

On March 12, 2012 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for one Puller Tensioner Trailer for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

DC Bates Equipment Co.	Nesco Sales	Sauber Manufacturing
Sherman & Reilly, Inc.	TSE International	Wagner-Smith Equipment Co.

A bid was received from Sherman & Reilly, Inc.

The bid was publicly opened and read aloud at 11:00 a.m. April 11, 2012 in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

The bid was reviewed, analyzed and evaluated by the General Manager and the staff.

Move that bid 2012-37 for Puller Tensioner Trailer be awarded to:

Sherman & Reilly, Inc. for **\$68,910.00**

Item 1	Sherman & Reilly, Inc.	\$68,910.00
--------	------------------------	-------------

as the lowest qualified and responsive bidder on the recommendation of the General Manager.

The FY2012 Capital Budget amount for this item is \$75,000.00.

Vincent F. Cameron, Jr.

Kevin Sullivan

Puller Tensioner Trailer

Bid 2012-37

<u>Bidder</u>	<u>Total Price</u>	<u>Responsive Bidder</u>	<u>Exceptions</u>
Sherman & Reilly, Inc.	\$68,910.00	Yes	Yes ¹

Notes:

1. Exceptions are for placement of stop, turn, tail, running and marker lights and tire size - exceptions meet or exceed RMLD expectations

230 Ash Street
P.O. Box 150
Reading, MA 01867-0250Tel: (781) 944-1340
Fax: (781) 942-2409
Web: www.rmlid.com

May 21, 2012

Town of Reading Municipal Light Board

Subject: Outdoor, Pole-Mounted, Solid Dielectric, Auto-Recloser (AR)

On March 23, 2012 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Outdoor, Pole-Mounted, Solid Dielectric, Auto-Recloser (AR) for the Reading Municipal Light Department.

An invitation to bid was emailed to the following:

Wesco Distributors	J.F. Gray Co.	Robinson Sales	Graybar Electric
Stuart C Irby	Powertech-UPSC	Shamrock Power Sales	Hasgo Power
Power Sales Group			

Bids were received from Stuart C Irby, Schneider Electric, WESCO, Power Sales Group and Cooper.

The bids were publicly opened and read aloud at 11:00 a.m. April 18, 2012 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-41 for Outdoor, Pole-Mounted, Solid Dielectric, Auto-Recloser (AR) be awarded to:

Schneider for a total cost of \$76,500.00

<u>Item (desc.)</u>	<u>Qty</u>	<u>Manufacturer</u>	<u>Unit Cost</u>	<u>Total Net Cost</u>
Item 1 Auto Recloser	5	Schneider	15,300.00	76,500.00

as the lowest qualified and responsive bidder on the recommendation of the General Manager.

RMLD



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

The total FY12 Capital Budget allocation for "Distribution Automation Installation - Reclosers" is \$125,000.

A handwritten signature in black ink, appearing to read "Vincent F. Cameron Jr.", written over a horizontal line.

Vincent F. Cameron Jr.

A handwritten signature in black ink, appearing to read "Kevin Sullivan", written over a horizontal line.

Kevin Sullivan

A handwritten signature in black ink, appearing to read "Peter Price", written over a horizontal line.

Peter Price

Outdoor, Pole-mounted, Solid Dielectric Auto-Recloser (AR)
Bid 2012-41

Bidder	Manufacturer	Delivery Date	Unit Cost	Qty	Total Net Cost	Meet Specification requirement	Specification Data Sheets	Firm Price	All forms filled out	Certified Check or Bid Bond	Exceptions to stated bid requirements	Authorized signature
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Stuart C Irby -- non responsive	NOJA Power	16-18 weeks	13,130.00	5	65,650.00	no	yes	yes	yes	yes	no	yes
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Engineers Notes:
 Scope stated that the units must be acceptable to major Electric Utilities in the area.
 Customer List only listed 2 municipal utilities in Massachusetts (Chicopee and Princeton).
 Braintree Light Department purchased a unit and is having trouble with the recloser. Bidder did not include Braintree on the customer list.
 None of the units at Chicopee or Princeton are connected to a SCADA system.

There is no technical support office in the US. All technical support is out of Brisbane Queensland, Australia. The 10 hour time difference does not allow same day contact.
 Lead times are 16 to 18 weeks and may be subject to delays because of customs.

NOJA operator control panel does not include pushbuttons and LEDs with programmable functions and indications.

Schneider Electric												
Item 1 Auto Recloser	Schneider	6-8 weeks	15,300.00	5	76,500.00	yes	yes	yes	yes	yes	no	yes
WESCO	ABB	12 weeks	17,178.00	5	85,890.00	yes	yes	yes	yes	yes	yes	yes
Exceptions:	<p>The battery shall be capable of providing a minimum of 15 open and close operations. The design allows 38 hours of standby battery power capable of performing multiple open-close operations. Units shall come equipped with 3 voltage and 3 current sensors (one set per phase) for protection and metering purposes. Units come with voltage and current detection sensors for metering purposes. The Auto-Recloser shall include an optional accessory for converting an EIA-232 serial port to encrypted and authenticated IEEE 802.1 lb. Wireless communication. Software shall be provided with this accessory to allow a personal computer (PC) or personal data assistant (PDA) access to the wireless port. ABB will not provide a radio, but the 232 serial port allows users to supply their own radio. The Auto-Recloser shall measure and report the battery level. The Gridshield Recloser does not report the battery voltage level, but does provide the status of the battery. The Auto-Recloser control shall include three independent EIA-232 serial ports and one EIA-485 serial port for external communications. The recloser control shall include two independent EIA-232 serial ports and one optional EIA-485 serial port for external communication. There shall be an option for DNP3 Level 2 protocol with bitmapping. The Gridshield Recloser is supplied with Ethernet RJ-45 + RS485/IRIG-B + RS232 + serial fiber optic with ST connector (COMB323A).</p>											

Power Sales Group												
Item 1 Auto Recloser	G & W	12 weeks	17,486.00	5	87,430.00	yes	yes	yes	yes	yes	no	yes

Cooper -- non responsive												
Cooper	Cooper	7 weeks	17,493.00	5	87,465.00	no	yes	yes	yes	yes	yes	yes

Exceptions:
 Battery Backup/UPS; Exception take to IEEE C62.41 Surge Protection. The F6 Control was tested for SWC using IEEE C37.60, C37.90.1, C37.92.2 and IEC 6000-4-2.
 Control Cabinet. SS cabinet is painted.
 Auto Recloser Control. Load Encroachment logic is not standard feature however special schemes have been provided and further details are needed from the customer.
 See S280-70-4 for a description of directional operations, voltage over/under operations and demand current.
 Exception taken to communicate internal logic between F6 Controls.
 No wireless Accessory offered however rear RS-232 port could be used for customer's wireless adapter.
 Recloser Control does not have wear monitor with user-defined wear curves. See C280-70-4.
 See S280-70-4 for Control Elements, remote mode and local modes.

RMLD



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May 24, 2012

Town of Reading Municipal Light Board

Subject: Licensed Site Professional (LSP) Services

On April 16, 2012 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Licensed Site Professional (LSP) Services for the Reading Municipal Light Department.

An invitation for the request for proposal was emailed to the following:

Ankiewicz Environmental Services	ATC Associates Inc.	Cushing, Jammallo, and Wheeler, Inc.
EBI	ENSOL, Inc.	EnTact Solutions, Inc.
Fay, Spofford & Thorndike, Inc.	GEI Consultants, Inc.	GeoInsight, Inc.
Goldman Environmental Consultants, Inc.	Lord Associates, Inc.	Nobis Engineering Inc.
Ransom Environmental Consultants, Inc.	Sak Environmental	Weston & Sampson Engineers
Woodward & Curran		

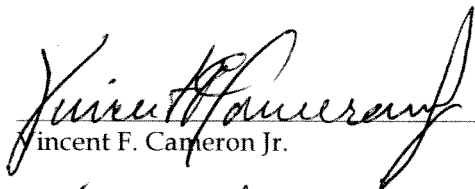
Bids were received from Cushing, Jammallo, and Wheeler, Inc., and Vineyard Engineering & Environmental Services, Inc.

The bids were publicly opened and read aloud at 11:00 a.m. May 9, 2012 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.


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

Move that bid 2012-43 for Licensed Site Professional (LSP) Services be awarded a contract to:

Cushing, Jammallo, and Wheeler, Inc., for a three year period beginning July 1, 2012 for an estimated cost of \$27,000.00 per year based on a 3 year average at the rates indicated in their price proposal, as the lowest, most qualified bidder on the recommendation of the General Manager.



Vincent F. Cameron Jr.



Kevin Sullivan



Nick D'Alleva

Engineering Evaluation

Minimal Criteria	Cushing, Jammallo & Wheeler	Vineyard Engineering & Environmental Services, Inc.
Licensed in Mass as a hazardous Waste Site Cleanup professional	yes	yes
On call, available, willing to respond 24/7	yes	yes
Demonstrated 15 Min response time to initial contact.	Stated /demonstrated they could comply	Stated they could comply
Demonstrated, experience, ability to effectively sample and screen soil samples in the field for MODF (MODF - Mineral Oil Dielectric Fluid)	yes	yes
Demonstrated ability to perform soil and groundwater sampling, oversee soil boring contractor, perform soil characterization and oversee the installation of monitoring wells.	yes	yes
Demonstrated ability to provide training and other environmental consulting services (SPCC plan) (SPCC - Spill Prevention Control and Countermeasures)	yes	No training. Hires outside vendors to provide training. SPCC yes.

Cushing, Jammallo, and Wheeler, Inc. and Vinyard Environmental Services Inc. are available for further evaluation under the Comparative Criteria section of RFP 2012-43.

Comparative Criteria	Cushing, Jammallo & Wheeler	Vineyard Engineering & Environmental Services, Inc.
Demonstrated knowledge of Mass contingency Plan, emphasis on LRA, IRA, RAO, Method 1 and 3 Risk Characterizations, in furnishing services to electrical utilities in Mass.	This category is 'Highly Advantageous' They demonstrate the knowledge with numerous MODF cleanups and they have experience with several Massachusetts utilities for a period of more than 5 years.	This category is Not Advantageous' - They demonstrate the knowledge with numerous MODF cleanups, but they have less than 3 1/2 years experience with Massachusetts utilities.
Must have principal location to afford minimal response time between notification and arrival on site of incident.	This category is 'Highly Advantageous' 85 Constitution Lane, Danvers, MA 13.3 miles, 18 minutes (Mapquest)	This category is 'Highly Advantageous' 400 West Cummings Park, Woburn, MA 3 miles, 10 minutes (Mapquest)

Cushing, Jammallo, and Wheeler, Inc. was able to show more than five years of experience performing LSP services relating to MODF releases for electrical utilities in Massachusetts.

RFP 2012-43
Licensed Site Professional (LSP) Services

Price Table

Cushing, Jammallo & Wheeler, Inc.

STAFF	7/1/12 – 6/30/13	7/1/13 – 6/30/14	7/1/14 – 6/30/15
LICENSED SITE PROFESSIONAL	\$125/Hour	\$130/Hour	\$135/Hour
SR. ENG/PROJ MANAGER	\$103/Hour	\$108/Hour	\$108/Hour
ENGINEER/PROJECT MANAGER	\$85/Hour	\$90/Hour	\$90/Hour
FIELD GEOLOGIST	\$55/Hour	\$60/Hour	\$65/Hour
FIELD ENGINEER	\$55/Hour	\$60/Hour	\$65/Hour
CAD PERSONNEL	\$55/Hour	\$60/Hour	\$65/Hour
EQUIPMENT			
PHOTOIONIZATION DETECTOR	\$ 75/DAY	\$ 75/DAY	\$ 75/DAY
PETROFLAG TEST KIT	N/A	N/A	N/A
	\$ 25/SAMPLE	\$ 25/SAMPLE	\$ 28/SAMPLE

Comments:

Also, the above hourly rates reflect our services during a typical Monday through Friday, 8AM to 5PM work week. Should our services be required at other times, such as from 5PM to 8AM, Monday through Friday, or on weekends or holidays, a 25% surcharge will be added to the applicable hourly rates.

Vineyard Engineering & Environmental Services, Inc.

STAFF	7/1/12 – 6/30/13	7/1/13 – 6/30/14	7/1/14 – 6/30/15
LICENSED SITE PROFESSIONAL	\$135/Hour	\$140/Hour	\$150/Hour
SR. ENG/PROJ MANAGER	\$120/Hour	\$130/Hour	\$135/Hour
ENGINEER/PROJECT MANAGER	\$115/Hour	\$120/Hour	\$125/Hour
FIELD GEOLOGIST	\$90/Hour	\$95/Hour	\$95/Hour
FIELD ENGINEER	\$90/Hour	\$100/Hour	\$100/Hour
CAD PERSONNEL	\$80/Hour	\$80/Hour	\$80/Hour
EQUIPMENT			
PHOTOIONIZATION DETECTOR	\$ 85/DAY	\$ 85/DAY	\$ 85/DAY
PETROFLAG TEST KIT	\$ 100/DAY	\$ 100/DAY	\$ 100/DAY
	\$ 30/SAMPLE	\$ 35/SAMPLE	\$ 35/SAMPLE



RMLD



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May 22, 2012

Town of Reading Municipal Light Board

Subject: Hazmat Remediation Services

On April 12, 2012 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Hazmat Remediation Services for the Reading Municipal Light Department.

An invitation for the request for proposal was emailed to the following:

Oil Recovery Corporation	Western Mass Environmental LLC	Maxymillian Technologies Inc.
Ar Sandri Inc.	Goulet Trucking Inc..	Corporate Environmental Advisors Inc.
New England Disposal Technologies Inc.	The Aulson Company Inc.	WL French Excavating Co Inc.
H&S Tank Cleaning Inc.	Univar Usa Inc.	TMC Services Inc.
Clean Harbors Environmental Services Inc.	Cyn Oil Corporation	EQ Northeast Inc.
Autobody Solvent Recovery Corp.	Triumvirate Environmental Inc.	All And Inclusive Environmental Inc.
Boston Green Fuel Company Inc.	Advanced Pollution Control Corp.	Arlex Oil Corporation
Lighthouse Environmental Solutions LLC	Nasdi LLC	Global Remediation Services Inc.
Frank Corp		

Bids were received from TMC Services Inc., Triumvirate Environmental, Inc., Corporate Environmental Advisors, Inc. ENPRO and Clean Harbors Environmental Services.

