

**NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC)  
NET METERING INTERCONNECTION APPLICATION INFORMATION**

Dear NHEC Member:

Thank you for inquiring about New Hampshire Electric Cooperative's Net Metering Program. Below are important points you need to know in order to expedite the processing of your Net Metering Interconnection Application. Please read carefully!

Prior to submitting the Application, New Hampshire Electric Cooperative strongly suggests members read:

- New Hampshire Electric Cooperative's Terms & Conditions, [Section X. Net Metering](#) . Please pay special attention to the following sections:
  - Section X.2 Net Metering & Group Net Metering General Information - Above the Cap
  - Section X.2. 2 (13) Applicants shall be responsible for all costs associated with the interconnection to the Cooperative's distribution system.
  - Section X.2.4 Pre-application Review. Before purchasing or installing net energy metering equipment, a customer-generator may request that the NHEC informally review the proposed project.
  - Section X.2. 5 (a) Interconnection Application. To initiate the process to engage in net energy metering, a member-generator shall file with the Cooperative, an interconnection application form. Read entire section: [NHEC Terms & Conditions Section X.2.5 NHEC Net Metering](#)
- All applicable NH Code of Administrative Rules, *CHAPTER PUC 900 NET METERING FOR CUSTOMER-OWNED RENEWABLE ENERGY GENERATION RESOURCES OF 1000 KILOWATT OR LESS* <http://www.puc.nh.gov/Regulatory/Rules/PUC900.pdf> referenced therein prior to submitting their Net Metering Interconnection Application.
- PUC 904.03 Mutual Indemnity Provision.
- CHAPTER PUC 2500 ELECTRIC RENEWABLE PORTFOLIO STANDARD Members may be eligible for Renewable Energy Certificate (REC) aggregation pursuant to New Hampshire Code of Administrative Rules, <http://www.puc.nh.gov/Regulatory/Rules/PUC2500.pdf>. Please contact NHEC for more information or visit NHEC's website: [http://www.nhec.com/renewable\\_energy\\_certificates.php](http://www.nhec.com/renewable_energy_certificates.php)

Contact information for NHEC Representative:

New Hampshire Electric Cooperative, Inc.  
579 Tenney Mountain Highway  
Plymouth, NH 03264  
Attn: Scott C. McNeil  
Phone - 603-536-8608 / Fax - 603-536-8698  
Email - [mcneils@nhec.com](mailto:mcneils@nhec.com)

## **IMPORTANT QUEUE INFORMATION & APPLICATION INSTRUCTIONS**

NH Electric Cooperative has established a two-step interconnection application with a “queue”. The “queue” identifies a position for installation relative to available grid capacity.

### **Step 1**

- Interconnection Application form is a two page document listing the applicant, generator information, contractor, and electrician information. Step 1 shall be completed in full and received before installation begins. Incomplete applications will not be accepted. Line design assessment and/or system impact studies may be required. Applicants are responsible for all costs associated with interconnection to the grid.
- Interconnection Application form is reviewed by a NH Electric Cooperative representative for completeness. If complete, the Step 1 application is entered into the “queue” by “queue” number & receipt date. The applicant and/or contractor will receive application acceptance notification via mail or email.
- Interconnection applications are held in “queue” for 12 months following the receipt date of complete applications. If a change to the original application relative to an increase of the AC inverter nameplate rating, the applicant will lose “queue” position and must re-apply for interconnection. Upon re-application, the applicant will be assigned a new “queue” number and receipt date.
- One-line drawings are required for systems larger than 10 kW AC.
- Exterior utility accessible disconnects are required for systems larger than 10 kW AC.
- If required, line design assessment and/or system impact studies begin after fee payment.

### **Step 2**

- Completion forms are submitted after the project is installed and tested by the electrician. Step 2 must be completed in full. Incomplete forms will not be accepted.
- Utility inspection is scheduled after Step 2 Completion form receipt. Following utility inspection, interconnection is approved by a NH Electric Cooperative representative.

