

**Cape Light Compact JPE  
Governing Board  
Meeting Minutes  
Wednesday, May 13, 2020**

Pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law on March 12, 2020, the Cape Light Compact JPE Board of Directors met on Wednesday, May 13, 2020 at 2pm. The meeting was held through a Zoom videoconference for members of the Board with audio call-in available for members of the public.

**Participating Remotely Were:**

1. David Anthony, Secretary/Executive Committee, Barnstable
2. Peter Doyle, Barnstable Alternate
3. Robert Schofield, Executive Committee, Bourne
4. Colin Odell, Brewster
5. Peter Cocolis, Executive Committee, Chatham
6. Timothy Carroll, Chilmark
7. Brad Crowell, Dennis
8. Fred Fenlon, Eastham
9. Alan Strahler, Edgartown
10. Ronald Zweig, Chair/Executive Committee, Falmouth
11. Valerie Bell, Harwich
12. Martin Culik, Executive Committee, Orleans
13. Nathaniel Mayo, Provincetown
14. Leanne Drake, Sandwich
15. Richard Elkin, Wellfleet
16. Sue Hruby, West Tisbury
17. Joyce Flynn, Vice Chair/Executive Committee, Yarmouth

**Absent Were:**

1. Forrest Filler, Aquinnah
2. Erik Peckar, Dukes County
3. Wayne Taylor, Mashpee
4. Richard Toole, Executive Committee, Oak Bluffs
5. Kirk Metell, Tisbury
6. Jarrod Cabral, Truro

**Legal Counsel Participating Remotely:**

Jeffrey Bernstein, Esq., BCK Law, P.C.

**Staff Participating Remotely:**

Austin Brandt, Senior Power Supply Planner  
Briana Kane, Residential Program Manager  
Dan Schell, Marketing and Communications Coordinator  
Lindsay Henderson, Senior Analyst  
Maggie Downey, Administrator  
Melissa Allard, Senior Administrative Coordinator  
Phil Moffitt, Planning & Evaluation Manager

**Public Participants:**

None.

Joyce Flynn called the meeting to order at 2:07 PM.

**PUBLIC COMMENT:**

There were no members of the public participating and no public comments were submitted to the Board in writing under the Governing Board’s public comment guidelines.

**APPROVAL OF MINUTES:**

The Board considered the April 8, 2020 Open Session Meeting Minutes.

David Anthony, Board Secretary, stated that in the Approval of Minutes vote, Martin Culik was absent, but it isn’t shown in the total numbers below. Melissa Allard stated that absent votes have never been in the totals that she knows of. The totals at the bottom have only been for yes, no, and abstained.

David Anthony stated that in the last sentence of the first paragraph under 2020 Operating and Energy Efficiency Budget Reports, “are” should be changed to “is.” He also stated that the beginning of the following paragraph that “about” should be added after “Richard Elkin asked.”

David Anthony stated that on page four, the last line should read “customers who preferred.”

Valerie Bell stated that under 2020 Operating and Energy Efficiency Budget Reports, first line of the second paragraph, “is” should be deleted.

David Anthony stated that on page six under Presentation on Residential Energy Efficiency Programs, the second sentence of the second paragraph that “they” should be “there”.

David Anthony stated that in the adjournment vote there are two Board Members noted that left the meeting early that need to be removed.

*Robert Schofield moved the Board to accept the minutes as amended and to release them as amended, seconded by Peter Cocolis.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Brad	Crowell	Dennis	Yes
Fred	Fenlon	Eastham	Yes
Alan	Strahler	Edgartown	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Leanne	Drake	Sandwich	Yes

Richard	Elkin	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

*Motion carried in the affirmative (14-0-0)*

**Colin Odell joined meeting at 2:15pm.**

**2020 OPERATING AND ENERGY EFFICIENCY BUDGET REPORTS, PETER COCOLIS:**

Peter Cocolis stated that the contracts list will be reviewed at the next Board Meeting. He stated that in the Operating Budget there is a negative balances for some line-items; it is an allocation issue that will be addressed by staff with line-item transfers.

