



## Town of Reading Meeting Posting with Agenda

### Board - Committee - Commission - Council:

RMLD Board of Commissioners

Date: 2022-01-19

Time: 6:30 PM

Building:

Location:

Address:

Agenda:

Purpose: General Business

Meeting Called By: Robert Coulter, Chair

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

### Topics of Discussion:

PER GOVERNOR BAKER'S MARCH 10, 2020, ORDER SUSPENDING CERTAIN PROVISIONS OF THE OPEN MEETING LAW, G.L. c. 30A, §20 AND THE JUNE 16, 2021, ACT EXTENDING CERTAIN COVID-19 MEASURES, THIS MEETING WILL BE HELD REMOTELY VIA ZOOM.

### **Public participation at this meeting:**

This meeting will be held remotely on Zoom and streamed live on RCTV and YouTube.  
<https://www.youtube.com/c/RCTVStudios/videos?view=57>.

For public participation on Zoom please email [emorse@rmlld.com](mailto:emorse@rmlld.com). Please include your full name and address. Comments and questions will be monitored during the meeting.

#### 1. Call Meeting to Order – Chair Coulter

**Code of Conduct:** The RMLD Board of Commissioners recognizes the importance of hearing public comment, at the discretion of the Chair, on items on the official agenda. We ask that all questions or comments from the public be directed to the Chair and that all parties, including members of the RMLD Board, act in a professional and courteous manner when addressing the Board or responding to comments. Once recognized by the Chair, all persons addressing the Board shall state their name and address prior to speaking. It is the role of the Chair to maintain order in all public comment or ensuing discussion.

#### 2. Public Comment – Chair Coulter

- Citizens' Advisory Board
- Liaisons to RMLD Board
- Public Comment

#### 3. Approval of Board Minutes - (Attachment 1) – **ACTION ITEM** – Chair Coulter

**Suggested Motion:** Move that the Board of Commissioners approve the meeting minutes of the November 17, 2021 meeting on the recommendation of the General Manager.

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



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### 4. General Manager's Report – **ACTION ITEM** - Ms. O'Brien, General Manager

#### Adopt-An-Island Update

Suggested Motion: Move that the Board of Commissioners vote to include 580 Main Street in the "Adopt-An-Island" Town of Reading Program, in addition to the existing 550 Ash Street, for vegetation beautification, utilizing below the line funds.

### 5. Policy Review – (Attachment 2) – **ACTION ITEM** - Ms. O'Brien, General Manager

#### Policy 1

Suggested Motion: Move that the Board of Commissioners approve Policy 1: Community Relations as presented, with no changes, on the recommendation of the General Manager.

#### Policy 5

Suggested Motion: Move that the Board of Commissioners approve Policy 5: Overnight Travel, as presented, on the recommendation of the General Manager.

#### Policy 17

Suggested Motion: Move that the Board of Commissioners approve Policy 17: Tuition Reimbursement, as presented, on the recommendation of the General Manager.

#### Policy 22

Suggested Motion: Move that the Board of Commissioners dissolve Policy 22: Pension Trust, as presented, on the recommendation of the General Manager.

### 6. Integrated Resources Report (Attachment 3) - Mr. Phipps, Director of Integrated Resources

#### Rates – Status of 2022 rates

Power supply – Status of new supply contracts

Hydro Quebec I/II Rights Extension

### 7. Engineering and Operations Report (Attachment 4) – Mr. Jaffari Mr. Jaffari, Director of Engineering & Operations

### 8. Procurement Report (Attachment 5) – Paula O'Leary, Materials Manager

### 9. Procurement Requests Requiring Board Approval – (Attachment 6) – **ACTION ITEM** - Mr. Jaffari, Director of Engineering & Operations

#### IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services

Suggested Motion: Move that bid 2021-37 Electrical Utility Excavation including Emergency Excavation and Construction Services for hourly rates be awarded to E.B. Rotondi & Sons, Inc., pursuant to M.G.L., c. 30 § 39M, as the lowest responsible and



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eligible bidder, on the recommendation of the General Manager.<sup>1</sup> This is a three-year contract.

### 10. Scheduling – Chair Coulter

Subsequent RMLD Board Meetings  
Next Board Meeting: February 17, 2021, meeting  
Joint Meeting on Economic Development  
Goals and Culture meeting

CAB Meeting Coverage: February Chair Coulter  
AP: Mr. Talbot; Payroll: Mr. Stempeck

11. Executive Session – Chair Coulter Suggested Motion: Move that the Board of Commissioners go into Executive Session pursuant to Massachusetts G.L. c.164 section 47D, exemption from public records and open meeting requirements in certain instances, to discuss competitively sensitive issues regarding G.L. c.30A, sec 21 (a)(1) and to consider the purchase, exchange, lease or value of real property, and return to regular session for the sole purpose of adjournment.

12. Adjournment – Chair Coulter (Board of Commissioners) **ACTION ITEM**  
Suggested Motion: Move that the Board of Commissioners adjourn regular session.

### BOARD MATERIALS AVAILABLE BUT NOT DISCUSSED

- Accounts Payable / Payroll Questions through pay date 1/10/2021
- Financial Update through November 2021
- Surplus and Scrap Material Report December 2021



**READING MUNICIPAL  
LIGHT DEPARTMENT**

**BOARD OF COMMISSIONERS MEETING**

**REGULAR SESSION**

**JANUARY 19, 2022**

# **APPROVAL OF BOARD MINUTES**

## **ATTACHMENT 1**



# Town of Reading Meeting Minutes

## Board - Committee - Commission - Council:

RMLD Board of Commissioners

Date: 2021-11-17

Time: 7:00 PM

Building:

Location:

Address:

Session: Open Session

Purpose:

Version: Draft

### Attendees: **Members - Present:**

Mr. Robert Coulter, Chair; Mr. Philip Pacino, Vice Chair; Mr. David Talbot, Commissioner; Ms. Marlena Bitá, Commissioner.

### **Members - Not Present:**

Mr. John Stempeck, Commissioner.

### **Others Present:**

RMLD Staff: Ms. Coleen O'Brien, General Manager; Mr. Greg Phipps, Director of Integrated Resources; Ms. Wendy Markiewicz, Director of Business Finance; Mr. Hamid Jaffari, Director of Engineering and Operations; Mr. Brian Hatch, Director of IT, Ms. Erica Morse, Executive Assistant;

RMLD Board Liaisons: Karen Herrick, Select Board, Reading  
RMLD Finance Committee Liaisons: Jackie McCarthy, Reading

Citizens' Advisory Board: Mr. Dennis Kelley, CAB, Wilmington

**Minutes Respectfully Submitted By:** Philip Pacino, Secretary Pro Tem

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## Topics of Discussion:

### 1. Call Meeting to Order

Chair Coulter called the Board of Commissioner' meeting to order at 7:00 PM and announced that the meeting would be held on Zoom and live on RCTV and YouTube

### **Opening Remarks**

Chair Coulter read RMLD's code of conduct.

Vice Chair Pacino served as the Secretary for the meeting.

### **Introductions**

Chair Coulter welcomed everyone to the meeting of the RMLD Board of Commissioners and asked all attendees to identify themselves.

### **Citizens' Advisory Board**

Mr. Kelley reported on the previous CAB meeting; Mr. Phipps presented the new solar package, Ms. O'Brien and Ms. Markiewicz provided updates, and the budget was approved unanimously.

### **Liaisons to RMLD Board**

Ms. McCarthy introduced herself as the Finance Committee Liaison to the RMLD Board.

## 2. Public Comment

*Materials Presented: Budget Breakdown, PDF*

Vice Chair Pacino presented RMLD's Financial Structure as RMLD's budget will be discussed. He highlighted the rates in terms of kilowatts and the Fuel Charge, as well as noted the depreciation fund (minimum at three percent). The rate of return was addressed; statutorily it is eight percent, RMLD is at approximately six and a half percent.

Vice Chair Pacino noted that the Build Back Better legislation contains green energy credits on electricity produced by renewable sources, energy investment credits, zero emission facilities, as well as plug in vehicles. In addition, there will be a credit for a used plug-in vehicle.

Vice Chair Pacino reported that at the last Select Board meeting there was discussion on a Sustainability Director. He is recommending RMLD consider a similar position, where it covers four towns. The International Financial Reporting Standards Board created a new internationally focused Board (Sustainability Accounting Standards Board) which requires that companies disclose their policies and strategies on sustainability.

Mr. Talbot thanked Vice Chair Pacino for his comment and responded that he is uncertain if an RMLD staff member would have authority to implement anything on the town side. RMLD already offers many great programs that the towns can take advantage of.

Mr. Talbot made a comment regarding the missed Board meeting cycle last month. Chair Coulter that this was due to the storm and Town Meeting schedule.

Mr. Talbot commented on the importance of ensuring the Board meets monthly and reiterated that one of the Board goals is to have a joint meeting with the Select Board on economic development.

Chair Coulter reported that he presented remotely at the November 9<sup>th</sup> Select Board meeting on rates. Ms. O'Brien, Mr. Phipps, and Ms. Bitá also attended.

## 3. Approval of Board Minutes

Meeting minutes were approved by the Board as presented.

Vice Chair Pacino made a **motion**, seconded by Mr. Talbot, that the Board of Commissioners approve the meeting minutes of the July 19, 2021, and August 12, 2021, meetings on the recommendation of the General Manager.

**Motion Passed:** 4:0:0 (4 in favor) Roll Call: Vice Chair Pacino, Aye; Mr. Talbot, Aye; Ms. Bitá, Aye and Chair Coulter, Aye

## 4. Report on Citizens' Advisory Board Meeting on Oct 21 and Nov 11

Ms. Bitá reported that the budgets passed 3:0:0.

## 5. General Manager's Report

Ms. O'Brien provided a General Manager's Report inclusive of the following:

### **Virtual Air Source Heat Pump Owners Panel**

The Virtual Air Source Heat Pump Owners panel was held on November 9, RMLD had a great turnout of approximately 80 attendees. This presentation is available on the RMLD's website, and the community television stations. Many customers are inquiring on how to transition to the air source heat pump. RMLD offers a great rebate for this program.

### **Virtual EV Workshop**

Since the first Virtual EV Workshop was well-attended, RMLD is tentatively scheduling a second workshop on February 1 with the format to be determined. RMLD is in the design

phase of the technology for the AV room with the intention to run hybrid meetings and in preparation for the return to in-person meetings.

### **RMLD's 2022 Historical Calendar**

The RMLD 2022 historical calendar will be available mid-December. Information will be posted on the RMLD's website listing the locations where the calendars can be picked up.

### **RMLD Elementary Student Art Contest**

The elementary art contest is ongoing. RMLD typically holds these awards in February and will be either virtual or in person format.

### **Press Releases**

Pending Board approval, the Offshore Wind Opportunity and 2022 Rates press releases will be published this evening.

### **Select Board Meeting on Proposed Rates**

On November 9, Ms. O'Brien, Chair Coulter and Mr. Phipps attended the Reading Select Board meeting and Chair Coulter presented on the proposed rates approved by the CAB

### **EV License and Update**

RMLD was able to obtain the EV license, which allows the RMLD to install three EV charging stations located in the Town of Reading. The license is a 15-year term, and if within that time the town requests RMLD to remove the charger, the costs owed back to the state for the grant monies will be split.

The terms also specify, if the EV charging station is asked to be removed after three years but prior to 15 years, the RMLD will pay for equipment removal and the town will pay for the resurfacing. After 15 years, it becomes a one-year time extension.

The Town of Wilmington license agreement is currently under discussion.

Ms. O'Brien stated that RMLD is collaborating with Karen Herrick, Select Board Chair/RMLD Liaison, and the Town Manager on an EV Charging Station Site Selection Committee. This committee will have representatives from each of the four town, who have planning and construction experience to work with RMLD engineers for future feasible EV charging sites within each town respectively. Reading Town representatives. Ryan Percival, Town Engineer, Reading, and Erin Schaeffer, Economic Development Director, Reading. Wilmington is George Hooper, Superintendent, Public Buildings Department, Wilmington. Ms. O'Brien is working with Lynnfield and North Reading for their representatives. The committee meets every other week.

### **Meetings – Town of Reading**

In March of 2022 the RMLD plans to meet with the Finance Committee to provide an update on the in-lieu tax of payments to the towns.

### **Ash Street Campus Tour**

Ms. O'Brien extended an invitation to the Select Board to tour the Ash Street campus. Various economic development visions have been presented and can be found on the town's website. The RMLD is looking to set up this tour to provide knowledge of what RMLD's campus entails, its buildings use, operations, etc. Ms. O'Brien noted that Ms. Morse will set up a Doodle poll for the Ash Street facility tour for the Select Board and new Commissioners.

A separate Doodle poll will be sent for a subsequent joint meeting with RMLD Board of Commissioners and Reading Select Board to discuss economic development specifically in the Ash Street campus area.

## **6. 2022 Budget Presentation**

### **A. CAPITAL BUDGET**



Mr. Jaffari presented the proposed CY22 Capital budget and highlighted additional and updated budget items. Outlined as follows:

**Facilities Related Projects (Page 11, Line items 1-7)**

Security Upgrades - All Sites: Line item 6, page 25

RMLD is requesting to spend \$106K on security upgrades at all sites. In CY21, Burns and McDonnell completed a physical security assessment to identify NERC mandated compliance areas, with the intent to improve the existing security system and equipment. Mr. Jaffari provided the following examples: expanding cameras at all RMLD facilities via CLOUD and IP Services; perimeter fencing; signage at the substations and areas on the Ash Street campus; vegetation management; physical security operating procedures; and updated employee access control. The study results were provided in short-, medium-, and long-term range, and RMLD plans to implement all recommendations.

Rolling Stock Replacement: Line item 7, page 27

RMLD is requesting to spend \$744K on Rolling Stock Replacement. Scheduled vehicle replacement follows RMLD's Fuel Efficiency Operating Procedure based on the Department's Fleet Assessment and Electrification program. In CY22, \$375K is planned to purchase a small SUV and Trouble Truck. A portion of this amount is carry over from CY21; scheduled to be delivered in CY22.

