

**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. Paul Pimentel, Edgartown
22. Thomas Mayo, Mashpee
23. 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

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

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 money per 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:*

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|--------------------------------|-----|----------------------------------|-----|
| 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).

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 8th 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 21st.
- The September 9th meeting was changed to September 16th.
- November 11, 2015 is Veteran's Day. The meeting was rescheduled to November 18th.
- 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.

The Board discussed exchanging (Light Emitting Diodes) 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.

CAPE & VINEYARD ELECTRIC COOPERATIVE, INC. (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:

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|--------------------------------|-----|----------------------------------|-----|
| 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



**Cape Light
Compact**



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.



Oil/Propane MF



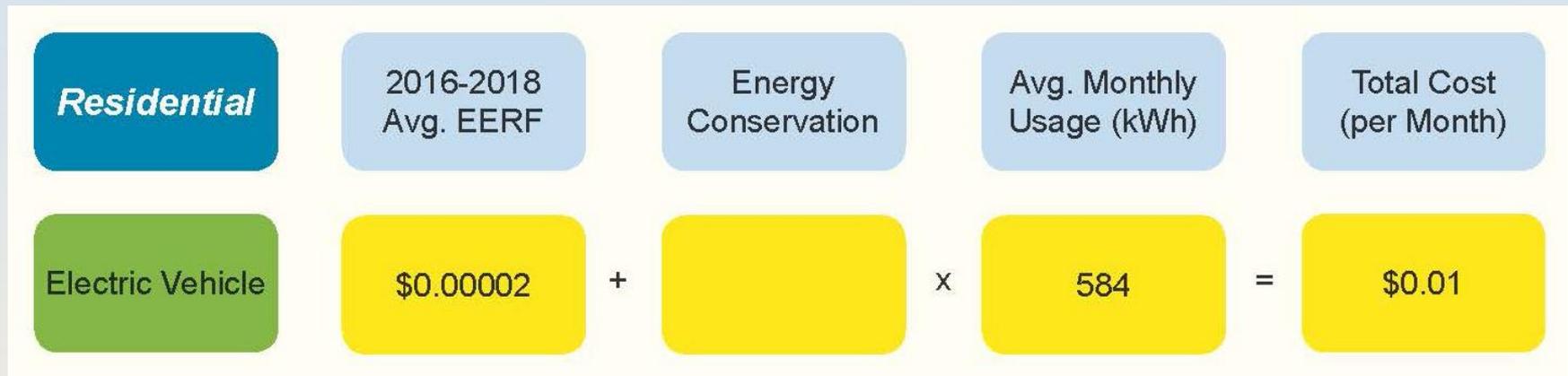
Multi-family buildings heated by oil and propane will be offered the same incentives available under the Home Energy Services initiative. Costs will be allocated as determined by the type of meter.

<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



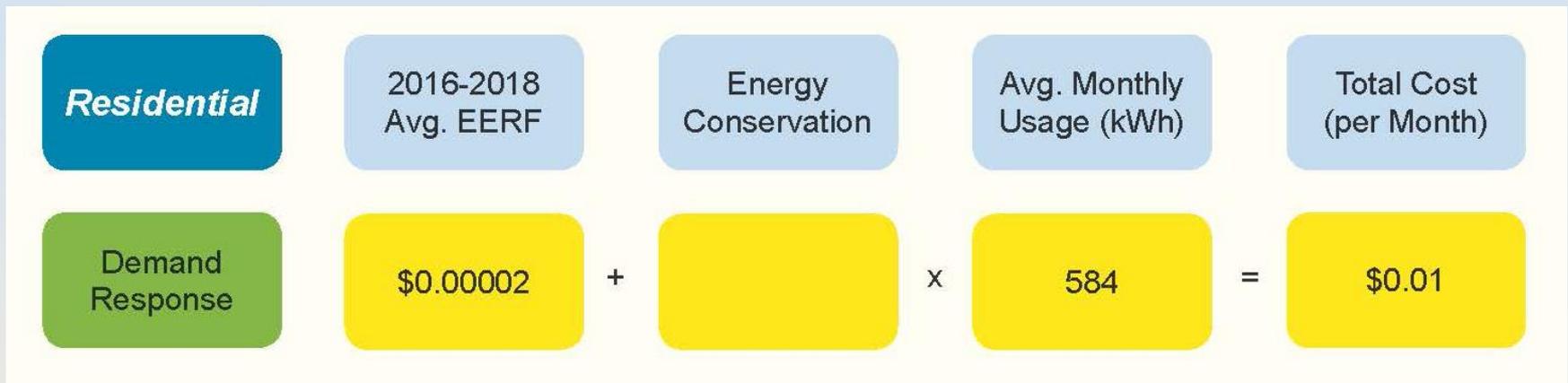
Providing an incentive for customers to install Electric Vehicle (EV) charging stations.



Demand Response



Providing incentives for demand response efforts.



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.