

**Cape Light Compact JPE
Governing Board
Meeting Minutes
Wednesday, September 9, 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, July 8, 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. Forrest Filler, Aquinnah
2. David Anthony, Secretary/Executive Committee, Barnstable
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. Erik Peckar, Dukes County
9. Fred Fenlon, Eastham
10. Alan Strahler, Edgartown
11. Ronald Zweig, Chair/Executive Committee, Falmouth
12. Valerie Bell, Harwich
13. Martin Culik, Executive Committee, Orleans
14. Nathaniel Mayo, Provincetown
15. David Mead-Fox, Wellfleet Alternate
16. Sue Hruby, West Tisbury
17. Joyce Flynn, Vice Chair/Executive Committee, Yarmouth

Absent Were:

1. Wayne Taylor, Mashpee
2. Leanne Drake, Sandwich
3. Richard Toole, Executive Committee, Oak Bluffs
4. Kirk Metell, Tisbury
5. Jarrod Cabral, Truro
6. Richard Elkin, Wellfleet

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
Maggie Downey, Administrator
Melissa Allard, Senior Administrative Coordinator

Public Participants:

None.

Open Session Vote on entry into Executive Session pursuant to M.G.L. c. 30A §§21(a) (10) to discuss matters below, to return to open session:

Ron Zweig at 2:02 PM moved to enter into Executive Session pursuant to M.G.L. c. 30A §21(a)(10) to discuss trade secrets and confidential, competitively sensitive, or other proprietary power supply information related to a proposed Low-Income Community Solar project.

Ron Zweig declared that an open session may have a detrimental effect on Cape Light Compact's ability to conduct business in relation to other entities making, selling or distributing electric power and energy and that the consideration of the purchase, exchange, lease or value of electricity will have a detrimental effect on Cape Light Compact's negotiation position as a public body. The Governing Board would return to Open Session at the conclusion of Executive Session. Seconded by Joyce Flynn.

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Brad	Crowell	Dennis	Yes
Erik	Peckar	Dukes County	Yes
Alan	Strahler	Edgartown	Yes
Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes
Joyce	Flynn	Yarmouth	Yes

Motion carried in the affirmative (12-0-0)

Martin Culik joined meeting at 2:07 PM.

Sue Hruby joined meeting at 2:11 PM.

Forest Filler joined meeting at 2:17 PM.

Tim Carroll joined meeting at 2:36 PM.

Return to Open Session

At 2:44 PM, Ron Zweig asked for a motion to end executive session, moved by Martin Culik, seconded by Robert Schofield.

Forrest	Filler	Aquinnah	Yes
David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes

Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Brad	Crowell	Dennis	Yes
Erik	Peckar	Dukes County	Yes
Alan	Strahler	Edgartown	Yes
Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

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

PUBLIC COMMENT:

There were no members of the public present and no public comments were submitted to the Board in writing under the public comment guidelines.

APPROVAL OF MINUTES:

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

David Anthony pointed out that Dukes County did not vote in the two votes after the approval of minutes vote and asked if that was correct. Jeff Bernstein stated that it was correct, Dukes County is not permitted to vote on certain matters pursuant to Article I(E) and Article V(B) of the Joint Powers Agreement including aggregated power supply, energy efficiency plans and programs or other such matters committed to municipal aggregators. .

David Anthony stated on page three, the title halfway down the page should read “Presentation on Recent Solar Massachusetts Renewable target (SMART) Program Regulations: Low- Income Community Shared Solar (LICSS), Austin Brandt. Potential vote in support of SMART LICSS projects.”

David Anthony stated on page four, six lines down in the italicized section, it should say “Board of Directors.”

Martin Culik moved the Board to accept the minutes as amended and to release them as amended, seconded by Robert Schofield.