The bids were publicly opened and read aloud at 11:00 a.m. May 9, 2012 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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



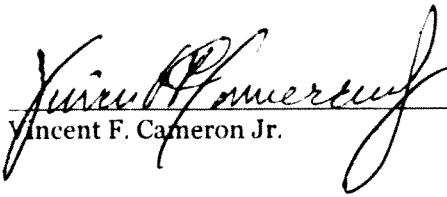
Reading Municipal Light Department
RELIABLE POWER FOR GENERATIONS

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

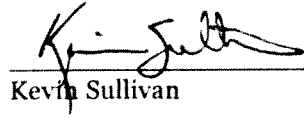
Move that bid 2012-44 for Hazmat Remediation Services be awarded a contract to:

ENPRO for a three year period ending June 30, 2015 for an estimated budgeted cost of \$150,000.00, as the lowest qualified bidder on the recommendation of the General Manager.

The award of this bid provides for Hazmat Remediation services as required. This will be done under the direction of the RMLD Licensed Site Professional.



Vincent F. Cameron Jr.



Kevin Sullivan



Nick D'Allewa

**Hazmat Remediation Services
Bid 2012-44**

Bidder	Item A										
	Soil impacted with PCB concentrations \geq 50 ppm (per ton)	Soil impacted with PCB concentrations \leq 50 ppm (per ton)	Soil impacted with MODF recycled in a MA Class A facility	Firm Price	Exceptions	Furnish all forms & information required	Transporter License	Disposal Treatment Facility License	Audited Financial Statement	Judgements & Fines	Certificate of Insurance
ENPRO	\$110.00	\$75.00	\$45.00	yes	no	yes	yes	yes	yes	none	yes
Note: Transportation cost is \$150.00 per truck load.											

Triumvirate Environmental, Inc.	\$224.00	\$100.00	\$71.00	yes	yes	yes	yes	yes	yes	yes	no
Note: Rates are based on 30 tons per load.											
Exceptions: All hydraulic equipment used as a part of this contract is leased, not owned. Triumvirate has extensive experience completing similar projects and jobs utilizing equipment that is leased, not owned.											

TMC Services, Inc.	\$275.00	\$120.00	\$85.00	yes	no	yes	yes	no	yes	yes	no
Note: Disposal Treatment Facility License information for Vermont is out of date.											

Corporate Environmental Advisors, Inc.	\$225.00		\$140.00	yes	no	yes	yes	no	no	none	yes
Note: Rates are based on 10 tons per load.											

Clean Harbors Environmental Services, Inc. -- non-responsive		\$80.00/drum		yes	yes	no ¹	yes	no	yes	yes	no
Exceptions: Exceptions to Bid Terms and Conditions											
Notes: Non-responsive based on exceptions and documentation.											
¹ Bid lists sites and notes permits. Copy of permit not included in bid documentation.											

RMLD



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May 23, 2012

Town of Reading Municipal Light Board

Subject: Pad-Mounted Switchgear

On April 26, 2012 a bid invitation was placed as a legal notice in the Reading Chronicle requesting proposals for Pad-Mounted Switchgear for the Reading Municipal Light Department.

Specifications were emailed to the following:

WESCO	Graybar Electric Company	Diversified Electric Services, Inc.
HD Supply Utilities	Circuit Breaker Sales Co., Inc.	National Switchgear
Electric Control Equipment	BCS Switchgear, Inc.	Electrical Surplus LLC
MetroWest Electric Sales, Inc.	HD Industrial Services	

Bids were received from WESCO, Stuart C Irby, Graybar and HD Supply Utilities.

The bids were publicly opened and read aloud at 11:00 a.m. May 23, 2012 in the Town of Reading Municipal Light Department's Board Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2012-45 for Pad-Mounted Switchgear be awarded to: **WESCO for a total cost of \$39,483.00**

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Net Cost</u>
1	3	S & C Model PMH-9	13,161.00	\$39,483.00

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

These units are for Reading Woods and to replenish inventory.

Vincent F. Cameron, Jr.

Kevin Sullivan

Peter Price

**Pad Mounted Switchgear
Bid 2012-45**

Bidding Company		WESCO		Stuart Irby		Graybar		HD Supply Utilities	
Item 1 - S&C Model PMH-9		S & C		S & C		S & C		S & C	
Manufacturer		3		3		3		3	
Quantity		13,161.00		13,200.00		13,380.00		15,390.00	
Unit Cost		39,483.00		39,600.00		40,140.00		46,170.00	
Total Cost		12-14 weeks ARO		12-14 weeks ARO		12-14 weeks ARO		12-14 weeks ARO	
Delivery Date		yes		yes		yes		no	
Firm Price		yes		yes		yes		yes	
All forms filled out		yes		yes		yes		yes	
Certified Check or Bid Bond		yes		yes		yes		yes	
Exceptions to stated bid requirements		no		no		yes		yes	
Authorized signature		yes		yes		yes		yes	

Exceptions:

Graybar

Quoting to S&C Terms & Conditions of Sale only. No other Terms & Conditions of Sale would apply to this quote or to any order generated from this quote.

Engineers Note:

All bidders bid S&C and included the same letter from S&C Electric Company in whole or in part.

POWER SUPPLY REPORT
BOARD REFERENCE TAB E

To: Vincent Cameron

From: Energy Services

Date: May 23, 2012

Subject: **Purchase Power Summary –April, 2012**

Energy Services Division (ESD) has completed the Purchase Power Summary for the month of April, 2012.

ENERGY

The RMLD's total meter load for the month was 52,482,025 kWh, which was a decrease of 1.7 % compared to the April, 2011 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	3,587,608	\$6.97	6.83%	\$25,020	1.16%
Seabrook	4,437,608	\$7.28	8.44%	\$36,144	1.68%
JP Morgan	4,501,200	\$54.70	8.56%	\$246,218	11.43%
Stonybrook CC	1,178,783	\$51.10	2.24%	\$60,235	2.80%
NextEra	9,971,000	\$45.03	18.97%	\$449,034	20.84%
NYPA	2,187,807	\$4.92	4.16%	\$10,764	0.50%
ISO Interchange	7,143,428	\$27.62	13.59%	\$197,332	9.16%
NEMA Congestion	0	\$0.00	0.00%	-\$74,233	-3.45%
Coop Resales	83,196	\$5.89	0.16%	\$10,985	0.51%
Stonybrook Peaking	0	\$0.00	0.00%	\$0	0.00%
MacQuarie	17,088,000	\$59.26	32.51%	\$1,012,552	46.99%
Braintree Watson Unit	832,508	\$34.56	1.58%	\$28,770	1.34%
Swift River Projects	1,554,493	\$97.72	2.96%	\$151,909	7.05%
Monthly Total	52,565,631	\$40.99	100.00%	\$2,154,730	100.00%

Table 2 breaks down the ISO interchange between the DA LMP settlement and the RT Net Energy for the month of April, 2012.

Table 2

Resource	Amount of Energy (kWh)	Cost of Energy (\$/Mwh)	% of Total Energy
ISO DA LMP* Settlement	11,075,758	27.53	21.07%
RT Net Energy** Settlement	-3,932,329	27.35	-7.48%
ISO Interchange (subtotal)	7,143,428	27.62	13.59%

*Independent System Operator Day-Ahead Locational Marginal Price

**Real Time Net Energy

CAPACITY

The RMLD hit a demand of 104,469 kW, which occurred on April 16, 2012 at 5 pm. The RMLD's monthly UCAP requirement for April, 2012 was 200,926 kW.

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

Table 3

Source	Amount of Capacity (kW)	Cost of Capacity (\$/kW-month)	% of Total Capacity	Total Cost \$	% of Total Cost
Millstone #3	4,991	\$51.69	2.48%	\$257,990	19.07%
Seabrook	7,910	\$49.80	3.94%	\$393,942	29.12%
Stonybrook Peaking	24,981	\$2.02	12.43%	\$50,362	3.72%
Stonybrook CC	42,925	\$3.86	21.36%	\$165,667	12.24%
NYP&A	4,666	\$2.81	2.32%	\$13,101	0.97%
Hydro Quebec	4,274	\$5.11	2.13%	\$21,821	1.61%
ISO-NE Supply Auction	100,659	\$3.33	50.10%	\$335,257	24.78%
Braintree Watson Unit	10,520	\$10.91	5.24%	\$114,796	8.48%
Total	200,926	\$6.73	100.00%	\$1,352,937	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	\$25,020	\$257,990	\$283,010	8.07%	3,587,608	\$0.0789
Seabrook	\$36,144	\$393,942	\$430,086	12.26%	4,437,608	\$0.0969
Stonybrook CC	\$60,235	\$165,667	\$225,902	6.44%	1,178,783	\$0.1916
Hydro Quebec	\$0	\$21,821	\$21,821	0.62%	0	\$0.0000
NextEra	\$449,034	\$0	\$449,034	12.80%	9,971,000	\$0.0450
NYPA	\$10,764	\$13,101	\$23,865	0.68%	2,187,807	\$0.0109
ISO Interchange	\$197,332	\$335,257	\$532,589	15.18%	7,143,428	\$0.0746
NEMA Congestion	-\$74,233	\$0	-\$74,233	-2.12%	0	\$0.0000
Coop Resales	\$10,985	\$0	\$10,985	0.31%	83,196	\$0.1320
Stonybrook Peaking	\$0	\$50,362	\$50,362	1.44%	0	\$0.0000
JP Morgan	\$246,218	\$0	\$246,218	7.02%	4,501,200	\$0.0547
MacQuarie	\$1,012,552	\$0	\$1,012,552	28.87%	17,088,000	\$0.0593
Braintree Watson Unit	\$28,770	\$114,796	\$143,566	4.09%	832,508	\$0.1725
Swift River Projects	\$151,909	\$0	\$151,909	4.33%	1,554,493	\$0.0977
Monthly Total	\$2,154,730	\$1,352,937	\$3,507,667	100.00%	52,565,631	\$0.0667

TRANSMISSION

The RMLD's total transmission costs for the month of April were \$613,473. This is an increase of 4.2% from the March transmission cost of \$588,790. In April, 2011 the transmission cost were \$620,461.

Table 5

	Current Month	Last Month (March '12)	Last Year (April '11)
Peak Demand (kW)	104,469	100,894	92,584
Energy (kWh)	52,565,631	56,054,267	53,431,859
Energy (\$)	\$2,154,730	\$2,585,840	\$2,748,672
Capacity (\$)	\$1,352,937	\$1,337,034	\$1,616,704
Transmission (\$)	\$613,473	\$588,790	\$620,461
Total	\$4,121,140	\$4,511,664	\$4,985,837

ENERGY EFFICIENCY

Table 6 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.

Commercial	Year	Saved (kW)	Saved (kwh)	Capacity	\$/kW	Energy	\$/kWh	Rebate	Rebate/kWh	Rebate/kW	Cost Benefit
Total to date	FY07-11	5,351	22,461,456	\$ 447,584		1,418,876		\$ 767,938	\$ 0.03	\$ 143.52	\$ 1,098,522
Current	FY12	841	3,531,548	\$ 90,806	\$ 9.00	141,262	\$ 0.04	\$ 210,618	\$ 0.06	\$ 250.50	\$ 21,450
Residential											
Total to date	FY07-11	832	893,638	\$ 71,587		48,794		\$ 331,385	\$ 0.37	\$ 398.49	\$ (211,004)
Current	FY12	186	90,295	\$ 20,066	\$ 9.00	3,612	\$ 0.04	\$ 53,991	\$ 0.60	\$ 290.59	\$ (30,313)
Total											
Total to date	FY07-11	6,182	23,355,094	\$ 519,171		1,467,670		\$ 1,099,323	\$ 0.05	\$ 177.81	\$ 887,518
Current	FY12	1,027	3,621,843	\$ 110,872	\$ 9.00	144,874	\$ 0.04	\$ 264,609	\$ 0.07	\$ 257.76	\$ (8,864)

Table 7 shows the breakdown for residential appliance rebates by type and year.

Year	Washing Machine		Refrigerator		Dishwasher		Dehumidifier		Central A/C		Window A/C		Thermostat		Audits		Renewable		HP Water Heater		Fan			
	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars	QTY	Dollars		
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								
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								
2012	293	\$ 14,650	312	\$ 15,600	251	\$ 12,550	35	\$ 875	40	\$ 4,000	46	\$ 1,150	97	\$ 970	173	\$ 1,496								
Total	1729	\$ 86,450	1372	\$ 68,600	1236	\$ 61,800	166	\$ 4,150	219	\$ 21,900	220	\$ 5,500	479	\$ 4,790	631	\$ 67,296	13	\$ 52,700	8	\$ 2,000	8	\$ 2,000	0	\$ 0