**APPLICANT HEREBY GIVES NOTICE OF INTENT TO INSTALL AND OPERATE A  
NET METERED RENEWABLE GENERATING FACILITY**

**STEP 1 - NET METERING INTERCONNECTION APPLICATION FORM**

**To be completed by Applicant** (Contractor or Electrician may provide application assistance)

Applicant (as listed on NHEC billing statement): \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different from facility address): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

New Hampshire Electric Cooperative account number: \_\_\_\_\_

Renewable Generation Facility Location (if different from mailing address):

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Do You Receive Power From A Competitive Energy Supplier?  Yes  No

Name of Competitive Electricity Supplier: \_\_\_\_\_

Have you informed the Energy Supplier of Net Metering if required?  Yes  No

Generating Facility Information

Generator Type (check one):  Solar  Wind  Hydro

Renewable Generator Manufacturer: \_\_\_\_\_

Renewable Generator Model Number: \_\_\_\_\_ Quantity \_\_\_\_\_

Inverter Manufacturer: \_\_\_\_\_

Inverter Model Number: \_\_\_\_\_ Quantity: \_\_\_\_\_

Phase:  Single Phase  Three Phase

Generation output rating: AC Kilowatts \_\_\_\_\_ DC Kilowatts \_\_\_\_\_

Will installation have battery backup? Yes  No

**STEP 1 - NET METERING INTERCONNECTION APPLICATION FORM CONTINUED**

**Contractor information**

Contractor Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ email: \_\_\_\_\_

Proposed Completion Date: \_\_\_\_\_

**Electrician information**

**Self installed:**

Electrician Name: \_\_\_\_\_ State of NH License #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ email: \_\_\_\_\_

*I have read and understand NHECs Terms and Conditions Section X – Net Metering and the terms of this Interconnection Application.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be Completed by New Hampshire Electric Cooperative**

Utility representative signature to signify receipt of this application form, in compliance with the NHEC's Terms & Conditions.

System assessment required: \_\_\_\_ Yes \_\_\_\_ No      Assessment Service Order # \_\_\_\_\_

