#### NOTICE UNDER MASSACHUSETTS GENERAL LAWS

#### CHAPTER 30A, SECTION 20

#### **BOARD OF COMMISSIONERS MEETING**

A meeting of the Board of Commissioners of the Town of South Hadley Electric Light Department will be held at **6:00 P.M. on Thursday, May 28, 2015**, in the Select Board Meeting Room at 116 Main Street, South Hadley, Massachusetts.

#### AT THE ORDER OF ANNE S. AWAD,

#### CHAIR OF THE BOARD

Anne S. Awad, Chair

#### **MEETING AGENDA**

- 1. Public Comment
- 2. Minutes-review and approve (vote)
- 3. Open Meeting Law-Board Procedures for Compliance
- 4. Manager's Report
  Financial statement-monthly update
  Audit preparations (RFQ)
- 5. Assessment of Value Consultant to establish valuation for baseline payment in lieu of taxes (PILOT.) (vote)
- 6. Discretionary Fund for Board of Commissioners to provide legal counsel, audit costs, possible other consultants on specific projects, \$75,000. (vote)
- 7. SHELD facility. Discussion of need for new facility and review of proposed location versus other locations. Discussion of approach to decision and public process. Building Project (vote)
- 8. Fiber Optics. Possible engagement of consultant and Establishment of citizen advisory committee to bring recommendations to the Board for policy development. (vote)
- 9. Consumer Deposits (vote)
- 10. Correspondence
- 11. Manager's Employment Contract. Review expired contract (2005-2009) and develop plan to negotiate new contract.

### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT



### MANAGEMENT REPORT APRIL 2015

### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT

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### TOWN OF SOUTH HADLEY MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT

#### FINANCIAL STATEMENT OVERVIEW

The 2015 year-to-date revenues from sale of electricity decreased by about \$348,000 compared with the same period in 2014. Actual kWh sold decreased by about 1,026,000 on a year-to-date basis. The average \$/kWh revenue decreased by \$.005183 in 2015. This revenue decrease, however, was offset by a decrease in cost of power of about \$610,000. The average \$/kWh cost decreased by \$.015556 in 2015. The 2015 net revenue after cost of electricity purchased showed an increase of about \$224,000 from 2014, or about 3.97% of 2014 revenues.

Distribution expenses increased by about \$30,000 compared to 2014. Customer account expenses and general and administrative expenses, on a combined basis, increased by about \$110,000 compared to 2014.

The April statements reflect the initial impact of SHELD's decision to exit the water heater business. On April 1, 2015, the Department transferred ownership of approximately 200 water heaters to its customers and, in the process, recognized a loss on disposition of approximately \$130,000. This loss, coupled with the resultant decrease in water heater rental fees, accounted for the majority of the loss recognized by the Department in April.

On a year-to-year comparative basis, the April 2015 results were not as good as the April 2014 results. For the period ended April 2015, SHELD shows a year-to-date loss of about \$347,000.

At April 30, 2015, SHELD shows a very healthy financial position. When compared to other companies in the electric power distribution industry, SHELD's 2015 liquidity and leverage ratios equal or exceed those of its peers.

# TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT STATEMENT OF NET POSITION APRIL 30, 2015 AND 2014

**Assets** 

#### **Liabilities and Net Position**

	2015	2014		2015	2014
Capital Assets			Long Term Liabilities		
Distribution Plant	\$ 29,369,724	\$ 30,022,949	Accrued Compensated Absences	\$ 1,106,818	\$ 1,324,829
General Plant	5,689,005	6,111,265	Other Post-Employment Benefit	575,006	469,404
Construction-in-Progress	225,239	7,327	. ,		
Total	35,283,968	36,141,541	Total	1,681,824	1,794,233
Less Accumulated Depreciation	29,517,664	30,233,723	Less Current Portion	257,096	244,265
Total Capital Assets	5,766,304	5,907,818	Total Long Term Liabilities	1,424,728	1,549,968
Restricted Assets			Current Liabilities		
Cash - Depreciation Fund	4,998,211	4,794,279	CP of Accrued Compensated Absences	208,304	199,146
Cash - Customer Deposits	183,328	187,600	CP of Post-Employment Benefits	48,792	45,119
Investment - OPEB Liability Trust	629,980	609,124	Accounts Payable	463,766	585,981
Deferred Charges	1,076,508	1,051,355	Customer Deposits	183,328	187,600
•			Accrued Expenses	46,464	11,284
Total Restricted Assets	6,888,027	6,642,358	Total Current Liabilities	950,654	1,029,130
Current Assets			Net Position		
Cash - Operating Fund	3,006,120	2,014,134	Net Investment in Capital Assets	5,766,304	5,907,818
Investment - MLDM Reserve Trust	11,712,297	11,622,114	Restricted	6,129,693	5,985,354
Accounts Receivable - Net of Allowance	463,838	1,073,508	Unrestricted	14,088,710	13,333,200
Inventory	438,976	466,616			
Prepaid Expense	60,011	54,406			
Other Assets	24,516	24,516			
Total Current Assets	15,705,758	15,255,294	Total Net Position	25,984,707	25,226,372
TOTAL ASSETS	\$ 28,360,089	\$ 27,805,470	TOTAL LIABILITIES AND NET POSITION	\$ 28,360,089	\$ 27,805,470

### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT STATEMENT OF REVENUE AND EXPENSE FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	2015	2014	Variance
Operating Revenues			
Residential	\$ 3,044,673	\$ 3,262,054	\$ (217,381)
Commercial	866,808	941,380	(74,572)
Industrial	1,058,497	1,096,579	(38,082)
Municipal	324,981	340,067	(15,086)
Other	21,473	23,983	(2,510)
Total Operating Revenues	5,316,432	5,664,063	(347,631)
Operating Expense			
Cost of Power Sold			
Purchased Power	3,614,204	4,186,606	(572,402)
Transmission Expense	682,953	725,833	(42,880)
Supplies and Expenses	57,049	52,395	4,654
Total Cost of Power Sold	4,354,206	4,964,834	(610,628)
Distribution Expense			
Salaries and Wages	210,958	191,643	19,315
Supplies and Expenses	88,008	77,484	10,524
Total Distribution Expenses	298,966	269,127	29,839
Customer Accounts Expense			
Salaries and Wages	65,038	56,227	8,811
Supplies and Expenses	29,632	24,482	5,150
Uncollectible Accounts	-	-	-
Total Customer Accounts Expenses	94,670	80,709	13,961
General and Administrative Expense			
Salaries and Wages	166,341	88,161	78,180
Insurance	27,680	23,100	4,580
Pension and Benefits	175,617	170,698	4,919
General	28,192	36,264	(8,072)
Supplies and Expenses	59,801	68,368	(8,567)
Legal Expense	33,405	8,718	24,687
Total General and Administrative Expenses	491,036	395,309	95,727
Depreciation Expense	347,867	355,916	(8,049)
Total Operating Expenses	5,586,745	6,065,895	(479,150)
Operating Income (Loss)	(270,313)	(401,832)	131,519
Nonoperating Revenues	(76,346)	99,071	(175,417)
Income (Loss) Before Capital Contributions and Transfer Out	\$ (346,659)	\$ (302,761)	\$ (43,898)

# TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT STATEMENT OF CASH FLOWS FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	2015	2014	Variance
Cash Flows from Operating Activities Receipts from Customers Payments to Power Suppliers Payments to Employees Payments for Other Operations	\$ 5,685,073 (4,421,537) (459,965) (493,108)	\$ 5,732,376 (4,895,511) (347,086) (312,100)	\$ (47,303) 473,974 (112,879) (181,008)
Net Cash Provided by (Used in) Operating Activities	310,463	177,679	132,784
Cash Flows from Financing Activities* Acquisition of Capital Assets Proceeds from Disposition of Capital Assets Capital Contribution Transfers Out	(283,433) 3,003 - (45,491)	(213,105) 22,022 (50,969)	(70,328) 3,003 (22,022) 5,478
Net Cash Provided by (Used in) Financing Activities	(325,921)	(242,052)	(83,869)
Cash Flows from Investing Activities Nonoperating Revenues Acquisition of Investment - OPEB Liability Trust Acquisition of Investment - MLDM Reserve Trust	54,010 (7,085) (25,122)	99,071 (21,566) (22,913)	(175,417) 14,481 (2,209)
Net Cash Provided by (Used in) Investing Activities	21,803	54,592	(163,145)
Net Increase (Decrease) in Cash	6,345	(9,781)	(114,230)
Cash - Beginning	8,064,705	7,005,794	1,058,911
Cash - Ending	\$ 8,071,050	\$ 6,996,013	\$ 944,681
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities Operating Income (Loss) Adjustment to Reconcile Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities:	\$ (270,313)	\$ (401,832)	131,519
Depreciation	347,867	355,916	(8,049)
Changes in Assets and Liabilities: Deferred Charges Accounts Receivable Inventory	4,107 368,641	1,268 68,313	2,839 300,328
Prepaid Expense Other Current Assets Accounts Payable Customer Deposits Accrued Liabilities Accrued Compensated Absences Other Post-Employment Benefits	(33,936) - (208,408) 3,478 21,727 65,300 12,000	(38,195) - (180,333) 33,300 (1,858) 329,100 12,000	4,259 - (28,075) (29,822) 23,585 (263,800)
Net Cash Provided by (Used in) Operating Activities	\$ 310,463	\$ 177,679	\$ 132,784

<sup>\*</sup> Non-capital and Capital Financing Activities Combined

### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT SCHEDULE OF ELECTRIC REVENUES, COST OF POWER, AND KILOWATT HOURS FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	201	15		)14	Varia	ance	
	\$ Amount	KWH	\$ Amount	KWH	\$ Amount	KWH	
Sale of Electricity		_	·		·		
Residential	\$ 3,044,673	22,202,077	\$ 3,262,054	23,000,443	\$ (217,381)	(798, 366)	
Commercial	866,808	5,814,155	941,380	6,067,424	(74,572)	(253, 269)	
Industrial	1,058,497	8,481,121	1,096,579	8,409,743	(38,082)	71,378	
Municipal	324,981	2,548,141	340,067	2,583,676	(15,086)	(35,535)	
Other	21,473	105,721	23,983	116,377	(2,510)	(10,656)	
Total Sale of Electricity	\$ 5,316,432	39,151,215	\$ 5,664,063	40,177,663	\$ (347,631)	(1,026,448)	
\$ / KWH	\$ 0.135792		\$ 0.140975		\$ (0.005183)		
Cost of Power							
Purchased Power	3,614,204	40,202,621	4,186,606	40,083,122	(572,402)	119,499	
Transmission Expense	682,953		725,833		(42,880)		
Supplies and Expenses	57,049		52,395		4,654		
Total Cost of Power	\$ 4,354,206	40,202,621	\$ 4,964,834	40,083,122	\$ (610,628)	119,499	
\$ / KWH	\$ 0.108307		\$ 0.123863		\$ (0.015556)		
Gross Profit	\$ 962,226		\$ 699,229		\$ 224,771		

# TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT PERCENT OF REVENUE ANALYSIS FOUR MONTHS ENDED APRIL 30, 2015 AND 2014

	2015	2014	Variance
Operating Revenues			
Residential	57.27	57.59	(0.32)
Commercial	16.30	16.62	(0.32)
Industrial	19.91	19.36	0.55
Municipal	6.11	6.00	0.11
Other	0.41	0.43	(0.02)
Total Operating Revenues	100.00	100.00	0.00
Operating Expense			
Cost of Power Sold			
Purchased Power	67.98	73.92	(5.94)
Transmission Expense	12.85	12.81	0.04
Supplies and Expenses	1.07	0.93	0.14
Total Cost of Electricity Sold	81.90	87.66	(5.76)
Distribution Expense			
Salaries and Wages	3.97	3.38	0.59
Supplies and Expenses	1.66	1.37	0.29
Total Distribution Expenses	5.63	4.75	0.88
Customer Accounts Expense			
Salaries and Wages	1.22	0.99	0.23
Supplies and Expenses	0.56	0.43	0.13
Uncollectible Accounts	0.00	0.00	0.00
Total Customer Accounts Expenses	1.78	1.42	0.36
General and Administrative Expense			
Salaries and Wages	3.13	1.56	1.57
Insurance	0.52	0.41	0.11
Pension and Benefits	3.30	3.01	0.29
General	0.53	0.64	(0.11)
Supplies and Expenses	1.12	1.21	(0.09)
Legal Expense	0.63	0.15	0.48
Total General and Administrative Expenses	9.23	6.98	2.25
Depreciation Expense	6.54	6.28	0.26
Total Operating Expenses	105.08	107.09	(2.01)
Operating Income (Loss)	(5.08)	(7.09)	2.01
Nonoperating Revenues	(1.44)	1.75	(3.19)
Income (Loss) Before Capital Contributions and Transfer Out	(6.52)	(5.34)	(1.18)

#### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT STATEMENT OF REVENUE AND EXPENSE APRIL 30, 2015 AND 2014

		2015	2014	 ariance
Operating Revenues Residential Commercial Industrial Municipal Other	\$	625,083 218,116 259,033 75,026 5,689	\$ 674,737 217,939 281,016 80,371 5,946	\$ (49,654) 177 (21,983) (5,345) (257)
Total Operating Revenues		1,182,947	1,260,009	(77,062)
Operating Expense Cost of Power Sold Purchased Power Transmission Expense Supplies and Expenses		714,790 138,926 14,665	744,111 171,142 12,885	(29,321) (32,216) 1,780
Total Cost of Power Sold		868,381	928,138	(59,757)
Distribution Expense Salaries and Wages Supplies and Expenses		68,355 34,678	41,852 29,293	26,503 5,385
Total Distribution Expenses		103,033	71,145	31,888
Customer Accounts Expense Salaries and Wages Supplies and Expenses Uncollectible Accounts		18,581 10,481 -	13,414 (70)	5,167 10,551
Total Customer Accounts Expenses		29,062	13,344	 15,718
General and Administrative Expense Salaries and Wages Insurance Pension and Benefits General Supplies and Expenses Legal Expense		46,702 7,005 41,932 6,683 17,361 8,093	20,975 5,947 39,643 4,833 23,180 2,783	25,727 1,058 2,289 1,850 (5,819) 5,310
Total General and Administrative Expenses		127,776	97,361	30,415
Depreciation Expense		79,915	88,979	(9,064)
Total Operating Expenses		1,208,167	1,198,967	9,200
Operating Income (Loss)		(25,220)	61,042	(86,262)
Nonoperating Revenues		(118,761)	18,124	(136,885)
Income (Loss) Before Capital Contributions and Transfer Out	_	(143,981)	79,166	\$ (223,147)

# TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT STATEMENT OF CASH FLOWS APRIL 30, 2015 AND 2014

	2015	2014	\	/ariance
Cash Flows from Operating Activities Receipts from Customers Payments to Power Suppliers Payments to Employees Payments for Other Operations	\$ 1,313,362 (875,651) (129,622) (212,105)	\$ 1,301,048 (1,056,355) (76,240) (37,570)	\$	12,314 180,704 (53,382) (174,535)
Net Cash Provided by (Used in) Operating Activities	95,984	130,883		(34,899)
Cash Flows from Financing Activities* Acquisition of Capital Assets Proceeds from Disposition of Capital Assets Capital Contribution Transfers Out	(128,196) 3,003 - (11,372)	(33,699) - (12,744)		(94,497) 3,003 - 1,372
Net Cash Provided by (Used in) Financing Activities	 (136,565)	 (46,443)		(90,122)
Cash Flows from Investing Activities Nonoperating Revenues Acquisition of Investment - OPEB Liability Trust Acquisition of Investment - MLDM Reserve Trust	11,595 (1,669) (6,335)	18,124 (4,574) (6,435)		(175,417) 2,905 100
Net Cash Provided by (Used in) Investing Activities	3,591	7,115		(172,412)
Net Increase (Decrease) in Cash	(36,990)	91,555		(297,433)
Cash - Beginning	8,108,040	6,904,459		1,203,581
Cash - Ending	\$ 8,071,050	\$ 6,996,014	\$	906,148
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities Operating Income (Loss) Adjustment to Reconcile Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities:	\$ (25,220)	\$ 61,042	\$	(86,262)
Depreciation Changes in Assets and Liabilities:	79,915	88,979		(9,064)
Deferred Charges Accounts Receivable Inventory	(109) 130,415	34,411 41,039		(34,520) 89,376
Prepaid Expense Other Current Assets	3,924	6,032		(2,108)
Accounts Payable Customer Deposits Accrued Liabilities Accrued Compensated Absences Other Post-Employment Benefits	(142,548) (1,673) (1,020) 49,300 3,000	(157,386) 4,550 (84) 49,300 3,000		14,838 (6,223) (936)
Net Cash Provided by (Used in) Operating Activities	\$ 95,984	\$ 130,883	\$	(34,899)

