

# Cape Light Compact JPE Executive Committee & Governing Board Meeting

**DATE:** Wednesday, February 13, 2019  
**LOCATION:** Cape Light Compact Offices – MV Conference Room  
261 Whites Path, Unit 4, South Yarmouth  
**TIME:** 2:00 – 4:30 p.m.

## AGENDA

2:00 PM Public Comment

Approval of Minutes

Chairman's Report

Financial Reports, Peter Cocolis

Power Supply Update, Austin Brandt

Administrator's Report

1. Update on Filling Comptroller Position
2. Overview of 2018 Board Member Attendance

Open Session Vote on entry into Executive Session pursuant to M.G.L. c. 30A §§21(a) (3) to discuss matters below, to return to open session:

Regulatory litigation strategy for the following matters: DPU 18-116, CLC 2019-2021 Energy Efficiency Plan Filing; DPU 16-169, National Grid; DPU 18-128, 2019 Energy Efficiency Surcharge, Potential Votes

Board Member Update (Reserved for Updates on Member Activities the Chair Did Not Reasonably Anticipate Would be Discussed – No Voting)

**Cape Light Compact JPE  
Governing Board  
Open Session Meeting Minutes  
Wednesday, January 9, 2018**

The Cape Light Compact JPE Board of Directors met on Wednesday, January 9, 2018 in the Martha's Vineyard Conference Room at the Cape Light Compact JPE Offices at 261 Whites Path, Yarmouth, MA 02664 at 2:00 PM.

**Present Were:**

1. David Anthony, Secretary, Barnstable
2. Robert Schofield, Executive Committee, Bourne
3. Colin Odell, Brewster
4. Peter Cocolis, Executive Committee, Chatham
5. Timothy Carroll, Chilmark – **By Phone**
6. Fred Fenlon, Eastham – **By Phone**
7. Paul Pimentel, Edgartown – **By Phone**
8. Ronald Zweig, Vice-Chair, Falmouth
9. Valerie Bell, Harwich
10. Richard Toole, Executive Committee, Oak Bluffs
11. Martin Culik, Orleans
12. Leanne Drake, Sandwich
13. Richard Elkin, Wellfleet
14. David Mead-Fox, Wellfleet Alternate
15. Sue Hruby, West Tisbury
16. Joyce Flynn, Chair, Yarmouth

**Absent Were:**

1. Michael Hebert, Aquinnah
2. Timothy Carroll, Chilmark
3. Brad Crowell, Dennis
4. Robert Hannemann, Dukes County
5. Wayne Taylor, Mashpee
6. Kirk Metell, Tisbury
7. Jarrod Cabral, Truro

**Members/Alternates:**

Physically present: 13

Present by phone: 3

**Legal Counsel:**

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

**Staff Present:**

Austin Brandt, Senior Power Supply Planner

Phil Moffit, Planning and Evaluation Manager

Dan Schell, Marketing and Communications Coordinator

**Paul Pimentel left meeting at 2:33pm.**

**Return to Open Session**

*At 3:14 PM, Joyce Flynn asked for a motion to end executive session, moved by Robert Schofield, seconded by Colin Odell.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes
Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	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)*

**PUBLIC COMMENT:**

There were no members of the public present.

**APPROVAL OF MINUTES:**

The Board considered the December 5, 2018 Meeting Minutes. The only correction made was to remove Valerie Bell from the absent list.

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

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes
Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Leanne	Drake	Sandwich	Yes

Martin	Culik	Orleans	Yes
Leanne	Drake	Sandwich	Yes
Richard	Elkin	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

*Election of Joyce Flynn by a vote of 14 – 0*

*Maggie Downey asked if there were any nominations for Secretary. Martin Culik nominated David Anthony. Seconded by Colin Odell.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes
Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Leanne	Drake	Sandwich	Yes
Richard	Elkin	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

*Election of David Anthony by a vote of 14-0.*

*Maggie Downey asked if there were any nominations for the position of Treasurer. Martin Culik nominated Glivinski and Associates, Inc. Seconded by David Anthony.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes
Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	Yes
Leanne	Drake	Sandwich	Yes
Richard	Elkin	Wellfleet	Yes
Sue	Hruby	West Tisbury	Yes
Joyce	Flynn	Yarmouth	Yes

Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	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)*

*Martin Culik moved the Board to vote that the Executive Committee include the Chair, Vice Chair and Secretary. Seconded by David Anthony.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes
Ronald	Zweig	Falmouth	Yes
Valerie	Bell	Harwich	Yes
Richard	Toole	Oak Bluffs	Yes
Martin	Culik	Orleans	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)*

Maggie Downey asked that if there were any nominations for the general seats on the Executive Committee members beyond the Chair, Vice Chair, and Secretary nominations.