Forrest	Filler	Aquinnah	Yes
David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Brad	Crowell	Dennis	Abstained
Erik	Peckar	Dukes County	Yes
Alan	Strahler	Edgartown	Yes

Ron	Zweig	Falmouth	Abstained
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

Motion carried in the affirmative (14-0-2)

CHAIRMAN’S REPORT, RON ZWEIF: HOME ENERGY REPORTS:

Ron Zweig reviewed his Home Energy Report he received in the mail.

Briana Kane stated that when the OPower letters first went out there was a lot of inaccurate data which led to customer confusion. The Compact put a pause on the letters, but another one went out in error. The Compact has worked with OPower to refine the data by adjusting the algorithm, looking at third party data and setting a maximum kWh. The letters resumed at the beginning of COVID-19. Those letters did not have the kWh comparisons on them. The reactions to the 2020 letters have been more positive than last year. She stated that customers can call in and update the information about their home.

Martin Culik thanked the Compact for reviewing the reports. He stated he received one at the end of June and there were no energy usage comparisons. Briana Kane stated that the Compact did that to have an informational message during COVID-19. Many people are at home, therefore using more energy during these times. The September report we will resume the kWh comparisons.

Tim Carroll left meeting at 3:20 PM.

2020 OPERATING AND ENERGY EFFICIENCY BUDGET REPORTS:

Peter Cocolis stated that 35% of the Energy Efficiency Budget has been spent. The Compact usually has spent more at this point; however, COVID-19 has impacted the Energy Efficiency Budget. He stated that the Compact has started to work on the process for its annual budget reconciliation, Energy Efficiency Reconciliation Factor (EERF). The EERF also, determines what the energy efficiency budget should be for the following year.

Peter Cocolis stated that the Compact has spent 53% of the Operating Budget. This is about where the Compact would be at this point of the year. The Compact should meet or come close to meeting their goal.

Brad Crowell left meeting at 3:26 PM.

UPDATE ON ENERGY EFFICIENCY PROGRAMS:

1. Proposed Dehumidifier Turn-In Event, Dan Schell

Dans Schell reviewed the Appliance Recycling Updates PowerPoint Slide. He stated that 158 dehumidifiers were turned in at the event held at KAM Appliances in Hyannis on August 22nd and 9 new ones were purchased. He stated that another turn-in event was going to be held on September 19th at the Mid-Cape Home Center. The Compact is hoping a few more will be scheduled.

Dan Schell stated the incentive for fridge and freezer recycling has been increased from \$75 to \$125 through the end of October.

2. Update on Cape and Vineyard Electrification Offering (CVEO), MA Department of Public Utilities (DPU) 20-40, Austin Brandt

Austin Brandt stated the DPU is reviewing the CVEO docket and asking Information Requests (IRs) of the Compact. The Compact has submitted answers to the first round of (IRs). Any updates will be sent to the Board. The Compact is hoping to get an approval order soon because the tax credits may disappear at the end of the year.

Review Residential and Commercial Offering Extension Dates, Maggie Downey Maggie Downey reviewed the Energy Efficiency Program Updates PowerPoint. She stated for customers to be eligible for the 100% insulation incentive they must sign-up for a home energy assessment by September 30th and sign the contract for recommended measures and install the measurers by March 31st. Also, small business enhanced incentives have been extended through the end of November.

ADMINISTRATOR'S REPORT, MAGGIE DOWNEY:

1. Update on Rural Energy Savings Program (RESP) loan from the Rural Utilities Service (RUS), potential vote

Maggie Downey reviewed the U.S. Department of Agriculture (USDA) Rural Energy Savings Program (RESP) PowerPoint. She stated the Compact submitted a letter of intent back in May and it was approved. The Compact has been invited to proceed with the loan application that is due on November 16th. She stated that the Compact has begun to draft the required documents for the RESP loan application. Several documents will be brought back to the Board at the October meeting for review, discussion, and a vote.

