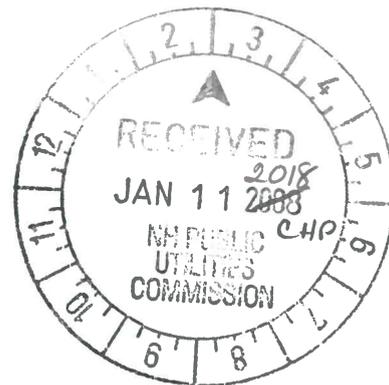




January 11, 2018

Debra Howland, Executive Director and Secretary  
New Hampshire Public Utilities Commission  
21 S. Fruit St, Suite 10  
Concord, N.H. 03301-2429



**Re: Low Income Electric Assistance Program  
Monthly Reporting Requirements  
Unitil Energy Systems, Inc.  
DE 17-122**

Dear Director Howland:

Unitil Energy Systems, Inc. ("Unitil") hereby files with the Commission one copy (1) of its monthly EAP report for the month of December 2017. In addition, Unitil is filing this report electronically in accordance with the Commission's Electronic Report Filing program.

The monthly report contains three attachments:

Attachment A – Provides the System Benefits Charge Reconciliation Report for the monthly reporting period showing the amount of funds owed to or from Unitil. Unitil has a balance owed to the State of NH in the amount of \$54,725.68;

Attachment B – Provides the number of active participants enrolled in the program;

Attachment C – Provides the residential aging report and the program participant aging report.

This filing also includes a cumulative report of the actual Program Year EAP administrative costs through the quarter ending December 2017.

Unitil continues to recover its program administrative costs on an ongoing basis. The reporting requirements with the Program Administrator, the Community Action Agency, and Consumer Advocate are being fulfilled by electronic communication.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in blue ink that reads "Karen M. Asbury".

Karen M. Asbury, Director of Regulatory Services

Enclosures: Unitil EAP Monthly Report – December 2017

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**Karen M. Asbury**  
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6 Liberty Lane West  
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**Unitil Energy Systems, Inc.**  
**EAP Monthly Report**

**For the month of December 2017**

Unitil Energy Systems, Inc.  
Attachment A

Electric Assistance Program  
System Benefits Charge Reconciliation Report

|  | December 2017        |     |
|--|----------------------|-----|
| Retail Delivery KWHs   | 100,972,656          |     |
| Call-In Sales  | -                    |     |
| Company Sales (if not already excluded)                      | -                    |     |
| Adjustments  | -                    |     |
| Adjusted Retail Delivery KWHs                                | 100,972,656          |     |
| SBC Low Income EAP Rate                                      | \$ 0.0015            | (1) |
| SBC Low Income EAP Billed Amount                             | \$ 151,458.27        |     |
| Interest on Reserve (effective May 21, 2004)                 | \$ 72.77             | (2) |
| 10% Reserve (discontinued October 1, 2003)                   | \$ -                 |     |
| Transfer of Utility Held Reserves to State Treasury          | \$ -                 |     |
| <b>Net SBC Low Income EAP Funding</b>                        | <b>\$ 151,531.04</b> |     |
| EAP Costs  |                      |     |
| Discounts Applied to Customers' Bills                        | \$ 97,526.54         |     |
| Payments to Community Action Programs                        | \$ 11,881.04         |     |
| Pre-Program Arrears Retirement                               | \$ -                 |     |
| Incremental Administrative Costs                             | \$ -                 |     |
| Neighbor Helping Neighbor Allocation                         | \$ -                 |     |
| Community Action Program Refund (3)                          | \$ (12,602.22)       |     |
| Cost of Continuance of Interim Program:                      |                      |     |
| Interim Participant Credits                                  | -                    |     |
| <b>Total EAP Costs</b>                                       | <b>\$ 96,805.36</b>  |     |
| <b>SBC Low Income EAP Balance</b>                            | <b>\$ 54,725.68</b>  |     |
| Program to Date 10% Reserve Balance                          | \$ 57,322.59         |     |
| Cumulative Transfers from Energy Efficiency Program Revenues | \$ -                 |     |

(1) Effective July 1, 2011, the low-income portion of the SBC is \$0.00150 per kWh.

(2) The three-month LIBOR interest rate for December 2017 is 1.49463%. Interest for the month of December 2017 is calculated as follows:  
0.0149463\*(31/365) = 0.00126941; 0.00126941 \* the average reserve balance for December 2017 of \$57,322.59 = \$72.77.

(3) Community Action Program refund related to September 2017 over-billing.