ENGINEERING AND OPERATIONS
REPORT
BOARD REFERENCE TAB F



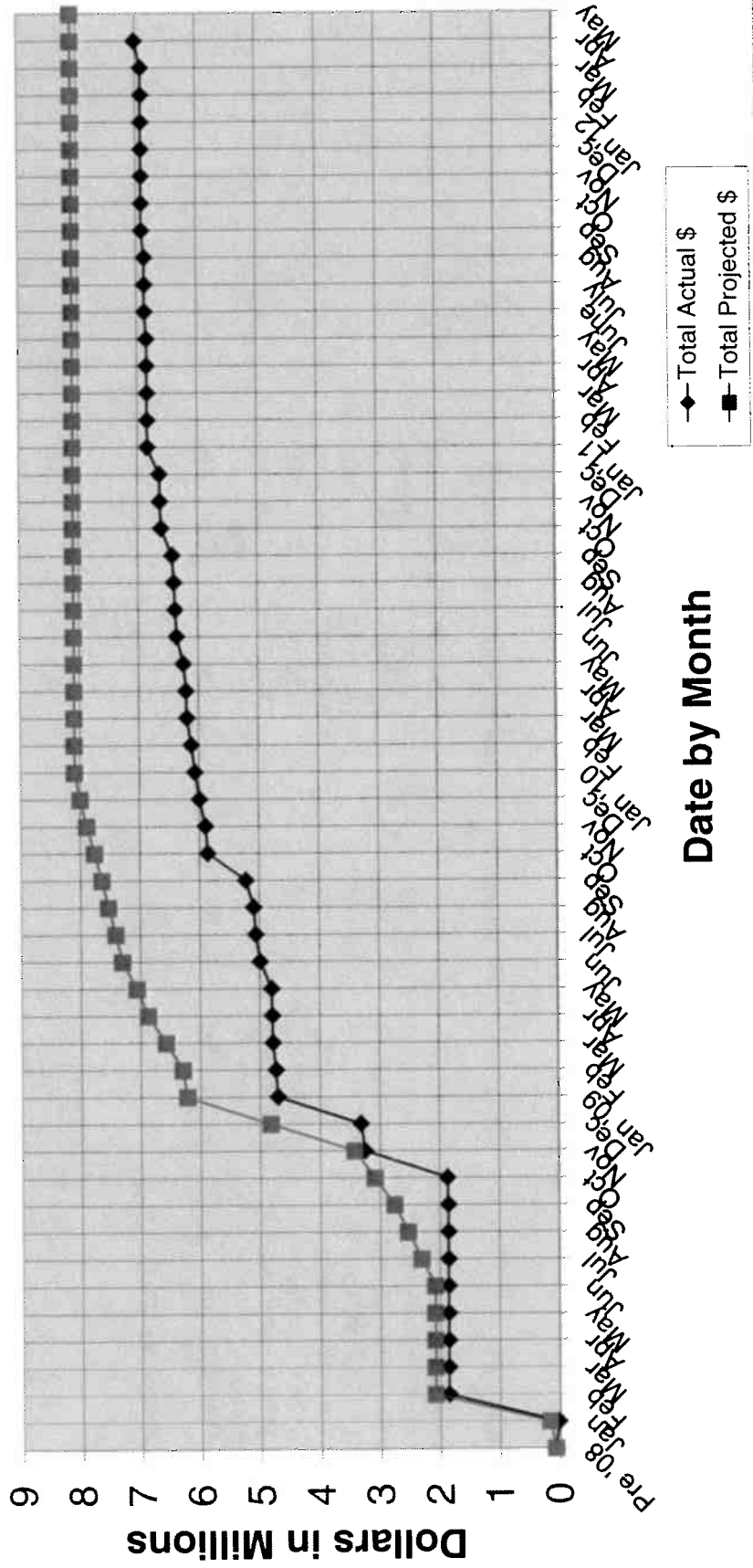
Gaw Transformer Upgrade Project

Schedule Milestones	Start Date	% Complete	Completion Date	Notes
Conceptual Engineering	Jul-08	100	Jun-09	Complete
Major Equipment Procurement	Feb-09	100	Oct-10	Complete
Design Engineering	Jul-08	100	Jun-09	Complete
Scheduled Transformer Delivery	Dec-08	100	Dec-08	Complete
Construction Bid	Jan-09	100	Mar-09	Complete
Construction Contractor	May-09	100	Dec-10	Complete
Construction Transformer Replacement	May-09	100	Oct-10	Complete
Construction Switchgear Upgrades	Dec-09	100	Jul-11	Complete
Construction RMLD Personnel	Jan-09	100	Jul-11	Complete

Tangible Milestones	Start Date	% Complete	Completion Date	Notes
Relocate Station Service transformers	06/22/09	100	07/17/09	Complete
Transformer 110C on concrete pad	06/01/09	100	07/22/09	Complete
115kV circuit switchers replaced	07/25/09	100	08/02/09	Complete
Transformer 110C secondary work	07/27/09	100	10/05/09	Complete
Transformer 110C replacement	08/31/09	100	10/09/09	Complete
Transformer 110A replacement	09/21/09	100	09/30/10	Complete
Transformer 110B replacement	02/19/10	100	03/31/10	Complete
Switchgear upgrade	12/01/09	100	07/31/11	Complete
Feeder Reassignment work	08/16/10	100	01/30/11	Complete

Changes highlighted in bold

Gaw Transformer Upgrade Project



Reconciling the Gaw Upgrade Project

<u>Capital Item</u> Description	Fiscal Yr	<u>Budget</u>		<u>Expenditure</u>		<u>Delta</u> by FY
		Item	Cumulative	Actual	Cumulative	
Transformer Payment	2008	2.080	2.080	1.836	1.836	-0.244
Contract Labor	2009	1.380		0.170		
Procured Equipment		0.360		0.101		
RMLD Labor		0.446		0.111		
Feeder Reassignment		0.282		0.000		
Transformer Payments		2.757	7.305	2.755	4.973	-2.332
Contract Labor	2010	0.285		0.838		
Procured Equipment		0.195		0.155		
RMLD Labor		0.200		0.380		
Feeder Reassignment		0.110	8.095	0.000	6.346	-1.749
Contract Labor	2011	0.545		0.369		
Procured Equipment		0.030		0.007		
RMLD Labor		0.064		0.109		
Feeder Reassignment		0.236	8.095	0.048	6.879	-1.216
Contract Labor	2012	0.000		0.142		
Procured Equipment		0.000		0.000		
RMLD Labor		0.000		0.000		
Feeder Reassignment		0.000	8.095	0.000	7.021	-1.074
Project Sub-Total		0.000	8.095	7.021	7.021	
Project Total					7.021	-1.074



READING MUNICIPAL LIGHT DEPARTMENT
FY 12 CAPITAL BUDGET VARIANCE REPORT
FOR PERIOD ENDING APRIL 30, 2012

#	PROJECT DESCRIPTION	TOWN	ACTUAL COST APRIL	YTD ACTUAL COST THRU 4/30/12	ANNUAL BUDGET AMOUNT	VARIANCE
<u>E&O Construction - System Projects</u>						
* 1	5W9 Reconductoring - Ballardvale Street	W		160,588	242,649	82,061
* 2	High Capacity Tie 4W18 and 3W8 Franklin Street	R		122,873	157,766	34,893
3	Upgrading Old Lynnfield Ctr URDs	LC	333	1,010	579,927	578,917
<u>SCADA Projects</u>						
4	RTU Replacement	R		1,640	130,255	128,615
<u>Distribution Automation Projects</u>						
5	Reclosures	ALL			197,901	197,901
6	Capacitor Banks	ALL	29,181	47,595	105,052	57,457
7	SCADA Radio Communication System	ALL			231,386	231,386
<u>Station Upgrades (Station #4 GAW)</u>						
8	Relay Replacement Project	R		2,803	99,656	96,853
9	115kV Disconnect Replacement	R		49,738	88,585	38,847
<u>New Customer Service Connections</u>						
12	Service Installations - Commercial/Industrial Customers	ALL	5,857	36,707	62,530	25,823
13	Service Installations - Residential Customers	ALL	11,869	157,426	206,017	48,591
14	<u>Routine Construction</u> Various Routine Construction	ALL	238,011	2,038,340	1,016,382	(1,021,958)
Total Construction Projects			285,251	2,618,720	3,118,106	499,386
<u>Other Projects</u>						
15	GIS		2,031	10,746	50,000	39,254
16	Transformers/Capacitors Annual Purchases			157,352	198,800	41,448
17	Meter Annual Purchases		37,550	45,405	46,360	955
17A	Meter Upgrade Project		33,674	494,911	1,740,656	1,245,745
18	Purchase New Small Vehicle			31,544	36,000	4,456
19	Purchase Line Department Vehicle				386,000	386,000
20	Purchase Puller Trailer				75,000	75,000
21	Roof Top Units				30,000	30,000
22	Engineering Software and Data Conversion				76,690	76,690
23	Plotter				18,000	18,000
27	Hardware Upgrades		19,862	60,711	40,000	(20,711)
28	Software and Licensing		4,635	30,695	94,435	63,740
OTH	Cooling Tower Replacement			18,706	-	(18,706)
Total Other Projects			97,752	850,070	2,791,941	1,941,871
TOTAL RMLD CAPITAL PROJECT EXPENDITURES			383,004	3,468,790	5,910,047	2,441,257
29	Force Account/Reimbursable Projects	ALL	-	-	-	-
TOTAL FY 12 CAPITAL PROJECT EXPENDITURES			383,004	3,468,790	5,910,047	2,441,257

* completed projects



**Reading Municipal Light Department
Engineering and Operations
Monthly Report
April 2012**

FY 2012 Capital Plan

E&O Construction – System Projects

1. 5W9 Reconductoring – Ballardvale Street - Wilmington – *Complete*
2. High Capacity Tie 4W18/3W8 Franklin Street – Reading – *Complete*
3. Upgrading of Old Lynnfield Center URDs – *Engineering labor.*

SCADA Projects

4. RTU Replacement at Station 4 – Reading – *No activity.*

Distribution Automation (DA) Projects

5. Reclosers – *No activity.*
6. Capacitor Banks – *Installation of new capacitor banks; Line Crew, Engineering, and Senior Tech(s) labor.*
7. SCADA Radio Communication System – *No activity.*

Station Upgrades

8. Relay Replacement Project – Station 4 – Reading – *No Activity.*
9. 115 kV Disconnect Replacement – Station 4 – Reading – *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 replacement/installations, primary or secondary cable replacement/installations etc. This portion of the project comes under routine construction. *Notable: 30 Haven Street Condos, Reading; 911 Main Street, Wilmington.*

13. **Service Installations – Residential Customers** – This item includes new or upgraded overhead and underground services, temporary overhead services, and large underground development.
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>	\$271,733
<i>Maintenance Overhead/Underground</i>	\$693,715
<i>Projects Assigned as Required</i>	\$405,329
<i>Pole Damage (includes knockdowns) some reimbursable</i>	\$39,534
<i>Station Group</i>	\$2,967
<i>Hazmat/Oil Spills</i>	\$3,118
<i>Porcelain Cutout Replacement Program</i>	\$6,855
<i>Lighting (Street Light Connections)</i>	\$90,303
<i>Storm Trouble</i>	\$80,174
<i>Underground Subdivisions</i>	\$57,760
<i>Animal Guard Installation</i>	\$61,004
<i>Miscellaneous Capital Costs</i>	\$325,848
TOTAL	\$2,038,340

*In the month of April four cutouts were charged under this program. Approximately 36 cutouts were installed new or replaced because of damage making a total of 40 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.

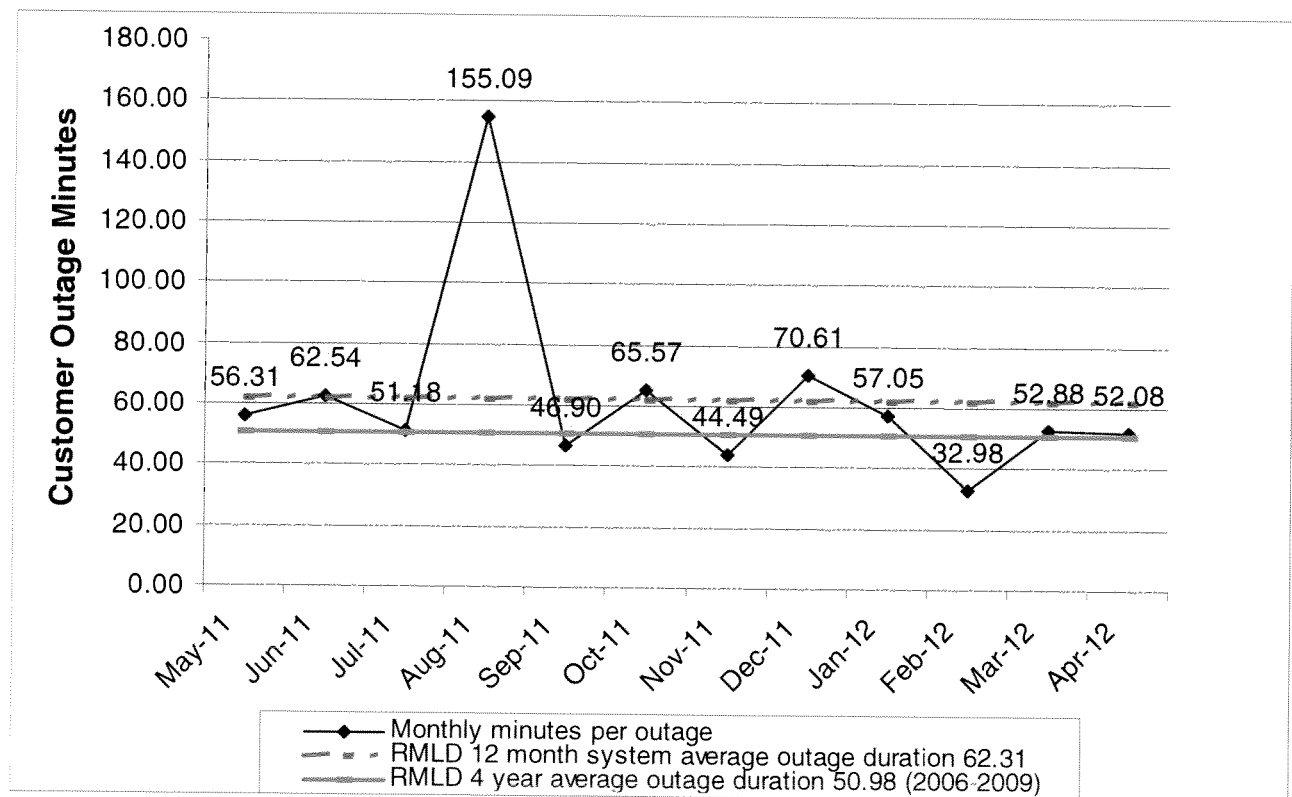
Customer Average Interruption Duration Index (CAIDI) – Measures how quickly the RMLD restores power to customers when their power goes out.

CAIDI = Total of Customer Interruption Duration for the Month in Minutes/ Total number of customers interrupted.

RMLD 12 month system average outage duration – 62.31 minutes

RMLD 4 year average outage (2006-2009) – 50.98 minutes per outage

On average, RMLD customers that experience an outage are restored in 62.31 minutes.