<sup>\*</sup> Non-capital and Capital Financing Activities Combined

### TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT SCHEDULE OF ELECTRIC REVENUES, COST OF POWER, AND KILOWATT HOURS APRIL 30, 2015 AND 2014

	201	5	2014		Variance	
	\$ Amount	KWH	\$ Amount	KWH	\$ Amount	KWH
Sale of Electricity						
Residential	\$ 625,083	4,834,218	\$ 674,737	4,780,771	\$ (49,654)	53,447
Commercial	218,116	1,551,954	217,939	1,432,297	177	119,657
Industrial	259,033	2,234,360	281,016	2,224,287	(21,983)	10,073
Municipal	75,026	611,812	80,371	615,300	(5,345)	(3,488)
Other	5,689	29,157	5,946	29,183	(257)	(26)
Total Sale of Electricity	\$ 1,182,947	9,261,501	\$ 1,260,009	9,081,838	\$ (77,062)	179,663
\$ / KWH	\$ 0.127727		\$ 0.138739		\$ (0.011012)	
Cost of Power						
Purchased Power	714,790	8,401,954	744,111	8,352,087	(29,321)	49,867
Transmission Expense	138,926		171,142		(32,216)	
Supplies and Expenses	14,665		12,885		1,780	
Total Cost of Power	\$ 868,381	8,401,954	\$ 928,138	8,352,087	\$ (59,757)	49,867
\$ / KWH	\$ 0.103355		\$ 0.111126		\$ (0.007771)	
Gross Profit	\$ 314,566		\$ 331,871		\$ (47,741)	

# TOWN OF SOUTH HADLEY, MASSACHUSETTS ELECTRIC LIGHT DEPARTMENT PERCENT OF REVENUE ANALYSIS APRIL 30, 2015 AND 2014

	2015	2014	Variance
Operating Revenues		_	_
Residential	52.84	53.55	(0.71)
Commercial	18.44	17.30	1.14
Industrial	21.90	22.30	(0.40)
Municipal	6.34	6.38	(0.04)
Other	0.48	0.47	0.01
Total Operating Revenues	100.00	100.00	0.00
Operating Expense			
Cost of Power Sold			
Purchased Power	60.42	59.06	1.36
Transmission Expense	11.74	13.58	(1.84)
Supplies and Expenses	1.24	1.02	0.22
Total Cost of Power Sold	73.40	73.66	(0.26)
Distribution Expense			
Salaries and Wages	5.78	3.32	2.46
Supplies and Expenses	2.93	2.32	0.61
Total Distribution Expenses	8.71	5.64	3.07
Customer Accounts Expense			
Salaries and Wages	1.57	1.06	0.51
Supplies and Expenses	0.89	(0.01)	0.90
Uncollectible Accounts	0.00	0.00	0.00
Total Customer Accounts Expenses	2.46	1.05	1.41
General and Administrative Expense			
Salaries and Wages	3.95	1.66	2.29
Insurance	0.59	0.47	0.12
Pension and Benefits	3.54	3.15	0.39
General	0.56	0.38	0.18
Supplies and Expenses	1.47	1.84	(0.37)
Legal Expense	0.68	0.22	0.46
Total General and Administrative Expenses	10.79	7.72	3.07
Depreciation Expense	6.76	7.06	(0.30)
Total Operating Expenses	102.12	95.13	6.99
Operating Income (Loss)	(2.12)	4.87	(6.99)
Nonoperating Revenues	(10.04)	1.44	(11.48)
Income (Loss) Before Capital Contributions and Transfer Out	(12.16)	6.31	(18.47)















