Cape Light Compact JPE
Executive Committee &
Governing Board Meeting

DATE: Wednesday, December 11, 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

Presentation by Eversource, Charlotte Ancel, on the Eversource Battery Storage Projects on Cape Cod and Martha’s Vineyard

Chairman’s Report, Thank You

Fiscal Report, Overview of Operating Budget, Peter Cocolis

Administrator’s Report:
1. Open Nominations for 2020 Seven Member Executive Committee
2. Discuss and Potential Vote on 2020 Operating Budget
3. Discuss and Potential Vote on 2.5% Cost of Living Adjustment (COLA) for Calendar Year 2019
4. Discussion and Potential Vote on adopting 2020 IRS mileage reimbursement of .58 cents per mile
5. Discussion and Potential Vote to authorize the Administrator and Secretary to review unreleased executive session minutes to determine whether they can be released, or whether they should continue to be withheld as publication may defeat the lawful purposes of the executive sessions

Power Supply Pricing Overview, Austin Brandt

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

Cape Light Compact Board
December 11, 2019
Agenda

- Project Need
- Project Overview and Benefits
- Project Technology
- Project Milestones and Timeline
- Community Outreach
- Contact Information
There are approximately 11,000 customers downstream of the Wellfleet substation from Wellfleet to Provincetown.

They are served by a single line with no redundancy that runs along Route 6.

Adding a redundant line to improve reliability would require construction through 13 miles of the Cape Cod National Seashore.
Improved Reliability for the Outer Cape customers by supplying power to the local distribution system.

During non-peak (i.e., non-summer) conditions, the battery could provide back up power for up to 10 hours.

If an outage were to occur at peak (i.e., summer months during highest electricity use times), the battery would provide back up power for 1.5 to 3 hours depending on the location of the outage.

This project also proposes to improve reliability in the area by installing system upgrades such as equipment that will create a “smart grid” to benefit the outer cape towns on a continuous basis, not just when the ESS is called upon to operate.
Outer Cape- Project Site

- Underground Distribution Line
- Energy Storage System Project Site
Currently, Martha’s Vineyard’s energy needs are served by four submarine cables that originate in Falmouth, MA.

- If there is an issue with one of the submarine cables, the island is supported by five diesel generators that act as a back-up to the electric system.

This important clean energy project will provide an additional energy source to the island.
Martha’s Vineyard Project Site

Martha’s Vineyard Energy Storage System Project Site
The Project will be constructed in two phases:
- Phase I – installation of a 4.9 megawatt lithium ion battery system.
- Phase II – installation of an additional 9.8 megawatt lithium ion battery system.

The Project will benefit Martha’s Vineyard by:
- improving electric reliability on the Island by adding a valuable new source of energy
- helping to reduce reliance on the existing diesel-fired generators in Oak Bluffs and West Tisbury
- reducing greenhouse gas emissions
- enhancing opportunities for additional deployment of solar and wind generation
Lithium ion batteries are the key component of the Energy Storage facility. When called upon to operate, the batteries will supply power to the local distribution system.

Large scale lithium ion battery projects are highly efficient, do not produce any emissions, and are considered as the battery of choice in a wide variety of installations worldwide.

Other key components of the facility include the power conversion system, heat exchangers (HVAC), pad-mounted transformers, and switchgear for connection to the Eversource distribution system.

State of the art safety systems to continuously monitor and protect the energy storage facility.
Considerations:

- Environment
- Safety
- Noise/Sound
- Traffic

Milestones and Timelines:

- **Provincetown** – Construction and completion by December 2020
- **Oak Bluffs** – Phase One Construction and completion by December 2020.
Eversource is committed to being a good neighbor while conducting this important Project. Outreach is conducted early and often to inform our customers and other stakeholders about work proposed to occur in their area and address any questions.