**IRD Related (Page 11, Line item 8)**

Electric Vehicle Supply Equipment (EVSE)

RMLD is requesting to spend \$744 on EVSE; of which, \$177K will be supplied by grants. (\$78K MasseEV Grant for 5 L2 Charges; \$99K 5L3). In CY22, RMLD is planning to install five L2 chargers; three in Reading and two in Wilmington. Four L3 fast chargers will be installed at retail locations and one at the Reading library. The ROI on the EVSE is 11-13 years at 22 cents per kWh. To reach a full charge, L2 chargers take 8 hours and L3 fast chargers take under an hour. From CY23 – CY27 the RMLD plans to install two to four L3 chargers within the service territory at retail and municipal locations – TBD. This project supports the Climate Bill electrification mandate.

**IT Related (Page 11, Line items 9-14)**

Customer Portal (Mobile App) Line 11, page 39

RMLD is requesting to spend \$100K in CY22 and \$100K in CY23 for the customer portal mobile application. The plan is to develop a two-way facing customer service portal for customers to have access to news, usage, billing, events, UAN, rebate status, and rebate comparisons.

IT infrastructure Enhancements Line 12, page 41

RMLD is requesting to spend \$370K on IT infrastructure enhancements. Two projects are planned in anticipation of accommodating growth (MDM, TLM, AMI). RMLD plans to expand its virtual environment servers and redesign the current network systems (including network switches, hardware and software).

IT Security Line 13, page 43

RMLD is requesting to spend \$305K for IT security. RMLD is continuously monitoring the cyber and internal environments to assess and respond to threats. It is necessary for the RMLD to implement and update the multifactor authentication, install firewalls, network visibility, security information, advanced managers and other misc. initiatives.

**Engineering and Operations (Page 11, Line Items 15-50)**

Relay Protection Upgrade at sub 4 Line 17, page 55

RMLD is requesting to spend \$300K for relay protection upgrades at Station 4 over three years (CY21-CY23). 70K in CY21; 150K in CY22; 80K in CY23. Per NERC and NPCC, RMLD is required to install high speed relay protection upgrades to clear faults faster. These upgrades will occur between National Grid's Tewksbury Station #17 and Reading Station #494. Design changes will be made to replace system 1 and 2 relays at RMLD's BES Station

4. RMLD hired PLM to redesign 150 KV relaying, to coordinate and sequence them with the National Grid and Eversource relaying once all designs are complete.

Pad-mount Switchgear Upgrade at Industrial Parks Line 18, Page 57.

RMLD is requesting to spend \$764K for Pad-mount Switch Gear Upgrades. This project began in FY18 and continues through CY23 to replace 27 aging units. Since the inception of the program, 14 units have been replaced and seven more are expected to be replaced in 2021. In CY22, six more units will be purchased and replaced.

New Wilmington Substation, Page 59, Line Item 19 and 20

For the new Wilmington Substation, the RMLD is requesting to spend 650K for the land purchase in CY22 and an additional 195K for the system impact study, engineering, and permitting. RMLD's existing Wildwood Wilmington Substation is antiquated and far from Wilmington's load center, which is in the Ballardvale area. RMLD is negotiating to purchase the land near the 115 kV lines.

The substation will be designed and equipped with 260 MVA transformers and 115kV switchgear to feed the Ballardvale area and provide load relief from Stations 3 and 4. RMLD has executed an LOI and agreement with the landowner to proceed with surveying and conducting the phase 1 environmental assessment. The land purchase and permitting will take place in CY22, followed by construction and commissioning in CY23 and CY24.

Grid Modernization and Optimization (Page 63, Line Item 23)

RMLD is requesting to spend approximately \$1.56m for grid modernization and optimization. This is an ongoing project (15-20 years) following the best practices and industry trends. The program will upgrade and modernize the following: system switches, cap banks, SCADA systems, reclosers, etc.

This program began in FY15 and will continue through CY35. In accordance with RMLD's technology roadmap, the program includes the installation of four SCADA made switches and two IntelliRupter smart switches. This project also addresses ABB reclosures, Cap bank automation, VVO, MDM, and communication devices.

A communication study was performed in CY21, recommending the best means for field devices to communicate amongst each other and with the SCADA system (necessary for processing and automation). These recommendations were implemented in CY22 in the amount of \$156K.

AMI Mesh Network Expansion & Meter Replacement (Page 71, Line 24).

In CY20, RMLD hired a consultant to evaluate the current antiquated AMI, AMR system. The recommendation was to upgrade and replace Itron antiquated meters with a full two way fixed Mesh Network, as the system has reached the end of its useful technology life. Approximately 3600 commercials and some residential mirrors of Itron meters are incapable of sending Last Gasp messages, which come through the outage management system and allow the RMLD to map out the outage area. As a result, the outage management system cannot locate the outage when meters are out.

The RMLD was also recommended to install a new MDM program to house the metering data as well as, providing the means to integrate with the AMI and Cogsdale CIS to implement the demand response and other demand management programs. This integration provides RMLD and IRD with the data needed to create successful programs. In CY20 RMLD hired Katama engineering to prepare an RFP for the MDM, AMI, and AMR systems.

RMLD plans to install the MDM in CY22, included as a part of grid modernization, for \$280K. The RMLD plans to install the AMI, AMR system from CY22 to CY24. The total cost of this project is approximately \$7.6m

Getaway Upgrade (Page 77, Line Item 29)

The 3W18 Gateway Improvements for Station 3 is a continuation from CY21 to increase the feeder thermal ratings for normal and emergency loading and minimizing the loading the losses. The total cost of the project is \$215K. The RMLD completed a similar project at Station 4 to increase the thermal rating of the feeders, which lowered losses and saved the rate payers money.

### Transformer and Capacitor Purchase (Page 79, Line Item 36)

The RMLD is requesting \$751K for annual transformers and capacitor purchases. This covers purchases of all stock, new construction, and reliability projects (including the age transformer replacement program), and 13.8kV step down conversions. This is another significant project that assists in lowering system losses and costs. The increase from CY21 to CY22 (\$333k) is due to the increase of the single and three phase transformer inventories for the aged replacement program. In CY21 the RMLD inspected, evaluated, and scheduled replacements for the transformers that were due for an upgrade from the effects of environmental impact on load and physical condition. Beginning in CY22 the RMLD will implement an annual inspection of all transformers aged 10+ years, and will schedule replacements based on a scorecard evaluation method developed inhouse. The RMLD discovered that some of the younger transformers have begun to deteriorate faster due to poor material or condition of the soil. This pushed the RMLD to change the 25-year evaluation to 10 years, as a means of ensuring the transformers are not overloaded or in poor condition.

### Long-Term Upgrade Reliability Projects Pages 81 – 89, Line Item 37 –41.

Long term upgrade reliability projects are annual reliability projects that reduce outages and improve overall system reliability. These projects are broken down into five categories, costing \$2,479,000. These line items do not include the cost of transformers (Line Item 36). Long-term upgrade reliability projects are inclusive of 13.8kV stepdown conversions to support load and improve voltage delivery; underground facility upgrades; age transformer replacement programs; and secondary and main service upgrades to renew overall system losses and improve operating conditions.

### Pole replacement Program Line Item 42, page 91

The RMLD is requesting \$298K for the pole replacement program. Started in 2014, the RMLD annually inspects poles in the area with the intent to replace poles that have reached the end of their useful life. Each year the RMLD tests 700-1000 existing poles, and since the inception of the program, since the inception of this program RMLD has inspected 4774 poles and replaced 302.

## **B. OPERATING BUDGET**

Ms. Markiewicz presented the CY22 Operating Budget  
*Reading Municipal Light Department, CY22 Operating Budget PDF Presentation, Board Packet*

### **Financial Strategic Balance: Slide 1**

Ms. Markiewicz reported on the financial strategic balance that occurs when the budget is created and emphasized the importance of paying consideration to crucial factors during this process (as outlined on slide 1).

### **CY22 Operating Budget Fixed Costs: Slide 2**

Ms. Markiewicz reported on the CY22 fixed costs. Fixed costs are costs that cannot be changed and include expenses that are contracted and/or previously voted on by the Board in past motions. The total fixed costs represent approximately 76% of the overall operating budget, and of that, Power Supply accounts for 66%. As Mr. Pacino noted, the depreciation expense is a 3% minimum reserve, and is currently at about 5.5% (\$5.1m). This is approximately a 4% increase due to necessary capital investments.

Ms. Markiewicz stated that the 2.73% (\$2.5m) voluntary payment to the Town of Reading reflects the formula change to the commitment; with an increase of nearly 2%.

The payments to the four towns (2% net plant, \$1.7m) increased approximately 3%. This was due to capital investment growth, which led to an increase of net plant.

Loss on disposal of assets is just under a quarter percent.

### **CY22 Operating Budget Semi – Variable Costs: Slide 3**

Ms. Markiewicz reported on the CY22 semi – variable costs. Semi-variable costs account for

approximately 24% of the budget and allow for a small amount of wiggle room. Ms. Markiewicz identified the top items in this category, citing labor costs with overtime and pension, employee benefits, pension, and OPEB (Other Post-Employment Benefits) tied to RMLD's three labor contracts. Employee benefits are also tied to the Town of Reading, through the Town's health and dental plans. Labor expense accounts for approximately 10.25% of semi-variable costs; of which, 1.6% (\$9.4m) is for capital projects.

Ms. Markiewicz reported further on the notable items in this category, as outlined on slide 3.

#### **Significant Increases Budget to Budget: Slide 4**

Ms. Markiewicz reported on the significant increases in the CY22 budget, as outlined on slide 4. Notable increases were outlined as follows:

- Labor is projected to increase by approximately 12.5% or \$1 million
- Employee Benefits/Pension is projected to increase by approximately 6% or \$274K
- Other operating and maintenance expenses are projected to increase about 19% or \$414K
- Efficiency electrification expenses are projected to double about \$1.2m.
- Contract and consulting services are projected to increase about 45% or \$227K.
- Software and hardware maintenance projected to increase 54% or \$250K.
- Property insurance projected to increase about 14% or 67K.
- Transformer maintenance projected to increase 67%, about \$145K.
- Training and tuition reimbursement projected to increase 28% or 72K.

#### **CY22 Budgeted Other Operating and Maintenance Expenses: Slide 5 – Slide 6**

Ms. Markiewicz provided a breakdown of the other operating and maintenance expenses, as requested by Vice Chair Pacino. Each division, and departments within each division, have their own budget allocated towards items particular to the department itself and supplies and expenses that are directly related to the department. Ms. Markiewicz cited the example of the General Manager budget, which is inclusive of dues and subscriptions, public power week, storm related supplies, etc. Notable expenses were highlighted as follows:

- General Managers expenses at approximately \$90K.
- Human Resources expenses at approximately \$81K
- Community Relations expenses at approximately \$76K.
- Building maintenance expenses at approximately \$500K (largest budget).
- Material management expenses at approximately \$160K.
- Engineering and operations expenses at approximately \$31K
- Overhead and underground maintenance of lines expenses at approximately \$367K.
- Station & meter tech expenses at approximately \$326K.
- Information technology supplies and expenses at approximately \$50K.
- Integrated resource expenses at approximately \$129K.
- Business and finance expenses at approximately \$191K.
- Customer deposit interest expenses at approximately \$40K (interest payback for held customer deposits).
- Customer processing fees at approximately \$534K

Vice Chair Pacino commented that the information provided was exactly what he was looking for.

#### **CY22 Budgeted Legal Expenses: Slide 7**

Ms. Markiewicz reported on a breakdown of legal expenses, as requested by Vice Chair Pacino. Notable expenses were highlighted as follows:

- General manager & policy review expenses at approximately \$25K.  
Includes any new updates as well as language and compliance requirements on RMLD policies, etc.

- Human resources and labor relations expenses at approximately \$92K. Includes anything related to negotiations, grievances, arbitration, staffing, labor law, benefits, COVID 19 etc.
- Engineering and operations expenses at approximately at 90K. Includes OSHA compliance, terms and conditions, service requirement handbooks, dark fiber, small cell attachments and related compliance, etc.
- Business and finance expenses at approximately \$30K. Includes audit letters sent to our legal counsel, GASB compliance, DPU regulation, sales tax exemption, fraud prevention, cash custodial responsibility, etc.
- Procurement and liability expenses at approximately \$60K. Includes contracts, Chapter 30B, insurance updates and requirements, electric liability claims, Wilmington substation land,
- Purchase power expenses at approximately \$159K.
- Includes supply contracts, ISO litigations, FERC regulations, renewable energy certificates, portfolio standards, etc.

Ms. Markiewicz reported on a breakdown of CAB and Board expenses for the last five years, as requested by Vice Chair Pacino. The information outlined demonstrates the combined total expenses of the Board and the CAB. Each budget is approximately \$15K, which stems from the 20 Year Agreement. Expenses that are allocated to these budgets include the NEPPA conference, staff related time with minutes, and any other expenses related directly to the Board or CAB.

Discussion ensued regarding the amount of money spent by the Board annually. Vice Chair Pacino commented that the budget amount of \$15K was established by the 20-year agreement, and he has no issue with that. However, the Board is not spending that type of money currently.

Ms. Bitá asked for clarification regarding the 67% increase for transformer maintenance. Ms. Markiewicz responded that a portion of the increase is related to the addition of the transformer maintenance project to the capital budget, which is associated with testing hazardous material. Although the increase seems significant at 67%, the amount is only \$145K. Chair Coulter added that it is a standard operating procedure to test around the soil of leaky transformers.

Ms. O'Brien clarified that transformer expenses are allocated to both the capital and operating budget. The transformer maintenance expense for the clean-up and testing of hazardous material is allocated to the operating budget, while replacement expenses are allocated to capital budget.

Ms. Bitá asked for clarification on the miscellaneous line in the operating budget for approximately \$50K, which will increase by 15% in CY22. Ms. Markiewicz stated that this line (930) represents customer processing services and supports customer payment needs and expectations. Ms. Markiewicz misspoke, this actually refers to Town of Reading services invoice along with administrative salaries unrelated to customer needs. 903 is the account Ms. Markiewicz was originally referring to above.

