

**Cape Light Compact JPE
Governing Board
Meeting Minutes
Wednesday, May 13, 2026**

The Cape Light Compact JPE Board of Directors met on Wednesday, May 13, 2026, at 2:00 p.m. The meeting was held as a hybrid meeting (in-person and through remote participation) through a Zoom videoconference for members of the Board with audio call-in available for members of the public, pursuant to St. 2025, c. 2, which, among other things, extends the temporary provisions pertaining to remote meetings of public bodies under the Open Meeting Law to June 30, 2027.

Participating In-Person Were:

1. David Anthony, Chair/Executive Committee, Barnstable
2. Robert Schofield, Executive Committee, Bourne
3. Valerie Bell, Executive Committee, Harwich
4. David Jacobson, Executive Committee, Orleans
5. Joyce Flynn, Executive Committee, Yarmouth
6. Colin Odell, Vice Chair/Executive Committee, Brewster
7. Nathaniel Mayo, Provincetown
8. Tom McNellis, Secretary/Executive Committee, Eastham

Participating Remotely Were:

1. Bill Doherty, Bourne Alternate
2. Tim Carroll, Chilmark
3. Alan Strahler, Edgartown
4. Scott Mueller, Falmouth
5. Nicola Blake, Executive Committee, West Tisbury
6. Brian Miner, Chatham

Absent Were:

1. Forrest Filler, Aquinnah
2. Tristan Israel, Dukes County
3. Peter Meleney, Oak Bluffs
4. Leanne Drake, Sandwich
5. Russ Hartenstine, Tisbury
6. Suzanne Ryan-Ishkanian, Wellfleet
7. Chris Palmer, Truro
8. Brad Crowell, Dennis
9. Wayne Taylor, Mashpee

Legal Counsel Participating Remotely:

Audrey Eidelman Kiernan, Esq., KO Law, P.C.

Staff Participation In-Person:

Briana Kane, Deputy Director
Tatsiana Nickinello, Senior Energy Efficiency Analyst
Jason Bertrand, Marketing and Communications Coordinator

Staff Participating Remotely:

Anneliese Haskell, Data Services Coordinator
Kim Grant, Town Energy Coordinator
Mariel Marchand, Power Supply Planner
Phil Moffitt, Chief Financial Officer
Laura Selmer, Senior Energy Efficiency Analyst
Dan Schell, Technical Services Manager
Miranda Skinner, Senior Analyst
Rebecca Martin, Outreach Coordinator
Stephanie Spadoni, Energy Efficiency Analyst

Public Participants:

Sakiko Isomichi
Carol Magenau

David Anthony called the meeting to order at 2:06 PM.

Public Comment:

No written comments were received in advance of the meeting, and no public comments were made.

APPROVAL OF MINUTES:

The Board considered the April 8, 2026, Open Session Meeting Minutes.

A correction was noted on page 4, paragraph 3. The word “projects” needs to be changed to “products”.

Robert Schofield moved the Board to accept the minutes with the edit and release them, seconded by Colin Odell.

David	Anthony	Barnstable	Yes
Robert	Scofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Brian	Miner	Chatham	Yes
Tim	Carroll	Chilmark	Yes
Tom	McNellis	Eastham	Yes
Alan	Strahler	Edgartown	Yes
Scott	Mueller	Falmouth	Yes
Valerie	Bell	Harwich	Yes
David	Jacobson	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Nicola	Blake	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

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

CHAIRMAN’S REPORT:

David Anthony reported on participation in the Big Blue Conference in Falmouth. Cape Light Compact (CLC) was one of the primary sponsors. He described the event as an excellent opportunity to showcase energy-related initiatives and connect with community members, including many young and older participants. For instance,

one notable group was the Old Ladies Against Underwater Garbage (OLAUG) who advance their mission of cleaning bodies of water and removing trash.

The Big Blue highlighted various environmental and energy-related programs and demonstrations. The event had strong attendance from both the community members and various organizations including Eversource and the Cape Cod Chamber of Commerce. David Anthony noted that he would like to see more events with networking opportunities between municipal leaders and energy advocates to affect local policy.

David Anthony congratulated Margaret Song on receiving her Massachusetts Certified Public Purchasing Official (MCPPO) designation administered by the Office of the Inspector General. To be awarded, the participant must complete a series of extensive courses coupled with experience required for public procurement certification under Massachusetts General Law. Briana Kane was assisting in covering the Board meeting, while Margaret was attending a competing meeting for 2028-2030 planning.

