

# Reading Municipal Light Department

## Information for Builders, Electricians and Customers



### ***General***

Reading Municipal Light Department is located at 230 Ash Street in Reading. Our office hours are 8:00am to 4:30pm Monday through Friday. RMLD provides emergency service 24 hours a day, 7 days a week. We can be reached at (781) 944-1340.

### ***Electrical Services***

RMLD requires all new service customers to contact our office. All electrical service upgrades, relocations, temporary services and new installations require an RMLD issued Utility Authorization Number (UAN). If you are requesting a temporary service there is a fee. RMLD requires that the electrical permit be on site for our crews to perform any work. Contact the Meter Department (x456) to obtain approval for the meter and service entrance point of attachment locations (one service drop per residential structure).

***Do not assume that the existing meter/service entrance locations, and particularly the weather-head height, will be approved by the Department for reconnection. All height and spacing clearances must follow applicable codes and standards.***

***Note:*** If the meter socket has an electric water heater connection, contact the Meter Dept. for further instructions.

All new service locations must be properly marked with lot number and/or street number. Work will be delayed if lot is not marked. Temporary work connection to energized service drops are specifically prohibited. Work site power will only be provided by the RMLD through our formal temporary service process.

Residential siding replacement or installation work involving the electrical service is to be considered the same as a service change or upgrade and must follow the same procedure.

### ***Disconnect/Reconnects***

RMLD will provide disconnections for service repairs or upgrades, at the pole weekdays starting at 7:30am and will reconnect no later than 9:00pm (Saturday and Sunday 8:30 – 6:00pm). RMLD requires a minimum 24-hour notice to schedule disconnections.

1. Disconnection request for service in underground areas may require a crew assignment for a disconnect/reconnect.
2. New services or upgrades resulting in a new or relocated weatherhead and, all three-phase services will require a line crew for the reconnect. Contact the Line Department (x451) for scheduling.
3. Three phase services, commercial services and any services transitioning from the overhead to the underground requires Engineering Dept. approval (x459).

***The work described above is restricted to between 7:30 am and 2:30 pm weekdays.***

Three phase services will require a line crew. Special arrangements can be made for hours other than listed above by calling the Engineering Department; there will be a fee for these hours.

### ***Wiring Inspector***

RMLD will not make any permanent connection or service drop upgrade (if necessary), until documented approval is received from the wire inspector's office. State law requires that you request a final inspection of your work upon completion. It is your responsibility to notify the wire inspector.

***The RMLD prohibits the cutting of meter seals or the removal of meters by anyone other than Department employees. No service may be reconnected (energized) without a meter installed by RMLD Department employees. Under Massachusetts General Laws failure to comply with the above regulations constitutes tampering and/or theft and will be prosecuted accordingly.***

September 8, 2009