Mr. Talbot asked for further clarification on the miscellaneous expense line; Ms. Markiewicz responded that it is called miscellaneous general expense because when utilizing FERC accounting, the relevant FERC description must be used. The miscellaneous general expense category captures expenses relating to different areas of administrative support within the business side.

Ms. O'Brien stated that the RMLD can offer a mini-FERC accounting training for the commissioners; Chair Coulter stated that this is a great idea.

Ms. Bitá asked a question regarding the process of the requesting a change to the budget once approved.

Discussion ensued regarding the overall RMLD budget review process for the CAB and Board.

The Board and Mr. Kelley agreed to discuss and consider a joint meeting between the CAB and the Board when the RMLD presents the initial budget moving forward.

Chair Coulter commented that Massachusetts is now in a new grow zone, and this, among other factors, may have an impact on the tree trimming budget.

### **Projected Rate Increases: Slide 8**

Ms. Markiewicz reported on the projected rate increases. For CY22 there is a 2.2%-4.7% overall rate increase across all rate classes. For the 1<sup>st</sup> half of CY22, rate increases will be partially supplemented by the Rate Stabilization Fund of approximately 1.4% (\$1.2m).

## 7. Integrated Resources Report

### **Rates Summary** (Slide 3).

Mr. Phipps reported on the summary of changes rate classes 2022. Rates are intended to cover operating costs, power supply costs, and the rates support the capital budget. To align with the 2022 budget that was just presented, slight modifications were made to the rates shown here versus those originally presented in August and September. Mr. Phipps summarized the current and proposed rates for each class, as outlined in slide 3. The rate increases are modest, maintain a fair balance between rate classes, and meet legal compliance elements.

The increase in load growth that comes with electrification is pushing more investment in the distribution network. This context ties into Mr. Jafari's budget discussion of the acceleration of network upgrades, which looks 15-20 years down the road.

Similarly, the EEC charge (previously approved) is essentially an incentive fund to drive electrification by fostering changes in customer behavior.

### **Overview 2022 rate recommendations** (Slide 4)

Mr. Phipps presented the 2022 rate recommendations. The load growth is driving the dollars for distribution energy which funds RMLD distribution network upgrades. This is primarily driven by the growth initially in the residential space. This accounts for why the residential number is 4.7% versus the industrial and commercial numbers which are just below 4%.

Although the EEC charge resembles a massive increase at 200%, the rate itself was only raised from \$0.001/kWh to \$0.003/kWh. Comparatively, the IOUs collect at a rate 6 times higher than what the RMLD is implementing.

Mr. Phipps identified the current proposed rates for Board approval, outlined on the table in slide 4 (Residential, Commercial, Industrial, and School). As noted, distribution energy (load growth) and EEC (electrification) are the primary drivers for these rate increases.

Per the Cost-of-Service study performed by the RMLD, the rates are designed to reflect the uniqueness of each rate category. Mr. Phipps stated that detailed examples of the proposed rates are on the website as well as in the board packet.

Vice Chair Pacino made a **motion**, seconded by Mr. Talbot, move that the Board of Commissioners, on the recommendation of the Citizen's Advisory Board, vote to accept the General Manager's recommendation to replace the following MDPU rates effective on billings on or after January 1st, 2022:

Replace 279 Residential Schedule A with 296  
Replace 280 Residential Time of Use Schedule A2 with 299  
Replace 282 Commercial Schedule C with 297  
Replace 283 Industrial Time of Use Schedule I with 298  
Replace 284 School Schedule SCH with 300

**Motion Passed:** 4:0:1 (4 in favor, zero opposed, 1 absent) Roll Call: Vice Chair Pacino, Mr. Aye; Mr. Talbot, Aye; Ms. Bitar, Aye; Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

### **2021 Q2 2021 Certificates Update (Slide 5).**

Mr. Phipps presented the Q2 2021 report on certificate management. Certificates are acquired through the purchase of power, with associated certificates. Currently, the RMLD buys certificates only with associated power, and does not buy on the open market.

59K certificates were acquired in Q2 of 2021 (1 certificate per MWH). The RMLD purchased additional power in Q2 but only 59K had associated certificates. Per the policy 30 the RMLD is retiring 23% of retail sales. In Q2 the RMLD will retire approximately 36K certificates, sell approximately 23K, and keep the balance of 3,600. The ending balance of 3,600 is to account for quarterly load changes. The RMLD will retire or sell all certificates from 2021 by the end of Q2 in 2022; any 2021 certificates that the RMLD does not transact by the end of June 2022 are forfeited.

When Q2 sold certificates will net approximately \$520K depending on market volatility. This amount will be applied back to the purchase power budget, which dampens the volatility.

### **Power Supply Agreements Offshore Wind Opportunity**

Mr. Phipps reported on two additional Power Supply Opportunities.

#### Offshore Wind Opportunity (slide 6)

Mr. Phipps reported on the wind array (7,000 MW- 15,000 MW) going off the coast of southern MA, as outlined in slide 6. As a reference, the maximum load for all New England in 2020 was 25,000 MW. Once built, these wind projects are massive and until now, MLPs have not had a chance to bid on the outtake of these projects. Vineyard Wind owns an array and due to the anticipated purchase date of 2026 or 2027, it is likely that the turbine systems being installed will be higher powered than what was originally planned.

Out of the 7,000 MW, there is a small 25 MW section that the MLPs can collectively participate in. ENE has assisted in orchestrating this; there are 20 MLPs who are interested in participating, amounting to 1/20<sup>th</sup> of the 20 MW for each MLP. Although this project is small relative to our portfolio, RMLD does want to participate in the bid, which will be announced and evaluated in December 2021. The RMLD will continue to push for more opportunities with offshore wind projects.

Ms. O'Brien clarified that DOER will be evaluating the proposals, one from Vineyard Wind/ Commonwealth Wind, and another from Mayflower Wind. Of these proposals, RMLD will get the excess MWs. Ms. O'Brien cited an example; if the project is calculated to be a 12 MW turbine, and it ends up being a 13 MW turbine, the 1MW difference is the excess. The DOER then decides whether the MLPs will win the incremental addition. This is a bid solicitation that comes under MA procurement laws. This bid is not a guarantee, but a decision will come quickly, likely before December 17. It is important for the RMLD to participate, as this sets a precedent for potentially being included in future offshore projects.

Mr. Talbot commented that the inclusion of the phrase in the motion regarding environmental justice may not apply to an offshore wind project. Discussion ensued on keeping the verbiage in the phrase, and it was agreed to keep the motion as is.

Vice Chair Pacino made a **motion**, seconded by Mr. Talbot, that the Board of Commissioners, on the recommendation of the Citizen’s Advisory Board, vote to accept the General Manager’s recommendation to execute a contract with Commonwealth Wind for energy, including associated certificates, from an offshore wind facility off the southern coast of Massachusetts, contingent on appropriate environmental justice due diligence.

**Motion Passed:** 4:0:1 (4 in favor, zero opposed, 1 absent) Roll Call: Vice Chair Pacino, Mr. Aye; Mr. Talbot, Aye; Ms. Bitá, Aye; Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

#### Power Supply – Solar PV (Slide 2 – Solar Motion)

Mr. Phipps presented on the Solar PV power supply opportunity as outlined on Slide 2. The system is land base and associated with a previous project that was granted approval (up to 5 MW) by the Board. The Solar Array is located at the Seabrook New Hampshire site, and there is an opportunity to increase the size of the array with land adjacent to the Seabrook site. Mr. Phipps reported on the total volume, term, certificates, and pricing of opportunity, which allows for the RMLD to add additional solar to the power portfolio, as well as additional certificates. The motion allows for up to 12 MW for a solar PV system instead of 9MW to allow room for an opportunity to secure additional MWs as purchase options for panels may allow for higher efficiency panels to be installed..

Ms. Bitá asked a question on the cost of the MA Class 1 certificates. Mr. Phipps responded costs were currently at \$40 per certificate. Ms. Bitá asked a follow up question on purchasing certificates in the open market; Mr. Phipps responded that the RMLD does not purchase on the open market but would consider it if necessary.

Vice Chair Pacino asked a question on a point that was made at the CAB meeting about other solar projects. Mr. Phipps responded that in Sept, the RMLD received BoC approval to purchase solar power for a BroadLeaf solar array. ENE assembled several MLPs, including RMLD, to participate in an opportunity for 182,000 MWhs (shared across 8 MLPs), RMLD share is 27,000 MWhs.

RMLD is proactively and aggressively looking for solar projects while building out the Power Supply Portfolio due to the anticipated shortage of non- carbon sources towards 2050.

Mr. Pacino made a **motion**, seconded by Ms. Bitá. To move that the Board of Commissioners, on the recommendation of the Citizens’ Advisory Board, vote to accept the General Manager’s recommendation to modify a power supply contract with NextEra for energy, including associated certificates, to increase the size of the previously approved solar array from up to 5 MW to up to 12 MW for a solar PV system at the Seabrook nuclear facility site, contingent on appropriate environmental justice due diligence.

**Motion Passed:** 4:0:1 (4 in favor, zero opposed, 1 absent) Roll Call: Vice Chair Pacino, Mr. Aye; Mr. Talbot, Aye; Ms. Bitá, Aye; Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

## 8. **Procurement Requests Requiring Board Approval – Mr. Jaffari, Director of Engineering & Operations**

### **IFB 2021-19 Janitorial Services**

Mr. Jaffari reported that S&J Services had the most recent contract for janitorial services for a three-year term. The bid was sent to 40 companies, four respondents, three bidders deemed non-responsive. SJ Services is the lowest responsible and responsive bidder they did not take any exceptions. The bid reflects the pricing for the janitorial services performed at RMLD’s office and operations buildings, service center, garage, as well as a leased warehouse that are all located at RMLD’s Ash Street campus.

Mr. Talbot asked for clarification on the pricing and Ms. Bitá sought clarification on the terms.



Mr. Jaffari explained that the three-year contract total is \$119,424, costing per annum is \$38,720 year one, \$39,824 year two, and \$40,880 year three. It has increased from the last contract (2018-2020) approximately \$19,000.

Mr. Talbot commented on the fact that there was only one bid. Mr. Jaffari responded that there were four respondents out of 40 bids sent. Some of the bid packages did not include all the required documentation such as liability insurance and authorized signatures.

Mr. Talbot asked a follow up question on the disqualified bidders. Mr. Jaffari replied that one respondent put all zeros in for each year. The other bidders were higher Partner Solutions General \$134,921 and Star Building Services \$123,956. Mr. Talbot thanked Mr. Jaffari for the discussion since the pricing for the bid is good, he is comfortable with that.

Vice Chair Pacino made a **motion** seconded by Ms. Bitá that IFB 2021-19 for Janitorial Services be awarded to S. J. Services, Inc, for \$119,424.00, pursuant to M.G.L. c. 30B, as the lowest responsive and responsible bidder, on the recommendation of the General Manager. This is a three-year contract.

**Motion Passed:** 4:0:0 (4 in favor, 1 absent) Roll Call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

#### **IFP 2021-20 Substation Spare Equipment**

Mr. Jaffari stated that this bid is for the spare parts for all substations. Replacements for bushings, transformers, LAs, PTs, CGs, have a long lead time. In the event there is premature failure RMLD needs to have replacement in our inventory. The bid was sent to 14 companies, with four respondents.

Stuart Irby Company came in at the lowest cost for five of the six items, WESCO for item number four the lowest, and no pricing was received for item number two, which was the 488 KV rated transformer bushing. Due to the fact this transformer bushing is old RMLD needs to secure this equipment on the secondary market, resulting in a total cost of \$56,829.98, the capital budget amount for this project is \$100,000.

Vice Chair Pacino made a **motion** seconded by Ms. Bitá that IFP 2021-20 for Substation Spare Equipment be awarded to: Stuart C. Irby Company, for \$49,873.98, and WESCO Distribution, Inc., for \$6,956.01, pursuant to M.G.L. c. 164 § 560, on the recommendation of the General Manager.

**Motion Passed:** 4:0:0 (4 in favor, 1 absent) Roll Call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

#### **IFP 2021-23 #2CU 15 kV Underground Cable and #2STR CU 1 COND 600V XHHW Cable**

Vice Chair Pacino disclosed to the Chair that he will abstain on voting on this bid whereas Arthur J. Hurley is a client of his client.

Mr. Jaffari said that this IFP is for number two copper cable 15 KV for underground URD systems that RMLD has in all four communities, in addition, the number two stranded copper cable 600 volts for the secondary. The bid was sent to eight companies, with three respondents. The lowest responsible and responsive bidder was Arthur Hurley for \$94,725 which includes the 600 volt cable as well as the 15 KV cable.

Vice Chair Pacino made a **motion** seconded Ms. Bitá that IFP 2021-23 for #2CU 15kV Underground Cable and #2STR CU 1 COND 600V XHHW Cable be awarded to: Arthur J. Hurley Company, Inc., for \$94,725.00, pursuant to M.G.L. c. 164 § 56D, on the recommendation of the General Manager.

**Motion Passed:** 3:0:1 (3 in favor, 1 abstention, 1 absent) Roll Call: Vice Chair Pacino, Abstain; Ms. Bitá, Aye; Mr. Talbot, Aye and Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

**RFQ 2021-18 Pick-Up Truck with Dump Body and Material Spreader with Trade-Ins**

Mr. Jaffari explained that this bid was sent out twice, the first time, May 2021 with two respondents, who were deemed nonresponsive. RMLD in turn clarified its specs then searched the statewide contract VEH98 which provides a list of vendors. The second bid was sent September 2021 to six vendors with only one respondent Liberty Chevrolet in which RMLD utilized a cooperative contract with the Greater Boston Police Council, GBPC who Liberty has a contract with. In addition, the town of Reading is also a member of GBPC. Some of these trucks RMLD bid on have long lead times. In this case GBPC ordered one extra truck therefore minimal lead time.

RMLD is trading in three obsolete trucks from its fleet. Currently, there are no other alternatives to fuel such as electric or no PHEV. By reducing the fleet size by two vehicles results in cost savings for fuel and repairs.

