

# **Cape Light Compact Governing Board Meeting**

**DATE:** Wednesday, July 8, 2015

**LOCATION:** Rooms 11&12, Superior Courthouse, Barnstable

**TIME:** 2:00 – 4:30 p.m.

## **AGENDA**

2:00	Public Comment
2:10	Approval of Minutes
2:15	Chairman's Report, Joyce Flynn
2:30	Treasurer's Report, Peter Cocolis
2:45	Energy Efficiency Program <ol style="list-style-type: none"><li>1. 2016-2018 Energy Efficiency Plan, Commercial &amp; Industrial Programs, Meredith Miller</li><li>2. Role of Energy Service Corporations (ESCOs)</li><li>3. USEPA Change-a-Light-Change-World Promotion, Briana Kane</li></ol>
3:45	DPU 15-37 - Investigation into New Gas Delivery Capacity for New England
4:00	Administrator's Report <ol style="list-style-type: none"><li>1. Grid Mod Update</li><li>2. Aggregation Plan and Related Follow-Up</li></ol>
4:15	CVEC Update

Cape Light Compact Executive Committee  
Open Session Meeting Minutes  
Friday, April 24, 2015

The Executive Committee of the Cape Light Compact Governing Board met on Friday, April 24, 2015 at 1:30 p.m. in Room 11/12, Superior Court House, 3195 Main Street, Barnstable, MA 02630.

**EXECUTIVE COMMITTEE MEMBERS PRESENT:**

1. Dr. Joyce Flynn, Chairwoman, Yarmouth
2. Robert Schofield, Vice-Chair, Bourne
3. Peter Cocolis, Treasurer, Chatham
4. Peter Cabana, Member at Large, Dukes County
5. Barry Worth, Secretary, Harwich

**GOVERNING BOARD MEMBERS PRESENT:**

Thomas Mayo, Mashpee  
David Anthony, Barnstable  
Deane Keuch, Brewster  
Frederick Fenlon, Eastham – remotely by phone  
Paul Pimentel, Edgartown  
Ronald Zweig, Falmouth – remotely by phone  
Thomas Donegan, Provincetown  
Peter Fontecchio, Truro

**LEGAL COUNSEL:**

Joann Bodemer, Esq., BCK Law, PC

**STAFF PRESENT:**

Margaret Downey, Administrator  
Margaret Song, Residential Program Manager  
Lindsay Henderson, Data Analyst & Marketing Coordinator  
Meredith Miller, C&I Program Manager  
Philip Moffitt, EM&V Manager  
Stephan Wollenburg, Sr. Power Supply Planner  
Karen Loura, Administrative Assistant

**CALL TO ORDER**

With a quorum of the Executive Committee present, Chr. Flynn called the meeting to order at 1:34 p.m. The Meeting Notice/Agenda having been duly posted pursuant to the Open Meeting Law on the Cape Light Compact Website and exterior meeting notice bulletin board at Superior Courthouse on 4/22/15 @ 8:50 a.m.

**PUBLIC COMMENT**

No public present.

Chr. Flynn introduced Atty. Joann Bodemer, BCK Law, PC

**CONSIDERATION OF MEETING MINUTES**

There were no Executive Committee Minutes for review.

## **2016-18 DRAFT ENERGY EFFICIENCY PLAN (EEP)**

M. Downey provided a Power Point Presentation (Attachment A) and provided information on the process for plan approval. She said the Penetration Study is being finalized and will be updated over the summer before the final 2016-18 EEP is filed in November.

She reviewed the Energy Efficiency Advisory Council's (EEAC) proposed goals and explained the savings goals sales numbers represent kWh sales for the Cape and Vineyard..

*D. Anthony arrived to the meeting @ 1:46 p.m.*

The Cape Light Compact's goals are lower than the EEAC has proposed. She reviewed the Dashboard View of the 2016-21 (covering two 3-year plans) as prepared by Dunskey Energy Consulting and the projected 2016, 2017 & 2018 Annual EE Budgets. The format used is the same as the format used for the Treasurer's Reports.

*P. Cabana & P. Pimentel arrived to the meeting @ 1:51 p.m.*

There was review of the most significant increases which occur in the Residential Sector. M. Song explained it is in part due to the expansion of the multi-family program to include oil and gas heat customers. In addition there are enhancements into new areas such as demand response, electric vehicle charging stations, , etc. and continuing with the 0% interest HEAT loan for EE improvements.

It was discussed that it is difficult to approve programs without knowing the costs. The proposed 2016-18 Plan includes a 30% budget increase. M. Downey explained the proposal includes all existing and new program measures, and reminded the Board that this is the 1<sup>st</sup> of 2 drafts, and the Board will be reviewing cost impacts at future meetings. Staff will continue to refine the draft EEP through May-September.

M. Downey reported all evaluations applicable to the proposal will be complete by the end of June. The Bill impact has not yet been calculated. The Board will provide feedback between now and October 31<sup>st</sup>. The Board approved increasing the incentive from 85% to 100% for non-profit organizations which serve low-income customers.

P. Cocolis added that the current environment is an energy council that has a set of goals and they want all to participate and are measured on how well they are doing. The Cape Light Compact's role is to achieve their goals but needs to be mindful of the budget.

Every year the energy efficiency surcharge is trued-up by the DPU. If activity falls off the surcharge is adjusted. The programs are all participation driven. Bill impacts also have to be trued up every year. The Energy Efficiency Advisory Council (EEAC) is established by statute with a goal and an objective to provide direction on 3-year planning. If our goals are not met, they can easily incorporate us into another larger group. It is a statewide goal and the Compact's goals are a small percent of the statewide goals. The Compact will have to make our case as to why our goals are what they are.

M. Song added that these are electric savings goals. The Board supports all fuels. Customers heating with propane or oil are paying into the Energy Efficiency Fund.

The hard to measure savings are the only limitations. All of the programs have to be cost effective. There are no plans to increase staffing. The budget includes maintenance costs associated with the database.

There was discussion about State-wide policies moving toward energy efficiency and continual new technology.

There was discussion about the 30% budget increase and if it reflects the build-out. R. Zweig asked if increasing from a 2% electric savings goal to 3% electric savings goal, if the (Benefit/Cost Ratio) BCR factor needs to change to see if it needs to be higher or how to manage otherwise.

The Cape Light Compact staff is confident with their goals set and there was no support to change around to get into a number. Once the bill impact is calculated if board feels the impact is too high, the staff will bring it back for adjustment.