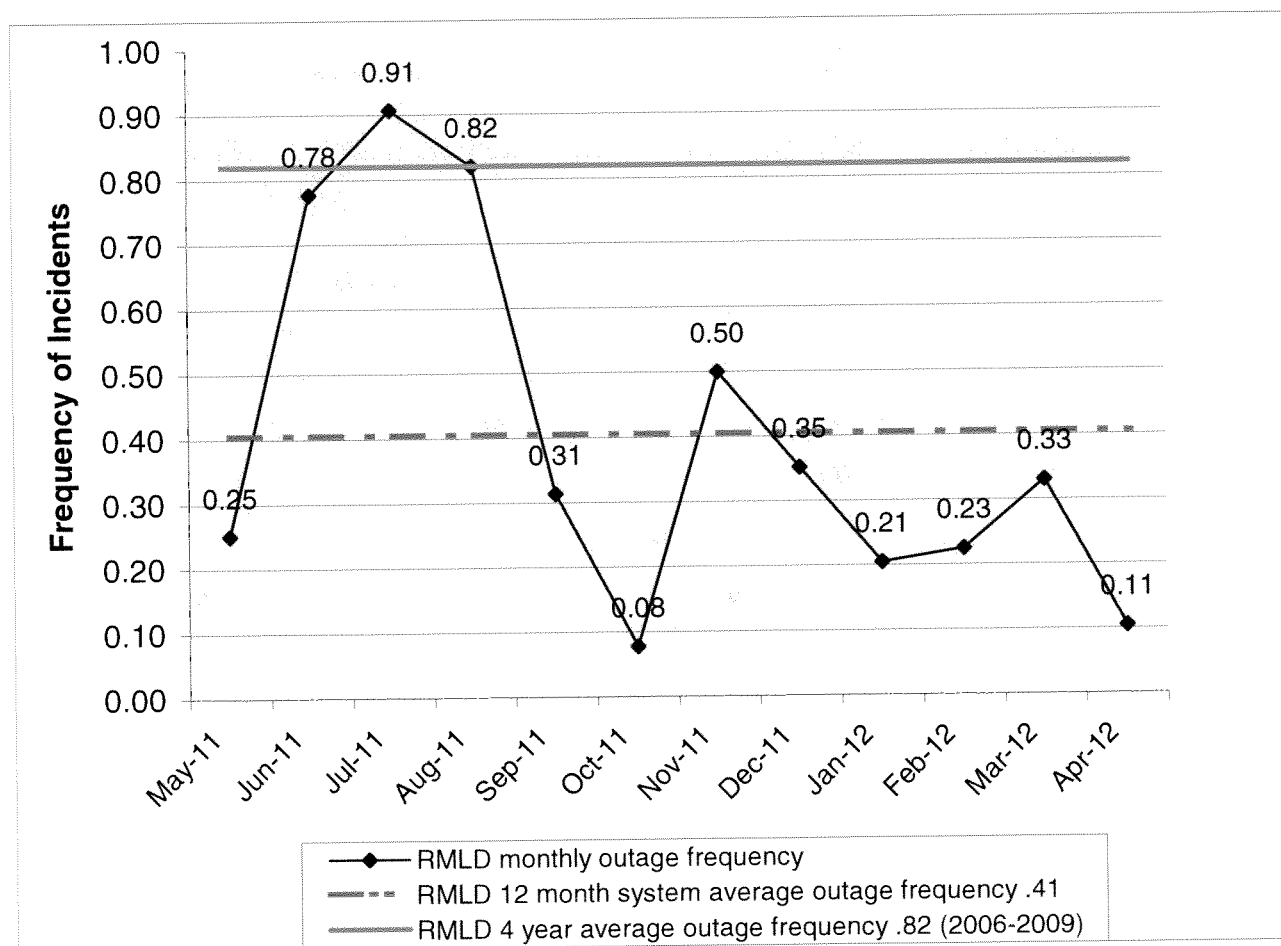
System Average Interruption Frequency (SAIFI) – Measures how many outages each customer experiences per year on average.

SAIFI = Total number of customer’s interrupted / Total number of customers.

RMLD 12 month system average - .41 outages per year

RMLD 4 year average outage frequency - .82

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 Reading customers have no interruptions. At this time, the average RMLD customer experiences an outage approximately every 29.3 months.

FINANCIAL REPORT
BOARD REFERENCE TAB G



Dt: May 24, 2012

To: RMLB, Vincent F. Cameron, Jr., Jeanne Foti

Fr: Bob Fournier

Sj: April 30, 2012 Report

The results for the ten months ending April 30, 2012, for the fiscal year 2012 will be summarized in the following paragraphs.

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

For the month of April, the net income or the positive change in net assets was \$596,632, increasing the year to date net income to \$3,024,693. The year to date budgeted net income was \$5,079,448, resulting in net income being under budget by 2,054,754 or 40.45%. Actual year to date fuel expenses exceeded fuel revenues by \$622,153.

2) Revenues: (Page 11B)

Year to date base revenues were under budget by \$2,372,320 or 5.93%. Actual base revenues were \$37.6 million compared to the budgeted amount of \$40.0 million.

3) Expenses: (Page 12A)

*Year to date purchased power base expense was under budget by \$1,501,648 or 6.78%. Actual purchased power base costs were \$20.7 million compared to the budgeted amount of \$22.2 million.

*Year to date operating and maintenance (O&M) expenses combined were under budget by \$295,446 or 3.02%. Actual O&M expenses were \$9.5 million compared to the budgeted amount of \$9.8 million.

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

4) Cash (Page 9)

- *Operating Fund was at \$10,153,260.
- *Capital Fund balance was at \$3,799,330.
- *Rate Stabilization Fund was at \$6,072,949.
- *Deferred Fuel Fund balance was at \$2,433,071.
- *Energy Conservation Fund balance was at \$238,695.

5) General Information:

Year to date kwh sales (Page 5) were 577,396,206 which is 23.1 million kwh or 3.85%, behind last year's actual figure. GAW revenues collected ytd were \$577,435 bringing the total collected since inception to \$1,184,607.

6) Budget Variance:

Cumulatively, the five divisions were under budget by \$348,964 or 2.21%.



FINANCIAL REPORT

APRIL 30, 2012

ISSUE DATE: MAY 24, 2012



TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF NET ASSETS
4/30/12

	PREVIOUS YEAR	CURRENT YEAR
ASSETS		
CURRENT		
UNRESTRICTED CASH (SCH A P.9)	5,642,131.37	10,156,260.45
RESTRICTED CASH (SCH A P.9)	16,316,333.81	19,128,107.64
RESTRICTED INVESTMENTS (SCH A P.9)	2,200,000.00	0.00
RECEIVABLES, NET (SCH B P.10)	8,545,498.69	7,371,254.30
PREPAID EXPENSES (SCH B P.10)	1,111,552.37	1,300,983.52
INVENTORY	1,580,950.08	1,417,191.60
TOTAL CURRENT ASSETS	35,396,466.32	39,373,797.51
NONCURRENT		
INVESTMENT IN ASSOCIATED CO (SCH C P.2)	85,253.67	61,574.36
CAPITAL ASSETS, NET (SCH C P.2)	67,799,172.60	68,069,025.39
TOTAL NONCURRENT ASSETS	67,884,426.27	68,130,599.75
TOTAL ASSETS	103,280,892.59	107,504,397.26
 LIABILITIES		
CURRENT		
ACCOUNTS PAYABLE	4,646,349.36	5,745,418.65
CUSTOMER DEPOSITS	515,001.03	615,040.37
CUSTOMER ADVANCES FOR CONSTRUCTION	330,793.90	358,279.94
ACCRUED LIABILITIES	1,341,701.19	1,222,683.70
TOTAL CURRENT LIABILITIES	6,833,845.48	7,941,422.66
NONCURRENT		
ACCRUED EMPLOYEE COMPENSATED ABSENCES	3,020,032.75	2,934,698.58
TOTAL NONCURRENT LIABILITIES	3,020,032.75	2,934,698.58
TOTAL LIABILITIES	9,853,878.23	10,876,121.24
 NET ASSETS		
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	67,799,172.60	68,069,025.39
RESTRICTED FOR DEPRECIATION FUND (P.9)	4,396,630.66	3,799,330.55
UNRESTRICTED	21,231,211.10	24,759,920.08
TOTAL NET ASSETS (P.3)	93,427,014.36	96,628,276.02
TOTAL LIABILITIES AND NET ASSETS	103,280,892.59	107,504,397.26

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
NONCURRENT ASSET SCHEDULE
4/30/12

SCHEDULE C

	PREVIOUS YEAR	CURRENT YEAR
SCHEDULE OF INVESTMENTS IN ASSOCIATED COMPANIES		
NEW ENGLAND HYDRO ELECTRIC	23,538.60	12,631.19
NEW ENGLAND HYDRO TRANSMISSION	61,715.07	48,943.17
TOTAL INVESTMENTS IN ASSOCIATED COMPANIES	85,253.67	61,574.36
SCHEDULE OF CAPITAL ASSETS		
LAND	1,265,842.23	1,265,842.23
STRUCTURES AND IMPROVEMENTS	6,886,443.43	6,714,259.24
EQUIPMENT AND FURNISHINGS	13,481,025.03	12,950,273.39
INFRASTRUCTURE	46,165,861.91	47,138,650.53
TOTAL CAPITAL ASSETS, NET	67,799,172.60	68,069,025.39
TOTAL NONCURRENT ASSETS	67,884,426.27	68,130,599.75

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
4/30/12

	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
OPERATING REVENUES: (SCH D P.11)					
BASE REVENUE	3,660,111.34	3,486,681.36	38,308,752.41	37,641,884.02	-1.74%
FUEL REVENUE	3,010,590.83	2,528,368.89	34,304,618.99	30,309,286.21	-11.65%
PURCHASED POWER CAPACITY	42,210.28	(10,113.56)	1,281,097.12	(109,691.11)	-108.56%
FORFEITED DISCOUNTS	80,357.89	68,066.18	862,533.16	773,692.14	-10.30%
ENERGY CONSERVATION REVENUE	38,776.10	52,419.31	425,520.44	508,683.49	19.54%
GAW REVENUE	56,288.13	53,240.55	460,613.87	577,435.22	25.36%
NYPA CREDIT	(32,781.99)	(39,924.10)	(645,295.28)	(563,165.35)	-12.73%
TOTAL OPERATING REVENUES	6,855,552.58	6,138,738.63	74,997,840.71	69,138,124.62	-7.81%
OPERATING EXPENSES: (SCH E P.12)					
PURCHASED POWER BASE	2,239,347.49	1,970,219.80	23,080,815.94	20,754,989.35	-10.08%
PURCHASED POWER FUEL	2,748,671.80	2,154,729.79	33,321,091.62	30,368,274.49	-8.86%
OPERATING MAINTENANCE	668,734.55	643,778.63	7,148,937.95	7,125,785.35	-0.32%
DEPRECIATION	254,047.37	193,900.11	3,363,683.32	2,349,450.24	-30.15%
VOLUNTARY PAYMENTS TO TOWNS	287,729.05	296,027.47	2,877,290.50	2,960,274.70	2.88%
	110,000.00	113,000.00	1,095,885.00	1,126,186.00	2.76%
TOTAL OPERATING EXPENSES	6,308,530.26	5,371,655.80	70,887,704.33	64,684,960.13	-8.75%
OPERATING INCOME	547,022.32	767,082.83	4,110,136.38	4,453,164.49	8.35%
NONOPERATING REVENUES (EXPENSES)					
CONTRIBUTIONS IN AID OF CONST	25.00	9,220.70	47,164.02	54,965.54	16.54%
RETURN ON INVESTMENT TO READING	(180,990.00)	(183,829.75)	(1,809,900.00)	(1,838,297.50)	1.57%
INTEREST INCOME	3,070.12	3,741.81	95,189.56	73,563.19	-22.72%
INTEREST EXPENSE	(1,006.30)	(502.01)	(12,307.63)	(6,731.50)	-45.31%
OTHER (MDSE AND AMORT)	2,405.00	918.95	176,867.42	288,029.33	62.85%
TOTAL NONOPERATING REV (EXP)	(176,496.18)	(170,450.30)	(1,502,986.63)	(1,428,470.94)	-4.96%
CHANGE IN NET ASSETS	370,526.14	596,632.53	2,607,149.75	3,024,693.55	16.02%
NET ASSETS AT BEGINNING OF YEAR			90,819,864.61	93,603,582.47	3.07%
NET ASSETS AT END OF APRIL			93,427,014.36	96,628,276.02	3.43%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUSINESS-TYPE PROPRIETARY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
4/30/12

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE*	% CHANGE
OPERATING REVENUES: (SCH F P.11B)				
BASE REVENUE	37,641,884.02	40,014,205.00	(2,372,320.98)	-5.93%
FUEL REVENUE	30,309,286.21	34,401,124.00	(4,091,837.79)	-11.89%
PURCHASED POWER CAPACITY	(109,691.11)	(113,680.00)	3,988.89	-3.51%
FORFEITED DISCOUNTS	773,692.14	880,313.00	(106,620.86)	-12.11%
ENERGY CONSERVATION REVENUE	508,683.49	443,402.00	65,281.49	14.72%
GAW REVENUE	577,435.22	578,130.00	(694.78)	-0.12%
NYPA CREDIT	(563,165.35)	(500,000.00)	(63,165.35)	12.63%
TOTAL OPERATING REVENUES	69,138,124.62	75,703,494.00	(6,565,369.38)	-8.67%
OPERATING EXPENSES: (SCH G P.12A)				
PURCHASED POWER BASE	20,754,989.35	22,265,638.00	(1,510,648.65)	-6.78%
PURCHASED POWER FUEL	30,368,274.49	33,252,726.00	(2,884,451.51)	-8.67%
OPERATING MAINTENANCE	7,125,785.35	7,446,640.00	(320,854.65)	-4.31%
DEPRECIATION	2,349,450.24	2,324,042.00	25,408.24	1.09%
VOLUNTARY PAYMENTS TO TOWNS	2,960,274.70	3,000,000.00	(39,725.30)	-1.32%
	1,126,186.00	1,130,000.00	(3,814.00)	-0.34%
TOTAL OPERATING EXPENSES	64,684,960.13	69,419,046.00	(4,734,085.87)	-6.82%
OPERATING INCOME	4,453,164.49	6,284,448.00	(1,831,283.51)	-29.14%
NONOPERATING REVENUES (EXPENSES)				
CONTRIBUTIONS IN AID OF CONST	54,965.54	400,000.00	(345,034.46)	-86.26%
RETURN ON INVESTMENT TO READING	(1,838,297.50)	(1,850,000.00)	11,702.50	-0.63%
INTEREST INCOME	73,563.19	150,000.00	(76,436.81)	-50.96%
INTEREST EXPENSE	(6,731.50)	(5,000.00)	(1,731.50)	34.63%
OTHER (MDSE AND AMORT)	288,029.33	100,000.00	188,029.33	188.03%
TOTAL NONOPERATING REV (EXP)	(1,428,470.94)	(1,205,000.00)	(223,470.94)	18.55%
CHANGE IN NET ASSETS	3,024,693.55	5,079,448.00	(2,054,754.45)	-40.45%
NET ASSETS AT BEGINNING OF YEAR	93,603,582.47	93,603,582.47	0.00	0.00%
NET ASSETS AT END OF APRIL	96,628,276.02	98,683,030.47	(2,054,754.45)	-2.08%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
RECONCILIATION OF CAPITAL FUNDS
4/30/12

SOURCE OF CAPITAL FUNDS:

DEPRECIATION FUND BALANCE 7/1/11	4,297,944.13
CONSTRUCTION FUND BALANCE 7/1/11	0.00
INTEREST ON DEPRECIATION FUND FY 12	9,902.22
DEPRECIATION TRANSFER FY 12	2,960,274.70
FORCED ACCOUNTS REIMBURSEMENT	0.00
GAW SUBSTATION (FY 12)	<u>0.00</u>
 TOTAL SOURCE OF CAPITAL FUNDS	 7,268,121.05