- **Stakeholders**
  - Municipal officials
  - State and federal elected officials and regulators
  - Property owners & residents
  - Businesses

- **Project Communication for Municipalities**
  - Briefings & Presentations
  - E-mail updates

- **Project Communication for the Public**
  - Door to door outreach, including door hangers
Contact Information

For further information on the Project, please reach out to:

Community Relations

Ronit Goldstein
Phone: (617) 966-8459
Email: ronit.goldstein@eversource.com
Cape Light Compact JPE
Governing Board
Open Session Meeting Minutes
Wednesday, October 9, 2019

The Cape Light Compact JPE Board of Directors met on Wednesday, October 9, 2019 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. Peter Doyle, Barnstable Alternate
3. Robert Schofield, Bourne
4. Colin Odell, Brewster
5. Peter Cocolis, Chatham
6. Eric Peckar, Dukes County – By Phone
7. Fred Fenlon, Eastham
8. Alan Strahler, Edgartown
9. Ronald Zweig, Chair, Falmouth
10. Wayne Taylor, Mashpee
11. Martin Culik, Executive Committee, Orleans
12. Nathaniel Mayo, Provincetown
13. Leanne Drake, Sandwich
14. Sue Hruby, West Tisbury – By Phone
15. Joyce Flynn, Yarmouth

Absent Were:
1. Michael Hebert, Aquinnah
2. Timothy Carroll, Chilmark
3. Brad Crowell, Dennis
4. Valerie Bell, Harwich
5. Richard Toole, Oak Bluffs
6. Kirk Metell, Tisbury
7. Jarrod Cabral, Truro
8. Richard Elkin, Wellfleet

Members/Alternates:
Physically present: 13
Present by phone: 2

Legal Counsel:
Audrey Eidelman, Esq., BCK Law, P.C.

Staff Present:
Austin Brandt, Senior Power Supply Planner
Dan Schell, Marketing and Communications Coordinator
Lindsay Henderson, Senior Analyst

Maggie Downey, Administrator
Megan Terrio, Comptroller
Phil Moffit, Planning and Evaluation Manager

**Presenter:**
Chris Rogers

**Public Present:**
None present.

Ronald Zweig called the meeting to order at 2:02 PM. Ronald Zweig recognized Sue Hruby of West Tisbury and Eric Peckar of Dukes County who were remotely participating because physical attendance at the meeting would be unreasonably difficult.

**Public Comment:**

There was no public comment.

**Presentation: Draft Cape Light Compact JPE 2018 Audited Financial Statements**

Chris Rogers from Clifton Larson Allen, LLP presented the draft of the 2018 audited financial statements. He stated that the OPEB number in the report will change as they are waiting to receive the Actuarial Valuation and Other Postemployment Benefits (OPEB) Report from Segal Consulting. Joyce Flynn asked what the Intergovernmental line was under the Operating Revenues. Chris Rogers said that it is any grants from the state and the Regional Greenhouse Gas Initiative revenues received. Chris Rogers explained the footnotes to the Board. Maggie Downey asked the Board what the next steps are, and if Chris Rogers needed to come back in to discuss OPEB. The Board is ok with him not coming back to present but would like to see the numbers and then consider how to proceed. Megan Terrio and Maggie Downey will bring recommendations/options to the Board regarding funding the OPEB and Retirement liabilities.

**Approval of Minutes:**

The Board considered the March 13, 2019 Open Session Meeting Minutes.

*Joyce Flynn moved the Board to accept the minutes as amended and to release them as amended, seconded by Robert Schofield.*

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>David</td>
<td>Anthony</td>
<td>Barnstable</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert Schofield</td>
<td>Odell</td>
<td>Bourne</td>
<td>Yes</td>
</tr>
<tr>
<td>Peter Cocolis</td>
<td>Chatham</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Erik Peckar</td>
<td>Dukes County</td>
<td>Abstained</td>
<td></td>
</tr>
<tr>
<td>Fred Fenlon</td>
<td>Eastham</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Alan Strahler</td>
<td>Edgartown</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Ronald Zweig</td>
<td>Falmouth</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
Wayne | Taylor | Mashpee | Abstained  
Martin | Culik | Orleans | Yes  
Nate | Mayo | Provincetown | Yes  
Leanne | Drake | Sandwich | Yes  
Sue | Hruby | West Tisbury | Yes  
Joyce | Flynn | Yarmouth | Yes

Motion carried in the affirmative (12-0-2).