NHEC Rep Signature: \_\_\_\_\_

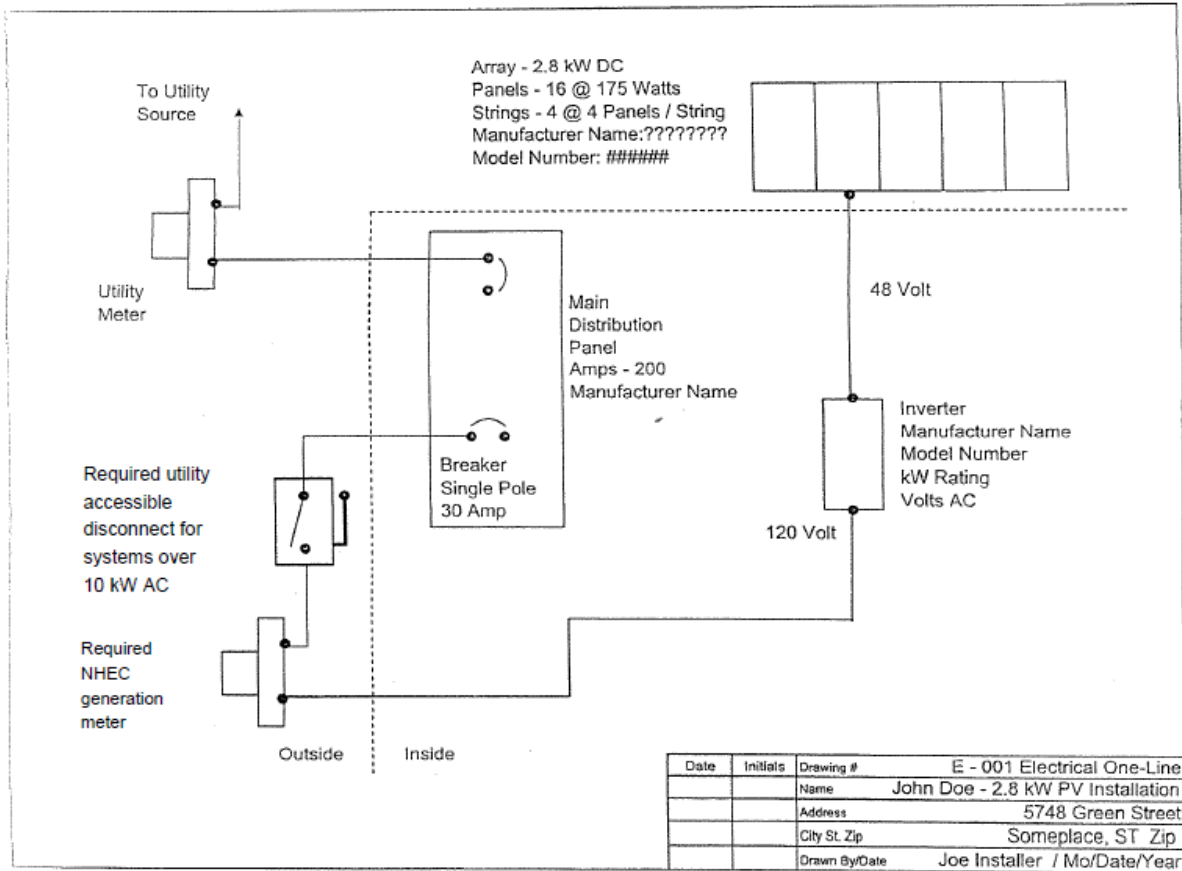
Print Name: \_\_\_\_\_

**Application Queue#** \_\_\_\_\_      **Date:** \_\_\_\_\_

**One-line drawing required for system over 10 kW AC.**

**Attach one-line diagram here. Include any other pertinent technical information.**

**Sample one-line drawing**



## STEP 2 - NET METERING COMPLETION FORM

### To be completed by Contractor

Name (Printed): \_\_\_\_\_

Company: \_\_\_\_\_

Company Address: \_\_\_\_\_

**The system has been installed as specified in Step 1 - Net Metering Application Form**

Signed (Contractor): \_\_\_\_\_ Date: \_\_\_\_\_

### To be completed by Electrician & Town Inspector

The system has been installed in compliance with local Building/Electrical Code of City/County:

City: \_\_\_\_\_ County: \_\_\_\_\_

Town Inspector Signature (or installing electrician if town has no inspector):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

- In accordance with NHEC requirements, the mandatory labeling is affixed to the meter enclosures. Labeling must be formatted with a red background and white lettering with similar language as below:

Net Meter label

Solar Generation (REC) Meter label

**PRIMARY NET METER  
WARNING  
DUAL POWER SOURCE  
SECOND SOURCE FROM SOLAR PV**

**SOLAR GENERATION METER**

- The initial start-up (witness) test required by Section X.2.7 has been successfully completed by the electrician.
- The system equipment is listed to Underwriters Laboratories standards to be in compliance with UL1741 and IEEE 929-2000
- The renewable generating installation complies with applicable federal, state and local laws, ordinances and regulations.

Installing Electrician:

(Signature): \_\_\_\_\_ Date: \_\_\_\_\_

## **STEP 2 - NET METERING COMPLETION FORM CONTIUNED**

### **To be completed by Applicant**

Applicant agrees to install and operate the system in accordance with NHEC's Terms & Conditions and provide NHEC a written update if any changes or additions occur including property transfer of ownership.

I hereby certify that, to the best of my knowledge, all of the information provided in this document is true and correct.

Signature of NHEC Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Once NHEC receives **Step 2 - Net Metering Completion Form**, a NHEC representative will contact you to schedule a date and time for a site visit to verify the installation, set meters and perform the required utility witness test.