Vice Chair Pacino made a **motion** seconded Ms. Bitá that RFQ 2021-18 for a Pick-Up Truck with Dump Body and Material Spreader Attachment with Trade-Ins be awarded to Liberty Chevrolet for net delivered price of \$65,774.00 (\$68,774.00 minus \$3,000.00 for trade ins), pursuant to M.G.L. c. 30B, as the lowest responsive and responsible bidder, on the recommendation of the General Manager

**Motion Passed:** 4:0:0 (4 in favor, 1 absent) Roll Call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Mr. Talbot, Aye; and Chair Coulter, Aye. Mr. Stempeck was absent from the vote.

9. Scheduling

Subsequent RMLD Board Meeting:  
RMLD Board meeting Monday, December 20, 2021, 7:00 pm.  
CAB Meeting Coverage: (December) Mr. Talbot  
AP: Mr. Coulter; Payroll: Mr. Pacino

Mr. Talbot asked a question regarding ratepayers sponsoring another ratepayer relative to renewable choice, where one ratepayer could absorb the optional cost of the other ratepayer's energy. The RMLD will investigate this if this can conceptually happen from a legal perspective and report back at the next meeting.

Discussion ensued on gifts certificates and good citizen funds.

10. Adjournment

At 9:09 pm Vice Chair Pacino made a **motion** seconded by Ms. Bitá that the Board of Commissioners adjourn regular session.

**Motion Passed:** 4:0:0. (4 in favor, 1 absent) Roll call: Vice Chair Pacino, Aye; Ms. Bitá, Aye; Chair Coulter, Aye; and Mr. Talbot, Aye. Mr. Stempeck was absent from the vote.

BOARD MATERIALS AVAILABLE BUT NOT DISCUSSED

- Accounts Payable / Payroll Questions through pay date 10/11/2021
- Financial Update through August 2021
- Surplus and Scrap Material Report September 2021 & October 2021

**POLICY REVIEW**

**ATTACHMENT 2**

**(REFER TO SEPARATE ATTACHMENT FOR MARKED AND  
CLEAN POLICY DRAFTS)**

# **INTEGRATED RESOURCES REPORT**

## **ATTACHMENT 3**



# Rates, Power, Hydro Quebec I/II

***BoC and CAB Report***  
from Integrated Resources

19-20 January 2022

# Outline

Rate rollout

Power contract status

Hydro Quebec I/II

# 2022 Rates - Update



## Basic rates effective with billings starting January 1<sup>st</sup>

- MDPU filed
- Billing transition smooth
- PPCT and Fuel relatively high in January relative to December
- Web site discussion updated, Customer Service equipped with talking points

## Renewable Choice effective February 1<sup>st</sup>

- Testing final implementation with billing
- Bill to show incremental rate vs incremental usage (kWh); same result
- Updating customer communication

## A3 Rate effective March 1<sup>st</sup>

- Billing test later in January
- Developing calculator on RMLD website
- Drafting communications

# Power Supply Update

TFA's – three executed 2021, driven by time and price triggers

Transaction ID	Executed	2021	2022	2023	2024	2025
<b>3113543</b>	4-May-2021	43,429	1,728	0	8,774	5,363
<b>3084589</b>	22-Mar-2021	36,346	4,008	11,578	29,726	0
<b>3028962</b>	4-Jan-2021	48,055	13,154	0	0	0
<b>subtotal</b>		<b>127,830</b>	<b>18,890</b>	<b>11,578</b>	<b>38,500</b>	<b>5,363</b>
% total power		17%	3%	2%	5%	1%

contracts approved in 2021, **204,000 MWhs annual average** → non-carbon, lower risk

Name	Type	Annual MWhs	Start	End	Notes
Gravity CT	Hydro	25,000	1-Oct-2022	25 years	MOU signed
Gravity Dahowa	Hydro	31,000	15-Mar-22	25 years	maintenance delay, PPA signed
Gravity Plant #4 (NY)	Hydro	25,000	1-Oct-22	24 years	MOU signed
Broadleaf Solar	Solar	27,000	31-Dec-25	25 years	PPA executed Dec 2021
Vineyard Wind	Wind	21,000	2027	25 years	PPA drafting 1Q22
Seabrook Solar	Solar	15,000	31-Dec-2023	30 years	LOI signed, PPA drafting 1Q22
Seabrook Nuclear	Nuclear	60,000	1-Jan-2031	18 years	PPA executed Dec 2021



Forward price curve remains elevated

Open positions to fill in August and November

TFA analysis run regularly

Regular ENE supply strategy discussions



# Hydro Quebec I/II Transmission



Existing RMLD contracts provide transmissions rights and equity ownership

- 1985 origin; 2021 renewal; 2041 extension executing now

Increasingly valuable in context of 2021 Climate Law for reliability and cost stability

Transmission rights being sold until additional builds out completed

Four annual \$57,000 equity contributions starting 2022 (all power supply, self funded)

2021	Costs Eversource	Costs NationalGrid	Use Rights Dividends	net RMLD benefit
January	\$ 130.00	\$ 13,822.29	\$ (29,249.00)	\$ 15,296.71
February	\$ 130.00	\$ 11,486.87	\$ (54,556.43)	\$ 42,939.56
March	\$ 130.00	\$ 11,115.78	\$ (54,548.68)	\$ 43,302.90
April	\$ 130.00	\$ 12,195.45	\$ (54,720.92)	\$ 42,395.47
May	\$ 130.00	\$ 12,284.22	\$ (54,804.35)	\$ 42,390.13
June	\$ 54.00	\$ 12,547.62	\$ (49,846.68)	\$ 37,245.06
July	\$ 130.00	\$ 10,576.04	\$ (29,249.00)	\$ 18,542.96
August	\$ 135.00	\$ 10,115.92	\$ (49,875.18)	\$ 39,624.26
September	\$ 135.00	\$ 11,472.89	\$ (49,874.99)	\$ 38,267.10
October	\$ 135.00	\$ 13,943.47	\$ (49,875.18)	\$ 35,796.71
November	\$ 135.00	\$ 13,943.47	\$ (50,020.86)	\$ 35,942.39
December	\$ 135.00	\$ 13,943.47	\$ (29,249.00)	\$ 15,170.53
<b>Total</b>	<b>\$ 1,509.00</b>	<b>\$ 147,447.49</b>	<b>\$ (555,870.27)</b>	<b>\$ 406,913.78</b>

*\$400,000 annual benefit RMLD*



Thank You  
from the IRD Team

# **ENGINEERING AND OPERATIONS REPORT**

## **ATTACHMENT 4**

# ENGINEERING & OPERATIONS REPORT

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RMLD Board of Commissioners Meeting - January 19, 2022

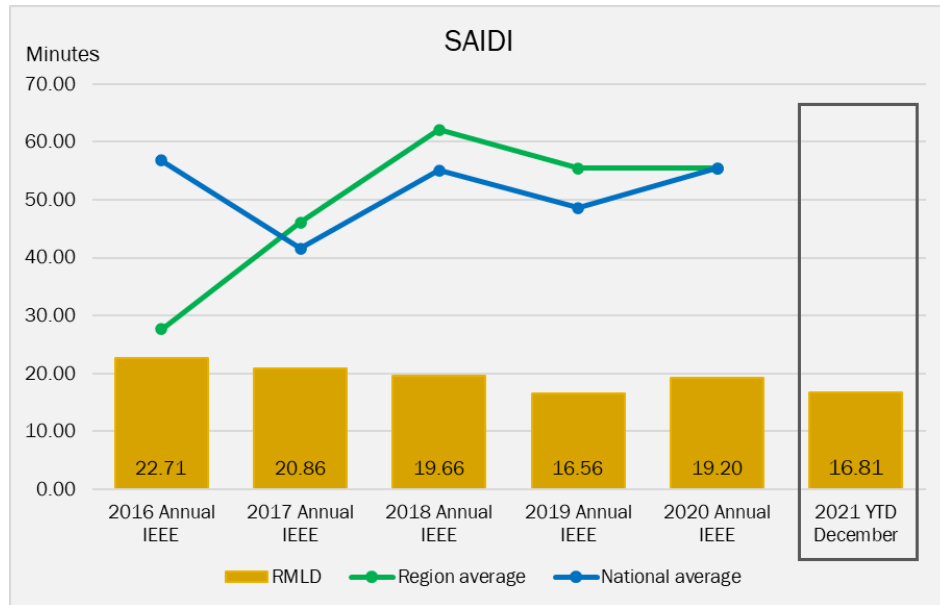
RMLD Citizens' Advisory Board Meeting – January 20, 2022



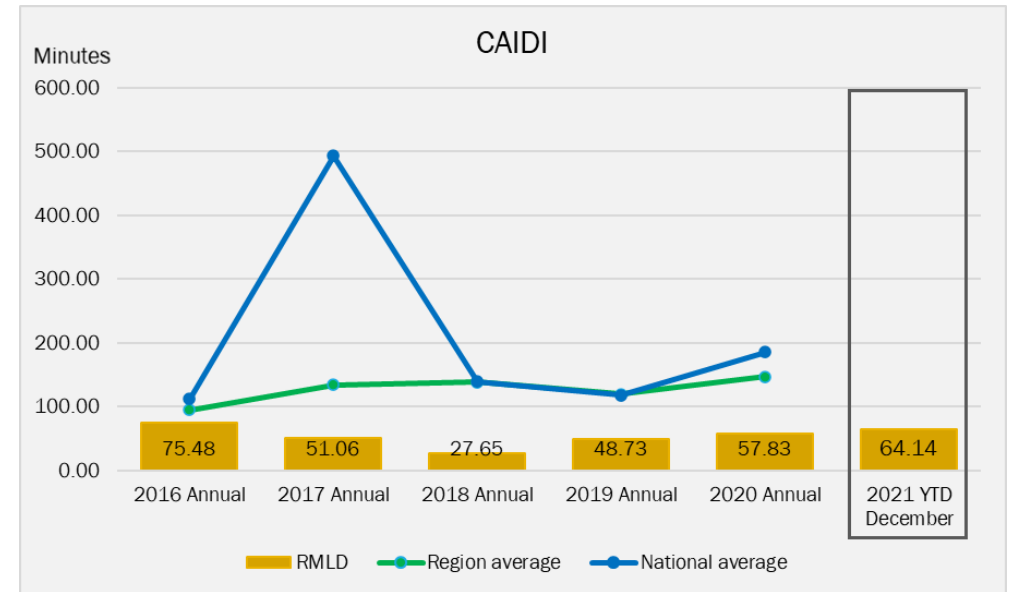
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# CY2021 Accomplishments

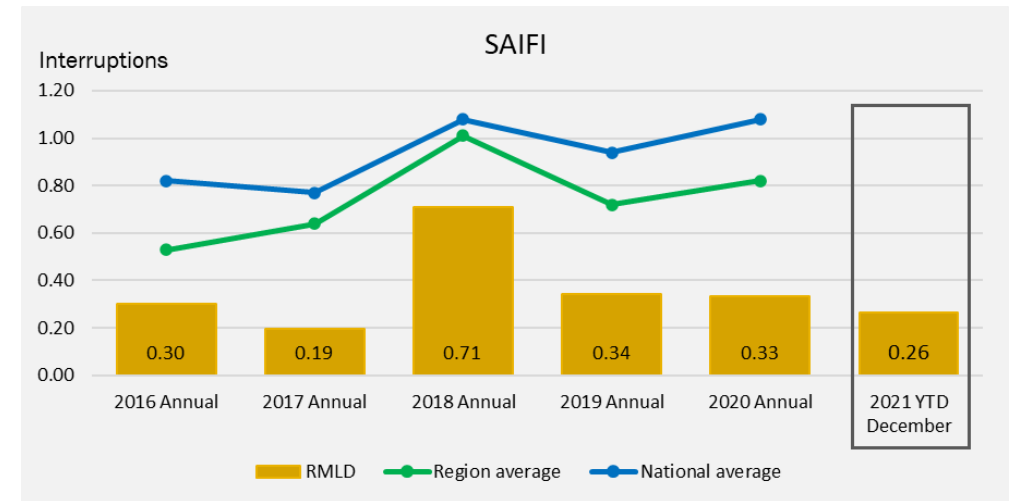
# RMLD Reliability Indices CY2021



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



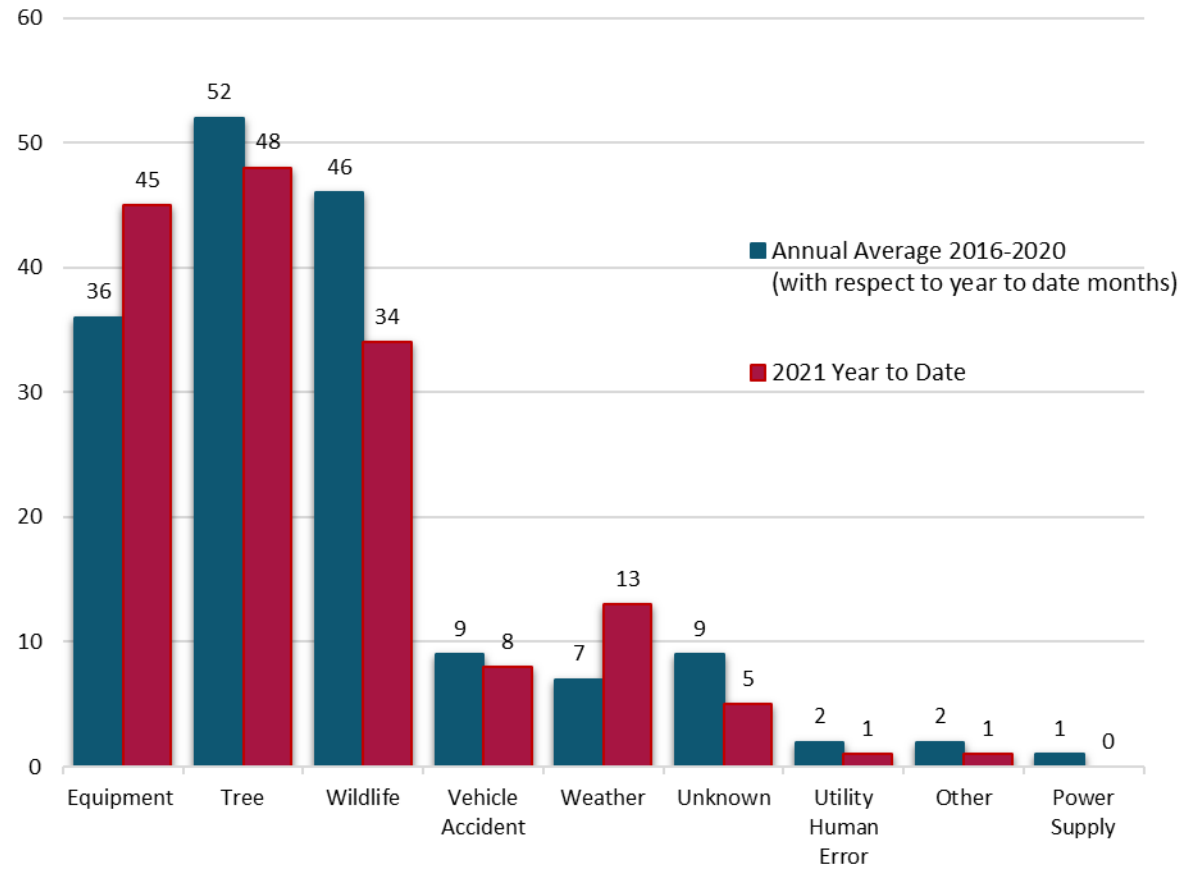
$$CAIDI \text{ (Minutes)} = \frac{\text{Total Duration of Customer Interruptions}}{\text{Total Number of Customer Interruptions}}$$