The Board considered the May 8, 2019 Open Session Meeting Minutes.

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

David | Anthony | Barnstable | Yes  
Robert | Schofield | Bourne | Yes  
Colin | Odell | Brewster | Yes  
Peter | Cocolis | Chatham | Yes  
Erik | Peckar | Dukes County | Abstained  
Fred | Fenlon | Eastham | Yes  
Alan | Strahler | Edgartown | Yes  
Ronald | Zweig | Falmouth | Yes  
Wayne | Taylor | Mashpee | Abstained  
Martin | Culik | Orleans | Yes  
Nate | Mayo | Provincetown | Yes  
Leanne | Drake | Sandwich | Yes  
Sue | Hruby | West Tisbury | Yes  
Joyce | Flynn | Yarmouth | Yes

Motion carried in the affirmative (12-0-2).

The Board considered the September 11, 2019 Open Session Meeting Minutes.

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

David | Anthony | Barnstable | Yes  
Robert | Schofield | Bourne | Yes  
Colin | Odell | Brewster | Yes  
Peter | Cocolis | Chatham | Yes  
Erik | Peckar | Dukes County | Yes  
Fred | Fenlon | Eastham | Yes  
Alan | Strahler | Edgartown | Yes  
Ronald | Zweig | Falmouth | Yes
Wayne          Taylor          Mashpee         Abstained
Martin         Culik          Orleans         Yes
Nate           Mayo           Provincetown   Abstained
Leanne         Drake          Sandwich        Yes
Sue            Hruby          West Tisbury    Yes
Joyce          Flynn          Yarmouth        Yes

Motion carried in the affirmative (12-0-2).

CHAIRMAN’S REPORT:

Ron Zweig introduced new Dukes County Board Member Erik Peckar, who replaced Robert Hanneman. Erik Peckar is pleased to be part of the group. He has worked with Vineyard Power Cooperative since 2010 and has been on the Vineyard since 2006.

Ron Zweig stated that at the last meeting the Board voted to move accounts to Cape Cod 5 and asked for an update. Megan Terrio stated that they have started moving funds over and hope to be completed by the end of October. Once all checks have cleared from Rockland Trust they will be able to close those accounts.

FINANCIAL REPORTS, PETER COCOLIS:

Peter Cocolis presented the Energy Efficiency Financial Report to the Board through September Actuals and that we have spent about 55% so far. Colin Odell asked to have the program percentage broken out by Incentives and Non-Incentives which aren’t project related.

Peter Cocolis presented the Operating Fund Financial Report and that the Compact has spent approx. 56% through September.

ADMINISTRATORS REPORT:

1. Cape and Vineyard Electrification Offering Schedule
   • Maggie Downey updated the Board that staff continues to refine the budget and savings numbers and are schedule to present to the EEAC Executive Committee on November 6th, then present to the Board on November 13, and then present to the full EEAC on November 20, with a likely EEAC vote in December. Hopefully the Compact will be able to file with the DPU by the end of the year.

2. Announce Release of Executive Session Minutes
   • Maggie Downey announced that the Executive Session minutes that were approved at the last meeting have been released.

3. 2017 CLCJPE Annual Report
   • Maggie Downey announced that the 2017 Annual Report has been completed and will be mailed to the Towns and legislative bodies. 2018 will be completed as soon as the audited financial statements are completed.

