

**Cape Light Compact JPE  
Governing Board  
Meeting Minutes  
Wednesday, May 11, 2022**

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 11, 2022, at 2:30 p.m. 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. Robert Schofield, Executive Committee, Bourne
3. Colin Odell, Executive Committee, Brewster
4. Peter Cocolis, Chatham
5. Fred Fenlon, Eastham
6. Alan Strahler, Edgartown
7. Dion Alley, Executive Committee, Oak Bluffs
8. Martin Culik, Chair/Executive Committee, Orleans
9. Nathaniel Mayo, Provincetown
10. Leanne Drake, Sandwich
11. Bob Higgins-Steele, Truro Alternate
12. Richard Elkin, Executive Committee, Wellfleet
13. Erik Peckar, West Tisbury

**Absent Were:**

1. Forest Filler, Aquinnah
2. Timothy Carroll, Executive Committee, Chilmark
3. Brad Crowell, Dennis
4. Matthew Patrick, Falmouth
5. Valerie Bell, Harwich
6. Wayne Taylor, Mashpee
7. Kirk Metell, Tisbury
8. Jarrod Cabral, Truro
9. Joyce Flynn, Vice Chair/Executive Committee, Yarmouth

**Legal Counsel Participating Remotely:**

Audrey Eidelman Kiernan, Esq., KO Law, P.C.  
Erin O'Toole, Esq., KO Law, P.C.

**Staff Participating Remotely:**

Lindsay Henderson, C&I Senior Analyst  
Maggie Downey, Administrator  
Melissa Allard, Senior Administrative Coordinator  
Margaret Song, C&I Program Manager  
Briana Kane, Residential Program Manager  
Phil Moffitt, EM&V Program Manager  
Dan Schell, Senior Analyst

**Public Participants:**

Brian Miner  
Clay Schofield

Martin Culik called the meeting to order at 2:31 PM.

**PUBLIC COMMENT:**

No public comments were submitted to the Board in writing under the public comment guidelines.

**APPROVAL OF MINUTES:**

The Board considered the April 13, 2022, Open Session Meeting Minutes.

*Richard Elkin moved the Board to accept the minutes as amended and to release them as amended, seconded by Nate Mayo.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Fred	Fenlon	Eastham	Unable to vote due to technical issues
Alan	Strahler	Edgartown	Yes
Dion	Alley	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Leanne	Drake	Sandwich	Yes
Bob	Higgins-Steele	Truro	Yes
Richard	Elkin	Wellfleet	Yes
Erik	Peckar	West Tisbury	Yes

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

**DISCUSS AND POTENTIAL VOTE ON REVISIONS TO CAPE LIGHT COMPACT JPE POLICIES AND PROCEDURES MANUAL**

David Anthony reviewed the Recommendations on CLCJPE Policies and Procedures Manual PowerPoint.

David Anthony stated that during the April Board meeting there were several proposed edits and updates to the Compact’s employee Policies and Procedures Manual that were reviewed. He stated that there were three specific edits that the Board believed to have significant financial impacts and warranted more examination. The three items are: (1) a proposed increase in Merit Pay; (2) a proposed change to number of days eligible for Vacation Buy-Back; and (3) proposed formula change in Sick Leave Compensation at Retirement. He stated Martin Culik, Peter Cocolis, and himself met to review the financial impacts and bring back their recommendations to the Board.

David Anthony reviewed the current merit pay and what was proposed during the April Board meeting. He stated that after discussing it further they are recommending approving the proposed edit, which is to increase the merit pay range to 0% to 3% from 0% to 2%.

David Anthony stated that currently employees with 15 years of continuous full-time service may exchange 5 vacation days for a day's pay per day exchanged and employees with 20 or more years may exchange up to 10 days. He stated at the April Board meeting it was proposed to increase the number of days that could be exchanged such that those with 15 years of service could exchange up to 10 days and those with 20 years of service could exchange up to 20 days. He stated that after discussing the issue, the review group decided to recommend rejecting a formal change to the policy and instead allow for the Board to continue the current practice of waiving the policy upon request as needed.

David Anthony stated that currently compensation for sick leave upon retirement has a maximum cap of \$5,000. He stated that the proposal from the April Board meeting was to change from a maximum cap to a formula. The formula would allow an employee, after at least 15 years of service, to be eligible for the value of 20% of unused sick leave up to a maximum of 150 days at their current base rate of pay. He stated that after more discussion the review group felt the 20% was a bit robust, therefore the review group is recommending that upon retirement and after at least 15 years of service with the Compact, employees are eligible for the value of 15% of unused sick leave up to a maximum of 150 days at their current base rate of pay.