# Unitil Energy Systems, Inc.

## EAP Monthly Report

### Attachment B For the month of November 2017

| <u>Participants</u>                                   | <u>Active<br/>Participants</u> | <u>Discounts (1)<br/>\$/Tier</u> |
|---|--------------------------------|----------------------------------|
| Number of active participants enrolled in the program |                                |                                  |
| Tier 1 - N/A  | 0                              | \$0.00                           |
| Tier 2 - 9% Discount                                  | 749                            | \$5,682.74                       |
| Tier 3 - 23% Discount                                 | 523                            | \$10,398.95                      |
| Tier 4 - 37% Discount                                 | 542                            | \$17,631.20                      |
| Tier 5 - 53% Discount                                 | 576                            | \$26,792.01                      |
| Tier 6 - 77% Discount                                 | <u>495</u>                     | <u>\$37,021.64</u>               |
| Total   | 2,885                          | \$97,526.54                      |

(1) Additional data included per OCA request.  
Tier counts as of December 5, 2017

# Unitil Energy Systems, Inc.

## EAP Monthly Report

For the month of December 2017

Attachment C

Aging Report (1)

|   | Residential |              |                   |                 |        |
|---|-------------|--------------|-------------------|-----------------|--------|
|   | EAP         |              | Total Residential |                 |        |
| Number of Accounts (Total) <sup>(1)</sup>             | 5,078       |              | 64,629            |                 |        |
| Number of Accounts with outstanding AR <sup>(2)</sup> | 2,854       |              | 57,173            |                 |        |
| Total AR  | \$          | 1,167,405.81 | \$                | 11,752,147.88   |        |
| Current   | \$          | 240,925.97   | 20.64%            | \$ 6,407,637.50 | 54.52% |
| Past Due 30-59 Days                                   | \$          | 94,877.84    | 8.13%             | \$ 1,127,134.00 | 9.59%  |
| Past Due 60-89 Days                                   | \$          | 76,270.15    | 6.53%             | \$ 749,278.26   | 6.38%  |
| Past Due 90+ Days                                     | \$          | 755,331.85   | 64.70%            | \$ 3,468,098.12 | 29.51% |

[1] Counts are as of report run date. For EAP, this reflects total number of EAP participants irrespective of account status or balance. For Total Residential, this reflects the total number of UES Residential Active accounts, irrespective of balance.

[2] Counts reflect only customers which carry an account balance as of the report run date.

**Unitil Energy Systems  
NH-LIEAP Supporting Documentation  
December 2017**

| <b>Class</b>                                      | <b>Billed kWh<br/>(b)</b> | <b>LI-EAP \$<br/>Calculated<br/>[(b) * \$0.0015]</b> | <b>CIS LI-EAP<br/>Revenue<br/>Reported</b> | <b>Variance</b> |
|---|---------------------------|--|--|-----------------|
| <b>D Total</b>                                    | 43,280,087.00             | 64,920.13  | 64,937.59                                  | \$ (17.46)      |
| <b>G1 Total</b>                                   | 28,973,555.00             | 43,460.33  | 43,460.32                                  | \$ 0.01         |
| <b>G2 Total</b>                                   | 28,046,822.00             | 42,070.23  | 42,072.41                                  | \$ (2.18)       |
| <b>OL Total</b>                                   | 672,192.00                | 1,008.29   | 987.95                                     | \$ 20.34        |
| <b>LI-EAP kWh<br/>Billed</b>                      | 100,972,656.00            | \$ 151,458.98  | \$ 151,458.27                              | \$ 0.71         |
| <b><sup>1</sup> Pre<br/>LI-EAP<br/>Adjustment</b> | 0.00                      |  |  |                 |
| <b>Net kWh<br/>Billed</b>                         | 100,972,656.00            |  |  |                 |

**Unitil Energy Systems, Inc.**  
**Incremental Administrative Costs Quarterly Report**

| Administrative Costs - UES PY 2015 - 2016              | Q1<br>October 1, 2017<br>through December<br>31, 2017 | Total Costs |
|--|---|-------------|
| Information Technology                                 | \$ -  | \$ -        |
| Program Administration                                 | \$ -  | \$ -        |
| Brochures  | \$ -  | \$ -        |
| Training   | \$ -  | \$ -        |
| Legal  | \$ -  | \$ -        |
| Other  | \$ -  | \$ -        |
| Total EAP Administrative Costs                         | \$ -  | \$ -        |
| SBC Revenues Collected (including Interest on Reserve) | \$  | 427,794.29  |