

Electric Department Monthly Report
January 2016

Trouble Calls:

- 1/08/16, 115 South Main Street – partial power due to wildlife.
- 1/19/16, Waumbec, Christopher, Tern, Hickory, Carriage, North Main St.– outage due to open C-phase fuse.
- 1/22/16, Route 28, Alton – ground wire stripped from poles (not in MED franchise area). NHEC notified.
- *Represents after-hour overtime callouts.*

Total Overtime (Man-hours) for Line Crew: 6 Hours

Electric Distribution Projects:

Work Orders Completed:

- 1/04/16, No. 4307, 144 Keewaydin Road – temporary set for construction.
- 1/07/16, No. 4322, 610 South Main – house being demolished, meter moved to barn.
- 1/16/15, No. 4313, 79 North Wolfeboro – service to new garage.
- 1/26/16, No. 4110, Puffs point Road – new underground service.
- 1/26/16, No. 4320, 94 Center St. – overhead to underground (customer's underground).
- 1/29/16, No. 4261 & TS-100-94 – 144 Kingswood Road – overhead service to underground and relocate to new pole. Temporary meter was set for construction, now permanent.

General Service Orders Completed:

Eighteen (18) General Service Orders were completed including: dropping services for tree removals, disconnecting services for demolition, removing trees & branches from primary, repairing streetlights, pulling old poles, responding to voltage complaints, temporary services converted to permanent, covering services for siding/roofing and Line Design Tech appointments.

Miscellaneous Administrative Notes:

- Revised MED timesheet to accommodate requirements of the line workers to track overtime.
- List of new and existing MED employees sent to Ed Wilder at PW Garage to verify existing, and obtain new gas codes for the staff.
- Forwarded name badge information to Sherri Moore at the Fire Department to create new identification badges for MED employees.
- Training schedule updated to reflect NEPPA's adjusted schedule. Pete Crowley of NEPPA presented part I of the APPA Safety Manual to all new line workers and other members of MED staff.

Miscellaneous Administrative Notes Continued:

- Accommodations arranged for new apprentice line workers to attend training at NEPPA facility in Littleton, MA.
- The Department's information binders were updated to include Spill Prevention Control and Countermeasures Plan (SPCC) and an updated gate code sheet.
- Worked with Fire Rated (FR) clothing vendors to set-up accounts and outfit new Line workers.
- A representative from *Aflac* met with MED staff to discuss the availability of accident insurance and other insurances.
- Invitation to Bid for a ¾ ton pickup truck (ME-1) emailed to eight dealerships; bids received on January 21.
- Rubber gloves and sleeves were shipped to *Hi-Line* for testing.
- Open General Orders (GO's) reviewed with the Line Crew Supervisor, Frank Carr, and Utility Technician, Jim Shannon to verify status.
- Met Michelle Roberts of *CyberFern Technologies* to resolve GIS mapping issues.
- Requested electricity sales and usage reports from billing office as required to complete annual *Department of Energy Reports*.

Electric Administration Projects:

- Performed orientation meeting with new line workers and staff.
- Prepared bid specifications for new ME-1 pick-up and issued RFP.
- Met with contractor *Wood & Clay* and electrician Rob Daigle to discuss new home project on Forest Road.
- Attended Technical Review Committee (TRC) meeting 1/6/16.
- Plowed substations and driveway.
- Attended meeting with Chief Chase and Mia Lyons to review new standby and call-out procedures for line workers.
- Hosted NEPPA safety meeting *APPA session 1*.
- *Responded to AMR* questions from *AVCOM* and *GDS Associates*.
- Drafted the 2015 Electric Department entry for the annual Town Report.
- Attended Technical Review Committee (TRC) meeting 1/13/16.
- Site visit to review proposed new buildings and electrical requirements at Wolfeboro Camp School.
- Drafted electrical design for Wolfeboro Camp School and submitted to White Mountain Survey.
- Attended monthly Department Head Meeting.
- Conversated with Sean Carlson of "*Go Solar NH*" regarding proposed solar installation on Winterhaven Road.
- Conversated with Training Coordinator, Steve Socoby of *NEPPA* regarding the content of safety training meetings.
- Automated Meter Reading (AMR) final contracts executed with *AVCOM & ITRON*.
- Presented warrant article project taping for community television.
- Evaluated and swapped electrical loads on North Main Street to have crew improve phase balance.
- ME-1 Pick-up bid awarded to *Liberty Chevrolet* and ordered.

Electric Administration Projects Continued:

- Attended *AFLAC* insurance presentation.
- Prepared *RGGI* rebate information for Mayhew Seavey of *PLM Engineering* to review and access rate reduction amount.
- Participated in conference call with *GDS Associates*, *AVCOM* and *Systems & Software* regarding the AMR project.
- Met with electrician Scott Thompson to review new home construction project on Kingswood Road.

Meter Division:

- Completed seven work orders generated by the Billing Office, which included final reads, check reads and customer request disconnects.
- Replaced meter that stopped recording KWH at 262 Pleasant Valley Rd. Apt.
- New meters and service installed at 94 Center St, 79 North Wolfeboro Rd., 14 Pond Rd., 104 Broadside Rd., 604 South Main St. and 149 Kingswood Rd.
- Meters installed for temporary service at 144 Keewaydin and 501 Forest Rd.
- Meters removed from temp Services at 87 Rocky Shore Rd.
- Disconnected power at 4 Upper Trask Mountain (customer request).
- Met with customers concerned with usage at 11 Crescent Lake Ave., 69 Port Wedeln Rd. and 216 GWH, 109E.
- Completed 2015 Yearly Report.
- Completed year-end meter inventory.
- Continued ongoing meter testing as required.
- The meter readers met monthly billing cycle.

Miscellaneous:

- Updated Demand Account spread sheet.
- Held Safety Meeting in the Meeting Room at Town Hall.