### **To be completed by NHEC – INTERCONNECTION INSPECTION AND WITNESS TEST:**

- Installation has been installed as specified in **Step 1 - Net Metering Application Form**
- Utility Witness Test has been successfully completed.
- NHEC Inspection and Interconnection by:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

*In the event there are conditions preventing safe interconnection and proper interconnection operation, NHEC will notify the member. The member may not interconnect or initiate interconnection operation until such conditions are corrected and written notification has been provided to NHEC at least 10 days in advance of interconnection or parallel operation.*

**MUTUAL INDEMNITY AGREEMENT**  
**Per NHEC T&C Section X.2. (11)(a)(2) & NH Puc 904.03**

“Each Party shall hold harmless and indemnify the other Party and its directors, officers, agents, and employees against any and all loss, liability, damage, or expense, including any direct, indirect or consequential loss, liability, damage, or expense, but not including attorneys’ fees unless awarded by a court of competent jurisdiction, for injury or death to persons, including employees of either Party, and damage to property, including property of either Party, arising out of or in connection with intentional, willful, wanton, reckless or negligent conduct regarding (a) the engineering, design, construction, maintenance, repair, operation, supervision, inspection, testing, protection or ownership of the Party’s facilities, or (b) The making of replacements, additions, or improvements to, or reconstruction of, the Party’s facilities. However, neither Party shall be indemnified hereunder for any loss, liability, damage, or expense resulting from its sole negligence or willful misconduct. Notwithstanding the indemnity provisions contained herein, except for a Party’s willful misconduct or sole negligence, each Party shall be responsible for damage to its own facilities resulting from electrical disturbances or faults.”

**Member**

\_\_\_\_\_ Eligible Member-Generator (sign)  
\_\_\_\_\_ Eligible Member-Generator (print)  
\_\_\_\_\_ Date Signed

**New Hampshire Electric Cooperative, Inc. (NHEC)**

\_\_\_\_\_ Signature  
By its \_\_\_\_\_ Title of Authorized Utility Personnel  
\_\_\_\_\_ Typed or Printed Name of Utility Representative  
\_\_\_\_\_ Date Signed



# Renewable Energy Certificates

Renewable Energy Certificates (RECs) are part of a regulatory system created by state law and are designed to establish a financial market which recognizes, quantifies and permits the purchase and sale of the environmental value of producing electricity using renewable sources such as hydro, wind, solar, biomass, or landfill gas. One REC represents the environmental value of one megawatt-hour (MWh) of renewable generation. In this way, the owner of a renewable power generator may be rewarded with an additional monetary benefit for each MWh of renewable energy produced.

While anyone can purchase RECs, most are purchased by electric utilities which are required by state law to own predefined quantities of RECs tied to a percentage of their total annual electricity sales. These predefined quantities are called the Renewable Portfolio Standard (RPS). At its discretion, NHEC is a purchaser of RECs and acquires RECs from a variety of sources. RECs are governed by a regulatory process with the New Hampshire Public Utilities Commission (NH Puc). The NH Puc process is governed by statute and rules which can be found in the following websites:

<http://www.gencourt.state.nh.us/rsa/html/XXXIV/362-F/362-F-mrg.htm> (statute)

<http://puc.state.nh.us/Regulatory/Rules/Puc2500.pdf> (rules)

The regulatory process to qualify a renewable generator for production of RECs includes an application which must be completed and filed with the NH Puc for approval. Additionally, when a renewable resource is net metered, referred to as a Member-Sited Source, it must also have an approved monitor. NHEC has been approved as a monitor. Among other responsibilities, in order to monitor a Member-Sited Source, NHEC will install a generation meter to record the amount of electric energy the resource generates, routinely read and maintain the generation meter, and report to the NH PUC on a regular basis. NHEC may charge a monthly Monitoring Fee. Please refer to our website for the current fee.

The billing statements you receive from NHEC are based on kilowatt-hours (kWh) of usage. One REC is equal to one megawatt-hour (MWh) of renewable generation. It takes 1,000 kWh to produce one MWh. Unfortunately, the regulatory process which governs RECs does not recognize or allow the sale of renewable generation in increments less than one MWh. Accordingly, "partial" RECs are not counted or traded. Therefore, your renewable energy source must generate at least 1,000 kWh within a calendar year before a REC is produced. Member-generators who are planning to install a renewable energy source that is net metered have four choices regarding aggregation of the RECs:

- A. *NHEC will monitor renewable generation for informational purposes only.* In addition to inspecting the interconnection and installing a net meter on your account, NHEC will install a generation meter to record the electric energy produced by your renewable system. Under this option your system will not accrue RECs and no application is filed with the NH PUC. Upon request, NHEC will provide you with an annual report of your generation. NHEC will charge a monthly Monitoring Fee (please reference NHEC's Schedule of Fees, Charges and Rates). If this is your choice, please mark an X at Option A of the Renewable Energy Certificate Member Agreement.