Discussion took place about recent development of the Heat Pump training programs at Cape Cod Community College (CCCC). CCCC is expanding their course offerings after receiving approximately \$1 million dollars in funding from MassCEC. The Board noted the importance of training technicians to meet growing market demand, and referenced other strong HVAC and refrigeration programs at Upper Cape Tech and Cape Cod Tech. Several members noted workforce housing remains a significant challenge in attracting and retaining technicians on Cape Cod.

2026 STAFFING REVIEW:

Briana Kane presented an overview of staffing changes and organizational restructuring following leadership transitions and reflecting operational needs. The updated organizational chart was presented.

Organizational updates included promotions into senior analyst and managerial roles. Briana Kane presented staff responsibilities with updates across marketing, communications, data services, IT, and program management teams. Some positions were explained per the Board members' inquiries: data services and reporting oversight is performed by Anneliese Haskell; Angela Hurwitz is leading IT support; Dan Schell's position is a Technical Services Manager. The organizational chart was shared for further clarification.

David Anthony stated that organizational evolution is expected as leadership develops and staffing aligns with operational needs. He also added that the Board relies on Margaret Song to oversee the staff but at the same time it is instrumental to know everyone's roles.

The Board raised concern regarding use of the title "Deputy Director," noting potential confusion with municipal board of director roles under the Joint Powers Agreement (JPA). Possible change to Deputy Administrator title was suggested. David Anthony acknowledged the concern and stated staff would review the terminology.

Board members discussed use of AI in operations and data management. Valerie Bell mentioned that Federal Government encourages the use of AI. Briana Kane reported that currently AI is being monitored cautiously by CLC as well as other Program Administrators. However, human oversight remains essential. Future AI policy development will likely be necessary. For CLC specifically, vendors continue to follow standardized templates and formatting requirements. Briana Kane also added that she and Angela Hurwitz recently attended MMA-hosted AI training sessions. In addition, CLC is monitoring opportunities for the staff to continue receiving ongoing professional development and training.

MARKETING UPDATE AND DISCUSSION:

Jason Bertrand provided a marketing and outreach presentation focused on expanding community engagement and strengthening CLC branding. Current CLC's objectives are to build on successful campaigns, refresh creative branding, increase in-person community engagement, and emphasize CLC's local identity and community commitment.

Jason Bertrand explained that statewide marketing efforts involve multiple Program Administrators, with equal input from participating organizations regardless of budget share. Currently CLC is contracted with two marketing agencies: RDW (new creative agency) and Big Tree (local video production agency).

Jason Bertrand noted that RDW provided innovative concepts during the RFP process and that Big Tree offers strong local services at a competitive cost. The conversation took place about various outreach methods presently utilized such as E-newsletters, social media (Facebook, Instagram, LinkedIn), paid digital advertising and others. Jason Bertrand explained that organic social media is what a company posts, and it is viewed by followers, while paid social media has ability to be promoted to a larger pool of viewers. CLC is currently engaged in both of those marketing strategies. Paid marketing is an integral part of the campaign as it is trackable and has the ability to reach wider audiences.

Jason Bertrand added that CLC strives to attend in-person events allowing direct communication and engagement with community members. In 2025, CLC attended 30 events, and in 2026 staff have attended 11 events thus far. Vineyard Power, CLC's Community First Partner, also covers events on the Vineyard.

Colin Odell mentioned that CLC's messages can be a part of towns' updates and newsletters. For instance, in Brewster, there is an avenue to bring it up through email distribution lists. David Anthony agreed that using towns' email distribution lists to promote energy efficiency may be a good idea to explore. Briana Kane added that CLC can work to develop creative content for those efforts. Jason Bertrand mentioned that on the Vineyard, CLC's Community First Partner has been including program information in the local tax bills, and it had yielded positive outcomes for CLC.

Joyce Flynn requested a stack of flyers for the library and suggested participation in upcoming Yarmouth Special Town Meeting on June 21st.

As a part of an effort to strengthen community exposure, CLC plans to increase coordination with local banks, real estate agencies, libraries and other groups previously less engaged with the organization.

Board members discussed tailoring messaging for specific audiences and municipalities rather than relying on one-size-fits-all communications. David Jacobson noted that the Orleans Energy Navigators could be a resource for wider outreach. Tom McNellis also mentioned the annual Energy Committee Members meeting hosted by Liz Argo. CLC could consider developing some strategies for those groups to implement in their respective communities. Briana Kane noted that CLC wants to be very strategic with outreach by widening the reach to new audiences where they may gather.

A discussion was held regarding adding Board member bios and headshots to the CLC website. Some Board members expressed general support for participation. Briana Kane noted that CLC has done Board Spotlights in the past and this could be a recurring feature on CLC's social media. For those who are interested, they can reach out to Jason Bertrand.