USE OF CAPITAL FUNDS:

PAID ADDITIONS TO PLANT THRU APRIL	3,483,790.50	
PAID ADDITIONS TO GAW THRU APRIL	(15,000.00)	
TOTAL USE OF CAPITAL FUNDS	<u>3,468,790.50</u>	

GENERAL LEDGER CAPITAL FUNDS BALANCE 4/30/12	<u><u>3,799,330.55</u></u>
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PAID ADDITIONS TO GAW FROM FY 12	(15,000.00)
PAID ADDITIONS TO GAW FROM FY 11	531,784.00
PAID ADDITIONS TO GAW FROM FY 10	1,372,876.00
PAID ADDITIONS TO GAW FROM FY 09	3,136,764.00
PAID ADDITIONS TO GAW FROM FY 08	1,895,975.00
TOTAL	<u><u>6,922,399.00</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SALES OF KILOWATT HOURS
4/30/12

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	19,064,952	18,567,108	223,822,024	212,503,624	-5.06%
COMM. AND INDUSTRIAL SALES	34,316,102	32,041,245	349,904,958	339,150,384	-3.07%
PRIVATE STREET LIGHTING	72,762	73,143	720,110	731,133	1.53%
TOTAL PRIVATE CONSUMERS	<u>53,453,816</u>	<u>50,681,496</u>	<u>574,447,092</u>	<u>552,385,141</u>	-3.84%
 MUNICIPAL SALES:					
STREET LIGHTING	239,009	237,506	2,388,614	2,388,277	-0.01%
MUNICIPAL BUILDINGS	876,643	752,751	8,461,992	8,027,042	-5.14%
TOTAL MUNICIPAL CONSUMERS	<u>1,115,652</u>	<u>990,257</u>	<u>10,850,606</u>	<u>10,415,319</u>	-4.01%
SALES FOR RESALE	280,673	212,200	2,977,455	2,757,558	-7.39%
SCHOOL	1,452,876	1,344,012	12,228,694	11,838,188	-3.19%
TOTAL KILOWATT HOURS SOLD	<u>56,303,017</u>	<u>53,227,965</u>	<u>600,503,847</u>	<u>577,396,206</u>	-3.85%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
KILOWATT HOURS SOLD BY TOWN
4/30/12

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	18,567,108	5,947,045	2,374,102	4,293,088	5,952,873
COMM & IND	32,041,245	3,895,039	247,808	5,159,731	22,738,667
PVT ST LIGHTS	73,143	13,585	1,360	21,956	36,242
PUB ST LIGHTS	237,506	80,536	32,480	39,963	84,527
MUNI BLDGS	752,751	201,559	128,224	151,370	271,598
SALES/RESALE	212,200	212,200	0	0	0
SCHOOL	1,344,012	485,135	279,190	174,880	404,807
TOTAL	53,227,965	10,835,099	3,063,164	9,840,988	29,488,714

YEAR TO DATE

RESIDENTIAL	212,503,624	66,793,970	29,800,714	49,639,405	66,269,535
COMM & IND	339,150,384	43,000,210	2,727,943	52,527,718	240,894,513
PVT ST LIGHTS	731,133	138,990	13,600	216,140	362,403
PUB ST LIGHTS	2,388,277	804,860	324,542	399,129	859,746
MUNI BLDGS	8,027,042	2,101,686	1,367,457	1,552,039	3,005,860
SALES/RESALE	2,757,558	2,757,558	0	0	0
SCHOOL	11,838,188	4,224,330	2,569,474	1,521,440	3,522,944
TOTAL	577,396,206	119,821,604	36,803,730	105,855,871	314,915,001

LAST YEAR TO DATE

RESIDENTIAL	223,822,024	70,331,320	31,480,187	52,139,409	69,871,108
COMM & IND	349,904,958	43,752,481	2,830,827	53,021,642	250,300,008
PVT ST LIGHTS	720,110	140,048	13,600	211,201	355,261
PUB ST LIGHTS	2,388,614	804,360	324,522	397,330	862,402
MUNI BLDGS	8,461,992	2,303,481	1,444,107	1,685,386	3,029,018
SALES/RESALE	2,977,455	2,977,455	0	0	0
SCHOOL	12,228,694	4,324,662	2,587,968	1,607,920	3,708,144
TOTAL	600,503,847	124,633,807	38,681,211	109,062,888	328,125,941

KILOWATT HOURS SOLD TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	34.88%	11.17%	4.46%	8.07%	11.18%
COMM & IND	60.20%	7.32%	0.47%	9.69%	42.72%
PVT ST LIGHTS	0.14%	0.03%	0.00%	0.04%	0.07%
PUB ST LIGHTS	0.45%	0.15%	0.06%	0.08%	0.16%
MUNI BLDGS	1.41%	0.38%	0.24%	0.28%	0.51%
SALES/RESALE	0.40%	0.40%	0.00%	0.00%	0.00%
SCHOOL	2.52%	0.91%	0.52%	0.33%	0.76%
TOTAL	100.00%	20.36%	5.75%	18.49%	55.40%

YEAR TO DATE

RESIDENTIAL	36.80%	11.57%	5.16%	8.60%	11.47%
COMM & IND	58.74%	7.45%	0.47%	9.10%	41.72%
PVT ST LIGHTS	0.13%	0.02%	0.00%	0.04%	0.07%
PUB ST LIGHTS	0.41%	0.14%	0.06%	0.07%	0.14%
MUNI BLDGS	1.39%	0.36%	0.24%	0.27%	0.52%
SALES/RESALE	0.48%	0.48%	0.00%	0.00%	0.00%
SCHOOL	2.05%	0.73%	0.45%	0.26%	0.61%
TOTAL	100.00%	20.75%	6.38%	18.34%	54.53%

LAST YEAR TO DATE

RESIDENTIAL	37.27%	11.71%	5.24%	8.68%	11.64%
COMM & IND	58.27%	7.29%	0.47%	8.83%	41.68%
PVT ST LIGHTS	0.13%	0.02%	0.00%	0.04%	0.07%
PUB ST LIGHTS	0.40%	0.13%	0.05%	0.07%	0.15%
MUNI BLDGS	1.39%	0.38%	0.24%	0.28%	0.49%
SALES/RESALE	0.50%	0.50%	0.00%	0.00%	0.00%
SCHOOL	2.04%	0.72%	0.43%	0.27%	0.62%
TOTAL	100.00%	20.75%	6.43%	18.17%	54.65%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
FORMULA INCOME
4/30/12

TOTAL OPERATING REVENUES	(P.3)	69,138,124.62
ADD:		
POLE RENTAL		1,455.00
INTEREST INCOME ON CUSTOMER DEPOSITS		1,214.52
LESS:		
OPERATING EXPENSES	(P.3)	(64,684,960.13)
CUSTOMER DEPOSIT INTEREST EXPENSE		(6,731.50)
FORMULA INCOME (LOSS)		<u><u>4,449,102.51</u></u>

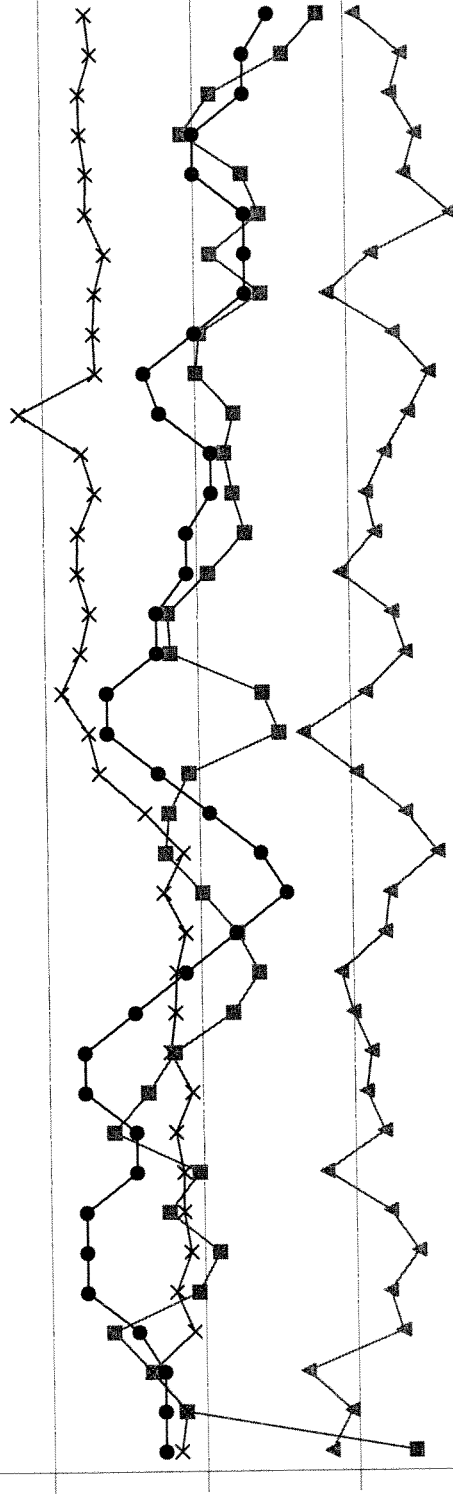
TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
GENERAL STATISTICS
4/30/12

		MONTH OF APR 2011	MONTH OF APR 2012	% CHANGE		YEAR APR 2011	THRU APR 2012
				2011	2012		
SALE OF KWH	(P.5)	56,303,017	53,227,965	4.95%	-3.85%	600,503,847	577,396,206
KWH PURCHASED		53,431,859	50,565,631	4.12%	-3.17%	613,733,632	594,276,445
AVE BASE COST PER KWH		0.041910	0.038964	-3.74%	-7.13%	0.037607	0.034925
AVE BASE SALE PER KWH		0.065007	0.065505	11.82%	2.19%	0.063794	0.065192
AVE COST PER KWH		0.093353	0.081576	-4.51%	-6.39%	0.091900	0.086026
AVE SALE PER KWH		0.118479	0.113005	0.16%	-2.68%	0.120921	0.117686
FUEL CHARGE REVENUE (P.3)		3,010,590.83	2,528,368.89	-6.46%	-11.65%	34,304,618.99	30,309,286.21
LOAD FACTOR		79.06%	66.30%				
PEAK LOAD		92,584	104,469				

kwh analysis

- ▲ base cost
- fuel cost
- fuel revenue
- * base revenue

\$0.085
 \$0.070
 \$0.055
 \$0.040
 \$0.025
 \$0.010



APR 09
 MAY 09
 JUN 09
 JUL 09
 AUG 09
 SEP 09
 OCT 09
 NOV 09
 DEC 09
 JAN 10
 FEB 10
 MAR 10
 APR 10
 MAY 10
 JUN 10
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 MAR 11
 APR 11
 MAY 11
 JUN 11
 JUL 11
 AUG 11
 SEP 11
 OCT 11
 NOV 11
 DEC 11
 JAN 12
 FEB 12
 MAR 12
 APR 12

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF CASH AND INVESTMENTS
4/30/12

SCHEDULE A

	PREVIOUS YEAR	CURRENT YEAR
<u>UNRESTRICTED CASH:</u>		
CASH - OPERATING FUND	5,639,131.37	10,153,260.45
CASH - PETTY CASH	3,000.00	3,000.00
TOTAL UNRESTRICTED CASH	5,642,131.37	10,156,260.45
 <u>RESTRICTED CASH:</u>		
CASH - DEPRECIATION FUND	4,396,630.66	3,799,330.55
CASH - TOWN PAYMENT	1,165,000.00	1,490,000.00
CASH - DEFERRED FUEL RESERVE	2,664,344.18	2,433,071.15
CASH - RATE STABILIZATION FUND	4,394,423.98	6,072,949.69
CASH - UNCOLLECTIBLE ACCTS RESERVE	200,000.00	200,000.00
CASH - SICK LEAVE BENEFITS	2,036,505.05	2,955,070.22
CASH - HAZARD WASTE RESERVE	150,000.00	150,000.00
CASH - CUSTOMER DEPOSITS	515,001.03	615,040.37
CASH - ENERGY CONSERVATION	179,455.96	238,695.38
CASH - OPEB	614,972.95	1,173,950.28
TOTAL RESTRICTED CASH	16,316,333.81	19,128,107.64
 <u>RESTRICTED INVESTMENTS:</u>		
RATE STABILIZATION *	1,000,000.00	0.00
SICK LEAVE BUYBACK **	1,000,000.00	0.00
OPEB ***	200,000.00	0.00
TOTAL RESTRICTED INVESTMENTS	2,200,000.00	0.00
TOTAL CASH BALANCE	24,158,465.18	29,284,368.09

APR 2011:

* FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
** FREDDIE MAC	1,000,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20
*** FREDDIE MAC	200,000.00;	DTD 09/10/10; INT 2.00%; MATURITY 09/15/20

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF ACCOUNTS RECEIVABLE
4/30/12

SCHEDULE B

	PREVIOUS YEAR	CURRENT YEAR
SCHEDULE OF ACCOUNTS RECEIVABLE		
RESIDENTIAL AND COMMERCIAL	5,003,503.79	2,971,970.37
ACCOUNTS RECEIVABLE - OTHER	134,235.15	124,212.52
ACCOUNTS RECEIVABLE - LIENS	88,707.99	59,902.43
ACCOUNTS RECEIVABLE - EMPLOYEE ADVANCES	892.14	892.14
SALES DISCOUNT LIABILITY	(384,074.89)	(277,713.81)
RESERVE FOR UNCOLLECTIBLE ACCOUNTS	<u>(352,924.60)</u>	<u>(338,303.72)</u>
TOTAL ACCOUNTS RECEIVABLE BILLED	4,490,339.58	2,540,959.93
UNBILLED ACCOUNTS RECEIVABLE	4,055,159.11	4,830,294.37
TOTAL ACCOUNTS RECEIVABLE, NET	<u><u>8,545,498.69</u></u>	<u><u>7,371,254.30</u></u>

SCHEDULE OF PREPAYMENTS

PREPAID INSURANCE	739,896.45	803,130.88
PREPAYMENT PURCHASED POWER	(1,843.12)	131,727.31
PREPAYMENT PASNY	239,666.63	240,782.65
PREPAYMENT WATSON	119,308.71	110,818.98
PURCHASED POWER WORKING CAPITAL	14,523.70	14,523.70
TOTAL PREPAYMENT	<u><u>1,111,552.37</u></u>	<u><u>1,300,983.52</u></u>