4. Upcoming Meeting Topics
• Maggie Downey stated that the November Board Meeting will include the CVEO Discussion and Vote, and review of the draft 2020 Operating Fund Budget. In December, Eversource will be presenting on the battery storage project in Provincetown, there will be a vote on the Operating Fund Budget for 2020, and Executive Session nominations will open to be voted on in January.

5. Other
• Maggie Downey announced that there was another issue with the OPower reports. The Compact had told the vendor to stop sending the reports in September due to issues with the formula, and another round of mailings was sent despite this direction to the vendor. The second mailing failed to address the problems (comparing year-round homes to seasonal homes) identified in the initial mailing.

ENERGY EFFICIENCY PROGRAM:

1. Presentation on the Proposed 2020 Energy Efficiency Surcharge Filing (EES), Phil Moffitt
• Phil Moffitt explained the process of filing the Energy Efficiency Surcharge. The EES represents approximately 70% of the Energy Efficiency Revenue. The difference between the 2019-2021 filing and the 2020 EES is primarily due to the change in CVEO. Martin Culik asked if the Board needed to approve and Maggie Downey said no because the budget is consistent with what the Board approved last year as part of the 2019-2021 Energy Efficiency Plan.

2. Update on Main Streets Events, Lindsay Henderson
• Lindsay Henderson stated that the two Main Streets events held on Wednesday October 2 in the Towns of Chatham and Oak Bluffs were a success overall. Business owners were excited for the opportunity to save energy. Support from the Towns, Chambers and Business Associations was crucial to the success of this effort. She stated that the Compact will be looking to do more events like this in the coming years. Lindsay Henderson reminded the Board that the enhanced incentives for small businesses were ongoing for all Cape and Vineyard small businesses as long as they sign up for an energy assessment within the month of October.

BOARD UPDATES:

Martin Culik asked if we could hold a future meeting at the new Cape Cod 5 Headquarters and see their systems that they have. Maggie Downey said that maybe we could make it a press event and present them with a check for the incentive.

Joyce Flynn stated that Yarmouth is going for the Solarize Program. Joyce Flynn announced that the musical Crude! (about climate change) starts tomorrow at the Harwich Junior Theater.

Ron Zweig stated that tomorrow is the Cape Cod Climate Change Collaborative roundtable and that Maggie Downey is speaking.

Sue Hruby and Erik Peckar left the meeting at 3:41 PM.

ADJOURNMENT:

Motion to adjourn made at 3:43 PM moved by Robert Schofield, seconded by Martin Culik.

Respectfully submitted,

Cape Light Compact Executive Committee & Governing Board
October 9, 2019 Meeting Minutes
Lindsay Henderson

LIST OF DOCUMENTS AND EXHIBITS:

- Meeting Notice/Agenda
- March 13, 2019 Draft Open Session Meeting Minutes
- May 8, 2019 Draft Open Session Meeting Minutes
- September 11, 2019 Draft Open Session Meeting Minutes
- 2019 Energy Efficiency Budget
- 2019 Operating Fund Budget
- 2020 Energy Efficiency Surcharge PowerPoint
- Main Streets PowerPoint
- 2018 Audit Exit Conference PowerPoint
- 2018 Draft Audited Financial Statements
- 2017 Cape Light Compact JPE Annual Report
Draft Minutes subject to correction, addition and Committee/Board Approval

Cape Light Compact JPE
Executive Committee
Meeting Minutes
Wednesday, November 13, 2019

The Cape Light Compact JPE Board of Directors met on Wednesday, November 13, 2019 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. Peter Doyle, Barnstable Alternate
3. Robert Schofield, Bourne
4. Erik Peckar, Dukes County – By Phone
5. Fred Fenlon, Eastham
6. Ronald Zweig, Chair, Falmouth
7. Martin Culik, Executive Committee, Orleans
8. Nathaniel Mayo, Provincetown – By Phone
9. Richard Elkin, Wellfleet
10. Sue Hruby, West Tisbury
11. Joyce Flynn, Yarmouth
12. Brad Crowell, Dennis