*Martin Culik nominated Peter Cocolis. Seconded by David Anthony.*

*Valerie Bell nominated Martin Culik. Seconded by Robert Schofield.*

*Peter Cocolis nominated Bob Schofield. Seconded by David Anthony*

*Peter Cocolis nominated Richard Toole. Seconded by Valerie Bell.*

David	Anthony	Barnstable	Yes
Robert	Schofield	Bourne	Yes
Colin	Odell	Brewster	Yes
Peter	Cocolis	Chatham	Yes
Timothy	Carroll	Chilmark	Yes
Fred	Fenlon	Eastham	Yes

- c. Office of the Attorney General: 940 CMR: Open Meetings
- d. Office of the Inspector General: How to be an Effective Board Member of a Public Board or Commission

Maggie Downey stated that since the Board went through the Open Meeting Law training last year, we are not required to do this again until next year, 2020. However, Board member must sign the Certificate of Receipt of Open Meeting Law Materials and turn them into her.

Maggie Downey reminded the Board that pursuant to the Joint Powers Agreement, Board Members are required to attend at least 50% of the meetings unless the Board member requests an exemption due to special circumstances from this requirement.

**ADJOURNMENT:**

*Motion to adjourn made at 4:18 PM moved by Robert Schofield, seconded by Martin Culik.*

Respectfully submitted,

Melissa Allard

**LIST OF DOCUMENTS AND EXHIBITS:**

- Meeting Notice/Agenda
- December 5, 2018 Draft Meeting Minutes
- 2019 Contract Tracking Sheet
- 2018 Operating Budget
- Power Supply Reserve Fund and Operating Fund Balance Report dated 1/9/19
- Summary of Conflict of Interest Law for Municipal; Employees
- Office of the Attorney General: Open Meeting Law Guide and Educational Materials
- Office of the Attorney General: 940 CMR: Open Meetings
- Office of the Inspector General: How to be an Effective Board Member of a Public Board or Commission