It was said that the majority of the budget is paid to vendors, and staff was asked whether the Compact is prepared to take these goals with existing staff. . The Commercial and Industrial (C&I) programs will bring in new vendors to manage those sectors.

It was agreed the Compact can look into switching on HES under RCS. C&I have available write-off's not available for the residential programs.

D. Anthony said the Compact is finishing a 3-year Energy Efficiency Plan which was pretty aggressive. He said if more resources were available, more audits could have been completed. At times there is a 6-8 week wait for an audit. He would like to see talking points developed. M. Downey agreed adding the Board can take pride in the fact the Compact has shaped the plan based upon what the community wants. The Compact is mandated to complete all cost effective measurers.

*B. Schofield moved the Executive Committee vote to approve the draft proposed goals and budgets presented by staff for the 2016-2018 Energy Efficiency Plan, seconded by B. Worth and voted unanimously in favor.* M. Downey reminded the Board this is the 1<sup>st</sup> draft of goals. There will be draft Budget presented in May and Conflict of Interest Law training. She said the Bill impact will be reviewed at the June Meeting.

*At 2:48 p. m. P. Cocolis moved to adjourn, seconded by B. Worth and voted unanimously in favor.*

Respectfully submitted,

Karen E. Loura  
Administrative Assistant

**LIST OF DOCUMENTS & EXHIBITS:**

- Meeting Notice/Agenda
- 2016-2018 Energy Efficiency Plan Proposed April 30, 2015 Draft

**Cape Light Compact Governing Board  
Open Session Meeting Minutes  
Wednesday, June 10, 2015**

The Governing Board of the Cape Light Compact convened on Wednesday, June 10, 2015 at 2:00 p.m. in Room 11/12, Superior Court House, 3195 Main Street, Barnstable, MA 02630.

**PRESENT WERE:**

1. Dr. Joyce Flynn, Chairwoman, Yarmouth
2. Robert Schofield, Vice-Chair, Bourne
3. Peter Cocolis, Treasurer, Chatham
4. Peter Cabana, Member at Large, Dukes County-by phone
5. Barry Worth, Secretary, Harwich
6. Sheila Lyons, Barnstable County from 2:42 p.m.
7. David Anthony, Barnstable
8. Deane Keuch, Brewster
9. Frederick Fenlon, Eastham
10. Ronald Zweig, Falmouth
11. Timothy Carroll, Chilmark
12. Richard Toole, Oak Bluffs – remotely by phone
13. Thomas Donegan, Provincetown
14. Everett Horn, Sandwich
15. Peter Fontecchio, Truro & Joseph Buteau
16. Richard Elkin, Wellfleet
17. Susan Hruby, W. Tisbury – remotely by phone

**ABSENT WERE:**

19. Michael Hebert, Aquinnah
20. Brad Crowell, Dennis
21. Thomas Mayo, Mashpee
22. Raymond Castillo, Orleans

Members Physically present: 14  
Members Participating by phone: 3

**LEGAL COUNSEL:**

Jeffrey Bernstein, Esq., BCK Law, PC

**STAFF PRESENT:**

Margaret Downey, Administrator  
Matthew Dudley, C/I Program Planner  
Briana Kane, Sr. Residential Program Coordinator  
Greg Abbe, Residential Program Coordinator  
David Botelho, Computer Systems Analyst  
Gail Azulay, EM&V Analyst  
Vicki Marchant, C/I Program Analyst  
Margaret Song, Residential Program Manager  
Meredith Miller, C&I Program Manager  
Philip Moffitt, EM&V Manager  
Kathy Stoffle, Customer Service Coordinator  
Kimberly Deisher, Customer Service Coordinator  
Lindsay Henderson, Marketing Coordinator & Data Analyst  
Karen Loura, Administrative Assistant

## **Draft minutes subject to addition, correction and Board approval**

### **CALL TO ORDER**

Chr. Flynn called the meeting to order at 2:05 p.m. The meeting notice/agenda having been posted pursuant to the Open Meeting Law on the Cape Light Compact website.

### **PUBLIC COMMENT**

There were no members of the public present. There were no public comments.

### **CONSIDERATION OF MEETING MINUTES:**

B. Worth presented the draft May 13, 2015 Meeting Minutes for approval. *P. Cocolis moved the Board vote to accept the minutes as presented, seconded by P. Fontecchio and voted by roll call as follows:*

- |                            |     |                                 |     |
|----------------------------|-----|---------------------------------|-----|
| 1. D. Anthony, Barnstable  | Yes | 9. B. Worth, Secretary, Harwich | Yes |
| 2. R. Schofield, Bourne    | Yes | 10. R. Toole, Oak Bluffs        | Yes |
| 3. D. Keuch, Brewster      | Yes | 11. T. Donegan, Provincetown    | Yes |
| 4. P. Cocolis, Chatham     | Yes | 12. E. Horn, Sandwich           | Yes |
| 5. T. Carroll, Chilmark    | Abs | 13. P. Fontecchio, Truro        | Yes |
| 6. P. Cabana, Dukes County | Yes | 14. R. Elkin, Wellfleet         | Yes |
| 7. F. Fenlon, Eastham      | Yes | 15. S. Hruby, W. Tisbury        | Yes |
| 8. R. Zweig, Falmouth      | Yes | 16. J. Flynn, Yarmouth          | Yes |

*Motion carried in the affirmative (15-0-1)*

### **CHAIRMAN'S REPORT**

The Chairman noted that she brought a cake to the meeting to celebrate Compact staff and read out loud a statement in support of the Compact staff's resilient efforts over the past several years. *Tom Donegan moved to adopt the statement as an official proclamation of the Board, which was seconded by Ron Zweig.* The Board then considered that such a vote was not referenced on the meeting notice. Therefore, the Board instead agreed to support the sentiment of the Chairman as the unanimous sense of the Board.

M. Downey introduced Greg Abbe who was hired to fill the Residential Program Coordinator position. G. Abbe provided a brief history indicating he comes to Cape Cod from Washington DC where he worked in the energy efficiency industry and has performed energy audits.

M. Downey introduced Dave Botelho who was recently hired for one year as a Computer System Analyst. He has worked with the Compact through his position at Honeywell. He is working to assist with the transition to the new data base system.

Chr. Flynn acknowledged Joseph Soares, former Sr. Power Supply Planner presence and announced E. Horn, Sandwich member and P. Fontecchio, Truro member have resigned from the Board. P. Fontecchio introduced Joseph Buteau who will replace him as the new Truro Board Member.