- B. Allow NHEC to have the RECs. In addition to inspecting the interconnection and installing a net meter on your account, NHEC will install a generation meter to record the electric energy produced by your renewable system. NHEC will complete an application to be filed with the NH Puc for their approval of the RECs. NHEC will report the annual renewable generation information to the NH Puc in accordance with the rules and regulations. Upon request, NHEC will provide you with an annual report of your renewable generation. NHEC will not charge a monthly Monitoring Fee. Under this option, you would be helping NHEC meet its RPS requirement. If this is your choice, please mark an X at Option B of the Renewable Energy Certificate Member Agreement.
- C. Sell the RECs to NHEC. In addition to inspecting the interconnection and installing a net meter on your account, NHEC will install a generation meter to record the electric energy produced by your renewable system. NHEC will complete an application, with your assistance, to be filed with the NH Puc in accordance with the rules and regulations. NHEC will report the annual renewable generation information to the NH Puc and to you. In accordance with Section X of NHEC's Terms and Conditions, NHEC will make either an annual payment or credit your account for the RECs generated by your renewable source in accordance with the terms of the attached agreement. NHEC will charge a monthly Monitoring Fee. If this is your choice, please mark an X at Option C of the Renewable Energy Certificate Member Agreement.
- D. Do Nothing. You may elect to not choose any of the three options listed above and not involve NHEC in the REC process. In addition to inspecting the interconnection and installing a net meter on your account, NHEC will install a generation meter for administrative purposes only. NHEC will not charge a monthly Monitoring Fee. Under this option, NHEC will not report the annual renewable generation information to the NH Puc. If this is your choice, please mark and X at Option D of the Renewable Energy Certificate Member Agreement.

Please note this is an ever-changing marketplace. Other options and state rules may apply in the future.

All options require NHEC to install a renewable generation meter in an approved meter socket installed by your electrician. The meter socket must be installed at an exterior location accessible by a NHEC meter technician.

***Please note that the information in this document relates to your Renewable Energy Source only and does not change any of the other Rates, Fees and Charges applicable to your account.***

***If you have any questions regarding the information in this document, please call Bill Vecchio at 603-536-8632 or Scott McNeil at 603-536-8608.***

## RENEWABLE ENERGY CERTIFICATE (REC) MEMBER AGREEMENT

THIS AGREEMENT is hereby entered into this \_\_\_ day of \_\_\_\_\_, \_\_\_\_ (received date) between New Hampshire Electric Cooperative, Inc. (herein NHEC), having principal offices at 579 Tenney Mountain Highway, Plymouth, NH 03264 and its member, \_\_\_\_\_ with account number \_\_\_\_\_(herein Member) (collectively herein the Parties).

Whereas, Member has installed, or is in the process of installing, solar photovoltaic, wind or other renewable electric generation equipment at its service location as a member of NHEC (Member-Sited Renewable Resource) as described in Appendix A below.

Whereas, NHEC desires to facilitate its member's renewable generation activities and desires to obtain RECs and encourage renewable generation in a manner most beneficial to all its members. NHEC has received New Hampshire Public Utilities Commission (NH Puc) approval as an Independent Monitor as that term is defined by the NH Puc rule 2505.09

Now, therefore, in accordance with the foregoing and in consideration of the mutual promises and agreements set forth herein, NHEC and Member agree to the following provisions:

### **1. Metering**

Member will install or cause to be installed a generation meter socket at an exterior location accessible by a NHEC meter technician and electrically connected in such a way as to measure the electrical energy produced by the Member-Sited Renewable Source.