Martin Culik asked if the loans would be 0% or low interest. Maggie Downey stated that if the Compact could use the Energy Efficiency fund then it could be 0%, but the Compact does not have DPU approval to use energy efficiency funds. Therefore, the Compact is trying to keep the interest low at around 1-3%. Martin Culik asked why the Compact is waiting until October's Board Meeting to vote on the application. Maggie Downey answered that she wants to bring the required documents, such as a Resolution, back to the Board in October, but wanted to confirm that the Board wanted to move forward first.

Erik Peckar asked if the Compact is approved, when would the funds be released. Maggie Downey stated that she asked that question and RUS stated it would be in early 2021.

Martin Culik asked if this would be the same process as the HEAT Loan. Maggie Downey answered yes, but the difference is it would be between the Compact and customer, not the customer and bank and there would be an interest rate associated with this loan.

Martin Culik stated that with his previous work with USDA, it is helpful to get members of the Congressional delegation involved. He asked if they have been made aware of what the Compact is doing. Maggie Downey agreed and asked the Board for help in this area.

Martin Culik moved the CLCJPE Board of Directors vote to support preparation of the documents required by the US Department of Agriculture’s Rural Energy Savings Program by Compact staff, with advice from legal counsel, consultants and auditors as necessary, as part of its loan application.

The Compact Administrator is authorized and directed to take all actions necessary or appropriate to implement this vote, and to execute and deliver all documents as may be necessary or appropriate to implement this vote. Seconded by Joyce Flynn.

Forrest	Filler	Aquinnah	Yes
David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Alan	Strahler	Edgartown	Yes
Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

Motion carried in the affirmative (13-0-0)

2. Update on COVID Plan for Compact Office for last quarter of 2020

Maggie Downey stated that she is in the office every day. Most of the staff is continuing to work remotely. This is similar to other utility Program Administrators as well. She stated meetings will continue to be held with Zoom unless Governor rescinds his open meeting law emergency order.

3. Request to Offer a Vacation Buy-Back for Compact Staff, potential vote

Maggie Downey stated that five staff members are interested in vacation buy-back. It would be a total of approximately \$17,000. Many staff have not used vacation days due to COVID-19. David Anthony asked if the terminology was correct. Buy-back usually means staff can buy vacation time. Maggie Downey stated that she is using the same terminology as in the Compact’s policies and procedures manual. Peter Cocolis stated that it is the responsible thing to do.

Joyce Flynn moved the motion and Peter Cocolis seconded it.

Martin Culik asked if it was available to all staff. Maggie Downey stated that was correct. Martin Culik stated that the word “all” should be placed between “allow” and “Compact employees.” David Anthony stated that wording should be added to specify this is a one-time deal. The Compact Administrator can bring back this issue to the Board if the situation continues in the future. Maggie Downey stated that that was a good point. Jeffrey Bernstein suggested some revisions to put the motion into proper legal form. Joyce Flynn withdrew the motion and offered a revised motion which was seconded by Peter Cocolis.

Joyce Flynn moved the CLCJPE Board of Directors vote to waive section 8.3(l) of the CLCJPE Policies and Procedures Manual and allow all Compact employees to buy-back up to 10 days of their existing accrued vacation days, on, or before September 30, 2020.

The Compact Administrator is authorized and directed to take all actions necessary or appropriate to implement this vote, and to execute and deliver all documents as may be necessary or appropriate to implement this vote. Seconded by Robert Schofield.

Forrest	Filler	Aquinnah	Yes
David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Alan	Strahler	Edgartown	Yes
Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

Motion carried in the affirmative (13-0-0)

4. Update on Potential Energize Cape & Vineyard Effort

Maggie Downey informed the Board that she is working with several town representatives on the potential of offering the same type of program, energy efficiency, Solar PV, Cold Climate Air Source Heat Pumps and Battery storage, that was offered in the four Outer Cape towns.