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

**Note:** APPA eReliability Tracker using IEEE beta threshold method for outages.

### Causes of Outages as of December 2021



# RMLD's Maintenance Programs

- **Tree Trimming** – 2,726 Spans (thru November 2021)
- **Inspection of Feeders** – **CY21 Goal Achieved**
- **Pole Inspection/Replacement Program** - **CY21 Goal Achieved**
  - 307 of 541 failed poles have been set since program began
  - 284 of 307 transfers have been completed since program began
- **Infrared Scans (Monthly)** – **CY21 Goal Achieved**
- **Primary Metering Upgrades Systemwide (2020-2023)**. **CY21 Goal Achieved**
- **Manhole Inspection** – **On-going (CY21 Goal Achieved)**
- **Porcelain Cutout Replacement** – **On-going (CY21 Goal Achieved)**
- **13.8 kV Conversions (2016-2026)**- **Exceeded CY21 Goal**
- **Aged Transformer Replacement Program (Annually)** – **Exceeded CY21 Goal**
- **UG Subdivisions Upgrades Program (2015-2030)** – **CY21 Goal Achieved**



# CY2021 13.8 kV (Step-down) Conversions

## ➤ Upgrading Wires, Transformers, Poles, Accessories

## ➤ Areas:

- Linda Road, Wilmington: **Completed**
- Pearl Street, Wilmington: **Completed**
- South Street, Reading: **50% completed.**
- Central Street, North Reading: **Completed**
- Summer Avenue, Reading: **90% completed**
- Lowell Street @ Main Street, Lynnfield: **95% completed**

## ➤ Benefits:

- Reduced Line Losses
- Improved Reliability
- Improved Voltage Support



# CY 2021 Underground Subdivisions Upgrade



➤ Upgrading UG Facilities (Transformers, Primary and Secondary Cables, Terminations, Elbows, etc.)

➤ **Areas:**

- Fiorenza Dr, W: **Completed**
- Gandolf Way, W: **Completed**
- Agastino Dr, W: **Completed**
- Washington Ave, W: **Completed**
- Clorinda Rd, W: **Completed**
- Kristyn Lane & Jill Cir, N. R: **Completed**

➤ **Benefits:**

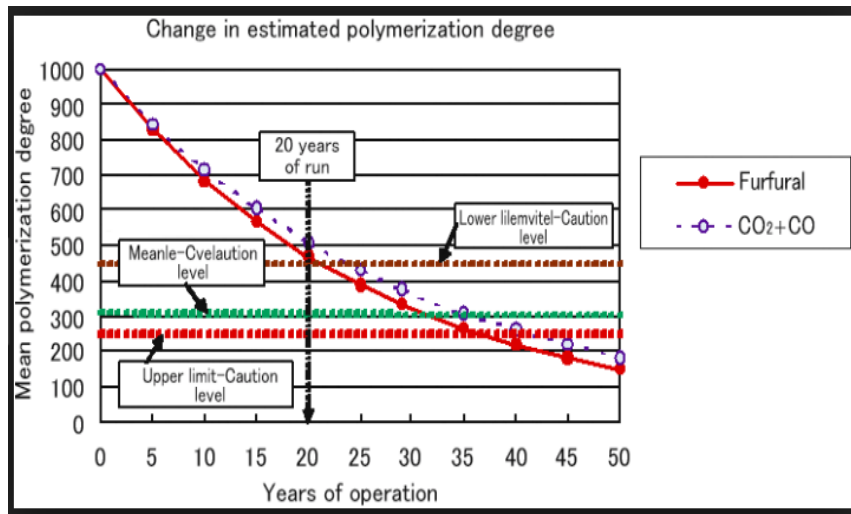
- Reduced Line Losses
- Improved Reliability
- Improved Voltage Support



# Aged Transformer Replacement



- Program Started in 2014
- Transformer Inspection in 2021
  - 732 pad-mount transformers over ten years in-service inspected
  - 179 OH/UG transformers ( $\geq 25$ -years old) replaced in CY2021
- Program initiated to replace aged transformers  $\geq 25$  years old
  - Transformers oil DP starts derating exponentially after 20-25 years in service depending on load and heat
  - Transformers with  $DP \leq 200$  can potentially fail.
- Approximately **1,308** of RMLD's 4,009 transformers are over 25-years old
- Live-front transformers will be upgraded/replaced with dead-front transformers
- Transformers are evaluated for upgrade based on:
  - Physical Condition (*Environmental Factor*)
  - Age
  - Load
- New transformers are more efficient with lower losses



# Aged Transformer Replacement Program

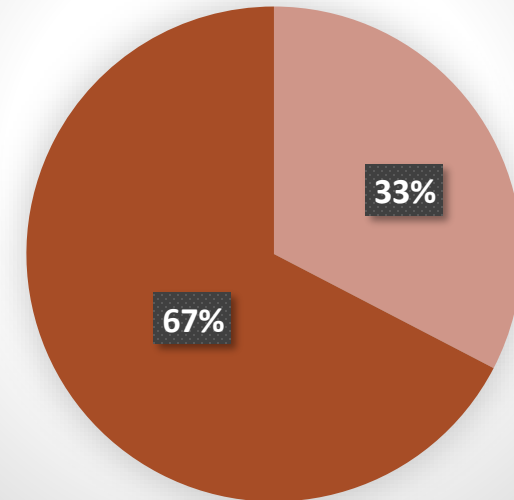
Transformers 25-Years or Older

## Replaced 2021

	Pad-mount		Pole-mount	
	single-phase	three-phase	single-phase	three-phase
JANUARY	3	0	8	0
FEBRUARY	0	0	2	0
MARCH	3	0	17	1
APRIL	0	1	1	1
MAY	1	0	20	1
JUNE	5	0	14	0
JULY	2	1	9	1
AUGUST	12	1	4	0
SEPTEMBER	12	1	1	3
OCTOBER	19	7	2	1
NOVEMBER	1	5	1	0
DECEMBER	9	2	6	1
<b>TOTAL:</b>	<b>67</b>	<b>18</b>	<b>85</b>	<b>9</b>

**GRAND TOTAL: 179**

4,009 Transformers  
System Wide  
As of January 3, 2022



■ Transformers 25 Years or Older  
■ Transformers Less than 25 Years Old

## Miscellaneous Construction Projects

- Pad-mount Switchgear Upgrades at Industrial Parks
  - 17 Switchgear have been replaced to date (as of 1/11/2022)
  - 6 units installed in CY21
  - CY2022: 6 more units will be purchased (4 standard and 2 special order)
  
- New Developments
  - Nichols Street, North Reading
  - Shay Lane, North Reading
  - Murray Hill, Wilmington (Phase 3 and 4)
  - Spruce Farm, Wilmington



# CY 2021 Smart Grid Automation



## ➤ SCADA-Mate:

- Lowell Street, Wilmington **Completed**
- Woburn Street, Wilmington **Completed**
- Eames Street, Wilmington **Completed**
- Main Street, Wilmington **Completed**
- Walkers Brook Drive, Reading **Completed**

## ➤ IntelliRupters:

- Main Street, Wilmington **Completed**
- Birch Meadow Drive, Reading **Completed**
- Concord Street, North Reading **Completed**

## ➤ Benefits:

- Improved Reliability
- Faster Restoration
- Integrates with OMS
- Provides Metering Data to SCADA (i.e., Voltage, Current, and Harmonics)

## Smart Grid Projects

- Smart Grid Devices Communication Study **Completed**
- AMI/MDM Study **Completed**
- OMS/IVR Integration
- Customer Notification System (CNS) **In Progress**
- Volt Var Optimization (VVO)
- S&C Smart Grid Training (Scada-Mate and IntelliRupter)



# CY2021 Substation Equipment Testing and Maintenance

## ➤ Station 3:

- 115 kV Breakers and Relays **Tested**
- 115 kV/13.8 kV Transformers (**Due in CY2022**)
- 13.8 kV Breakers and Relays **Tested**
- 2.5 MW Generator Spring and Fall Maintenance **Completed**



## ➤ Station 4:

- 115 kV Breakers and Relays **Tested**
- 115 kV/13.8 kV Transformers (**Due in CY2022**)
- 13.8 kV Breakers and Relays **Tested**
- 115 kV/34.5 kV Transformers D&E **Tested**
- 34.5 kV Breakers **Tested and Repaired**



## ➤ Station 5:

- 34.5 kV/13.8 kV Transformers D&E **Tested**
- 13.8 kV Breakers and Relays **Tested**
- 13.8kV Bus Parts **Replaced and Tested**



# CY21-Accomplishments

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## Substations

- ✓ VLAN Installation at all Substations and 230 Ash Street
- ✓ NERC Directory 1 Relay Upgrade at Station 4 (2021-2023) **In Progress**
- ✓ Ordered Spare Parts (LAs, Bushings, CCVTs, Breakers, etc.)
- ✓ Repaired Tie Breaker and 5W8 Breaker at Substation 5



# CY21-Accomplishments

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## Engineering & Operations Special Projects

- ✓ NERC Physical & Cyber Security CIP-002, CIP-003, and COM-002
  - NERC Committee reviews, assesses, and implements all applicable physical and cyber security requirements
  - Committee Members: Brian Hatch, Hamid Jaffari, John McDonagh, Paul McGonagle, Peter Price, and Nick D'Alleva
    - ✓ Training Done by Utility Services on CIP-003 and COM-002
    - ✓ Training on Incident Response Plan
- ✓ Small Cell (5G) Contract (ATT and Verizon)
- ✓ Hosting Capacity Study (Solar Generation) – Currently Being Updated
- ✓ Set Up Primary Metering Task Force
  - Committee reviews every PM site for eligibility
  - Upgraded PTs and CTs on the PMs
- ✓ SPCC Plan Updated
- ✓ Vegetation Management Plan (VMP)



# CY21-Accomplishments

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## Facilities and Purchasing/Materials Management

- ✓ Materials Management Bids (40 Bids)
- ✓ Stock and Inventory
- ✓ Grounds Maintenance
- ✓ OSHA Remediation: Implementation of Recommendations – **In Progress**
- ✓ Substation 4 AC/Cooling System
- ✓ Substation 3 Generator Bid Award

# New Wilmington Substation (CY21-CY24)

- Load Allocation Study: **Completed**
- Site Survey (CY21): **Completed**
- Environmental Assessment (CY21): **Completed**
- Land Appraisal (CY22): **In-progress**
- Land Purchase (CY22)
- Substation Civil and Electrical Design (CY22)
  - Civil Construction RFP
  - Electrical Equipment RFP
- System Impact Study (CY22)
- Site Permitting Process (CY22)
- Site Preparation (CY22-23)
- Civil Construction (CY22-23)
- Electrical Installation and Construction (CY23-24)
- Substation Commissioning and Testing (CY24)
- Load Transfer from Sub 3, 4, and 5 (CY24-26)



# Massachusetts Grant EV-Chargers

## L2 EV-CHARGERS

### ➤ **Wilmington**

- Town Hall
- Library

### ➤ **Reading**

- Library (L2 and Future L3)
- Haven Street and Main Street
- Linden Street

## Project Updates:

- **EV-Chargers: Delivered**
- **Construction RFP (Bid Opening on 1/26/2022)**
- **State Contract Deadline: July 10, 2022**
- **Construction to be completed in April/May 2022**



## L3 EV CHARGER

### ➤ **Grant Application In-process**

- Commercial Sites
- Library



# DOUBLE POLES

Per NJUNS  
(as of 1/11/2022)

## LYNNFIELD

"Next to Go"	# of Tickets
<b>VZNESEA – Verizon</b>	<b>1</b>
Pull Pole	1
<b>RMLD</b>	<b>13</b>
Transfer	13
Pull Pole	
<b>CMCTNR - Comcast</b>	<b>2</b>
Transfer	2
<b>LFLDFD - Lynnfield Fire Dept.</b>	<b>0</b>
Transfer	
<b>GRAND TOTAL</b>	<b>16</b>

## NORTH READING

"Next to Go"	# of Tickets
<b>VZNEDR – Verizon</b>	<b>0</b>
Transfer	0
<b>RMLD</b>	<b>20</b>
Transfer	3
Pull Pole	17
<b>CMCTNR - Comcast</b>	<b>1</b>
Transfer	1
<b>NRDGF - North Reading Fire Dept.</b>	<b>13</b>
Transfer	13
<b>LTFMA - Lightower Fiber</b>	<b>0</b>
Transfer	
<b>GRAND TOTAL</b>	<b>34</b>