NHEC will install, maintain and read the revenue-quality meter that meets the regulatory requirements to record the generation of the Member Sited Renewable Source.

### **2. Term**

The Term of this Agreement shall begin on the Received Date and continue perpetually until either Party provides the other Party with 90 days written notice to terminate this Agreement, or until Member terminates his electric service account with NHEC for service at the location of the Member Sited Renewable Source.

### 3. Member Options

Member agrees to the following option (**as indicated by initialing one option below**):

\_\_\_\_\_ A. NHEC will monitor renewable generation for informational purposes only. NHEC will charge a monthly Monitoring Fee (Please refer to NHEC's current schedule of Fees, Charges & Rates for the current monitoring fee) as applicable at the time of billing. This fee will be charged as part of Member's normal billing from NHEC. This fee is subject to change by the NHEC Board of Directors. Upon request, NHEC will provide the Member with an annual report of the generation of the Member Sited Renewable Source. Under this option, no application or reporting will be made to the NH Puc; therefore, no RECs are produced.

\_\_\_\_\_ B. Allow NHEC to have the RECs. NHEC will not charge a Monitoring Fee. With the cooperation and assistance from the Member, NHEC will complete and file an application with the NH Puc to request certification of the Member-Sited Renewable Source for production of RECs. Once approved by the NH Puc and in accordance with the rules and regulations, at least annually NHEC will report the generation of the Member-Sited Renewable Source to the NH Puc and to the New England Power Pool Generation Information System (GIS). Upon request, NHEC will provide the Member with an annual report of the generation of the Member-Sited Renewable Source. NHEC will retain ownership of the RECs reported. Member agrees to forfeit rights to market or advertise the Member-Sited Renewable Resource's facility as being powered by a renewable, alternative, clean, or environmentally friendly source, in accordance with applicable laws regarding REC ownership and retirement. Member warrants that it will not sell the RECs to any other entity.

\_\_\_\_\_ C. Sell the RECs to NHEC. NHEC will charge a monthly Monitoring Fee (Please refer to NHEC's current schedule of Fees, Charges & Rates for the current monitoring fee) as applicable at the time of billing. This fee will be charged as part of Member's normal billing from NHEC. This fee is subject to change by the NHEC Board of Directors. With the cooperation and assistance from the Member, NHEC will complete and file an application with the NH Puc to request certification of the Member-Sited Renewable Source for production of RECs. NHEC will report the generation of the Member-Sited Renewable Source to the NH Puc and to the New England Power Pool Generation Information System (GIS). NHEC will retain ownership of the RECs reported. Member agrees to forfeit rights to market or advertise the Member Sited Renewable Resource's facility as being powered by a renewable, alternative, clean or environmentally friendly source, in accordance with applicable laws regarding REC ownership and retirement. Member warrants that it has not sold the RECs to any other entity. After the annual report to the NH PUC has been completed and in accordance with Section X of NHEC's Terms and Conditions. Annually, NHEC will either pay the Member or credit the Member's electric service account, the applicable REC Payment Price for each REC produced measured in whole megawatt-hours of generation only.

\_\_\_\_\_ D. Do Nothing. Member elects to not choose any of the three options listed above and not involve NHEC in the REC process.

#### **4. Additional Member Responsibilities**

Member shall notify NHEC of its intent to change its option as determined in Article 2. Member and NHEC shall execute a replacement Agreement when such a change is made. Member shall notify NHEC of any transfer ownership of the service location. Member shall notify NHEC of any changes to equipment relative to the Member-Sited Renewable Source including, but not limited to, increase in capacity, removal or major renovation.

**IN WITNESS WHEREOF**, and intending to be legally bound, the Parties have executed this Agreement by their undersigned duly authorized representatives as of the Effective Date hereof.

**Member**

**New Hampshire Electric Cooperative, Inc.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

## **Appendix A**

Please describe the Member-Sited Renewable Source below. Include type of system (i.e. wind, solar PV); size (kW), location (street address and other specifics such as “rooftop” or “backyard”) and any other pertinent identifying information.