*Robert Schofield moved the CLC JPE Board of Directors vote to approve the proposed amendments to the Cape Light Compact JPE Policies and Procedures Manual.*

*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 Peter Cocolis.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Fred	Fenlon	Eastham	Unable to vote due to technical issues
Alan	Strahler	Edgartown	Yes
Dion	Alley	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Leanne	Drake	Sandwich	Yes
Bob	Higgins-Steele	Truro	Yes
Richard	Elkin	Wellfleet	Yes
Erik	Peckar	West Tisbury	Yes

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

**ENERGY EFFICIENCY:**

**1. Update on Main Streets Initiative, Lindsay Henderson**

Lindsay Henderson reviewed the 2022 Main Streets PowerPoint.

Lindsay Henderson stated that the Compact has been working with two Compact vendors, RISE Engineering and NRM, going door-to-door to small businesses in a specified area to install energy efficiency measures on-site. She stated that they partner with Chamber of Commerce, Merchant Associations, and town staff to promote the Main Streets efforts. She stated that the Compact will be offering up to 100% incentive for all Small Businesses who have specific measures installed through an energy assessment.

Lindsay Henderson stated that the spring Main Streets events will be taking place in Tisbury, Edgartown, Falmouth, Dennis, and Chatham. She stated that these towns were selected because they are Environmental Justice Communities (EJC) and based off of participation rates from last year's Main Streets efforts and location. She stated that the Compact is planning a few Main Streets events in the fall as well, but those dates are not finalized yet. Once they are she will share with the Board.

Martin Culik stated that there are not any Main Streets events in the summer. Lindsay Henderson stated that is correct, so that we do not disturb the businesses during their busy season. Richard Elkin asked how the incentives differ during Main Streets events. Lindsay Henderson stated that the standard incentive is up to 80% and for the Main Streets initiative there is a 100% incentive.

**ADMINISTRATOR'S REPORT:**

**1. Cape Light Compact and MassCEC Income Eligible E-bike Incentive Program**

Maggie Downey stated that the Compact received a grant from the Massachusetts Clean Energy Center (CEC) for an income eligible e-bike program. The Compact just had their kickoff meeting with the CEC. She stated that the Compact is starting to sign up bike shops that will be participating. It will be an incentive for \$1,200 off the cost of the e-bike for income eligible customers.

**2. Meeting with Department of Public Utilities (DPU)**

Maggie Downey stated that she met with Chairman Matt Nelson of the Department of Public Utilities (DPU) to talk about the Cape and Vineyard Electrification Offering (CVEO). This was in response to the letter that was sent to the DPU from the Cape and Vineyard legislative delegation. She stated that the Compact is working with the DPU to identify a path forward.

Maggie Downey stated that Chairman Nelson also mentioned that he would meet with the Compact Board if they would like. She stated that he appreciated that Board Members have gone to Boston on several occasions, and he would like to return the courtesy.

**OPEN SESSION VOTE ON ENTRY INTO EXECUTIVE SESSION PURSUANT TO M.G.L. C. 30A §§21(A)(3) AND (10) TO DISCUSS MATTERS BELOW, TO NOT RETURN TO OPEN SESSION:**

*Martin Culik at 3:18 PM moved to enter into Executive Session: (1) pursuant to M.G.L. c. 30A §21(a)(10) to review and approve the April 13, 2022 executive session minutes concerning pending or imminent regulatory litigation related to the Eversource Rate Case, DPU 22-22. Seconded by Robert Schofield.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes

Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Fred	Fenlon	Eastham	Unable to vote due to technical issues
Alan	Strahler	Edgartown	Yes
Dion	Alley	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Leanne	Drake	Sandwich	Yes
Bob	Higgins-Steele	Truro	Yes
Richard	Elkin	Wellfleet	Yes
Erik	Peckar	West Tisbury	Yes

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

Respectfully submitted,

Melissa Allard

**LIST OF DOCUMENTS AND EXHIBITS:**

- Meeting Notice/Agenda
- April 13, 2022, Draft Open Session Meeting Minutes
- Recommendations on CLCJPE Policies and Procedures Manual PowerPoint
- 2022 Main Streets PowerPoint