5. Update on DPU 20-69, Investigation by the Department of Public Utilities on its own Motion into the Modernization of the Electric Grid – Phase Two (Customer-facing Grid Modernization investments, including time varying rates and advanced metering functionality)

Maggie Downey stated that this is related to the Grid Modernization docket that the Compact participated in several years ago and has been monitoring. The Compact’s comments in this docket focused primarily on recommending that the program be available to all customers and not limited to Eversource Basic Service customers. Compact staff will keep the Board updated as this moves forward.

PRESENTATION ON YARMOUTH MUNICIPAL VULNERABILITY PLAN (MVP) GRANT. REPRESENTATIVES FROM RIVERMOOR ENERGY, TOWN OF YARMOUTH, WESTON & SAMPSON, AND CLC STAFF:

Dan Knapik, Yarmouth Town Manager, reviewed the Municipal Vulnerability Preparedness Case Study for Cape Light Compact’s Board PowerPoint. The Town of Yarmouth was awarded an MVP grant for \$150,000. After the snowstorms in 2018 and tornadoes in 2019, it was apparent that if the Town were to lose electricity for a long period of time it would be very detrimental to the community. Wastewater treatment plants and the fire station are the two locations the Town chose at which to use the grant funds. The Town is looking to integrate a fiber optic system, along with solar and battery storage.

Jeff Colby continued to review the PowerPoint. He stated that some storm driven outages have lasted up to 10 days, and that this project would shorten the outage period and also reduce greenhouse gases and operational costs.

Steve Roy reviewed the MVP Action Grant Planning Projects: Fire Station 3 slide. A 264-kW solar carport system, 180 kWh battery storage system, and new Energy management System would be installed. It also has an existing back-up generator.

Steve Roy reviewed the MVP Action Grant Planning Projects: Regional Septic Waste and Transfer Station Campus slide. 1,200 kW of ground-mounted solar and 900 kWh battery storage system would be installed. There is an existing back-up generator. Also, a new energy management system would be installed.

Austin Brandt reviewed the Cape Light Compact – Partnership with Yarmouth and Connected Solutions Program slide. He stated that both battery units installed as part of the resiliency project will participate in Compact’s ConnectedSolutions demand response program. It will discharge 8-10 times per summer. This will provide cost-effective demand reductions. He stated that the Compact is excited to work with the Town. John Tourtelotte stated that the information learned from this project will help with the process of future ones on Cape Cod. He stated that without leadership case studies such as this one, additional projects of this type would not be as successful.

Steve Roy reviewed the Weston & Sampson Engineering and Rivermoor Energy – Partnership with Yarmouth slide.

Amanda Kohn reviewed the Yarmouth Lessons Learned slide. She stated that they have enjoyed working with the Compact and bringing together different levels of expertise. Also, she discussed how everyone is working to put the needs of the community first.

Sue Hruby stated that she was impressed with the presentation. She stated that West Tisbury received a resiliency grant as well and is just getting started. She stated that she would love to follow up with Yarmouth and Austin Brandt to go over it. Austin Brandt stated he would be the point of contact.

ADJOURNMENT:

Motion to adjourn made at 4:26 PM moved by Robert Schofield, seconded by Joyce Flynn.

Forrest	Filler	Aquinnah	Yes
David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Erik	Peckar	Dukes County	Yes
Alan	Strahler	Edgartown	Yes
Ron	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
David	Mead-Fox	Wellfleet	Yes

Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

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

Respectfully submitted,

Melissa Allard

LIST OF DOCUMENTS AND EXHIBITS:

- Meeting Notice/Agenda
- July 8, 2020 Draft Meeting Minutes
- 2020 Operating Budget
- 2020 Energy Efficiency Budget
- Appliance Recycling Updates PowerPoint Slide
- Energy Efficiency Program Updates PowerPoint
- U.S. Department of Agriculture (USDA) Rural Energy Savings Program (RESP) PowerPoint
- Municipal Vulnerability Preparedness Case Study for Cape Light Compact's Board PowerPoint