## READING

"Next to Go"	# of Tickets
<b>VZNESEA – Verizon</b>	<b>0</b>
Transfer	
<b>RMLD</b>	<b>88</b>
Transfer	75
Pull Pole	13
<b>CMCTNR - Comcast</b>	<b>0</b>
Transfer	
<b>RDNGFD - Reading Fire Dept.</b>	<b>10</b>
Transfer	10
<b>LTFMA - Lightower Fiber</b>	<b>0</b>
Transfer	
<b>NP3PMA - Non-Participating 3rd Party Attachee</b>	<b>8</b>
Transfer	8
<b>GRAND TOTAL</b>	<b>106</b>

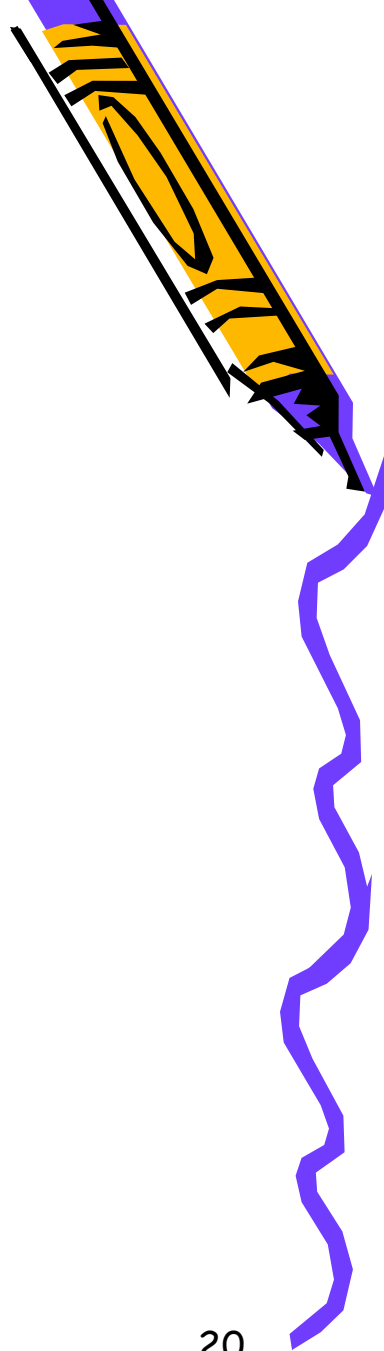
## WILMINGTON

"Next to Go"	# of Tickets
<b>VZNEDR – Verizon</b>	<b>4</b>
Transfer	3
Pull Pole	
Dispute	1
<b>RMLD</b>	<b>44</b>
Transfer	44
Pull Pole	
<b>CMCTNR - Comcast</b>	<b>1</b>
Transfer	1
<b>WMGNFD - Wilmington Fire Dept.</b>	<b>33</b>
Transfer	33
<b>WLMFIB - Wilmington Fiber</b>	<b>1</b>
Transfer	1
<b>NP3PMA - Non-Participating 3rd Party Attachee</b>	<b>4</b>
Transfer	4
<b>GRAND TOTAL</b>	<b>87</b>

# Thank You



# Question?



# **PROCUREMENT REPORT**

## **ATTACHMENT 5**



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# Information on Bidding



Reading Municipal Light Department  
RELIABLE POWER

**The RMLD at their own discretion may add any other requirements to be included and rejected if not submitted with bid.**

## Examples of Reasons to Reject a Bid

1. Submitted after the date/time specified.
2. Non-responsive – one that does not conform to the terms and conditions set forth in the notice of the bid documents.
3. Not responsible - one that does not have the integrity, capability, and reliability to do the work.
4. Statutorily required forms not included in bid submittal – Non-Collusion Certification, Tax Compliance Certification.
5. Bid security is not included with submittal.
6. Bid signed by an unauthorized person is cause for the bid being deemed non-responsive, and therefore rejected.

## Prevailing Wage

- The law states that all “public works” projects require payment of a prevailing wages. This includes, for example, new construction, renovation, repair, demolition, road or highway work, and the rental of equipment.
- The prevailing wage law applies to all public works project, regardless of the cost or size of the project.
- The Massachusetts prevailing wage law requires contractors to pay employees working on public works projects, a minimum hourly rate set by the Division of Labor Standards (DLS). The prevailing wage law applies to both union and non-union employees. The most common prevailing wage categories are public works construction projects, and public building construction.
- Contractors must submit weekly certified payroll forms and a statement of compliance for all employees performing the work. Each employee must be paid under the proper work classification and paid the appropriate rate for the work being performed.
- Contractors may not want to bid on public projects due to paying set wage rates and the submission of the certified payroll and statement compliance forms.

**PROCUREMENT REQUESTS REQUIRING BOARD  
APPROVAL**

**ATTACHMENT 6**



January 13, 2022

Town of Reading Municipal Light Board

Subject: IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services

Pursuant to M.G.L., c. 30 § 39M, on December 22, 2021, an invitation for bid was placed as a legal notice in the Middlesex East Section of the Daily Times Chronicle, was published in the Central Register, and was posted on COMMBUYS and the RMLD website, requesting sealed bids for Electrical Utility Excavation including Emergency Excavation and Construction Services.

An invitation for bid was sent to twenty-seven (27) companies.

Sealed bids were received from five (5) companies: E. B. Rotondi & Sons, Inc., Tim Zanelli Excavating, LLC, Joseph P. Cardillo & Son, Inc., Dagle Electrical Construction Corp., and Caruso & McGovern Construction, Inc.

The sealed bids were publicly opened and read aloud at 11:00 a.m. on January 12, 2022, in the Town of Reading Municipal Light Department's Audio Visual Spurr Room, 230 Ash Street, Reading, Massachusetts.

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

Move that bid 2021-37 Electrical Utility Excavation including Emergency Excavation and Construction Services for hourly rates be awarded to E.B. Rotondi & Sons, Inc., pursuant to M.G.L., c. 30 § 39M, as the lowest responsible and eligible bidder, on the recommendation of the General Manager.<sup>1</sup> This is a three-year contract.

<sup>1</sup>See attached analysis.

These services will be paid from various operating and capital accounts as the work dictates.

[Brian Smith \(Jan 13, 2022 12:28 EST\)](#)

Brian Smith, Systems Engineer

John McDonagh, Assistant Director of E&O

[Hamid Jaffari \(Jan 13, 2022 13:27 EST\)](#)

Hamid Jaffari, Director of E&O

[coleen obrien \(Jan 13, 2022 17:30 EST\)](#)

Coleen O'Brien, General Manager

**IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services Analysis**

**E.B. ROTONDI & SONS, Inc.**

*\*Hours stated are for bidding purposes only. Work is assigned as needed*

YEAR ONE: March 1, 2022-February 28, 2023	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR*	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR*	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR ONE
Foreman	\$ 96.00	500	\$ 48,000.00	\$ 141.00	100	\$ 14,100.00	\$ 62,100.00
Laborer	\$ 74.00	500	\$ 37,000.00	\$ 112.00	100	\$ 11,200.00	\$ 48,200.00
Backhoe	\$ 70.00	500	\$ 35,000.00	\$ 70.00	100	\$ 7,000.00	\$ 42,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 72.00	500	\$ 36,000.00	\$ 72.00	100	\$ 7,200.00	\$ 43,200.00
Vactor (Vac Truck)	\$ 140.00	500	\$ 70,000.00	\$ 140.00	100	\$ 14,000.00	\$ 84,000.00
Jack Hammer	\$ -	500	\$ -	\$ -	100	\$ -	\$ -
Compactor	\$ 32.00	500	\$ 16,000.00	\$ 32.00	100	\$ 3,200.00	\$ 19,200.00
<b>YEAR ONE TOTALS</b>			<b>\$ 274,500.00</b>			<b>\$ 63,200.00</b>	<b>\$ 337,700.00</b>
YEAR TWO: March 1, 2023-February 29, 2024	REGULAR HOURLY RATE	HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR TWO
Foreman	\$ 101.00	500	\$ 50,500.00	\$ 146.00	100	\$ 14,600.00	\$ 65,100.00
Laborer	\$ 78.00	500	\$ 39,000.00	\$ 117.00	100	\$ 11,700.00	\$ 50,700.00
Backhoe	\$ 70.00	500	\$ 35,000.00	\$ 70.00	100	\$ 7,000.00	\$ 42,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 72.00	500	\$ 36,000.00	\$ 72.00	100	\$ 7,200.00	\$ 43,200.00
Vactor (Vac Truck)	\$ 140.00	500	\$ 70,000.00	\$ 140.00	100	\$ 14,000.00	\$ 84,000.00
Jack Hammer	\$ -	500	\$ -	\$ -	100	\$ -	\$ -
Compactor	\$ 32.00	500	\$ 16,000.00	\$ 32.00	100	\$ 3,200.00	\$ 19,200.00
<b>YEAR TWO TOTALS</b>			<b>\$ 279,000.00</b>			<b>\$ 64,200.00</b>	<b>\$ 343,200.00</b>
YEAR THREE: March 1, 2024-February 28, 2025	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR THREE
Foreman	\$ 106.00	500	\$ 53,000.00	\$ 151.00	100	\$ 15,100.00	\$ 68,100.00
Laborer	\$ 83.00	500	\$ 41,500.00	\$ 122.00	100	\$ 12,200.00	\$ 53,700.00
Backhoe	\$ 70.00	500	\$ 35,000.00	\$ 70.00	100	\$ 7,000.00	\$ 42,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 72.00	500	\$ 36,000.00	\$ 72.00	100	\$ 7,200.00	\$ 43,200.00
Vactor (Vac Truck)	\$ 140.00	500	\$ 70,000.00	\$ 140.00	100	\$ 14,000.00	\$ 84,000.00
Jack Hammer	\$ -	500	\$ -	\$ -	100	\$ -	\$ -
Compactor	\$ 32.00	500	\$ 16,000.00	\$ 32.00	100	\$ 3,200.00	\$ 19,200.00
<b>YEAR THREE TOTALS</b>			<b>\$ 284,000.00</b>			<b>\$ 65,200.00</b>	<b>\$ 349,200.00</b>
<b>Combined Three Year Total</b>						<b>\$ 1,030,100.00</b>	

IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services Analysis

**TIM ZANELLI EXCAVATING, LLC**

\*Hours stated are for bidding purposes only. Work is assigned as needed

YEAR ONE: March 1, 2022-February 28, 2023	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR*	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR*	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR ONE
Foreman	\$ 170.00	500	\$ 85,000.00	\$ 170.00	100	\$ 17,000.00	\$ 102,000.00
Laborer	\$ 170.00	500	\$ 85,000.00	\$ 170.00	100	\$ 17,000.00	\$ 102,000.00
Backhoe	\$ 15.00	500	\$ 7,500.00	\$ 15.00	100	\$ 1,500.00	\$ 9,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
Vactor (Vac Truck)	\$ 125.00	500	\$ 62,500.00	\$ 125.00	100	\$ 12,500.00	\$ 75,000.00
Jack Hammer	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
Compactor	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
<b>YEAR ONE TOTALS</b>			<b>\$ 305,010.00</b>			<b>\$ 61,002.00</b>	<b>\$ 366,012.00</b>
YEAR TWO: March 1, 2023-February 29, 2024	REGULAR HOURLY RATE	HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR TWO
Foreman	\$ 175.00	500	\$ 87,500.00	\$ 175.00	100	\$ 17,500.00	\$ 105,000.00
Laborer	\$ 175.00	500	\$ 87,500.00	\$ 175.00	100	\$ 17,500.00	\$ 105,000.00
Backhoe	\$ 15.00	500	\$ 7,500.00	\$ 15.00	100	\$ 1,500.00	\$ 9,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
Vactor (Vac Truck)	\$ 130.00	500	\$ 65,000.00	\$ 130.00	100	\$ 13,000.00	\$ 78,000.00
Jack Hammer	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
Compactor	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
<b>YEAR TWO TOTALS</b>			<b>\$ 312,510.00</b>			<b>\$ 62,502.00</b>	<b>\$ 375,012.00</b>
YEAR THREE: March 1, 2024-February 28, 2025	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	EST. HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR THREE
Foreman	\$ 180.00	500	\$ 90,000.00	\$ 180.00	100	\$ 18,000.00	\$ 108,000.00
Laborer	\$ 180.00	500	\$ 90,000.00	\$ 180.00	100	\$ 18,000.00	\$ 108,000.00
Backhoe	\$ 15.00	500	\$ 7,500.00	\$ 15.00	100	\$ 1,500.00	\$ 9,000.00
Mini-Excavator	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
10-Wheel Dump Truck	\$ 65.00	500	\$ 32,500.00	\$ 65.00	100	\$ 6,500.00	\$ 39,000.00
Vactor (Vac Truck)	\$ 135.00	500	\$ 67,500.00	\$ 135.00	100	\$ 13,500.00	\$ 81,000.00
Jack Hammer	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
Compactor	\$ 0.01	500	\$ 5.00	\$ 0.01	100	\$ 1.00	\$ 6.00
<b>YEAR THREE TOTALS</b>			<b>\$ 320,010.00</b>			<b>\$ 64,002.00</b>	<b>\$ 384,012.00</b>
<b>Combined Three Year Total</b>						<b>\$ 1,125,036.00</b>	



IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services Analysis

**JOSEPH P. CARDILLO & SON, INC.**

\*Hours stated are for bidding purposes only. Work is assigned as needed

YEAR ONE: March 1, 2022-February 28, 2023	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR*	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR*	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR ONE
Foreman	\$ 200.00	500	\$ 100,000.00	\$ 225.00	100	\$ 22,500.00	\$ 122,500.00
Laborer	\$ 150.00	500	\$ 75,000.00	\$ 200.00	100	\$ 20,000.00	\$ 95,000.00
Backhoe	\$ 200.00	500	\$ 100,000.00	\$ 260.00	100	\$ 26,000.00	\$ 126,000.00
Mini-Excavator	\$ 150.00	500	\$ 75,000.00	\$ 190.00	100	\$ 19,000.00	\$ 94,000.00
10-Wheel Dump Truck	\$ 150.00	500	\$ 75,000.00	\$ 190.00	100	\$ 19,000.00	\$ 94,000.00
Vactor (Vac Truck)	\$ 300.00	500	\$ 150,000.00	\$ 375.00	100	\$ 37,500.00	\$ 187,500.00
Jack Hammer	\$ 1.00	500	\$ 500.00	\$ 1.00	100	\$ 100.00	\$ 600.00
Compactor	\$ 15.00	500	\$ 7,500.00	\$ 15.00	100	\$ 1,500.00	\$ 9,000.00
<b>YEAR ONE TOTALS</b>			<b>\$ 583,000.00</b>			<b>\$ 145,600.00</b>	<b>\$ 728,600.00</b>
YEAR TWO: March 1, 2023-February 29, 2024	REGULAR HOURLY RATE	HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR TWO
Foreman	\$ 210.00	500	\$ 105,000.00	\$ 240.00	100	\$ 24,000.00	\$ 129,000.00
Laborer	\$ 155.00	500	\$ 77,500.00	\$ 210.00	100	\$ 21,000.00	\$ 98,500.00
Backhoe	\$ 210.00	500	\$ 105,000.00	\$ 260.00	100	\$ 26,000.00	\$ 131,000.00
Mini-Excavator	\$ 155.00	500	\$ 77,500.00	\$ 200.00	100	\$ 20,000.00	\$ 97,500.00
10-Wheel Dump Truck	\$ 155.00	500	\$ 77,500.00	\$ 200.00	100	\$ 20,000.00	\$ 97,500.00
Vactor (Vac Truck)	\$ 315.00	500	\$ 157,500.00	\$ 400.00	100	\$ 40,000.00	\$ 197,500.00
Jack Hammer	\$ 5.00	500	\$ 2,500.00	\$ 5.00	100	\$ 500.00	\$ 3,000.00
Compactor	\$ 20.00	500	\$ 10,000.00	\$ 20.00	100	\$ 2,000.00	\$ 12,000.00
<b>YEAR TWO TOTALS</b>			<b>\$ 612,500.00</b>			<b>\$ 153,500.00</b>	<b>\$ 766,000.00</b>
YEAR THREE: March 1, 2024-February 28, 2025	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	EST. HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR THREE
Foreman	\$ 220.00	500	\$ 110,000.00	\$ 250.00	100	\$ 25,000.00	\$ 135,000.00
Laborer	\$ 160.00	500	\$ 80,000.00	\$ 215.00	100	\$ 21,500.00	\$ 101,500.00
Backhoe	\$ 220.00	500	\$ 110,000.00	\$ 270.00	100	\$ 27,000.00	\$ 137,000.00
Mini-Excavator	\$ 160.00	500	\$ 80,000.00	\$ 210.00	100	\$ 21,000.00	\$ 101,000.00
10-Wheel Dump Truck	\$ 160.00	500	\$ 80,000.00	\$ 210.00	100	\$ 21,000.00	\$ 101,000.00
Vactor (Vac Truck)	\$ 325.00	500	\$ 162,500.00	\$ 400.00	100	\$ 40,000.00	\$ 202,500.00
Jack Hammer	\$ 5.00	500	\$ 2,500.00	\$ 5.00	100	\$ 500.00	\$ 3,000.00
Compactor	\$ 25.00	500	\$ 12,500.00	\$ 25.00	100	\$ 2,500.00	\$ 15,000.00
<b>YEAR THREE TOTALS</b>			<b>\$ 637,500.00</b>			<b>\$ 158,500.00</b>	<b>\$ 796,000.00</b>
<b>Combined Three Year Total</b>						<b>\$ 2,290,600.00</b>	

IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services Analysis

**DAGLE ELECTRICAL CONSTRUCTION, CORP.**

*\*Hours stated are for bidding purposes only. Work is assigned as needed*

YEAR ONE: March 1, 2022-February 28, 2023	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR*	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR*	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR ONE
Foreman	\$ 170.00	500	\$ 85,000.00	\$ 216.00	100	\$ 21,600.00	\$ 106,600.00
Laborer	\$ 126.00	500	\$ 63,000.00	\$ 172.00	100	\$ 17,200.00	\$ 80,200.00
Backhoe	\$ 188.00	500	\$ 94,000.00	\$ 232.00	100	\$ 23,200.00	\$ 117,200.00
Mini-Excavator	\$ 175.00	500	\$ 87,500.00	\$ 219.00	100	\$ 21,900.00	\$ 109,400.00
10-Wheel Dump Truck	\$ 140.00	500	\$ 70,000.00	\$ 178.00	100	\$ 17,800.00	\$ 87,800.00
Vactor (Vac Truck)	\$ 380.00	500	\$ 190,000.00	\$ 440.00	100	\$ 44,000.00	\$ 234,000.00
Jack Hammer	\$ 45.00	500	\$ 22,500.00	\$ 45.00	100	\$ 4,500.00	\$ 27,000.00
Compactor	\$ 24.00	500	\$ 12,000.00	\$ 24.00	100	\$ 2,400.00	\$ 14,400.00
<b>YEAR ONE TOTALS</b>			<b>\$ 624,000.00</b>			<b>\$ 152,600.00</b>	<b>\$ 776,600.00</b>
YEAR TWO: March 1, 2023-February 29, 2024	REGULAR HOURLY RATE	HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR TWO
Foreman	\$ 174.00	500	\$ 87,000.00	\$ 228.00	100	\$ 22,800.00	\$ 109,800.00
Laborer	\$ 129.00	500	\$ 64,500.00	\$ 177.00	100	\$ 17,700.00	\$ 82,200.00
Backhoe	\$ 192.00	500	\$ 96,000.00	\$ 238.00	100	\$ 23,800.00	\$ 119,800.00
Mini-Excavator	\$ 179.00	500	\$ 89,500.00	\$ 225.00	100	\$ 22,500.00	\$ 112,000.00
10-Wheel Dump Truck	\$ 144.00	500	\$ 72,000.00	\$ 184.00	100	\$ 18,400.00	\$ 90,400.00
Vactor (Vac Truck)	\$ 385.00	500	\$ 192,500.00	\$ 448.00	100	\$ 44,800.00	\$ 237,300.00
Jack Hammer	\$ 46.00	500	\$ 23,000.00	\$ 46.00	100	\$ 4,600.00	\$ 27,600.00
Compactor	\$ 24.00	500	\$ 12,000.00	\$ 24.00	100	\$ 2,400.00	\$ 14,400.00
<b>YEAR TWO TOTALS</b>			<b>\$ 636,500.00</b>			<b>\$ 157,000.00</b>	<b>\$ 793,500.00</b>
YEAR THREE: March 1, 2024-February 28, 2025	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	EST. HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR THREE
Foreman	\$ 178.00	500	\$ 89,000.00	\$ 236.00	100	\$ 23,600.00	\$ 112,600.00
Laborer	\$ 134.00	500	\$ 67,000.00	\$ 186.00	100	\$ 18,600.00	\$ 85,600.00
Backhoe	\$ 196.00	500	\$ 98,000.00	\$ 244.00	100	\$ 24,400.00	\$ 122,400.00
Mini-Excavator	\$ 183.00	500	\$ 91,500.00	\$ 231.00	100	\$ 23,100.00	\$ 114,600.00
10-Wheel Dump Truck	\$ 148.00	500	\$ 74,000.00	\$ 190.00	100	\$ 19,000.00	\$ 93,000.00
Vactor (Vac Truck)	\$ 390.00	500	\$ 195,000.00	\$ 454.00	100	\$ 45,400.00	\$ 240,400.00
Jack Hammer	\$ 47.00	500	\$ 23,500.00	\$ 47.00	100	\$ 4,700.00	\$ 28,200.00
Compactor	\$ 24.00	500	\$ 12,000.00	\$ 24.00	100	\$ 2,400.00	\$ 14,400.00
<b>YEAR THREE TOTALS</b>			<b>\$ 650,000.00</b>			<b>\$ 161,200.00</b>	<b>\$ 811,200.00</b>
<b>Combined Three Year Total</b>						<b>\$ 316,800.00</b>	<b>\$ 2,381,300.00</b>

IFB 2021-37 Electric Utility Excavation Including Emergency and Construction Services Analysis

**CARUSO & MCGOVERN CONSTRUCTION, INC.**

\*Hours stated are for bidding purposes only. Work is assigned as needed

YEAR ONE: March 1, 2022-February 28, 2023	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR*	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR*	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR ONE
Foreman	\$ 176.00	500	\$ 88,000.00	\$ 264.00	100	\$ 26,400.00	\$ 114,400.00
Laborer	\$ 143.00	500	\$ 71,500.00	\$ 214.50	100	\$ 21,450.00	\$ 92,950.00
Backhoe	\$ 229.00	500	\$ 114,500.00	\$ 315.00	100	\$ 31,500.00	\$ 146,000.00
Mini-Excavator	\$ 232.00	500	\$ 116,000.00	\$ 318.00	100	\$ 31,800.00	\$ 147,800.00
10-Wheel Dump Truck	\$ 204.00	500	\$ 102,000.00	\$ 274.00	100	\$ 27,400.00	\$ 129,400.00
Vactor (Vac Truck)	\$ 572.00	500	\$ 286,000.00	\$ 658.00	100	\$ 65,800.00	\$ 351,800.00
Jack Hammer	\$ 9.00	500	\$ 4,500.00	\$ 9.00	100	\$ 900.00	\$ 5,400.00
Compactor	\$ 12.00	500	\$ 6,000.00	\$ 12.00	100	\$ 1,200.00	\$ 7,200.00
<b>YEAR ONE TOTALS</b>			<b>\$ 788,500.00</b>			<b>\$ 206,450.00</b>	<b>\$ 994,950.00</b>
YEAR TWO: March 1, 2023-February 29, 2024	REGULAR HOURLY RATE	HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR TWO
Foreman	\$ 180.00	500	\$ 90,000.00	\$ 270.00	100	\$ 27,000.00	\$ 117,000.00
Laborer	\$ 146.00	500	\$ 73,000.00	\$ 219.00	100	\$ 21,900.00	\$ 94,900.00
Backhoe	\$ 232.00	500	\$ 116,000.00	\$ 320.00	100	\$ 32,000.00	\$ 148,000.00
Mini-Excavator	\$ 235.00	500	\$ 117,500.00	\$ 323.00	100	\$ 32,300.00	\$ 149,800.00
10-Wheel Dump Truck	\$ 207.00	500	\$ 103,500.00	\$ 278.00	100	\$ 27,800.00	\$ 131,300.00
Vactor (Vac Truck)	\$ 575.00	500	\$ 287,500.00	\$ 663.00	100	\$ 66,300.00	\$ 353,800.00
Jack Hammer	\$ 9.00	500	\$ 4,500.00	\$ 9.00	100	\$ 900.00	\$ 5,400.00
Compactor	\$ 12.00	500	\$ 6,000.00	\$ 12.00	100	\$ 1,200.00	\$ 7,200.00
<b>YEAR TWO TOTALS</b>			<b>\$ 798,000.00</b>			<b>\$ 209,400.00</b>	<b>\$ 1,007,400.00</b>
YEAR THREE: March 1, 2024-February 28, 2025	REGULAR HOURLY RATE	ESTIMATED HOURS PER YEAR	TOTAL REGULAR HOURLY RATES PER YEAR	OVERTIME HOURLY RATE	EST. HOURS PER YEAR	TOTAL OT HOURLY RATES PER YEAR	COMBINED TOTAL YEAR THREE
Foreman	\$ 184.00	500	\$ 92,000.00	\$ 276.00	100	\$ 27,600.00	\$ 119,600.00
Laborer	\$ 149.00	500	\$ 74,500.00	\$ 223.50	100	\$ 22,350.00	\$ 96,850.00
Backhoe	\$ 236.00	500	\$ 118,000.00	\$ 326.00	100	\$ 32,600.00	\$ 150,600.00
Mini-Excavator	\$ 239.00	500	\$ 119,500.00	\$ 329.00	100	\$ 32,900.00	\$ 152,400.00
10-Wheel Dump Truck	\$ 210.00	500	\$ 105,000.00	\$ 283.00	100	\$ 28,300.00	\$ 133,300.00
Vactor (Vac Truck)	\$ 579.00	500	\$ 289,500.00	\$ 669.00	100	\$ 66,900.00	\$ 356,400.00
Jack Hammer	\$ 9.00	500	\$ 4,500.00	\$ 9.00	100	\$ 900.00	\$ 5,400.00
Compactor	\$ 12.00	500	\$ 6,000.00	\$ 12.00	100	\$ 1,200.00	\$ 7,200.00
<b>YEAR THREE TOTALS</b>			<b>\$ 809,000.00</b>			<b>\$ 212,750.00</b>	<b>\$ 1,021,750.00</b>
<b>Combined Three Year Total</b>							<b>\$ 3,024,100.00</b>



**MATERIALS AVAILABLE BUT NOT DISCUSSED**

**From:** [Erica Morse](#)  
**To:** [Erica Morse](#)  
**Subject:** AP and Payroll Questions for the 22-1-19 Board of Commissioners Book  
**Date:** Thursday, January 13, 2022 3:42:03 PM

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**AP**

From December 10 2021, through January 7, 2022, there were no Commissioner questions.

**Payroll:**

From December 13, 2021 through January, 10 2022, there were no Commissioner questions.