Cape Light Compact JPE						
2018 Operating Fund 001						
Budget Report						
As of December 31, 2018 updated for activity through February 13, 2019						
	As of 1/09/19	Current	As of 2/13/19	As of 2/13/19		
	<u>Budget Amount</u>	<u>Budget Adjustment</u>	<u>Budget Amount</u>	<u>Actual Amount</u>	<u>Remain Amount</u>	<u>Remain %</u>
<b>EXPENSES</b>						
OPERATING FUND CY18-ADVERTISING (POWER SUPPLY)	63,508.45	11,913.56	75,422.01	75,422.01	0.00	0.00%
OPERATING FUND CY18-AUDIT FEES	11,250.00	(4,562.50)	6,687.50	6,687.50	0.00	0.00%
OPERATING FUND CY18-BANK FEES	0.00	0.00	0.00	0.00	0.00	0.00%
OPERATING FUND CY18-BUILDING RENOVATNS/FURNITL	2,927.71	0.00	2,927.71	2,927.71	0.00	0.00%
OPERATING FUND CY18-COMPUTER EQUIPMENT	24.30	0.00	24.30	24.30	0.00	0.00%
OPERATING FUND CY18-CONTRACTUAL	98,502.00	1,116.54	99,618.54	99,618.54	0.00	0.00%
OPERATING FUND CY18-CUSTODIAL SERVICES	4,438.00	(345.12)	4,092.88	4,092.88	0.00	0.00%
OPERATING FUND CY18-FINANCIAL SOFTWARE SYSTEM	2,800.00	0.00	2,800.00	2,800.00	0.00	0.00%
OPERATING FUND CY18-FOOD SUPPLIES	5,719.00	(5.24)	5,713.76	5,713.76	0.00	0.00%
OPERATING FUND CY18-GROUP INSURANCE	19,790.00	753.32	20,543.32	20,543.32	0.00	0.00%
OPERATING FUND CY18-IN STATE TRAVEL	10,999.99	(1,718.79)	9,281.20	9,281.20	0.00	0.00%
OPERATING FUND CY18-INSURANCE	13,294.50	0.00	13,294.50	13,294.50	0.00	0.00%
OPERATING FUND CY18-INTERNET	3,345.71	303.93	3,649.64	3,649.64	0.00	0.00%
OPERATING FUND CY18-IT SERVICES	5,000.00	(2,503.70)	2,496.30	2,496.30	0.00	0.00%
OPERATING FUND CY18-LEGAL SERVICES	288,813.36	5,613.11	294,426.47	294,426.47	0.00	0.00%
OPERATING FUND CY18-MEDICARE	2,060.00	(244.96)	1,815.04	1,815.04	0.00	0.00%
OPERATING FUND CY18-MISC FRINGES	585.00	(103.43)	481.57	481.57	0.00	0.00%
OPERATING FUND CY18-MISC RENTALS	1,270.00	(70.14)	1,199.86	1,199.86	0.00	0.00%
OPERATING FUND CY18-OPEB LIABILITY	7,100.00	(4,635.83)	2,464.17	2,464.17	0.00	0.00%
OPERATING FUND CY18-OUT OF STATE TRAVEL	600.00	(83.68)	516.32	516.32	0.00	0.00%
OPERATING FUND CY18-OUTREACH/MARKETING SERV	23,000.00	(703.08)	22,296.92	22,296.92	0.00	0.00%
OPERATING FUND CY18-PAYROLL SERVICES	2,870.23	311.82	3,182.05	3,182.05	0.00	0.00%
OPERATING FUND CY18-POSTAGE	17,000.00	(444.54)	16,555.46	16,555.46	0.00	0.00%
OPERATING FUND CY18-PRINTING	12,500.00	21.50	12,521.50	12,521.50	0.00	0.00%
OPERATING FUND CY18-PROFESSIONAL DEVELOPMENT	579.00	(0.50)	578.50	578.50	0.00	0.00%
OPERATING FUND CY18-RENT	22,500.00	0.00	22,500.00	22,500.00	0.00	0.00%
OPERATING FUND CY18-RETIREMENT	35,447.00	(5,057.51)	30,389.49	30,389.49	0.00	0.00%
OPERATING FUND CY18-RETIREMENT LIABILITY	5,300.00	0.00	5,300.00	5,300.00	0.00	0.00%
OPERATING FUND CY18-SALARIES	119,559.10	2,035.57	121,594.67	121,594.67	0.00	0.00%
OPERATING FUND CY18-SALARY RESERVE	0.00	0.00	0.00	0.00	0.00	0.00%
OPERATING FUND CY18-SHIPPING/FREIGHT	100.00	(50.02)	49.98	49.98	0.00	0.00%
OPERATING FUND CY18-SOFTWARE LICENSES	3,750.00	(505.42)	3,244.58	3,244.58	0.00	0.00%
OPERATING FUND CY18-SPONSORSHIPS	35,000.00	(305.00)	34,695.00	34,695.00	0.00	0.00%
OPERATING FUND CY18-SUBSCRIPTIONS	12,391.65	0.00	12,391.65	12,391.65	0.00	0.00%
OPERATING FUND CY18-SUPPLIES	500.00	(352.52)	147.48	147.48	0.00	0.00%
OPERATING FUND CY18-TELEPHONES	4,540.00	(86.43)	4,453.57	4,453.57	0.00	0.00%
OPERATING FUND CY18-TREASURY SERVICES	11,300.00	(273.44)	11,026.56	11,026.56	0.00	0.00%
OPERATING FUND CY18-UNPAID BILLS	0.00	0.00	0.00	0.00	0.00	0.00%
OPERATING FUND CY18-UTILITIES	400.00	(17.50)	382.50	382.50	0.00	0.00%
<b>TOTAL EXPENSES</b>	<b>848,765.00</b>	<b>(0.00)</b>	<b>848,765.00</b>	<b>848,765.00</b>	<b>0.00</b>	<b>0.00%</b>

# CLC Local Green

Cape Light  
Compact

- New opt-in power supply product focused on supporting New England-based renewables through Class 1 REC purchases
  - Includes RECs from solar projects on Cape Cod
- Two tiers: 50% or 100% of annual usage met with Class 1 RECs
- All CLC power supply program protections still apply. Customers pay a premium over standard green aggregation offering.

