

MEADOW MANOR HOLDINGS LLC

250 GREENPOINT AVENUE
4TH FLOOR
BROOKLYN, NEW YORK 11222

TELEPHONE: 718-302-0008
TELEFAX: 718-302-5192

Dear Resident,

We are pleased to inform you that we are going to be using an electric submetering system at **Meadow Manor Apartments**, to save costs and promote energy conservation. This notice provides general information about electric submetering, how you can submit comments to the New York State Public Service Commission, and how the submetering system will affect you.

Meadow Manor Apartments, submitted a petition regarding submetering to the Public Service Commission. The petition received case number **12-E-0151**. The case was published in the New York State Register from **April 18th, 2012 to June 2nd, 2012**, pursuant to the State Administrative Procedure Act. You, as a resident, have an opportunity to provide comments. You may send written comments by e-mail to secretary@dps.ny.gov or by letter to Ms. Jaclyn Brilling, Secretary of the Public Service Commission, 3 Empire State Plaza, Albany, NY 12223, also by mail to the Public Service Commission, 90 Church Street, New York, NY 10007. The toll free PSC helpline is 800-342-2377. Don't forget to include the building's address, **3412 113th Street, Flushing, New York 11368** and the case number, **12-E-0151**.

What are some of the benefits of submetering?

Saves energy. Submetering promotes conservation because residents pay only for the electricity that they use.

Saves money. Lower energy consumption will mean lower energy bills for the residents and for the building owners. In addition, a monthly statement showing electric usage serves as a reminder that residents have control over their energy usage.

Enhances safety. The submetering system is remotely read. No meter readers are required to be on the property to read the meters.

How does submetering work?

A submeter is installed for each unit and measures each unit's electric consumption. The consumption information is sent to a billing services provider's computer system over the building's electric system, where it is processed and converted to individual charges. **With a submetering system, each unit only pays for the electricity that it consumes.**

Who will provide electricity for the building?

Consolidated Edison will provide electricity to **Meadow Manor Apartments**. This electricity is subject to the building's master meter, and the building's owner or management's company will pay Con Edison directly for all electricity used in the building.

Who will provide my electric bills?

An independent electric billing services company will generate your electric bills. We will give you the name of the billing services company when one is selected.

What rate will I be charged for my electricity?

Under New York State Public Service Law 16 NYCRR Part 96 Residential Submetering and the Home Energy Fair Practices Act (HEFPA), you can not be charged more than your utility's tariffed residential rate for direct metered service.

Will submetering affect my rent payments?

Once the submetering system is approved, an electric bill will be attached to your monthly rent bill or maintenance bill, or you receive a separate electric bill for your apartment. Bear in mind, the charge for electricity will not be part of your rent.

Method to be used to calculate rates to Resident's

The average rate calculation is derived by taking the total dollar cost charged to the building by Consolidated Edison (Con Edison) (and ESCO if applicable) and dividing it by the total electric usage (kWh) of the building for a specific period. The cost per kWh is then multiplied by the tenant's actual consumption plus sales tax to derive total electric cost.

The average rate includes components, such as:

Basic Charge: This is a charge for basic system infrastructure and customer-related services, including customer accounting, meter reading, and meter maintenance.

kWh Cost: This energy charge is broken down into four separate components – market supply, monthly adjustment, delivery (transmission and distribution).

Systems Benefit Charge (SBC)/Renewable Portfolio Standard (RPS): This is an additional charge per kWh.

Fuel Adjustment: The sum of Market Supply Charge (MSC) and Monthly Adjustment Charge (MAC) adjustment factors.

Utility Tax: The sum of Commodity Gross Receipt Tax and Full Service Gross Receipt Tax.

Sales Tax: The current NYS sales tax.

The following is an example of the formula that will be used to derive a tenant's electricity charges based on Average rate and a monthly usage of 250 kWh:

		Total
Total building's cost: Con Edison (and ESCO if applicable)	\$AA.AA	
Total building kWh	BBBB	
Rate	\$AA.AA / BBBB	\$CC.CC
kWh (Tenant)	250 times \$CC.CC	\$YY.YY
Sales Tax	YY.YY times .045000	\$ T.TT
	YY.YY plus T.TT	\$ZZ.ZZ
Tenant Cost		\$ZZ.ZZ

In no event will the total monthly rates (including a monthly administrative charge) exceed the utility's tariff residential rate for direct metered service to such residents (see 16 NYCRR § 96.2 [b] [3]).

All Con Edison rates by classification are available on its website (www.coned.com) under Rates and Tariffs. The electric Rates and Tariffs are listed under the heading "PSC No. 9" - Electric: Full Service.

What if I have questions regarding the electric bills I receive?

When a tenant has a question about electric bill or believes the electric bill is inaccurate the following protocol will be followed:

Tenant should submit the complaint to the property manager of the Building, including the action or relief requested and/or the reason for a complaint about a submetering charge. The property manager shall investigate and respond to the complaint in writing within fifteen days of the receipt of the complaint. If the tenant and the property manager cannot reach an equitable agreement and tenant continues to believe the complaint has not been adequately addressed, then the tenant may file a complaint with the Public Service Commission through the Department of Public Service. Alternatively, tenants may contact the Department of Public Service at any time concerning submetered service in writing at New York State Department of Public Service, 3 Empire State Plaza, Albany, New York 12223, by telephone at 1-800-342-3377, in person at the nearest office at 90 Church Street, New York, NY 10007, or via the internet at www.dps.ny.gov

What can I do to save on my electric costs?

The Con Edison website (www.coned.com) offers energy saving tips and other helpful information. Some of the tips are simple and relatively inexpensive to implement:

- Replace incandescent bulbs with new compact fluorescent ones
- Turn your air conditioner off when no one is home
- Choose EnergyStar appliances for maximum efficiency
- Replace ordinary light switches with dimmers

Where can I get more information?

For general questions regarding the submetering plan or electric billing, you should contact the **Property Manager, Kathy Curanaq at 718-302-0008**. For more information about energy savings visit www.coned.com or www.getenergysmart.org. For more information about submetering laws and regulations visit www.dps.ny.gov

Thank You,



Management

Affidavit of Tenant Notification

We, **Meadow Manor Holdings LLC**, as owner of a residential building located at 3412 113th Street, Flushing, New York 11368 have notified all current tenants of the proposed submetering plan.

Brian Glicksman, by the undersigned, hereby certifies that this notification included in plain language the maximum rate cap provision as specified in Part 96.2b3 Residential Submetering (Public Service Law, §§65, 66), the tenant grievance procedures and tenant protections which are compliant with the Home Energy Fair Practices Act, case number 12-E-0151, SAPA comment period dates, and statement that tenants may provide comments to the Commission during the SAPA comment period.

IN WITNESS WHEREOF, we have made and subscribed to this affidavit on
5th day of June, 2012..


Signature

By: Brian Glicksman, Vice President Meadow Manor Holdings LLC

STATE OF NEW YORK

County of KINGS

On this 5th day of June, 2012 before me personally came Brian Glicksman to me know to be the person described in and who executed the foregoing affidavit and they thereupon acknowledged to me that they executed the same.


Notary Public