ACCOUNTS RECEIVABLE AGING APRIL 2012:

RESIDENTIAL AND COMMERCIAL	2,971,970.37
LESS: SALES DISCOUNT LIABILITY	<u>(277,713.81)</u>
GENERAL LEDGER BALANCE	<u><u>2,694,256.56</u></u>

CURRENT	2,294,248.35	85.15%
30 DAYS	223,378.62	8.29%
60 DAYS	57,511.91	2.13%
90 DAYS	19,485.29	0.72%
OVER 90 DAYS	<u>99,632.39</u>	<u>3.70%</u>
TOTAL	<u><u>2,694,256.56</u></u>	<u><u>100.00%</u></u>

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE
4/30/12

SCHEDULE D

SALES OF ELECTRICITY:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
RESIDENTIAL SALES	2,517,605.48	2,343,103.34	29,638,016.80	27,808,655.72	-6.17%
COMM AND INDUSTRIAL SALES	3,794,118.09	3,380,957.66	39,540,594.08	37,111,500.90	-6.14%
PRIVATE STREET LIGHTING	10,455.65	5,772.90	105,852.50	65,498.39	-38.12%
TOTAL PRIVATE CONSUMERS	<u>6,322,179.22</u>	<u>5,729,833.90</u>	<u>69,284,463.38</u>	<u>64,985,655.01</u>	-6.20%
MUNICIPAL SALES:					
STREET LIGHTING	45,837.15	27,978.55	463,671.69	312,293.01	-32.65%
MUNICIPAL BUILDINGS	104,941.52	87,918.13	1,033,833.51	966,938.57	-6.47%
TOTAL MUNICIPAL CONSUMERS	<u>150,778.67</u>	<u>115,896.68</u>	<u>1,497,505.20</u>	<u>1,279,231.58</u>	-14.58%
SALES FOR RESALE	34,376.97	24,751.87	368,770.02	335,800.04	-8.94%
SCHOOL	163,367.31	144,567.80	1,462,632.80	1,350,483.60	-7.67%
SUB-TOTAL	<u>6,670,702.17</u>	<u>6,015,050.25</u>	<u>72,613,371.40</u>	<u>67,951,170.23</u>	-6.42%
FORFEITED DISCOUNTS	80,357.89	68,066.18	862,533.16	773,692.14	-10.30%
PURCHASED POWER CAPACITY	42,210.28	(10,113.56)	1,281,097.12	(109,691.11)	-108.56%
ENERGY CONSERVATION - RESIDENTIAL	13,342.12	18,578.91	123,990.03	189,170.40	52.57%
ENERGY CONSERVATION - COMMERCIAL	25,433.98	33,840.40	301,530.41	319,513.09	5.96%
GAW REVENUE	56,288.13	53,240.55	460,613.87	577,435.22	25.36%
NYPA CREDIT	(32,781.99)	(39,924.10)	(645,295.28)	(563,165.35)	-12.73%
TOTAL REVENUE	<u>6,855,552.58</u>	<u>6,138,738.63</u>	<u>74,997,840.71</u>	<u>69,138,124.62</u>	-7.81%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING REVENUE BY TOWN
4/30/12

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	2,343,103.34	752,734.85	298,851.06	541,233.86	750,283.57
INDUS/MUNI BLDG	3,468,875.79	465,053.98	43,301.56	572,078.98	2,388,441.27
PUB. ST. LIGHTS	27,978.55	9,002.25	3,559.25	5,230.36	10,186.69
PRV. ST. LIGHTS	5,772.90	1,045.87	104.71	1,824.97	2,797.35
CO-OP RESALE	24,751.87	24,751.87	0.00	0.00	0.00
SCHOOL	144,567.80	52,599.76	29,601.69	19,156.29	43,210.06
TOTAL	6,015,050.25	1,305,188.58	375,418.27	1,139,524.46	3,194,918.94

THIS YEAR TO DATE

RESIDENTIAL	27,808,655.72	8,762,175.35	3,889,576.84	6,482,386.33	8,674,517.20
INDUS/MUNI BLDG	38,078,439.47	5,264,231.72	486,703.29	6,076,732.63	26,250,771.83
PUB. ST. LIGHTS	312,293.01	100,334.45	38,927.19	56,265.53	116,765.84
PRV. ST. LIGHTS	65,498.39	12,174.89	1,193.91	20,332.12	31,797.47
CO-OP RESALE	335,800.04	335,800.04	0.00	0.00	0.00
SCHOOL	1,350,483.60	486,054.61	288,242.43	177,901.06	398,285.50
TOTAL	67,951,170.23	14,960,771.06	4,704,643.64	12,813,617.68	35,472,137.85

LAST YEAR TO DATE

RESIDENTIAL	29,638,016.80	9,352,132.56	4,137,899.60	6,908,602.26	9,239,382.38
INDUS/MUNI BLDG	40,574,427.59	5,523,436.43	516,723.00	6,337,614.04	28,196,654.12
PUB. ST. LIGHTS	463,671.69	162,257.44	56,501.51	76,465.76	168,446.98
PRV. ST. LIGHTS	105,852.50	19,975.00	1,983.91	32,747.32	51,146.27
CO-OP RESALE	368,770.02	368,770.02	0.00	0.00	0.00
SCHOOL	1,462,632.80	519,394.92	304,463.07	196,630.48	442,144.33
TOTAL	72,613,371.40	15,945,966.37	5,017,571.09	13,552,059.86	38,097,774.08

PERCENTAGE OF OPERATING INCOME TO TOTAL

MONTH	TOTAL	READING	LYNNFIELD	NO. READING	WILMINGTON
RESIDENTIAL	38.95%	12.51%	4.97%	9.00%	12.47%
INDUS/MUNI BLDG	57.67%	7.73%	0.72%	9.51%	39.71%
PUB. ST. LIGHTS	0.47%	0.15%	0.06%	0.09%	0.17%
PRV. ST. LIGHTS	0.10%	0.02%	0.00%	0.03%	0.05%
CO-OP RESALE	0.41%	0.41%	0.00%	0.00%	0.00%
SCHOOL	2.40%	0.87%	0.49%	0.32%	0.72%
TOTAL	100.00%	21.69%	6.24%	18.95%	53.12%

THIS YEAR TO DATE

RESIDENTIAL	40.92%	12.89%	5.72%	9.54%	12.77%
INDUS/MUNI BLDG	56.04%	7.75%	0.72%	8.94%	38.63%
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	0.49%	0.49%	0.00%	0.00%	0.00%
SCHOOL	1.99%	0.72%	0.42%	0.26%	0.59%
TOTAL	100.00%	22.02%	6.92%	18.86%	52.20%

LAST YEAR TO DATE

RESIDENTIAL	40.81%	12.88%	5.70%	9.51%	12.72%
INDUS/MUNI BLDG	55.88%	7.61%	0.71%	8.73%	38.83%
PUB. ST. LIGHTS	0.64%	0.22%	0.08%	0.11%	0.23%
PRV. ST. LIGHTS	0.15%	0.03%	0.00%	0.05%	0.07%
CO-OP RESALE	0.51%	0.51%	0.00%	0.00%	0.00%
SCHOOL	2.01%	0.72%	0.42%	0.27%	0.60%
TOTAL	100.00%	21.97%	6.91%	18.67%	52.45%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED REVENUE VARIANCE REPORT
4/30/12

SCHEDULE F

	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
SALES OF ELECTRICITY:				
RESIDENTIAL	16,625,615.75	17,773,293.00	(1,147,677.25)	-6.46%
COMM AND INDUSTRIAL SALES PRIVATE STREET LIGHTING MUNICIPAL BUILDINGS	19,903,953.92	20,813,474.00	(909,520.08)	-4.37%
PUBLIC STREET LIGHTING	187,494.17	429,202.00	(241,707.83)	-56.32%
SALES FOR RESALE	190,487.45	240,286.00	(49,798.55)	-20.72%
SCHOOL	<u>734,332.73</u>	<u>757,950.00</u>	<u>(23,617.27)</u>	-3.12%
TOTAL BASE SALES	37,641,884.02	40,014,205.00	(2,372,320.98)	-5.93%
TOTAL FUEL SALES	<u>30,309,286.21</u>	<u>34,401,124.00</u>	<u>(4,091,837.79)</u>	-11.89%
TOTAL OPERATING REVENUE	67,951,170.23	74,415,329.00	(6,464,158.77)	-8.69%
FORFEITED DISCOUNTS	773,692.14	880,313.00	(106,620.86)	-12.11%
PURCHASED POWER CAPACITY	(109,691.11)	(113,680.00)	3,988.89	-3.51%
ENERGY CONSERVATION - RESIDENTIAL	189,170.40	165,461.00	23,709.40	14.33%
ENERGY CONSERVATION - COMMERCIAL	319,513.09	277,941.00	41,572.09	14.96%
GAW REVENUE	577,435.22	578,130.00	(694.78)	-0.12%
NYPA CREDIT	(563,165.35)	(500,000.00)	(63,165.35)	12.63%
TOTAL OPERATING REVENUES	<u><u>69,138,124.62</u></u>	<u><u>75,703,494.00</u></u>	<u><u>(6,565,369.38)</u></u>	-8.67%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
SCHEDULE OF OPERATING EXPENSES
4/30/12

SCHEDULE E

OPERATION EXPENSES:	MONTH LAST YEAR	MONTH CURRENT YEAR	LAST YEAR TO DATE	CURRENT YEAR TO DATE	YTD % CHANGE
PURCHASED POWER BASE EXPENSE	2,239,347.49	1,970,219.80	23,080,815.94	20,754,989.35	-10.08%
OPERATION SUPER AND ENGIN-TRANS	0.00	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	39,652.68	31,427.69	378,617.58	423,125.08	11.76%
STATION SUP LABOR AND MISC	10,643.58	10,160.33	91,828.21	93,624.95	1.96%
LINE MISC LABOR AND EXPENSE	45,469.11	48,104.79	528,855.84	549,230.65	3.85%
STATION LABOR AND EXPENSE	40,941.40	30,038.27	376,036.63	384,430.17	2.23%
STREET LIGHTING EXPENSE	8,474.31	9,374.24	78,265.12	99,061.40	26.57%
METER EXPENSE	26,959.83	16,628.22	266,335.96	202,262.28	-24.06%
MISC DISTRIBUTION EXPENSE	29,808.84	26,080.55	273,533.47	279,622.24	2.23%
METER READING LABOR & EXPENSE	4,885.34	6,795.52	59,913.72	76,327.20	27.40%
ACCT & COLL LABOR & EXPENSE	116,022.92	142,074.45	1,066,382.19	1,191,748.84	11.76%
UNCOLLECTIBLE ACCOUNTS	15,000.00	16,000.00	150,000.00	160,000.00	6.67%
ENERGY AUDIT EXPENSE	32,516.99	24,834.07	317,393.33	353,528.58	11.39%
ADMIN & GEN SALARIES	67,046.89	64,675.19	585,867.31	628,192.60	7.22%
OFFICE SUPPLIES & EXPENSE	20,545.08	18,789.29	223,144.00	187,757.00	-15.86%
OUTSIDE SERVICES	28,184.47	15,682.72	197,940.65	341,877.62	72.72%
PROPERTY INSURANCE	31,705.39	31,678.40	311,182.88	322,017.33	3.48%
INJURIES AND DAMAGES	4,265.93	3,839.18	37,762.39	17,976.56	-52.40%
EMPLOYEES PENSIONS & BENEFITS	96,791.56	94,295.52	1,341,509.98	1,059,024.75	-21.06%
MISC GENERAL EXPENSE	7,530.19	10,640.00	139,428.83	149,879.70	7.50%
RENT EXPENSE	15,660.04	18,793.60	169,992.92	165,322.01	-2.75%
ENERGY CONSERVATION	26,630.00	23,866.60	554,946.94	440,776.39	-20.57%
TOTAL OPERATION EXPENSES	668,734.55	643,778.63	7,148,937.95	7,125,785.35	-0.32%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	227.08	227.08	2,270.84	2,270.82	0.00%
MAINT OF STRUCT AND EQUIPMT	12,896.37	4,363.86	136,541.41	205,520.23	50.52%
MAINT OF LINES - OH	135,625.47	103,449.47	1,144,913.31	1,365,217.57	19.24%
MAINT OF LINES - UG	20,354.86	17,419.74	127,660.68	149,258.74	16.92%
MAINT OF LINE TRANSFORMERS	7,802.45	4,806.77	1,316,942.64	37,569.36	-97.15%
MAINT OF ST LT & SIG SYSTEM	12.20	145.02	(129.07)	(345.48)	167.67%
MAINT OF GARAGE AND STOCKROOM	54,924.84	41,386.03	522,845.71	443,704.50	-15.14%
MAINT OF METERS	8,425.07	6,909.33	21,664.86	71,595.83	230.47%
MAINT OF GEN PLANT	13,779.03	15,192.81	90,972.94	74,658.67	-17.93%
TOTAL MAINTENANCE EXPENSES	254,047.37	193,900.11	3,363,683.32	2,349,450.24	-30.15%
DEPRECIATION EXPENSE	287,729.05	296,027.47	2,877,290.50	2,960,274.70	2.88%
PURCHASED POWER FUEL EXPENSE	2,748,671.80	2,154,729.79	33,321,091.62	30,368,274.49	-8.86%
VOLUNTARY PAYMENTS TO TOWNS	110,000.00	113,000.00	1,095,885.00	1,126,186.00	2.76%
TOTAL OPERATING EXPENSES	6,308,530.26	5,371,655.80	70,887,704.33	64,684,960.13	-8.75%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
4/30/12