Product	Premium
CLC Local Green 100%	2.7 cents/kWh
CLC Local Green 50%	1.3 cents/kWh



Town	First Name	Last Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Aquinnah	Michael	Hebert													
Barnstable	David	Anthony	X			X	X	X			X	X	X	X	Aquinnah: 0
Barnstable	Peter	Doyle		X			X	X	X		X	X	X	X	Barnstable: 10
Bourne	Robert	Schofield	X	X	X		X	X			X	X	X	X	Bourne: 10
Bourne	Thomas	Guerino													
Brewster	Collin	Odell	X	X	X	X	X	X	X		X	X	X	X	Brewster: 10
Brewster	Mark	Forest													
Chatham	Peter	Cocolis	X	X	X	X	X	X	X		X		X	X	Chatham: 10
Chatham	Jillian	Goldsmith													
Chilmark	Timothy	Carroll	X		X										Chilmark: 5
Dennis	Brad	Crowell	X	X	X		X	X	X				X	X	Dennis: 8
Dukes County (Chilmark Alternate)	Robert	Hannemann	X					X			X		X		Dukes County: 1
Dennis	Brad	Crowell	X	X	X		X	X	X		X		X	X	Dennis: 8
Eastham	Fred	Fenion	X	X	X	X	X	X	X		X	X	X	X	Eastham: 11
Edgartown	Paul	Pimentel	X	X	X	X	X	X	X		X	X	X	X	Edgartown: 10
Falmouth	Ron	Zweigh	X	X	X		X	X	X		X	X	X	X	Falmouth: 9
Falmouth	Julian	Suso													
Falmouth	Julian	Suso													
Harwich	Valerie	Bell	X	X	X	X	X	X	X		X		X	X	Harwich: 8
Mashpee	Wayne	Taylor						X			X	X	X	X	Mashpee: 6
Oak Bluffs	Richard	Toole	X	X	X	X	X	X	X		X	X	X	X	Oak Bluffs: 7
Orleans	Martin	Culik	X	X	X	X	X	X	X		X	X	X	X	Orleans: 10
Orleans	Chris	Galazzi													
Orleans	Chris	Galazzi													
Provincetown	Thomas	Donegan	X	X	X	X	X	X	X		X	X	X	X	Provincetown: 10
Provincetown	Eric	Larson													
Sandwich	Leanne	Drake		X	X	X	X	X	X		X	X	X	X	Sandwich: 10
Tisbury	Kirk	Metell													
Tisbury	Jay	Grande	X									X			Tisbury: 3
Truro	Jarrold	Cabral													
Truro	Mark	Farber													Truro: 0
Wellfleet	Richard	Elkin													
Wellfleet	David	Mead-Fox	X	X	X	X	X	X	X		X	X	X	X	Wellfleet: 10
Wellfleet	Christiane	Mason	X					X	X		X	X	X	X	Wellfleet: 10
West Tisbury	Sue	Hruby	X	X	X	X	X	X	X		X	X	X	X	West Tisbury: 10
West Tisbury	Jen	Rand													
Yarmouth	Joyce	Flynn	X	X	X	X	X	X	X		X	X	X	X	Yarmouth: 11
Yarmouth	Daniel	Knapik													