Best,  
Erica Morse  
Executive Assistant  
Reading Municipal Light Department  
781-942-6489

Town of Reading, Massachusetts  
Municipal Light Department  
Statement of Net Assets  
11/30/2021

	<b>2021</b>	<b>2020</b>
<b>ASSETS</b>		
Current:		
Unrestricted Cash	\$ 21,652,761	\$ 24,614,277
Restricted Cash	27,359,033	33,892,193
Restricted Investments	2,656,132	1,366,001
Receivables, Net	8,345,875	8,014,029
Prepaid Expenses	1,350,437	1,315,644
Inventory	1,892,211	2,028,924
Total Current Assets	63,256,449	71,231,067
Noncurrent:		
Investment in Associated Companies	880,956	810,370
Capital Assets, Net	85,263,644	82,687,471
Total Noncurrent Assets	86,144,600	83,497,842
Deferred Outflows - Pension Plan	5,360,409	8,102,116
<b>TOTAL ASSETS</b>	<b>154,761,458</b>	<b>162,831,024</b>
 <b>LIABILITIES</b>		
Current		
Accounts Payable	5,969,818	11,269,676
Accrued Liabilities	378,554	374,015
Customer Deposits	1,535,553	1,398,341
Advances from Associated Companies	200,000	200,000
Customer Advances for Construction	2,493,038	1,847,311
Total Current Liabilities	10,576,963	15,089,344
Non-current		
Accrued Employee Compensated Absences	1,968,355	2,151,067
Net OPEB Obligation	7,166,506	7,094,569
Net Pension Liability	12,054,935	14,610,001
Total Non-current Liabilities	21,189,796	23,855,637
Deferred Inflows - Pension Plan	2,652,103	1,964,276
<b>TOTAL LIABILITIES</b>	<b>34,418,862</b>	<b>40,909,257</b>
 <b>NET POSITION</b>		
Invested in Capital Assets, Net of Related Debt	85,263,644	82,687,471
Restricted for Depreciation Fund	7,859,135	10,556,099
Restricted for Pension Trust	4,452,767	6,365,431
Unrestricted	22,767,050	22,312,767
<b>TOTAL NET POSITION</b>	<b>120,342,596</b>	<b>121,921,767</b>
Total Liabilities and Net Assets	<b>\$ 154,761,458</b>	<b>\$ 162,831,024</b>

Town of Reading, Massachusetts  
Municipal Light Department  
Business Type Proprietary Fund  
Statement of Revenues, Expenses and Changes in Fund Net Assets  
11/30/2021

	Month Current Year	Month Last Year	Year to Date Current Year	Year to Date Last Year	Percent Change
<b>Operating Revenues</b>					
Base Revenue	\$ 1,985,360	\$ 2,045,300	\$ 25,525,117	\$ 25,420,764	0.4%
Fuel Revenue	2,146,140	2,083,084	24,379,213	23,419,518	4.1%
Purchased Power Capacity & Transmission	1,921,656	2,381,024	28,843,992	29,992,222	(3.8%)
Forfeited Discounts	40,664	37,563	712,215	750,337	(5.1%)
Energy Conservation Revenue	46,483	48,824	598,264	593,436	0.8%
NYPA Credit	(48,541)	(52,648)	(960,585)	(970,862)	(1.1%)
<b>Total Operating Revenues</b>	<b>6,091,761</b>	<b>6,543,147</b>	<b>79,098,216</b>	<b>79,205,416</b>	<b>(0.1%)</b>
<b>Expenses</b>					
<b>Power Expenses:</b>					
547 Purchased Power Fuel	2,131,912	1,694,706	25,248,494	23,146,673	9.1%
555 Purchased Power Capacity	1,355,366	1,367,619	15,398,565	16,754,980	(8.1%)
565 Purchased Power Transmission	1,016,951	937,292	14,716,301	13,001,277	13.2%
<b>Total Purchased Power</b>	<b>4,504,228</b>	<b>3,999,616</b>	<b>55,363,360</b>	<b>52,902,930</b>	<b>4.7%</b>
<b>Operations and Maintenance Expenses:</b>					
580 Supervision and Engineering	102,069	82,162	975,764	929,647	5.0%
581 Station/Control Room Operators	42,022	37,778	448,747	444,043	1.1%
582 Station Technicians	27,063	49,055	532,285	377,588	41.0%
583 Line General Labor	43,941	44,565	545,984	517,043	5.6%
586 Meter General	13,254	14,139	157,244	132,552	18.6%
588 Materials Management	39,066	32,102	403,301	393,375	2.5%
593 Maintenance of Lines - Overhead	45,428	14,403	294,945	287,639	2.5%
593 Maintenance of Lines - Tree Trimming	117,161	91,647	547,173	444,961	23.0%
594 Maintenance of Lines - Underground	4,581	1,059	21,560	44,257	(51.3%)
595 Maintenance of Line - Transformers	89,466	16,334	288,669	159,604	80.9%
598 Line General Leave Time Labor	53,605	34,137	343,877	348,966	(1.5%)
<b>Total Operations and Maintenance Expenses</b>	<b>577,657</b>	<b>417,380</b>	<b>4,559,550</b>	<b>4,079,675</b>	<b>11.8%</b>
<b>General &amp; Administration Expenses:</b>					
903 Customer Collections	80,468	135,298	971,124	1,178,737	(17.6%)
904 Uncollectible Accounts	8,750	8,750	96,250	96,250	0.0%
916 Energy Audit	70,104	62,575	670,818	558,374	20.1%
916 Energy Conservation	119,025	3,129	1,356,434	662,809	104.6%
920 Administrative and General Salaries	151,928	140,128	1,766,570	1,840,850	(4.0%)
921 Office Supplies and Expense	1,822	492	14,158	6,491	118.1%
923 Outside Services - Legal	75,015	126,155	441,841	432,629	2.1%
923 Outside Services - Contract	42,424	10,150	267,170	273,212	(2.2%)
923 Outside Services - Education	3,250	5,631	24,410	38,386	(36.4%)
924 Property Insurance	33,111	29,739	395,076	353,644	11.7%
925 Injuries and Damages	-	-	31,375	3,723	742.8%
926 Employee Pensions and Benefits	205,699	170,635	3,170,596	3,210,451	(1.2%)
930 Miscellaneous General Expense	27,482	51,029	362,374	219,671	65.0%
931 Rent Expense	13,799	13,941	197,223	191,159	3.2%
933 Vehicle Expenses	31,308	25,563	301,560	186,695	61.5%
933 Vehicle Expenses - Capital	(32,767)	(24,741)	(342,323)	(311,218)	10.0%
935 Maintenance of General Plant	25,614	35,883	441,861	484,699	(8.8%)
935 Maintenance of Building & Garage	61,274	58,582	738,789	1,026,110	(28.0%)
<b>Total General &amp; Administration Expenses</b>	<b>918,306</b>	<b>852,939</b>	<b>10,905,306</b>	<b>10,452,671</b>	<b>4.3%</b>

Town of Reading, Massachusetts  
Municipal Light Department  
Business Type Proprietary Fund  
Statement of Revenues, Expenses and Changes in Fund Net Assets  
11/30/2021

	Month Current Year	Month Last Year	Year to Date Current Year	Year to Date Last Year	Percent Change
Other Operating Expenses:					
403 Depreciation	406,980	391,601	4,476,776	4,307,606	3.9%
408 Voluntary Payments to Towns	137,953	133,917	1,517,482	1,473,092	3.0%
Total Other Expenses	<u>544,933</u>	<u>525,518</u>	<u>5,994,259</u>	<u>5,780,698</u>	<u>3.7%</u>
Operating Income	(453,362)	747,695	2,275,742	5,989,442	(62.0%)
Non Operating Revenues (Expenses):					
419 Interest Income	5,647	13,741	118,969	247,162	(51.9%)
419 Other	41,584	110,008	928,421	1,296,764	(28.4%)
426 Return on Investment to Reading	(206,709)	(206,709)	(2,273,797)	(2,273,797)	(0.0%)
431 Interest Expense	(3,789)	(2,279)	(41,551)	(46,748)	(11.1%)
Total Non Operating Revenues (Expenses)	<u>(163,267)</u>	<u>(85,238)</u>	<u>(1,267,958)</u>	<u>(776,620)</u>	<u>63.3%</u>
Change in Net Assets	(616,629)	662,457	1,007,784	5,212,822	(80.7%)
Net Assets at Beginning of Year	119,334,812	116,708,946	119,334,812	116,708,946	2.2%
Ending Net Assets	<u>\$ 118,718,183</u>	<u>\$ 117,371,402</u>	<u>\$ 120,342,597</u>	<u>\$ 121,921,768</u>	<u>(1.3%)</u>

Town of Reading, Massachusetts  
Municipal Light Department  
Business Type Proprietary Fund  
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets  
11/30/2021

	Actual Year to Date	Budget Through 11/30/2021	Over/Under \$	Over/Under %
<b>Operating Revenues</b>				
Base Revenue	\$ 25,525,117	\$ 25,935,239	\$ (410,122)	(1.6%)
Fuel Revenue	24,379,213	25,569,916	(1,190,703)	(4.7%)
Purchased Power Capacity & Transmission	28,843,992	32,510,086	(3,666,094)	(11.3%)
Forfeited Discounts	712,215	851,588	(139,373)	(16.4%)
Energy Conservation Revenue	598,264	599,495	(1,231)	(0.2%)
NYPA Credit	(960,585)	(1,048,276)	87,691	(8.4%)
<b>Total Operating Revenues</b>	<b>79,098,216</b>	<b>84,418,047</b>	<b>(5,319,831)</b>	<b>(6.3%)</b>
<b>Expenses</b>				
<b>Power Expenses:</b>				
555 Purchased Power Fuel	25,248,494	24,521,640	726,854	3.0%
555 Purchased Power Capacity	15,398,565	16,213,421	(814,856)	(5.0%)
565 Purchased Power Transmission	14,716,301	16,296,665	(1,580,364)	(9.7%)
<b>Total Purchased Power</b>	<b>55,363,360</b>	<b>57,031,726</b>	<b>(1,668,366)</b>	<b>(2.9%)</b>
<b>Operations and Maintenance Expenses:</b>				
580 Supervision and Engineering	975,764	1,047,927	(72,163)	(6.9%)
581 Station/Control Room Operators	448,747	456,440	(7,694)	(1.7%)
582 Station Technicians	532,285	410,680	121,605	29.6%
583 Line General Labor	545,984	970,530	(424,546)	(43.7%)
586 Meter General	157,244	176,016	(18,772)	(10.7%)
588 Materials Management	403,301	417,967	(14,666)	(3.5%)
593 Maintenance of Lines - Overhead	294,945	512,234	(217,289)	(42.4%)
593 Maintenance of Lines - Tree Trimming	547,173	842,278	(295,104)	(35.0%)
594 Maintenance of Lines - Underground	21,560	74,154	(52,595)	(70.9%)
595 Maintenance of Line - Transformers	288,669	208,386	80,282	38.5%
598 Line General Leave Time Labor	343,877	410,555	(66,678)	(16.2%)
<b>Total Operations and Maintenance Expenses</b>	<b>4,559,550</b>	<b>5,527,168</b>	<b>(967,618)</b>	<b>(17.5%)</b>
<b>General &amp; Administration Expenses:</b>				
903 Customer Collection	971,124	888,606	82,518	9.3%
904 Uncollectible Accounts	96,250	96,250	-	0.0%
916 Energy Audit	670,818	551,301	119,517	21.7%
916 Energy Conservation	1,356,434	1,112,866	243,568	21.9%
920 Administrative and General Salaries	1,766,570	2,063,436	(296,867)	(14.4%)
921 Office Supplies and Expense	14,158	18,333	(4,175)	(22.8%)
923 Outside Services - Legal	441,841	455,583	(13,742)	(3.0%)
923 Outside Services - Contract	267,170	466,033	(198,863)	(42.7%)
923 Outside Services - Education	24,410	236,336	(211,926)	(89.7%)
924 Property Insurance	395,076	448,892	(53,816)	(12.0%)
925 Injuries and Damages	31,375	52,299	(20,924)	(40.0%)
926 Employee Pensions and Benefits	3,170,596	3,360,505	(189,908)	(5.7%)
930 Miscellaneous General Expense	362,374	464,100	(101,726)	(21.9%)
931 Rent Expense	197,223	194,333	2,889	1.5%
933 Vehicle Expense	301,560	356,217	(54,657)	(15.3%)
933 Vehicle Expense - Capital Clearing	(342,323)	(324,999)	(17,324)	5.3%
935 Maintenance of General Plant	441,861	425,127	16,734	3.9%
935 Maintenance of Building & Garage	738,789	855,685	(116,896)	(13.7%)
<b>Total General &amp; Administration Expenses</b>	<b>10,905,306</b>	<b>11,720,903</b>	<b>(815,597)</b>	<b>(7.0%)</b>

Town of Reading, Massachusetts  
Municipal Light Department  
Business Type Proprietary Fund  
Statement of Budgeted Revenues, Expenses and Changes in Fund Net Assets  
11/30/2021

Other Operating Expenses:

403 Depreciation	4,476,776	4,506,650	(29,873)	(0.7%)
408 Voluntary Payments to Towns	1,517,482	1,516,588	894	0.1%
Total Other Expenses	<u>5,994,259</u>	<u>6,023,238</u>	<u>(28,979)</u>	<u>(0.5%)</u>

Operating Income	2,275,742	4,115,012	(1,839,270)	(44.7%)
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Non Operating Revenues (Expenses):

415 Contribution in Aid of Construction	-	275,000	(275,000)	(100.0%)
419 Interest Income	118,969	458,333	(339,364)	(74.0%)
419 Other Income	928,421	811,250	117,171	14.4%
426 Return on Investment to Reading	(2,273,797)	(2,273,797)	-	0.0%
431 Interest Expense	(41,551)	(41,250)	(301)	0.7%
Total Non Operating Revenues (Expenses)	<u>(1,267,958)</u>	<u>(770,464)</u>	<u>(497,494)</u>	<u>64.6%</u>

Net Income	<u>\$ 1,007,784</u>	<u>\$ 3,344,548</u>	<u>\$ (2,336,764)</u>	<u>(69.9%)</u>
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**From:** [Maureen Sullivan](#)  
**To:** [Erica Morse](#)  
**Cc:** [Paula O'Leary](#)  
**Subject:** Surplus Update - December 2021  
**Date:** Wednesday, December 29, 2021 3:50:02 PM

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Good morning Erica,

I am sending this email to inform you that there were NO Surplus Items of Substantial Value that were disposed of in December 2021.

Thank you and Happy New Year!  
Maureen

*Maureen Sullivan*  
Assistant Materials Manager  
Reading Municipal Light Department (RMLD)  
230 Ash Street  
Reading, MA 01867

Tel. No. 781-942-6441  
Email: [msullivan@rmlld.com](mailto:msullivan@rmlld.com)