The discussion pivoted towards trends in costs for various fuels and electricity. Colin Odell noted that it is important and valuable to make consumer-focused comparisons of heating costs across fuels available. He also noted the recent May issue of ASHRAE journal featuring an article providing practical homeowner guidance regarding heat pump systems written by Paul Raymer.

Valerie Bell requested that printed materials be dated to avoid outdated information. Briana Kane noted that CLC is dating the flyers and if not dated, it means they are outdated and need to be discarded. Jason Bertrand asked if the Board members would be willing to go to local community places (libraries, Senior Centers, etc.) and report back on the “condition” of materials CLC previously sent.

CLC staff are exploring development of a historical high-level timeline highlighting the organization’s 30 years’ development and long-standing community presence.

2028-2030 ENERGY EFFICIENCY PLAN: LOOKING AHEAD

Briana Kane provided an overview of the early planning process for the 2028–2030 Energy Efficiency Plan. Program Administrator meetings have begun, and the formal planning work begins in June 2026. Briana Kane noted that listening sessions hosted by the Energy Efficiency Advisory Council (EEAC) will be held to inform planning efforts. Program planning will take place from May 2026 up until the October 31, 2027 filing. The first draft of the plan will be filed in March 2027. PAs remain mindful of budget considerations.

Tom McNellis asked about the status of pending energy legislation and energy bills. Briana noted a virtual hearing is scheduled for May 27, after which additional updates may be available.

David Anthony stated the Board will continue receiving regular updates as major developments occur.

ADMINISTRATOR’S REPORT:

1. JPA letters sent out to Town Administrators and Managers in preparation for vote at June board meeting

Briana Kane on behalf of Margaret Song reported that JPA letters were sent to Town Administrators and Managers regarding the upcoming board vote scheduled for the June meeting.

2. Sierra Club - Cape Light Compact participation in recent meeting

Briana Kane reported that CLC participated in a Sierra Club session discussing energy efficiency programs and budget concerns.

Sierra Club asked questions about program impacts of potential budget reductions, workforce development considerations, and ongoing program design and budget considerations.

Colin Odell attended the session and noted that although attendance was modest, several influential participants were present. He also observed that the Sierra Club remains a strong supporter of energy efficiency initiatives.

BOARD MEMBER UPDATE:

Valerie Bell stated that Harwich hired a person to assist with grant writing. Valerie noted that she hoped this position would be able to support participation in climate leadership initiatives.

Colin Odell reported that Brewster Energy and Climate Action Committee currently has a vacancy. A recent resignation is affecting the quorum and he has been encouraging interested community members to apply. Additionally, Brewster is reviewing three proposals for a hybrid HVAC system for the Captain's Golf Course project. Weston & Sampson are the designers. Colin Odell mentioned that low temperature boilers are easier to convert to electric air-to-water heat pumps in the future. A hybrid system is likely to be selected in consideration of total cost.

David Jacobson stated that Orleans Fire Station project received funding approval. The project is hoping to receive approximately \$1 million from the state from grant opportunities. Tatsiana Nickinello from CLC is working with Pomroy Associates pertaining to the project's program enrollment.

Joyce Flynn reported that Yarmouth is creating a combined position for facilities manager and energy manager. The town also received a National Grid grant written by Liz Argo. David Jacobson expressed interest in understanding current National Grid grant opportunities and noted prior programs had been more focused on schools.

Tim Carroll reported that Chilmark voted on May 5 not to object to the JPA agreement.

David Anthony shared an update from Barnstable regarding installation of five new EV charging stations, with seven additional locations planned. He also discussed development of an EV revolving fund model that could incorporate business sponsorships to offset operational costs. Sean Hogan from Barnstable came up with an idea to generate funds to cover maintenance costs via business sponsorships allowing businesses to display their advertising on the EV charging station.

Brian Miner left the meeting at 3:44 PM.

ADJOURNMENT:

Motion to adjourn was made at 3:59PM moved by Robert Schofield, seconded by Joyce Flynn.

David	Anthony	Barnstable	Yes
Robert	Scofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Tim	Carroll	Chilmark	Yes
Tom	McNellis	Eastham	Yes
Alan	Strahler	Edgartown	Yes
Scott	Mueller	Falmouth	Yes
Valerie	Bell	Harwich	Yes
David	Jacobson	Orleans	Yes
Nate	Mayo	Provincetown	Yes
Nicola	Blake	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

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

Respectfully submitted,

Tatsiana Nickinello

LIST OF DOCUMENTS AND EXHIBITS:

- Meeting Notice/Agenda
- April 8, 2026, Draft Open Session Meeting Minutes
- Staff Chart
- Marketing Update Presentation
- 2028-2030 Energy Efficiency Plan timeline