No Meeting

Town	First Name	Last Name	Status	Address	City	Zip Code	CLC /Town Email	Phone Number	Fax Number	Cell Phone
Aquinnah	Michael	Hebert	Director	PO Box 285	Chilmark	02535	mhebert@capelightcompact.org	508-693-1385	508-645-2240	
Barnstable	David	Anthony*	Director, Secretary	230 South St	Hyannis	02601	david.anthony@town.barnstable.ma.us	508-862-4652		
Barnstable	Peter	Doyle	Alternate				pdoyle@capelightcompact.org			
Bourne	Robert	Schofield	Director, Executive Committee	PO Box 281	Pocasset	02559	rschofield@capelightcompact.org	508-563-2012		508-274-4301
Bourne	Thomas	Guerino	Alternate	24 Perry Avenue	Bourne	02532	tguerino@townofbourne.com	508-759-0600		
Brewster	Colin	Odell	Director	21 Marion Lane	Brewster	02631	codell@capelightcompact.org			
Brewster	Mark	Forest	Alternate	2198 Main Stree	Brewster	02631	mforest@brewster-ma.gov	508-896-3701		
Chatham	Peter	Cocolis	Director, Executive Committee	44 Riverview Drive	Chatham	02633	pcocolis@capelightcompact.org	508 945-3437		703-216-568
Chatham	Jillian	Goldsmith	Alternate	549 Main Street	Chatham	02633	jgoldsmith@chatham-ma.gov	508-945-3550		
Chilmark	Timothy	Carroll	Director	PO Box 119	Chilmark	02535	tcarroll@chilmarkma.gov	508-645-2101		
Dennis	Brad	Crowell	Director	PO Box 243	Dennis	02985	bcrowell@capelightcompact.org	508-385-2985		
Dukes County	Robert	Hannemann	Director	47 High Mark	Chilmark	02535	rhanemann@capelightcompact.org			
Eastham	Fred	Fenlon	Director	PO Box 1321	North Eastham	02651	ffenlon@capelightcompact.org			781-929-151
Edgartown	James	Hagerty	Interim Director				jhagerty@edgartown-ma.us	508-240-3258		
Falmouth	Ron	Zweig*	Director, Vice-Chair				rzweig@capelightcompact.org	508-457-5980		
Falmouth	Julian	Suso	Alternate	PO Box 365	Woods Hole	02543	jsuso@falmouthmass.us	508-5487611		
Harwich	Valerie	Bell	Director	59 Town hall Square	Falmouth	02540	vbell@capelightcompact.org	508-430-2506		774-722-425
Mashpee	Wayne	Taylor	Director	814 Route 28	Harwichport	02646	wtaylor@mashpee.ma.gov	508-539-0954		
Oak Bluffs	Richard	Toole*	Director, Executive Committee	PO Box 256	Mashpee	02649	rtoole@capelightcompact.org	508-693-5332		
Orleans	Martin	Culik	Director	505 So. Orleans Rd	Oak Bluffs	02557	mculik@capelightcompact.org			
Orleans	Chris	Galazzi	Alternate	PO Box 922	So. Orleans	02662	cgalazzi@capelightcompact.org			309-533-901
Provincetown	Dave	Panagore	Interim Director		So. Orleans	02662	dpanagore@provincetown-ma.gov			
Sandwich	Leanne	Drake	Director	16 Jan Sebastian Drive	Sandwich	02653	ldrake@townofsandwich.net	508-833-8001		
Tisbury	Kirk	Metell	Director				kmetell@tisburyma.gov			
Tisbury	Jay	Grande	Alternate	Po Box 1239	Tisbury	02658	jgrande@tisburyma.gov	508-696-4200		
Truro	Jarrod	Cabral	Director	PO Box 2030	Truro	02666-2030	jcabral@truro-ma.gov			617-448-584
Truro	Mark	Farber	Alternate	99 Winchester St. Apt#5			mfarber@capelightcompact.org			
Wellfleet	Richard	Elkin	Director	PO Box 255	Bookline	02446	reikin@capelightcompact.org	508-349-2583		
Wellfleet	Davide	Mead-Fox	Alternate	PO Box 761	S. Wellfleet	02663	dmeadfox@capelightcompact.org	617-480-6835		
West Tisbury	Sue	Hruby	Director	PO Box 1629	Wellfleet	02667	shrubby@capelightcompact.org	508-693-6718		
West Tisbury	Jen	Rand	Alternate	P.O. Box 278	West Tisbury	02575	townadmin@westtisbury-ma.gov			
Yarmouth	Joyce	Flynn*	Director, Chair	465 Long Pond Drive	So. Yarmouth	02664	jflynn@capelightcompact.org			
Yarmouth	Daniel	Knapik	Alternate	1146 Rte.28	So. Yarmouth	02664	dknapik@yarmouth.ma.us	508-398-2231		