SCHEDULE G

OPERATION EXPENSES:	ACTUAL YEAR TO DATE	BUDGET YEAR TO DATE	VARIANCE *	% CHANGE
PURCHASED POWER BASE EXPENSE	20,754,989.35	22,265,638.00	(1,510,648.65)	-6.78%
OPERATION SUPER AND ENGIN-TRANS	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	423,125.08	365,902.00	57,223.08	15.64%
STATION SUP LABOR AND MISC	93,624.95	51,489.00	42,135.95	81.83%
LINE MISC LABOR AND EXPENSE	549,230.65	596,007.00	(46,776.35)	-7.85%
STATION LABOR AND EXPENSE	384,430.17	367,527.00	16,903.17	4.60%
STREET LIGHTING EXPENSE	99,061.40	70,896.00	28,165.40	39.73%
METER EXPENSE	202,262.28	126,186.00	76,076.28	60.29%
MISC DISTRIBUTION EXPENSE	279,622.24	291,110.00	(11,487.76)	-3.95%
METER READING LABOR & EXPENSE	76,327.20	63,206.00	13,121.20	20.76%
ACCT & COLL LABOR & EXPENSE	1,191,748.84	1,183,659.00	8,089.84	0.68%
UNCOLLECTIBLE ACCOUNTS	160,000.00	160,000.00	0.00	0.00%
ENERGY AUDIT EXPENSE	353,528.58	348,277.00	5,251.58	1.51%
ADMIN & GEN SALARIES	628,192.60	616,482.00	11,710.60	1.90%
OFFICE SUPPLIES & EXPENSE	187,757.00	221,560.00	(33,803.00)	-15.26%
OUTSIDE SERVICES	341,877.62	412,200.00	(70,322.38)	-17.06%
PROPERTY INSURANCE	322,017.33	387,520.00	(65,502.67)	-16.90%
INJURIES AND DAMAGES	17,976.56	46,565.00	(28,588.44)	-61.39%
EMPLOYEES PENSIONS & BENEFITS	1,059,024.75	1,238,620.00	(179,595.25)	-14.50%
MISC GENERAL EXPENSE	149,879.70	182,950.00	(33,070.30)	-18.08%
RENT EXPENSE	165,322.01	176,670.00	(11,347.99)	-6.42%
ENERGY CONSERVATION	440,776.39	539,814.00	(99,037.61)	-18.35%
TOTAL OPERATION EXPENSES	7,125,785.35	7,446,640.00	(320,854.65)	-4.31%
MAINTENANCE EXPENSES:				
MAINT OF TRANSMISSION PLANT	2,270.82	2,500.00	(229.18)	-9.17%
MAINT OF STRUCT AND EQUIPMENT	205,520.23	89,319.00	116,201.23	130.10%
MAINT OF LINES - OH	1,365,217.57	1,165,124.00	200,093.57	17.17%
MAINT OF LINES - UG	149,258.74	178,282.00	(29,023.26)	-16.28%
MAINT OF LINE TRANSFORMERS	37,569.36	172,070.00	(134,500.64)	-78.17%
MAINT OF ST LT & SIG SYSTEM	(345.48)	8,002.00	(8,347.48)	-104.32%
MAINT OF GARAGE AND STOCKROOM	443,704.50	531,373.00	(87,668.50)	-16.50%
MAINT OF METERS	71,595.83	71,192.00	403.83	0.57%
MAINT OF GEN PLANT	74,658.67	106,180.00	(31,521.33)	-29.69%
TOTAL MAINTENANCE EXPENSES	2,349,450.24	2,324,042.00	25,408.24	1.09%
DEPRECIATION EXPENSE	2,960,274.70	3,000,000.00	(39,725.30)	-1.32%
PURCHASED POWER FUEL EXPENSE	30,368,274.49	33,252,726.00	(2,884,451.51)	-8.67%
VOLUNTARY PAYMENTS TO TOWNS	1,126,186.00	1,130,000.00	(3,814.00)	-0.34%
TOTAL OPERATING EXPENSES	64,684,960.13	69,419,046.00	(4,734,085.87)	-6.82%

* () = ACTUAL UNDER BUDGET

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
BUDGETED OPERATING EXPENSE VARIANCE REPORT
4/30/12

OPERATION EXPENSES:	RESPONSIBLE SENIOR MANAGER	2012 ANNUAL BUDGET	ACTUAL YEAR TO DATE	REMAINING BUDGET BALANCE	REMAINING BUDGET %
PURCHASED POWER BASE EXPENSE	JP	27,402,177.00	20,754,989.35	6,647,187.65	24.26%
OPERATION SUPER AND ENGIN-TRANS	KS	0.00	0.00	0.00	0.00%
OPERATION SUP AND ENGINEERING EXP	KS	438,974.00	423,125.08	15,848.92	3.61%
STATION SUP LABOR AND MISC	KS	62,909.00	93,624.95	(30,715.95)	-48.83%
LINE MISC LABOR AND EXPENSE	KS	692,484.00	549,230.65	143,253.35	20.69%
STATION LABOR AND EXPENSE	KS	441,924.00	384,430.17	57,493.83	13.01%
STREET LIGHTING EXPENSE	KS	85,338.00	99,061.40	(13,723.40)	-16.08%
METER EXPENSE	KS	152,130.00	202,262.28	(50,132.28)	-32.95%
MISC DISTRIBUTION EXPENSE	JD	352,508.00	279,622.24	72,885.76	20.68%
METER READING LABOR & EXPENSE	KS	76,220.00	76,327.20	(107.20)	-0.14%
ACCT & COLL LABOR & EXPENSE	RF	1,427,255.00	1,191,748.84	235,506.16	16.50%
UNCOLLECTIBLE ACCOUNTS	RF	192,000.00	160,000.00	32,000.00	16.67%
ENERGY AUDIT EXPENSE	JP	414,098.00	353,528.58	60,569.42	14.63%
ADMIN & GEN SALARIES	VC	745,939.00	628,192.60	117,746.40	15.78%
OFFICE SUPPLIES & EXPENSE	VC	265,700.00	187,757.00	77,943.00	29.33%
OUTSIDE SERVICES	VC	454,250.00	341,877.62	112,372.38	24.74%
PROPERTY INSURANCE	JD	465,000.00	322,017.33	142,982.67	30.75%
INJURIES AND DAMAGES	JD	55,859.00	17,976.56	37,882.44	67.82%
EMPLOYEES PENSIONS & BENEFITS	JD	1,441,637.00	1,059,024.75	382,612.25	26.54%
MISC GENERAL EXPENSE	VC	203,091.00	149,879.70	53,211.30	26.20%
RENT EXPENSE	JD	212,000.00	165,322.01	46,677.99	22.02%
ENERGY CONSERVATION	JP	643,789.00	440,776.39	203,012.61	31.53%
TOTAL OPERATION EXPENSES		8,823,105.00	7,125,785.35	1,697,319.65	19.24%
MAINTENANCE EXPENSES:					
MAINT OF TRANSMISSION PLANT	KS	3,000.00	2,270.82	729.18	24.31%
MAINT OF STRUCT AND EQUIPMT	KS	107,072.00	205,520.23	(98,448.23)	-91.95%
MAINT OF LINES - OH	KS	1,419,953.00	1,365,217.57	54,735.43	3.85%
MAINT OF LINES - UG	KS	214,037.00	149,258.74	64,778.26	30.26%
MAINT OF LINE TRANSFORMERS	KS	188,500.00	37,569.36	150,930.64	80.07%
MAINT OF ST LT & SIG SYSTEM	JD	9,636.00	(345.48)	9,981.48	103.59%
MAINT OF GARAGE AND STOCKROOM	JD	662,139.00	443,704.50	218,434.50	32.99%
MAINT OF METERS	KS	85,444.00	71,595.83	13,848.17	16.21%
MAINT OF GEN PLANT	RF	127,620.00	74,658.67	52,961.33	41.50%
TOTAL MAINTENANCE EXPENSES		2,817,401.00	2,349,450.24	467,950.76	16.61%
DEPRECIATION EXPENSE	RF	3,600,000.00	2,960,274.70	639,725.30	17.77%
PURCHASED POWER FUEL EXPENSE	JP	39,768,817.00	30,368,274.49	9,400,542.51	23.64%
VOLUNTARY PAYMENTS TO TOWNS	RF	1,356,000.00	1,126,186.00	229,814.00	16.95%
TOTAL OPERATING EXPENSES		83,767,500.00	64,684,960.13	19,082,539.87	22.78%

TOWN OF READING, MASSACHUSETTS
MUNICIPAL LIGHT DEPARTMENT
PROFESSIONAL SERVICES
04/30/2012

PROFESSIONAL SERVICES BY PROJECT

ITEM	DEPARTMENT	ACTUAL	BUDGET	VARIANCE
1 RMLD AND PENSION TRUST AUDIT FEES	ACCOUNTING	34,940.00	32,250.00	2,690.00
2 PENSION ACTUARIAL EVALUATION	ACCOUNTING	0.00	6,000.00	(6,000.00)
3 LEGAL- FERC/ISO ISSUES	ENERGY SERVICE	0.00	15,000.00	(15,000.00)
4 LEGAL- POWER SUPPLY ISSUES	ENERGY SERVICE	49,684.60	37,500.00	12,184.60
5 PROFESSIONAL SERVICES	ENERGY SERVICE	7,484.32	20,000.00	(12,515.68)
6 NERC COMPLIANCE	E & O	16,192.40	13,350.00	2,842.40
7 LOAD CAPACITY STUDY/GIS	ENGINEERING	0.00	15,000.00	(15,000.00)
8 LEGAL SERVICES- GENERAL	GM	97,318.52	41,670.00	55,648.52
9 LEGAL SERVICES-GENERAL	HR	50,943.74	35,000.00	15,943.74
10 LEGAL SERVICES-NEGOTIATIONS	HR	16,037.52	3,500.00	12,537.52
11 LEGAL GENERAL	BLDG. MAINT.	2,312.50	1,250.00	1,062.50
12 SURVEY RIGHT OF WAY	BLDG. MAINT.	0.00	4,170.00	(4,170.00)
13 ENVIRONMENTAL	BLDG. MAINT.	0.00	4,170.00	(4,170.00)
14 STATION 1 STRUCTURAL FEASIBILITY	BLDG. MAINT.	0.00	75,000.00	(75,000.00)
15 DEMOLITION OF CONTROL CENTER	BLDG. MAINT.	60,505.69	100,000.00	(39,494.31)
16 INSURANCE CONSULTANT	GEN. BENEFIT	6,458.33	4,170.00	2,288.33
17 LEGAL	GEN. BENEFIT	0.00	4,170.00	(4,170.00)
TOTAL		<u>341,877.62</u>	<u>412,200.00</u>	<u>(70,322.38)</u>

PROFESSIONAL SERVICES BY VENDOR

	ACTUAL
ROMARKE INSURANCE	6,041.66
RUBIN AND RUDMAN	135,196.18
UTILITY SERVICES INC.	15,506.67
MELANSON HEATH & COMPANY	44,153.62
DUNCAN AND ALLEN	8,265.72
CHOATE HALL AND STEWART	66,981.26
PROFESSIONAL ENVIRONMENTAL SERVICES	2,240.00
CMEEC	4,169.32
FRANCESCO DEMOLITION INC.	56,800.00
COVINO ENVIRONMENTAL ASSOCIATION	2,523.19
TOTAL	<u>341,877.62</u>

RMLD
 BUDGET VARIANCE REPORT
 FOR PERIOD ENDING APRIL 30, 2012

DIVISION	ACTUAL	BUDGET	VARIANCE	CHANGE
ENGINEERING AND OPERATIONS	3,839,978	3,521,214	318,764	9.05%
ENERGY SERVICES	851,544	961,011	(109,467)	-11.39%
GENERAL MANAGER	683,479	602,654	80,825	13.41%
FACILITY MANAGER	2,423,711	2,950,610	(526,900)	-17.86%
BUSINESS DIVISION	7,608,014	7,720,200	(112,186)	-1.45%
SUB-TOTAL	15,406,725	15,755,689	(348,964)	-2.21%
PURCHASED POWER - BASE	20,754,989	22,265,638	(1,510,649)	-6.78%
PURCHASED POWER - FUEL	30,368,274	33,252,726	(2,884,452)	-8.67%
TOTAL	66,529,989	71,274,053	(4,744,064)	-6.66%

RMLD
 DEFERRED FUEL CASH RESERVE ANALYSIS
 04/30/12

DATE	GROSS CHARGES	REVENUES	NYPA CREDIT	MONTHLY DEFERRED	TOTAL DEFERRED
Jun-11					3,055,224.78
Jul-11	4,131,396.83	4,049,745.45	(79,163.65)	(160,815.03)	2,894,409.75
Aug-11	3,795,607.97	3,924,541.80	(52,328.74)	76,605.09	2,971,014.84
Sep-11	2,914,869.40	3,166,562.64	(58,869.90)	192,823.34	3,163,838.18
Oct-11	2,955,398.39	2,852,952.53	(45,133.69)	(147,579.55)	3,016,258.63
Nov-11	2,643,246.46	2,544,526.70	(47,451.31)	(146,171.07)	2,870,087.56
Dec-11	2,968,917.38	2,889,822.54	(63,455.95)	(142,550.79)	2,727,536.77
Jan-12	3,338,331.18	3,114,395.49	(51,411.30)	(275,346.99)	2,452,189.78
Feb-12	2,879,936.88	2,594,141.71	(62,465.74)	(348,260.91)	2,103,928.87
Mar-12	2,585,840.21	2,644,228.46	(62,960.97)	(4,572.72)	2,099,356.15
Apr-12	2,154,729.79	2,528,368.89	(39,924.10)	333,715.00	2,433,071.15

RMLD
STAFFING REPORT
FOR FISCAL YEAR ENDING JUNE, 2012

		ACTUAL										
		12 BUD	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
		TOTAL	11	11	11	11	11	11	12	12	12	12
GENERAL MANAGER												
GENERAL MANAGER	2	2	2	2	2	2	2	2	2	2	2	2
HUMAN RESOURCES	1	1	1	1	1	1	1	1	1	1	1	1
COMMUNITY RELATIONS	1	1	1	1	1	1	1	1	1	1	1	1
TOTAL	4	4	4	4	4	4	4	4	4	4	4	4
BUSINESS												
ACCOUNTING	2.00	1.50	1.50	1.50	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
CUSTOMER SERVICE	* 7.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75
MGMT INFORMATION SYS	* 6.25	5.25	5.25	5.25	5.25	5.25	5.25	5.25	5.25	5.25	6.25	6.25
MISCELLANEOUS	1	1	1	1	1	1	1	1	1	1	1	1
TOTAL	17.00	16.50	16.50	16.50	17.00	17.00	17.00	17.00	17.00	17.00	18.00	18.00
ENGINEERING & OPERATIONS												
AGM E&O	2	2	2	2	2	2	2	2	2	2	2	2
ENGINEERING	5	5	5	5	5	5	5	5	5	5	5	5
LINE	21	20	20	20	20	20	20	21	21	21	21	21
METER	4	4	4	4	4	4	4	4	4	4	4	4
STATION	8	8	8	8	8	8	8	7	7	7	7	7
TOTAL	40	39	39	39	39	39	39	39	39	39	39	39
PROJECT												
BUILDING	2	2	2	2	2	2	2	2	2	2	2	2
GENERAL BENEFITS	2	2	2	2	2	2	2	2	2	2	2	1
TRANSPORTATION	0	0	0	0	0	0	0	0	0	0	0	0
MATERIALS MGMT	4	4	4	4	4	4	4	4	4	4	4	4
TOTAL	8	8	8	8	8	8	8	8	8	8	8	7
ENERGY SERVICES												
ENERGY SERVICES	* 5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	4.5	4.5	4.5	4.5
TOTAL	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	4.5	4.5	4.5	4.5
RMLD TOTAL	74.5	73	73	73	73.5	73.5	73.5	72.5	72.5	73.5	72.5	72.5
CONTRACTORS												
UG LINE	2	2	2	2	2	2	2	2	2	2	2	2
TOTAL	2	2	2	2	2	2	2	2	2	2	2	2
GRAND TOTAL	76.5	75	75	75	75.5	75.5	75.5	74.5	74.5	75.5	74.5	74.5

* part time employee
*# part time employee and a coop student
*^ part time employee and a temp

GENERAL MANAGER'S REPORT
BOARD REFERENCE TAB H



NEPPA ANNUAL CONFERENCE 2012

CONTACT NAME _____ EMAIL _____

COMPANY _____

ADDRESS _____

PHONE _____ FAX _____

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

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

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

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

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

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

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

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

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

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

PLEASE SEND INVOICE FOR \$ _____ (MEMBERS ONLY)

CHECK ENCLOSED FOR \$ _____

PLEASE CHARGE A TOTAL OF \$ _____ TO MY _____



_____ EXP _____

SIGNED _____

PRINT NAME _____

SEND CREDIT CARD RECEIPT TO THE FOLLOWING ADDRESS _____

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

Cancellation Policy:

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

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

PLEASE SEND INVOICE FOR \$ _____ (MEMBERS ONLY)

CHECK ENCLOSED FOR \$ _____

PLEASE CHARGE A TOTAL OF \$ _____ TO MY _____



_____ EXP _____

SIGNED _____

PRINT NAME _____

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

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

Register by **August 17**.