Absent Were:
1. Michael Hebert, Aquinnah
2. Colin Odell, Brewster
3. Peter Cocolis, Chatham
4. Timothy Carroll, Chilmark
5. Alan Strahler, Edgartown
6. Valerie Bell, Harwich
7. Wayne Taylor, Mashpee
8. Richard Toole, Oak Bluffs
9. Leanne Drake, Sandwich
10. Kirk Mettell, Tisbury
11. Jarrod Cabral, Truro

Members/Alternates:
Physically present: 9
Present by phone: 2

Legal Counsel:
Jeffrey Bernstein, Esq., BCK Law, P.C.

Staff Present:
Austin Brandt, Senior Power Supply Planner
Dan Schell, Marketing and Communications Coordinator
Maggie Downey, Administrator
Margaret Song, C&I Program Manager  
Megan Terrio, Comptroller  
Melissa Allard, Senior Administrative Coordinator  
Phil Moffit, Planning and Evaluation Manager  

Public Present:  
No members of the public were present.  

Noting that there was not a quorum of the full Board, Ronald Zweig called the meeting of the Executive Committee to order at 2:05 PM. Ronald Zweig recognized Nathaniel Mayo of Provincetown and Erik Peckar of Dukes County who were remotely participating because physical attendance at the meeting would be unreasonably difficult.  

Public Comment:  
There was no public comment.  

Update from Comptroller on Switching Banks:  
Megan Terrio stated that 75% of the Compact’s funds that were deposited with Rockland Trust have been moved to Cape Cod Five. The balance in the Rockland Trust accounts is there to cover the next couple of accounts payable warrants until the new check stock comes in from Cape Cod Five, and outstanding checks issued from the Rockland Trust clear the account. Once these two issues are resolved, the Compact will transfer the remaining balance of the funds from Rockland Trust to Cape Cod Five. Megan Terrio stated that the new checks should be ready in December.  

Maggie Downey stated that the Compact will be implementing paying vendors electronically. Also, reimbursements to staff and board will be done through direct deposit.  

Approval of Minutes:  
The Board considered the October 9, 2019 Open Session Meeting Minutes. Because there was not a quorum of the Governing Board in attendance, review of the minutes was tabled.  

David Anthony stated that he had no further edits. Erik Peckar stated that his name was spelt incorrectly. Erik is spelt with a “k” not a “c.”  

Chairman’s Report:  

1. Update on Mayflower Wind Selected for Offshore Wind and Compact Collaboration  
Ron Zweig stated that Mayflower Wind was selected by the state to develop Massachusetts’s next offshore wind project. They will be collaborating with the Compact by providing $5 million to help fund the Cape & Vineyard Electrification Offering (“CVEO”) program for low-income customers. Ron Zweig asked when this would start. Maggie Downey stated that right now there is a memorandum of agreement between the two entities with a commitment to continue to work out the details. The Compact and Mayflower Wind still have to finalize an agreement. The $5 million would fund the CVEO program for over 10 years.
2. 2018 Audited Financial Statements

Ron Zweig stated that the 2018 Audited Financial Statements have been finalized. Maggie Downey stated that she will send the 2018 Audited Financial Statements booklet to Board Members who are not present.

3. Report Out on Cape Cod Climate Change Collaborative Net Zero Cape & Islands Roundtable

Ron Zweig stated that he attended the Net Zero Cape and Islands Roundtable event. Maggie Downey gave a presentation on the CVEO program at the event. He stated that it was a powerful agenda and well delivered.

Sue Hruby asked if there were any specific outcomes from the event. Maggie Downey answered that there was an energy action plan and that she will email it to the Board. Joyce Flynn stated that the Compact is mentioned eight times throughout the energy action plan.

Financial Reports:

Maggie Downey stated that the Compact has used around 62% of the Operating Budget. Also, the Compact has received the October Mil Adder and the power supply reserve fund balance through October 31, 2019 is $793,063.13. Jeffrey Bernstein stated that the Compact could add a header on the report listing the exact date and time the report was run.

Maggie Downey asked the Board if it preferred the Energy Efficiency Budget printed on one large piece of paper or split onto two pages of regular size paper. The sense of the Board is that it would like it printed on the larger paper. Maggie Downey stated that through the end of October the Compact has spent almost 66% of the Energy Efficiency Budget. There are some C&I projects that are outstanding. The Compact believes it will spend most of the budget. Richard Elkin asked what the Compact estimated it would spend of the Energy Efficiency Budget. Maggie Downey answered that the Compact estimated it would spend 100%.

Administrators Report:

1. Review and Discuss 2020 Proposed Operating Budget

Maggie Downey stated that on the left side of the operating budget update document is what was approved for the 2019 Operating Budget and what has been spent as of now. On the right is what is being requested for 2020. Any expenses that require an allocation that the Board adopted at the May meeting are noted on the very right of the page. For staff salary allocations she used percentage year to date from time sheets. She stated that when she presents it next month for a vote it will only show the proposed Operating Budget for 2020. She stated that she doesn’t think the Compact will spend all of this year’s Operating Budget.

Richard Elkin asked how much the Compact has in the reserve fund. Maggie Downey answered $85,000. Fred Fenlon asked why the legal budget for next year was so high after seeing what has been spent this year. Jeffrey Bernstein stated that it’s not prepared in anticipation of any judicial lawsuit, but aggregation and regulatory proceedings are expected to be at a higher level after a very quiet year. Maggie Downey stated that the Farmington PV project was coming online, which will require legal assistance and the Compact will be preparing a Request for Proposals (RFP) for electricity on behalf of participating municipal entities. Richard Elkin asked when the RFP was to be completed. Maggie Downey answered in the fall.
Richard Elkin asked what the total estimated retirement liability is for Compact employees. Maggie Downey noted that the retirement liability is approximately $3 million. The costs for retirement liability are allocated based on payroll allocation and how staff spend their time between energy efficiency and the operating programs. The Operating Budget share for 2020 is $128,000. Richard Elkin asked if the Compact has fully funded this liability, and Maggie Downey stated that it has not fully funded this liability. Maggie noted that an analysis prepared by the Barnstable County Retirement Association ("BCRA") has shown that employees and employer contributions will likely fully fund their pensions and overall cost less than if they were enrolled in social security. Unlike pension liabilities, OPEB goes with employees from job to job. Richard Elkin asked if the Compact were to interview a possible new employee could they deny him or her a position if he or she had prior public service and came with OPEB liabilities. Jeffrey Bernstein stated that, that would likely be unlawful discrimination and there would be a claim. Martin Culik mentioned the decrease in the advertising budget. Dan Schell stated that the $20,000 was moved from advertising to the Outreach/Marketing Contractor budget. Richard Elkin asked if remote participation could ever count towards a quorum. Jeff Bernstein stated that it can’t in Massachusetts under current Open Meeting Law requirements, but the Compact could seek legislatively to implement that, at least for a JPE with a large board.

2. Discuss and potential vote on Cape Cod Municipal Health Group ("CCMHG") 268A Disclosure

Maggie Downey stated that all 52 public members (Towns and special purpose districts) who have a representative to CCMHG, and who subscribe to a CCMHG health insurance plan, are being advised to disclose their financial interest to their Board. All representatives participate in deliberations and votes that affect the benefits and costs of health insurance.

Martin Culik moved the Cape Light Compact JPE ("Compact") Executive Committee vote to acknowledge the financial interest of the Compact Administrator due to her participation in the health insurance plan offered by CCMHG. We have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the Compact may expect from the Administrator, and we authorize the Compact Chair to execute the attached disclosure form as required by M.G.L. c. 268A, