

Updates to Boxford Community Electricity Documents

Changes made are largely those to accommodate DPU guidance issued since the Plan was developed.

Changes Affecting Multiple Documents

	Exhibit 1: Plan	Exhibit 1, Att A: Education & Outreach Plan	Exhibit 1, Att B: Notification Documents	Exhibit 2: Electricity Supply Agreement
Standardized usage of defined terms throughout (see next page) per DPU (<i>note these are not included in redline</i>)	X	X	X	X
Replaced references to the “Renewable Portfolio Standard” with “minimum renewable energy resources required by the Commonwealth”	X		X	
Made revisions to improve the distribution of the quarterly energy source disclosure label	X	X		
Updates to address how Program will comply with DPU’s new required document , the Contract Summary Form (called Product Summary Form for aggregation)	X	X	X	X
Updates to address how Program will notify customers of a change in price, including new requirement to use direct mail (see “Price Change Documents”)	X	X	X	X
Updates to address how customers will be transitioned to a new Electricity Supply Agreement (ESA), in terms of which product they will be transitioned to in the new ESA. Includes changing the optional 50% renewable product definition from (a) 50% RECs to (b) having a quantity of RECs that is the mid-point between the state minimum and 100% renewable energy.	X	X		X
Updated terminology in the Enrollment and Pricing tables as they reference the various customer classes and prices	X	X		

Other Changes to Unique to Individual Documents

Exhibit 1: Plan

- Added instructions on how to find current Program product prices
- Updated the program development timeline to reflect what has occurred

Exhibit 1-A: Education & Outreach Plan

- Added table of contents
- Added detail on the Customer Notification Letter (repeating content from Exhibit 1 for clarity)
- Added detail on how to execute the on-going customer education and outreach efforts originally listed in the document
- Changed the timeline to be based on date of Program enrollments, rather than mailing of the Customer Notification Docs

Exhibit 1-B: Outreach Documents

- Customer Notification Letter (i.e. the opt-out letter)
 - Redesigned the Customer Notification Letter primarily 1) to include more detailed information on renewable energy content (required by DPU) and 2) to reflect a more user-friendly approach to informing customers of their options. Also added other detail to ensure the Customer Notification Letter is comprehensive of all content in the Product Summary Forms and that the Letter instructs readers how to obtain a copy of the Product Summary Forms.
 - Provided a version of the Customer Notification Letter to be used if the Supplier needs to offer market prices to the large business customers
- Added the Renewal Notification Letter, to be used when the Program changes price (either due to signing a new supply contract or amending an existing supply contract)
- Added the Product Summary Forms, which provide information in a standardized format for all electricity supplies

Exhibit 2: Electricity Supply Agreement

- Added language to clarify that the Town shall not enter into an ESA unless it is fully consistent with its Department approved Plan and Department directives; a failure in this regard will result in termination of the Program.

Standardized usage of defined terms throughout, such as:

- Capitalized terms like “Competitive Supplier” and “Program”
- Use “customer” rather than “consumer”
- Use “Customer Notification Documents” rather than “opt-out notice”
- Use “business” instead of “C&I” or “commercial and industrial”
- Use “Program price” rather than “standard Program price”
- Use “market prices” rather than “market rates”