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

Northeast Public Power Association Annual Conference 2012

Individual Reservation Form Grand Summit Resort Hotel Sunday River Resort and Conference Center 800-207-2365

ARRIVAL: Sunday, September 16, 2012

DEPARTURE: Wednesday, September 19, 2011

Lodging Preference	Per Room Nightly Rate	Deposit Required
<u>Standard Room</u> (2 queen beds)	() \$134.00++	If reservation is for only one night, one night's lodging is due within five (5) days of booking the reservation. If reservation is for multiple nights, 1/2 of the total reservation is due within five (5) days of booking the reservation. Final payment is due two weeks prior to arrival and will be automatically charged.
<u>Studio Superior</u> (1 queen Murphy bed & kitchenette.)	() \$134.00++	
<u>Studio Deluxe</u> (1 queen Murphy, 1 sleep sofa & kitchenette)	() \$134.00++	
<u>1 Bedroom Superior</u> (1 queen bed, 1 sleep sofa or Murphy bed & Kitchenette)	() \$169.00++	
<u>3 Bedroom Suite</u> (Bedding Varies) LIMITED AVAILABILITY	() \$329.00++	

Please check your lodging preference and rate. Each Per Room Nightly Rate includes: 1 night of lodging and the use of all hotel amenities; taxes and resort fees totaling 14% are additional.

Please indicate-- Arrival day/date: _____ Departure day/date: _____

Reservation and deposit must be received by **August 17, 2012**. Group rate and availability cannot be guaranteed past this date. **Please make your reservation early for best choice of rooms. Unless requested, reservations will be made first at the Grand Summit Hotel and overflow reservations will be made at the Jordan Grand Hotel.**

When making a reservation, please refer to group code:

Last Name _____ First _____

Company _____ Phone # _____

Address _____

City _____ State _____ Zip _____

Special Requests _____

Email Address _____

Credit Card _____ Card # _____ Exp. Date _____ Security Code _____

To participate in this event, please complete this form and mail it to Sunday River, PO Box 4500, Newry, ME 04261 or FAX this form directly to our Reservations Office at 207-824-5195. If you have questions, please call the Reservations Office at 1-800-207-2365 between 8 AM - 5 PM, Monday through Friday. Sunday River accepts checks, Mastercard, Visa, American Express, and Discover. A deposit is due within five days of booking a reservation and the reservation will be canceled if the deposit is not received within the five-day period. For refund of deposit, less a \$50.00 cancellation fee, notification of cancellation must be received at least 15 days prior to the scheduled arrival. The entire deposit will be forfeited if cancellations are made 14 days or less prior to scheduled arrival.

Signature _____ Date _____

Check-in time is guaranteed at 6:00 PM. All attempts will be made to accommodate guests who arrive early. Check-out time is 10:30 AM. The above rates are subject to a 7% Maine State Tax and a 7% Service charge.

BOARD MATERIAL AVAILABLE
BUT NOT DISCUSSED



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

May -12

	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	\$94.86	\$167.19	\$109.59	\$845.62	\$165.13	\$3,922.44	\$10,692.69
PER KWH CHARGE	\$0.12648	\$0.11146	\$0.10959	\$0.11584	\$0.15290	\$0.11207	\$0.09765
NATIONAL GRID							
TOTAL BILL	\$108.82	\$193.62	\$129.62	\$1,048.46	\$149.74	\$3,705.62	\$10,099.95
PER KWH CHARGE	\$0.14510	\$0.12908	\$0.12962	\$0.14363	\$0.13865	\$0.10587	\$0.09224
% DIFFERENCE	14.72%	15.81%	18.27%	23.99%	-9.32%	-5.53%	-5.54%
NSTAR COMPANY							
TOTAL BILL	\$126.00	\$230.34	\$165.86	\$1,158.27	\$174.88	\$6,379.23	\$13,507.97
PER KWH CHARGE	\$0.16800	\$0.15356	\$0.16586	\$0.15867	\$0.16192	\$0.18226	\$0.12336
% DIFFERENCE	32.83%	37.77%	51.34%	36.97%	5.90%	62.63%	26.33%
PEABODY MUNICIPAL LIGHT PLANT							
TOTAL BILL	\$91.19	\$174.77	\$119.56	\$944.26	\$158.04	\$4,598.69	\$10,342.16
PER KWH CHARGE	\$0.12158	\$0.11651	\$0.11956	\$0.12935	\$0.14634	\$0.13139	\$0.09445
% DIFFERENCE	-3.87%	4.53%	9.10%	11.66%	-4.29%	17.24%	-3.28%
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	5.18%	18.66%	21.03%	13.47%	2.00%	21.43%	24.67%
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	10.68%	21.82%	25.81%	23.68%	2.02%	24.81%	26.44%

FW: Account Payable Questions - April 20, 2012

Vincent Cameron

Sent: Monday, April 23, 2012 11:05 AM
To: RMLD Board Members Group
Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti
Categories: Red Category

O'Neill

1. Reading Lumber - Why are we not using the petty cash for these minor purchases?

This is an open account, in which we purchase materials and then are billed to the RMLD monthly.

West

1. MEAM 2012 Dues - Why are these based on 2010 kWh sales - isn't 2011 data avail. or does this always go back 2 years?

MEAM's uses the sales from two years back because some municipal electric utilities' sales figures from the preceding year are not ready when MEAM does their billing calculation.

2. Can't police details be scheduled so that we are able to use the full hours we pay for? 2 hrs. vs. 4 hrs. and 6 hrs. vs. 8 hrs. - both were sergeants so extra pay was at a premium.

The RMLD tries to schedule jobs needing a police detail in the most efficient and economic manner possible.

In some instances a job may not take a full four or eight hours to complete. The towns determine who performs the detail out of the officers available the day of the detail.

3. How is the capital calculated on police details - most work is Asplundh - is this capital? Or is it a percent of the work done?

There were two Reading Police details that were capitalized this week. Both police details were performed on capital projects done by RMLD Line Crews. The Asplundh work was expensed.

Account Payable Question - April 27, 2012

Vincent Cameron

Sent: Monday, April 30, 2012 9:29 AM
To: RMLD Board Members Group
Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti
Categories: Red Category

O'Neill

1. Progressive Gourmet - Please explain. (Given the unusual nature of this payable, I am surprised that you did not take a few minutes to write a note to us about this.)

The explanation on the payable cover sheet is in italics.

Progressive Gourmet, Inc. qualified for a sales tax abatement for the period from May, 2008 thru March, 2011. Checks from the state are made out to the Town of Reading; RMLD deposits the checks into its account; RMLD then pays the customer.

Here is more detail on the Progressive Gourmet payable.

In the 1990's, the municipal electric light departments and plants were ordered to collect sales tax from their commercial/industrial customers. The RMLD then pays what is collected to the state. If a customer falls under certain criteria they may be exempt from the sales tax. The Progressive Gourmet falls within the tax exempt criteria and they received a rebate for the taxes they paid back to March, 2008.

A company may apply for a maximum of three years of abatements.

RE: Account Payable Question - April 27, 2012

Phil Pacino [philpacino@grmp.net]

Sent: Monday, April 30, 2012 9:39 AM

To: Vincent Cameron; RMLD Board Members Group

Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti

My understanding is Progressive Gourmet won their appeal to the MA Tax court to be classified as a manufacturer.

Thus they were entitled to the benefits of being a manufacturer.

From: Vincent Cameron [mailto:vcameron@RMLD.com]

Sent: 04/30/2012 9:29 AM

To: RMLD Board Members Group

Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti

Subject: Account Payable Question - April 27, 2012

O'Neill

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A company may apply for a maximum of three years of abatements.

RE: Account Payable Question - April 27, 2012

MaryEllen O'Neill [maryellenoneill@hotmail.com]

Sent: Monday, May 07, 2012 8:22 AM

To: Vincent Cameron; Phil Pacino; Gina Snyder; Marsie West [marsie.west@bnymellon.com]; Bob Soli

Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti

Follow-up questions: Is this something the RMLD still does? Are there any other companies in our service area that we are responsible for in this regard?

From: vcameron@RMLD.com

To: GroupRMLDBoardMembers@RMLD.com

CC: bfournier@RMLD.com; skazanjian@RMLD.com; wmarkiewicz@RMLD.com; jfoti@RMLD.com

Subject: Account Payable Question - April 27, 2012

Date: Mon, 30 Apr 2012 13:29:12 +0000

O'Neill

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A company may apply for a maximum of three years of abatements.

FW: Account Payable Questions - May 4 and 11

Vincent Cameron

Sent: Tuesday, May 15, 2012 12:11 PM
To: RMLD Board Members Group
Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti
Categories: Red Category

May 4 - Questions and Answers

O'Neill

1. Image Technology - Why don't we purchase all toner, in bulk, from one supplier?

The RMLD purchases toner and toner cartridges for copiers and printers, the toners are different. The copiers use a certain type of toner and cartridge whereas the printers use another type of toner and cartridge.

The copy machine toner is changed about twice annually depending on use. The printers need a change of toner once every six months or so depending on the use of the printer. Then there is the bill printer that requires the toner to be changed about once a month, however this will change when we go to third party billing this year.

We don't purchase enough toner annually to qualify for a bulk discount. If we tried to procure under a bulk purchase we would have to store the toner in a location where it would not be damaged or spoiled because of the shelf life.

The copy machines are on a three year lease and I would not want to have extra toner cartridges around that may not be used.

2. Reading Police - No hours on blue RMLD sheet for last detail 4/21.

The times (8 am to 2 pm) were written on the blue sheet, which is the same as the Town of Reading recorded on the white sheet that was attached.

3. The Board approved a bid from Itron at its December 7, 2011 meeting in the amount of \$876,379 with the understanding that this bid required additional negotiation between the RMLD and Itron.
 There was a bill in this week's payables from Itron for \$302,760 for collectors and repeaters only and the PO noted that this was bid 2012-08.

Standard practice, I thought, was to draw up a PO for the entire bid with the specific elements itemized on the PO. Has this been done for IFB 2012-08? If so, I would like to see a copy of that PO. If not, how is it being handled?

Since no specifics were provided to the Board about the cost breakout within this very large bid, e.g. no estimated costs for hardware, software, labor, etc., I think the Board should be updated on this.

1. Requisition #1949 was create January 24, 2102 for the full amount.

2. The RMLD thought it would be more accurate to manage with the project, from a purchasing viewpoint, if it was separated into several purchase orders since invoices were expected to be for partial payments.

Open purchase orders:

- 50% of repeaters and collectors (1st half) - received @ RMLD (PO# 765 \$302,760)
- professional services, software and servers (PO# 764 \$263,181.11) Servers and Software received @ RMLD
- Balance of collectors (2nd half) - on order (PO# 1200 \$29,960)

May 11 - Questions and Answers

O'Neill

1. Cushing, Jamallo + Wheeler - What was the cause of these spills?

In the course of performing preventative maintenance on its pad mounted transformers the RMLD found a leak at a transformer on Spruce Road, North Reading. The transformer was removed and the spill was cleaned up.

2. General - Is there a system for time/date stamping mail so it can be seen when bills arrived in the office?

No, we do not time stamp the bills that come into the office. The mail is delivered to the employees and bills are opened by the addressees when they arrive. I don't think it is necessary for the bills to be time stamped.

RE: Account Payable Questions - May 4 and 11

MaryEllen O'Neill [maryellenoneill@hotmail.com]

Sent: Wednesday, May 16, 2012 8:05 AM

To: Vincent Cameron; Phil Pacino; Gina Snyder; Marsie West [marsie.west@bnymellon.com]; Bob Soli
Cc: Bob Fournier; Steve Kazanjian; Wendy Markiewicz; Jeanne Foti

Regarding my question on the Reading Police detail sheet, there were **no hours** filled out on the last RMLD blue detail sheet in this batch when I viewed it in the payables. I'm sure it was simply an oversight. As that is our internal control, that is what must be matched with the billing submitted by any police department.

Regarding my question on time/date stamping incoming bills, the question again is one of controls. Invoices should be time stamped and forwarded directly to the accounting department to provide for a secure, clear path for all RMLD bills.

Regarding my question on the Itron bid, the dollar amount listed in the response under "open purchase orders" totals \$595,901.11; the bid approved by the Board totaled \$876,379. What purchase orders account for the difference? Also, other purchase orders that I have seen, for either a multi-year or large project, had one purchase order which listed all the items/functions and provided a vehicle to oversee the invoices linked to the bid in a complete manner. How will this be accomplished with the Itron bid?

 From: vcameron@RMLD.com

To: GroupRMLDBoardMembers@RMLD.com

CC: bfournier@RMLD.com; skazanjian@RMLD.com; wmarkiewicz@RMLD.com; jfoti@RMLD.com

Subject: FW: Account Payable Questions - May 4 and 11

Date: Tue, 15 May 2012 16:11:21 +0000

May 4 - Questions and Answers

O'Neill

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