**UPDATE ON ENERGY EFFICIENCY PROGRAMS:**

Dan Schell started the review of the COVID-19 Mitigation Efforts PowerPoint. He stated that the Compact is continuing to follow the Governor’s Executive Order. The Compact has added a COVID-19 information page to its website along with another eight energy education lessons for teachers and families seeking remote learning opportunities. He also stated that until the end of June the recycling refrigerator rebate has been increased to \$125. Customers who wish to recycle a refrigerator can contact the Compact or go to our website for information on how to participate in the program.

Briana Kane gave an update on residential income eligibility and residential new construction. She stated that 41 virtual home assessments have been completed. As of right now, the enhanced 100% insulation incentive for customers who call and schedule either a Virtual Home Energy Assessment, or a future on-premise assessment, is being offered until the end of May but this may be extended.

Lindsay Henderson gave an update on the Compact’s small business offerings. The Compact is offering enhanced incentives for some eligible measures such as lighting, thermostats, controls, etc. Customers who call to request a site visit (new customer) and customers with proposals from 2019 and 2020 that have not yet been signed are eligible for these enhanced incentives. She also stated that RISE Engineering will be sending out mailers to customers with proposals from 2019 and 2020 that have not yet been signed to inform them of the enhanced incentives that are now available.

Phil Moffit stated that the Compact is continuing to collaborate with other Program Administrators about receiving evaluation data by virtual means.

Austin Brandt gave an update on the demand response program.

**UPDATE ON CAPE & VINEYARD ELECTRIFICATION OFFERING (“CVEO”), AUSTIN BRANDT:**

Austin Brandt stated that the Massachusetts Energy Efficiency Action Council (“EEAC”) unanimously approved the Cape & Vineyard Electrification Offering (“CVEO”). He stated that he is working with Maggie, counsel, and consultants to prepare the CVEO filing for submission to the Massachusetts Department of Public Utilities.

**Ron Zweig joined meeting at 2:29pm.**

**CHAIRMAN’S REPORT:**

Ron Zweig apologized for joining the meeting late due to technical issues. He had intended to recognize any new members, but none were able to attend this meeting.

**ADMINISTRATOR’S REPORT, MAGGIE DOWNEY:**

**1. Calendar Year 2019 Audit Update**

Maggie Downey stated that the auditors have started the 2019 Audit. They are looking to complete it before the end of the summer. The goal is to have the Audit presented to the Board at the September Board Meeting.

**2. Update on Municipal Electric Contracts**

Maggie Downey stated that she and Austin Brandt worked with participating municipal entities to see if they could take advantage of the drop in energy markets through “blending and extending” the existing municipal contracts. She stated that it was an arduous process because all 41 participating entities had to respond in a very compressed time frame, and by the time all of the approvals were secured, the market (pricing) moved upwards, making it not financially advantageous to “blend and extend” the contract with the current supplier. . She noted that there is a lot of volatility in electric supply pricing currently due to the pandemic.

**3. USDA Grant**

Maggie Downey stated that the Compact is working on submitting a letter of intent to the United States Department of Agriculture (“USDA”) to establish a loan program for solar PV and commercial energy efficiency measures for Cape and Vineyard customers. The first step in the process is to submit a letter of intent and if the USDA approves the concept, it will contact the Compact and ask the Compact to submit a full proposal.

Sue Hruby asked who is able to submit the letter of intent. Maggie Downey stated that the loan is only offered to qualified entities as defined by the USDA. Richard Elkin asked if the USDA lends to the Compact and then it would turn around and make a loan to the customer. Maggie Downey stated that the Compact would work with a lender, similar to how it administers the HEAT Loan program. The Compact would be required to post a form of financial surety such as a letter of credit. If invited to proceed, the proposal would be brought back to the Board for approval.

**ADJOURNMENT:**

*Motion to adjourn made at 2:55 PM moved by Robert Schofield, seconded by Martin Culik.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Brad	Crowell	Dennis	Yes
Fred	Fenlon	Eastham	Yes
Alan	Strahler	Edgartown	Yes

Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Leanne	Drake	Sandwich	Yes
Richard	Elkin	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

*Motion carried in the affirmative (16-0-0)*

Respectfully submitted,

Melissa Allard

**LIST OF DOCUMENTS AND EXHIBITS:**

- Meeting Notice/Agenda
- April 8, 2020 Draft Meeting Minutes
- 2020 Operating Budget
- 2020 Energy Efficiency Budget
- COVID-19 Mitigation Efforts PowerPoint