### **TREASURER'S REPORT**

P. Cocolis distributed the 3-year energy efficiency plan budget comparison report and provided an overview. He reviewed the operation budget expenditure totals through 6/8/15. He said overages in Group Ins. & Medicare will be corrected by transfer at the close of the Fiscal Year.

### **DISCUSSION AND VOTE ON PROPOSED FY16 OPERATING BUDGET**

M. Downey reviewed arrangement for office space in Open Cape Building and reviewed costs. The amount of rent the Cape Light Compact will pay per square foot is the same as the State is paying, and it is currently below

**Draft minutes subject to addition, correction and Board approval**

market. She said solar panels will be used to offset electric expense. The move is anticipated to take place the middle of July.

The IT budget increased to \$35,000 (an additional \$11,000 over last year's budget) due to increased services.

There was discussion about the reduction in the legal services budget. To update the Aggregation Plan was legally intensive. Now that it is complete the legal services budget can be decreased. M. Downey said any unforeseen budget expense would require a supplemental budget adjustment vote of the Board. D. Anthony asked if consideration was given to a private storefront to accommodate the Cape Light Compact offices. M. Downey said that she believes leasing with the County is a good deal. She said County charges for IT, rent and finance support will be monitored. P. Cocolis said Cape Light Compact is a marginal expense to the county. Therefore, it would be difficult to obtain better pricing privately.

R. Zweig noted financial support to the Cape & Vineyard Electric Cooperative (CVEC) has ended which is an indication they are self-supporting. There was discussion about the term of the line of credit issued for CVEC. F. Fenlon asked whether CVEC will need additional financial support. CVEC is operationally independent.

T. Donegan asked of the Executive Committee should look into the charges the Compact is paying for services to see if the amounts are right. He said he believes a review is worthwhile because the amounts seem like a lot of month.

J. Bernstein read an excerpt from the May, 2014 minutes relative to CVEC line of credit which was issued for start-up purposes and is no longer available.

M. Downey explained the Cape Light Compact IT comparable costs include Munis, and IT servers. She said access to that type of software cannot be purchased. There was discussion about the about the Compact's ability to pay and the relativity of the amount being charged. T. Donegan urged the Board to research to see if the Compact could re-locate somewhere else. P. Cocolis agreed the Compact can do homework so that the Board has a baseline. The rent is \$12.99/sf. M. Downey is comfortable the Compact is not being overcharged, but will monitor and evaluate each budget year.

*At 2:52 p.m. Sheila Lyons arrived to the meeting.*

It was noted that the Intergovernmental Agreement (IGA) between the Towns & Counties with the Cape Light Compact does not include the Administrative Services Agreement which is between the Compact and the County. T. Donegan suggested the Executive Committee consider the matter. S. Lyons said the CLC was brought into the County in part because it was an income generator and the County has provided services to the Compact from the beginning and supported it with the expertise of M. Downey and M. Zielinski at a sacrifice to the County. *P. Cocolis moved the Board vote to appropriate the Cape Light Compact FY16 Operating Budget in the amount of \$940,606.00, seconded by T. Carroll and voted by roll call as follows:*

- |                                |     |                                  |     |
|--------------------------------|-----|----------------------------------|-----|
| 1. D. Anthony, Barnstable      | Yes | 10. B. Worth, Secretary, Harwich | Yes |
| 2. S. Lyons, Barnstable County | Yes | 11. R. Toole, Oak Bluffs         | Yes |
| 3. R. Schofield, Bourne        | Yes | 12. T. Donegan, Provincetown     | Yes |
| 4. D. Keuch, Brewster          | Yes | 13. E. Horn, Sandwich            | Yes |
| 5. P. Cocolis, Chatham         | Yes | 14. P. Fontecchio, Truro         | Yes |
| 6. T. Carroll, Chilmark        | Yes | 15. R. Elkin, Wellfleet          | Yes |
| 7. P. Cabana, Dukes County     | Yes | 16. S. Hruby, W. Tisbury         | Yes |
| 8. F. Fenlon, Eastham          | Yes | 17. J. Flynn, Yarmouth           | Yes |



**Draft minutes subject to addition, correction and Board approval**

9. R. Zweig, Falmouth Yes  
Motion carried in the affirmative (17-0-0).

P. Cocolis moved the Board vote to set aside \$167,641 for the Other Postemployment Benefits (OPEB) Reserve Fund, seconded by R. Schofield and voted by roll call vote as follows:

1. D. Anthony, Barnstable	Yes	10. B. Worth, Secretary, Harwich	Yes
2. S. Lyons, Barnstable County	Yes	11. R. Toole, Oak Bluffs	Yes
3. R. Schofield, Bourne	Yes	12. T. Donegan, Provincetown	Yes
4. D. Keuch, Brewster	Yes	13. E. Horn, Sandwich	Yes
5. P. Cocolis, Chatham	Yes	14. P. Fontecchio, Truro	Yes
6. T. Carroll, Chilmark	Yes	15. R. Elkin, Wellfleet	Yes
7. P. Cabana, Dukes County	Yes	16. S. Hruby, W. Tisbury	Yes
8. F. Fenlon, Eastham	Yes	17. J. Flynn, Yarmouth	Yes
9. R. Zweig, Falmouth	Yes		

Motion carried in the affirmative (17-0-0).

**ENERGY EFFICIENCY PROGRAM** (Topic moved to follow Administrator's Report)

**ADMINISTRATOR'S REPORT**

- M. Downey polled the Board about availability to attend the next meeting scheduled for July 8<sup>th</sup> to make sure to have a quorum. 12 members indicated they would be present.
- The October 14th meeting conflicts with Energy Efficiency Advisory Council (EEAC) meeting. The meeting date was changed to October 21<sup>st</sup>.
- The September 9<sup>th</sup> meeting was changed to September 16<sup>th</sup>.
- November 11, 2015 is Veteran's Day. The meeting was rescheduled to November 18<sup>th</sup>.
- M. Downey said a Memorandum of Understanding will potentially be needed relative to costs at the Open Cape Building. Atty. Bernstein will provide legal review and Chr. Flynn will execute.

**ENERGY EFFICIENCY PROGRAM**

2016-2018 Energy Efficiency Plan, Residential Programs, Margaret Song provided a Power Point Presentation. Entitled 2016-2018 Energy Efficiency Plan Residential Programs (Attachment A) There was discussion about the source of Energy Efficiency Reconciliation Factor (EERF) Funds. A portion of each ratepayers distribution charges are sent to Cape Light Compact as well as 100 % of the Energy Conservation Fund. There was discussion about state-lead effort to serve multi-family, oil and propane heating fuel customers. There was discussion about Electric Charging stations and charging during non-peak hours. There was discussion about smart meters with would be two-way to accommodate private renewable energy generation.

P. Cabana reported he has read Toyota is coming out with a wireless device to charge vehicles but he said a supplemental plug in may also be needed. He is not necessarily in favor of supporting this.

M. Song said the staff is watching wireless and that there is nothing that would preclude wireless. She said Woods Hole wants to test this technology for busses. P. Cocolis wants to include ease of charging. It was agreed the discussion could be continued.

R. Elkin suggested incentivizing battery back-ups. Some residents pay \$10,000 for a generator and a battery costs \$3000.00. P. Cabana agreed especially with an off-peak rate. M. Song looking to get reliability report.



## **Draft minutes subject to addition, correction and Board approval**

The Board discussed exchanging LED's with incandescent bulbs and the appropriateness of increasing the number exchanged. There was discussion about potentially replacing CFL's with LED's but M. Song will have to make calculations to determine if it would be affordable.

### **OVERVIEW OF 2014 PLAN YEAR REPORT**

P. Moffitt provided a Power Point presentation entitled Overview of 2014 Plan Year Report (Attachment B) highlighting 2014 Cape Light Compact Awards.

### **ADMINISTRATOR'S REPORT** (topic moved up)

Board Meeting Schedule – see above.

### **CVEC UPDATE**

S. Wollenburg was on vacation. No report was given.

### **ADJOURNMENT**

*At 4:30 p.m., F. Fenlon moved the Board vote to adjourn, seconded by P. Fontecchio and voted by roll call as follows:*

- |                                |     |                                  |     |
|--------------------------------|-----|----------------------------------|-----|
| 1. D. Anthony, Barnstable      | Yes | 10. B. Worth, Secretary, Harwich | Yes |
| 2. S. Lyons, Barnstable County | Yes | 11. R. Toole, Oak Bluffs         | Yes |
| 3. R. Schofield, Bourne        | Yes | 12. T. Donegan, Provincetown     | Yes |
| 4. D. Keuch, Brewster          | Yes | 13. E. Horn, Sandwich            | Yes |
| 5. P. Cocolis, Chatham         | Yes | 14. P. Fontecchio, Truro         | Yes |
| 6. T. Carroll, Chilmark        | Yes | 15. R. Elkin, Wellfleet          | Yes |
| 7. P. Cabana, Dukes County     | Yes | 16. S. Hruby, W. Tisbury         | Yes |
| 8. F. Fenlon, Eastham          | Yes | 17. J. Flynn, Yarmouth           | Yes |
| 9. R. Zweig, Falmouth          | Yes |                                  |     |

*Motion carried in the affirmative (17-0-0).*

Respectfully submitted,

Karen E. Loura  
Administrative Assistant

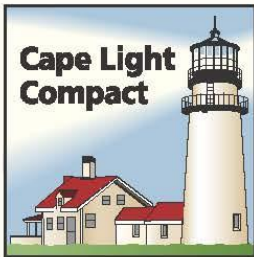
### **LIST OF DOCUMENTS & EXHIBITS:**

- Meeting Notice/Agenda
- Draft May 13, 2015 Meeting Minutes
- Cape Light Compact Operating Fund Expenditure totals as of 6/8/15
- 2015 Budgeted vs Actuals Energy Efficiency Budget Report (January – May, 2015)
- Proposed FY 2016 Operating Budget
- 2016-2018 Energy Efficiency Plan Residential Programs Power Point Presentation
- Overview of 2014 Plan Year Report

Minutes reviewed by Barry Worth, Secretary on 6/25/15.

# 2016-2018 Energy Efficiency Plan Residential Programs





## How Are Cape Light Compact's Energy Efficiency Programs Funded?

Every ratepayer on Cape Cod & Martha's Vineyard contributes to this fund each month on their electric bill.

The main funding sources on your electric bill are:

- A portion of the Distribution charge is the Energy Efficiency Reconciling Factor (EERF). This charge has been approved by the Massachusetts Department of Public Utilities.
- Energy Conservation charge

Call 1-800-797-6699 to take advantage of these programs!

Cost of Electricity				
<b>Delivery Services</b>				
Customer Charge				3.73
Distribution	.07112 X	265 KWH		18.85
Transition	.00683 X	265 KWH		1.81
Transmission	.02368 X	265 KWH		6.28
Renewable Energy	.00050 X	265 KWH		0.13
Energy Conservation	.00250 X	265 KWH		0.66
<b>Delivery Services Total</b>				<b>31.46</b>

*Electric bill shown represents charges from an R-1 customer's August 2014 bill.*

**Residential**

2016-2018  
Avg. EERF

Energy  
Conservation

Avg. Monthly  
Usage (kWh)

Total Cost  
(per Month)

Base Case

\$0.01901

+

\$0.00250

x

584

=

\$12.56

# Oil/Propane MF



Multi-family buildings heated by oil and propane will be offered the same incentives available under the Home Energy Services initiative. Costs will be allocated as determined by the type of meter.

<i>Residential</i>	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Oil-Propane MF	\$0.00010	+	584	\$0.06

# Electric Vehicle



Providing an incentive for customers to install Electric Vehicle (EV) charging stations.

<i>Residential</i>	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Electric Vehicle	\$0.00002	+	584	\$0.01

# Demand Response



Providing incentives for demand response efforts.

<i><b>Residential</b></i>	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Demand Response	\$0.00002	+	584	= \$0.01



# Give Away



Considering LED light bulb promotions at Town Meetings. The Give Away sensitivity only impacts 2016.

<i>Residential</i>	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Give Away	\$0.00001	+	584	= \$0.01





# Overview of 2014 Plan Year Report

# 2014 Highlights



- 2014 ENERGY STAR® Partner of the Year Award – Energy Efficiency Program Delivery – Lighting and Products Sponsors of Mass Save®
- 2014 ENERGY STAR® Partner of the Year Award - Sustained Excellence - Energy Efficiency Program Delivery - Sponsors of NEEP
- 2014 ENERGY STAR® Certified Homes Market Leader Award
- 2014 ENERGY STAR® Award for Sustained Excellence for ongoing commitment to regional collaboration and dedication to continued innovation in EE programs – given to sponsoring organizations of Northeast Energy Efficiency Partnerships
- 2014 NEEP Business Leader Award – Falmouth Ice Arena
- 2014 National Energy Education Development Program State and National Youth Awards
  - Eastham Elementary School: Elementary Level State School of the Year
  - Harwich Cares, Harwich Middle School: Junior Level State School of the Year and National Junior Level Finalist
  - SPIT and SPARKS, Forestdale School: Junior Level State Finalist
  - Sandwich High School, Nicolas Blackmon: Senior Level State Runner-up
  - Martha's Vineyard Regional High School: Senior Level State Rookie of the Year
- The Compact's new construction initiatives for each of the three customer sectors has already exceeded their three-year plan goals by the end of 2014.

FOR 2015 12

	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
-----							
20 CAPE LIGHT COMPACT							
-----							
74 CAPE LIGHT COMPACT OPERTG FUND							
-----							
74 5100	CLC OPERTG FD-SALARIES						
	0.00	235,000.00	235,000.00	222,710.63	0.00	12,289.37	94.8%
74 5213	CLC OPERTG FD-TELEPHONES						
	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	.0%
74 5233	CLC OPERTG FD-AUDIT/ACCTG SVCS						
	0.00	7,000.00	7,000.00	1,750.00	0.00	5,250.00	25.0%
74 5235	CLC OPERTG FD-LEGAL SERVICES						
	0.00	421,244.00	421,244.00	359,923.45	30,000.00	31,320.55	92.6%
74 5238	CLC OPERTG FD-IT COUNTY SUPPRT						
	0.00	24,000.00	24,000.00	24,000.00	0.00	0.00	100.0%
74 5239	CLC OPERTG FD-CONTRACTUAL						
	0.00	112,176.41	112,176.41	77,907.41	30,000.00	4,269.00	96.2%
74 5281	CLC OPERTG FD-OUTSTATE TRAVEL						
	0.00	2,700.00	2,700.00	1,065.06	0.00	1,634.94	39.4%
74 5282	CLC OPERTG FD-IN STATE TRAVEL						
	0.00	21,000.00	21,000.00	13,217.39	3,150.00	4,632.61	77.9%
74 5291	CLC OPERTG FD-ADVERTISING						
	0.00	34,000.00	34,000.00	32,693.65	561.00	745.35	97.8%
74 5293	CLC OPER-OUTRCH/MARKETG CONTRC						
	0.00	66,865.00	66,865.00	65,415.00	1,105.00	345.00	99.5%
74 5294	CLC OPERTG FD-FREIGHT/SHIPPG						
	0.00	250.00	250.00	165.61	0.00	84.39	66.2%
74 5295	CLC OPERTG FD-PRINTG/COPYG						
	0.00	8,126.65	8,126.65	7,300.82	825.59	0.24	100.0%
74 5298	CLC OPERTG-LED ST LIGHTS-CONTR						
	0.00	105,871.45	105,871.45	29,758.14	14,021.19	62,092.12	41.4%
74 5320	CLC OPERTG FD-FOOD SUPPLIES						
	0.00	200.00	200.00	118.93	0.00	81.07	59.5%
74 5361	CLC OPERTG FD-POSTAGE						
	0.00	12,687.22	12,687.22	10,159.37	1,284.33	1,243.52	90.2%
74 5421	CLC OPERTG FD-SPONSORSHIPS						
	0.00	19,300.00	19,300.00	19,150.00	0.00	150.00	99.2%
74 5429	CLC OPERTG FD-SUBSCRIPTIONS						
	0.00	5,058.00	5,058.00	4,884.00	0.00	174.00	96.6%
74 5433	CL OPERTG FD-PUBLIC OFFICL INS						
	0.00	7,328.55	7,328.55	6,764.94	0.00	563.61	92.3%
74 5463	CLC OPERTG FD-EQUIP RENTAL						
	0.00	4,950.00	4,950.00	0.00	0.00	4,950.00	.0%

FOR 2015 12

	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
-----							
'4 5469		CLC OPERTG FD-MISC RENTALS					
	0.00	50.00	50.00	50.00	0.00	0.00	100.0%
'4 5490		CLC OPERTG FD-CVEC MEMB CONTRB					
	0.00	403,455.00	403,455.00	403,455.00	0.00	0.00	100.0%
'4 5559		CLC OPERTG FD-COMPUTER EQUIP					
	0.00	1,441.86	1,441.86	1,441.86	0.00	0.00	100.0%
'4 5981		CLC OPERTG FD-RETIREMENT					
	0.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.0%
'4 5983		CLC OPERTG FD-GRP INSUR					
	0.00	21,000.00	21,000.00	25,689.79	0.00	-4,689.79	122.3%*
'4 5984		CLC OPERTG FD-MEDICARE					
	0.00	800.00	800.00	3,097.66	0.00	-2,297.66	387.2%*
4 5989		CLC OPERTG FD-MISC FRINGES					
	0.00	0.00	0.00	102.00	0.00	-102.00	100.0%*
4 5990		CLC OPERTG FD-FINANCE SUPPORT					
	0.00	0.00	0.00	4,901.78	0.00	-4,901.78	100.0%*
GRAND TOTAL							
	0.00	1,552,504.14	1,552,504.14	1,350,722.49	80,947.11	120,834.54	92.2%

\*\* END OF REPORT - Generated by Maggie Downey \*\*

2015 Budgeted (Based on 2015 MTM)

2015 Actuals (January Through June)

15 Percent Variar

Program	PA Costs						Total PA Costs
	PPA	Marketing	Incentives	STAT	EMV		
<b>Residential (total)</b>	<b>\$1,448,784</b>	<b>\$838,208</b>	<b>\$17,110,128</b>	<b>\$2,829,311</b>	<b>\$885,502</b>		<b>\$22,707,927</b>
1. Residential Whole House	\$ 1,024,711	\$ 187,258	\$ 13,782,322	\$ 1,381,999	\$ 617,918		\$ 16,994,208
Residential New Construction	\$ 22,510	\$ 17,730	\$ 250,002	\$ 91,755	\$ 7,507		\$ 389,503
Residential Multi-Family Retrofit	\$ 32,633	\$ 18,957	\$ 507,822	\$ 39,793	\$ 15,453		\$ 614,658
Residential Home Energy Services	\$ 969,568	\$ 150,571	\$ 12,999,997	\$ 1,160,952	\$ 594,958		\$ 15,876,046
Residential Behavior/Feedback	\$ -	\$ -	\$ 24,501	\$ 89,500	\$ -		\$ 114,001
2. Residential Products	\$ 296,088	\$ 162,034	\$ 3,267,803	\$ 448,811	\$ 58,194		\$ 4,230,930
Residential Cooling & Heating Equipment	\$ 82,607	\$ 18,017	\$ 1,604,378	\$ 113,042	\$ 29,932		\$ 1,847,976
Residential Lighting	\$ 160,740	\$ 48,236	\$ 197,408	\$ 162,218	\$ 30,821		\$ 599,423
Residential Consumer Products	\$ 52,741	\$ 95,780	\$ 1,466,016	\$ 173,552	\$ (4,558)		\$ 1,783,532
3. Residential Hard-to-Measure	\$ 125,985	\$ 288,914	\$ 80,000	\$ 998,500	\$ 11,389		\$ 1,482,789
Residential Statewide Marketing	\$ -	\$ 132,914	\$ -	\$ -	\$ -		\$ 132,914
Residential DOER Assessment	\$ 101,000	\$ -	\$ -	\$ -	\$ 11,389		\$ 112,389
Residential EEAC Consultants	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Residential Sponsorship & Subscriptions	\$ 24,985	\$ -	\$ -	\$ -	\$ -		\$ 24,985
Residential HEAT Loan	\$ -	\$ -	\$ -	\$ 850,000	\$ -		\$ 850,000
Residential Workforce Development	\$ -	\$ -	\$ -	\$ 133,500	\$ -		\$ 133,500
Residential R&D and Demonstration	\$ -	\$ -	\$ 60,000	\$ 15,000	\$ -		\$ 75,000
Residential Education	\$ -	\$ 154,000	\$ -	\$ -	\$ -		\$ 154,000
<b>Low-Income (total)</b>	<b>\$448,069</b>	<b>\$110,113</b>	<b>\$2,848,058</b>	<b>\$1,039,568</b>	<b>\$83,468</b>		<b>\$4,328,302</b>
4. Low-Income Whole House	\$ 364,853	\$ 52,395	\$ 2,848,058	\$ 1,039,568	\$ 78,921		\$ 4,181,792
Low-Income New Construction	\$ 5,826	\$ 682	\$ 104,779	\$ 1,888	\$ 3,431		\$ 116,207
Low-Income Single Family Retrofit	\$ 302,503	\$ 44,834	\$ 2,169,721	\$ 807,914	\$ 62,841		\$ 3,387,813
Low-Income Multi-Family Retrofit	\$ 56,725	\$ 6,878	\$ 371,556	\$ 229,964	\$ 12,649		\$ 677,772
5. Low-Income Hard-to-Measure	\$ 81,248	\$ 57,718	\$ -	\$ -	\$ 4,547		\$ 143,510
Low-Income Statewide Marketing	\$ -	\$ 18,143	\$ -	\$ -	\$ -		\$ 18,143
Low-Income DOER Assessment	\$ 15,288	\$ -	\$ -	\$ -	\$ 4,547		\$ 19,835
Low-Income Energy Affordability Network	\$ 65,958	\$ 39,575	\$ -	\$ -	\$ -		\$ 105,533
<b>Commercial &amp; Industrial (total)</b>	<b>\$1,208,939</b>	<b>\$348,993</b>	<b>\$10,412,299</b>	<b>\$1,348,406</b>	<b>\$834,343</b>		<b>\$13,983,080</b>
6. C&I New Construction	\$ 243,903	\$ 79,373	\$ 1,833,699	\$ 203,302	\$ 158,179		\$ 2,518,456
C&I New Construction	\$ 243,903	\$ 79,373	\$ 1,833,699	\$ 203,302	\$ 158,179		\$ 2,518,456
7. C&I Retrofit	\$ 934,375	\$ 206,915	\$ 8,578,800	\$ 1,145,104	\$ 481,475		\$ 11,326,469
C&I Retrofit	\$ 438,054	\$ 102,828	\$ 4,500,127	\$ 501,140	\$ 134,292		\$ 5,674,441
C&I Direct Install	\$ 498,320	\$ 104,087	\$ 4,078,473	\$ 643,964	\$ 327,184		\$ 5,652,028
8. C&I Hard-to-Measure	\$ 30,661	\$ 62,805	\$ -	\$ -	\$ 14,689		\$ 108,155
C&I Statewide Marketing	\$ -	\$ 62,805	\$ -	\$ -	\$ -		\$ 62,805
C&I DOER Assessment	\$ 19,740	\$ -	\$ -	\$ -	\$ 14,689		\$ 34,429
C&I EEAC Consultants	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
C&I Sponsorships & Subscriptions	\$ 10,921	\$ -	\$ -	\$ -	\$ -		\$ 10,921
<b>GRAND TOTAL</b>	<b>\$3,101,822</b>	<b>\$1,088,411</b>	<b>\$30,168,461</b>	<b>\$5,217,283</b>	<b>\$1,403,312</b>		<b>\$40,988,309</b>

Program	PA Costs						Total PA Costs
	PPA	Marketing	Incentives	STAT	EMV		
<b>Residential (total)</b>	<b>\$557,382</b>	<b>\$207,636</b>	<b>\$7,428,541</b>	<b>\$739,158</b>	<b>\$398,463</b>		<b>\$8,329,180</b>
1. Residential Whole House	\$ 353,028	\$ 61,933	\$ 5,859,029	\$ 231,333	\$ 236,669		\$ 6,741,990
Residential New Construction	\$ 7,755	\$ 2,039	\$ 84,371	\$ 23,052	\$ 2,928		\$ 120,145
Residential Multi-Family Retrofit	\$ 11,243	\$ 1,734	\$ 257,172	\$ 19,507	\$ 19,776		\$ 309,431
Residential Home Energy Services	\$ 334,029	\$ 58,160	\$ 5,493,486	\$ 145,941	\$ 213,965		\$ 6,245,581
Residential Behavior/Feedback	\$ -	\$ -	\$ 24,000	\$ 42,833	\$ -		\$ 66,833
2. Residential Products	\$ 102,008	\$ 53,776	\$ 1,567,532	\$ 148,904	\$ 159,893		\$ 2,030,111
Residential Cooling & Heating Equipment	\$ 28,459	\$ 7,492	\$ 373,917	\$ 43,714	\$ 45,803		\$ 499,385
Residential Lighting	\$ 55,377	\$ 33,596	\$ 1,106,626	\$ 66,281	\$ 107,020		\$ 1,368,900
Residential Consumer Products	\$ 18,170	\$ 12,688	\$ 86,989	\$ 36,909	\$ 7,070		\$ 161,826
3. Residential Hard-to-Measure	\$ 102,349	\$ 91,927	\$ -	\$ 360,921	\$ 1,890		\$ 557,087
Residential Statewide Marketing	\$ -	\$ 53,006	\$ -	\$ -	\$ -		\$ 53,006
Residential DOER Assessment	\$ 96,364	\$ -	\$ -	\$ -	\$ 1,890		\$ 98,254
Residential EEAC Consultants	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Residential Sponsorship & Subscriptions	\$ 5,985	\$ -	\$ -	\$ -	\$ -		\$ 5,985
Residential HEAT Loan	\$ -	\$ -	\$ -	\$ 359,174	\$ -		\$ 359,174
Residential Workforce Development	\$ -	\$ -	\$ -	\$ 1,744	\$ -		\$ 1,744
Residential R&D and Demonstration	\$ -	\$ -	\$ -	\$ 3	\$ -		\$ 3
Residential Education	\$ -	\$ 38,921	\$ -	\$ -	\$ -		\$ 38,921
<b>Low-Income (total)</b>	<b>\$188,172</b>	<b>\$33,599</b>	<b>\$553,512</b>	<b>\$222,000</b>	<b>\$26,963</b>		<b>\$594,248</b>
4. Low-Income Whole House	\$ 125,697	\$ 20,271	\$ 553,512	\$ 222,000	\$ 29,689		\$ 951,168
Low-Income New Construction	\$ 1,938	\$ 299	\$ 17,556	\$ 538	\$ 875		\$ 21,206
Low-Income Single Family Retrofit	\$ 104,216	\$ 16,958	\$ 489,010	\$ 197,817	\$ 22,609		\$ 830,611
Low-Income Multi-Family Retrofit	\$ 19,542	\$ 3,014	\$ 46,947	\$ 23,644	\$ 8,205		\$ 99,352
5. Low-Income Hard-to-Measure	\$ 29,475	\$ 13,328	\$ -	\$ -	\$ 274		\$ 43,077
Low-Income Statewide Marketing	\$ -	\$ 10,734	\$ -	\$ -	\$ -		\$ 10,734
Low-Income DOER Assessment	\$ 25,152	\$ -	\$ -	\$ -	\$ 274		\$ 25,426
Low-Income Energy Affordability Network	\$ 4,323	\$ 2,594	\$ -	\$ -	\$ -		\$ 6,918
<b>Commercial &amp; Industrial (total)</b>	<b>\$485,534</b>	<b>\$114,422</b>	<b>\$4,008,669</b>	<b>\$430,298</b>	<b>\$317,308</b>		<b>\$5,385,223</b>
6. C&I New Construction	\$ 84,028	\$ 12,958	\$ 925,655	\$ 177,792	\$ 65,383		\$ 1,265,817
C&I New Construction	\$ 84,028	\$ 12,958	\$ 925,655	\$ 177,792	\$ 65,383		\$ 1,265,817
7. C&I Retrofit	\$ 321,904	\$ 50,243	\$ 3,080,003	\$ 252,507	\$ 251,877		\$ 3,966,535
C&I Retrofit	\$ 150,226	\$ 23,167	\$ 1,609,536	\$ 139,526	\$ 105,107		\$ 2,027,563
C&I Direct Install	\$ 171,678	\$ 27,076	\$ 1,470,467	\$ 112,981	\$ 146,771		\$ 1,928,973
8. C&I Hard-to-Measure	\$ 79,802	\$ 51,221	\$ -	\$ -	\$ 48		\$ 130,871
C&I Statewide Marketing	\$ -	\$ 51,221	\$ -	\$ -	\$ -		\$ 51,221
C&I DOER Assessment	\$ 73,345	\$ -	\$ -	\$ -	\$ 48		\$ 73,393
C&I EEAC Consultants	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
C&I Sponsorships & Subscriptions	\$ 6,257	\$ -	\$ -	\$ -	\$ -		\$ 6,257
<b>GRAND TOTAL</b>	<b>\$1,188,067</b>	<b>\$355,657</b>	<b>\$11,988,732</b>	<b>\$1,391,457</b>	<b>\$745,724</b>		<b>\$16,676,657</b>

PA Costs	
Total PA Costs	41.1%
1. Residential Whole House	39.7%
Residential New Construction	30.8%
Residential Multi-Family Retrofit	50.3%
Residential Home Energy Services	39.3%
Residential Behavior/Feedback	58.6%
2. Residential Products	48.0%
Residential Cooling & Heating Equipment	27.0%
Residential Lighting	228.4%
Residential Consumer Products	9.1%
3. Residential Hard-to-Measure	37.6%
Residential Statewide Marketing	39.9%
Residential DOER Assessment	87.4%
Residential EEAC Consultants	0.0%
Residential Sponsorship & Subscriptions	24.0%
Residential HEAT Loan	42.3%
Residential Workforce Development	1.3%
Residential R&D and Demonstration	0.0%
Residential Education	25.3%
<b>Low-Income (total)</b>	<b>23.0%</b>
4. Low-Income Whole House	22.7%
Low-Income New Construction	18.2%
Low-Income Single Family Retrofit	24.5%
Low-Income Multi-Family Retrofit	14.7%
5. Low-Income Hard-to-Measure	30.0%
Low-Income Statewide Marketing	59.2%
Low-Income DOER Assessment	128.2%
Low-Income Energy Affordability Network	6.6%
<b>Commercial &amp; Industrial (total)</b>	<b>38.4%</b>
6. C&I New Construction	50.3%
C&I New Construction	50.3%
7. C&I Retrofit	34.8%
C&I Retrofit	35.7%
C&I Direct Install	34.1%
8. C&I Hard-to-Measure	121.0%
C&I Statewide Marketing	81.6%
C&I DOER Assessment	213.2%
C&I EEAC Consultants	0.0%
C&I Sponsorships & Subscriptions	57.3%
<b>GRAND TOTAL</b>	<b>38.2%</b>

Source:  
file:///G:/15-  
001%20Compact%20Efficiency%202015%2015%20MTM%3.%20Cash%20Flow%20Model%2015%20MTM\_Cash%20Flow\_2015.04.22\_EEAC%20Approved%2  
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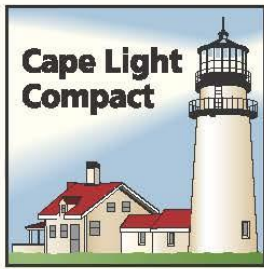


# Bill Impacts for Proposed New C&I Efforts 2016-2018



**Cape Light  
Compact**

*Working Together Toward A Smarter Energy Future*



## How Are Cape Light Compact's Energy Efficiency Programs Funded?

Every ratepayer on Cape Cod & Martha's Vineyard contributes to this fund each month on their electric bill.

The main funding sources on your electric bill are:

- A portion of the Distribution charge is the Energy Efficiency Reconciling Factor (EERF). This charge has been approved by the Massachusetts Department of Public Utilities.
- Energy Conservation charge

Call 1-800-797-6699 to take advantage of these programs!

### Cost of Electricity

#### Delivery Services

Customer Charge				3.73
Distribution	.07112 X	265 KWH		18.85
Transition	.00683 X	265 KWH		1.81
Transmission	.02368 X	265 KWH		6.28
Renewable Energy	.00050 X	265 KWH		0.13
Energy Conservation	.00250 X	265 KWH		0.66

#### Delivery Services Total

**31.46**

*Electric bill shown represents charges from an R-1 customer's August 2014 bill.*

**C & I**

2016-2018  
Avg. EERF

Energy  
Conservation

Avg. Monthly  
Usage (kWh)

Total Cost  
(per Month)

Base Case

\$0.01543

+

\$0.00250

×

2,396

=

\$42.98



# Non-Profits



Providing a 100% incentive to certain non-profits serving low income customers, in place of the standard incentive.

C & I	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Non-Profits	\$0.00030	+	2,396	\$0.72

# Multi-Family



Offering weatherization incentives to multi-family buildings heated by oil and propane, similar to those offered under residential.

C & I	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
C&I Multi-Family	\$0.00008	+	2,396	\$0.18

# Streetlight Controls



Conducting an R&D project to test networked street lighting controls and measure achievable savings.

C & I	2016-2018 Avg. EERF	Energy Conservation	Avg. Monthly Usage (kWh)	Total Cost (per Month)
Streetlight Controls	\$0.00003	+	2,396	\$0.08

# Municipal Incentive Update



## Proposed criteria for 100% incentive:

1. Overall project must be cost effective
2. Individual measures must provide some savings
3. Individual measures will have screening criteria floor TBD
4. One project may be comprised of multiple buildings if work done simultaneously & applications submitted as one coordinated package
5. Equipment being retrofitted must be in functional order
6. A measure is defined as including those materials or equipment which are necessary to maintain prior functionality or to enable installation of the energy efficiency measure

*More next time.....*

# ENERGY STAR Change the World Tour 2016

Energy efficiency and community service together again

**Cape Light  
Compact**



*Working together toward a smarter energy future*

# ENERGY STAR Change the World 2016



- **PURPOSE:** National effort by EPA to encourage energy efficiency (specifically lighting) and community service
- In 2014, the ENERGY STAR Change the World Tour was launched
  - The theme was “Power of Positive Energy”
- In 2016, the EPA wants to enhance the link between community service and energy efficiency with a focus on LEDs
  - Tour Dates: October 1-31, 2016
  - Submit interest to participate by **August 28, 2015**

# ENERGY STAR Change the World 2016



- Support from EPA
  - National call-to-action theme and supporting materials
  - Media Support
    - National media outreach about the tour
    - Social media promotion
    - Local media support
  - Promotional page on energystar.gov
  - Inclusion in the ENERGY STAR Change the World Tour video, promoted in social media and at the 2017 ENERGY STAR Partner of the Year Awards Ceremony
- Benefits for CLC
  - Continue our “grass roots” approach on energy efficiency
  - Help serve our local communities through a service project(s)
  - Provide education and help in choosing the “right” LED



# ENERGY STAR Change the World 2016



## CAPE LIGHT COMPACT PROPOSAL

- CLC would work with a lighting partner to develop a campaign around this effort and have ENERGY STAR LEDs for sale during the month of October
  - A set amount from each bulb would be donated to the chosen local non-profits
- CLC would put out a solicitation looking for 501 (c ) (3)'s to partner with, 1 Cape and 1 MV entity would be randomly selected
  - Each non-profit would need promote energy efficiency at least four times and serve the Cape and/or Vineyard

# Board Decisions Needed



- (1) Would you support CLC staff providing a show of interest to the EPA's ENERGY STAR Change the World 2016 Tour
- (2) Do you support CLC working on a service project(s) with two 501 (c )(3)'s
- (3) Support CLC including a budget for ENERGY STAR campaigns in 2016, 2017 and 2018?



# Town of Sandwich

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET  
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144

FAX: 508-833-8045

E-MAIL: [selectmen@townofsandwich.net](mailto:selectmen@townofsandwich.net)

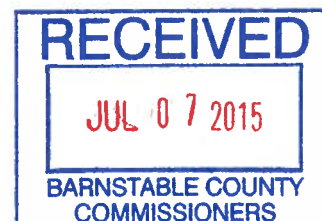
E-MAIL: [townhall@townofsandwich.net](mailto:townhall@townofsandwich.net)



BOARD OF  
SELECTMEN

TOWN  
MANAGER

June 30, 2015



Mr. Josh Peters  
507 Route 6A, Cottage 11  
East Sandwich, MA 02537

Dear Mr. Peters:

Congratulations! At a meeting of the Board of Selectmen held June 25, 2015, you were appointed to the Cape Light Compact. Your term of office is July 1, 2015 through June 30, 2016. We truly appreciate your willingness to serve the Town of Sandwich.

Enclosed, please find your appointment slip. You must report to Taylor White, Town Clerk, as soon as possible to be officially sworn in. The Clerk's Office is located in the Town Hall Annex, 145 Main Street. The Town Clerk's Office is open to the public Monday – Friday 8:30 – 4:30 p.m. and every Tuesday 8:30 a.m. – 8:00 p.m.

Please be aware that your appointment is not valid until you have been sworn in by the Town Clerk and taken the oath to faithfully perform the duties of the office. Any votes taken before you are officially sworn in will be considered invalid. The Board of Selectmen reserves the right to reexamine your appointment should you fail to be sworn in within thirty days of receipt of this letter.

Again, congratulations on your appointment and thank you for your willingness to serve. If we can be of any assistance during your term, or you have any questions regarding your appointment, please feel free to contact us at 508-888-4910.

Sincerely,

Frank Pannorfi  
Chairman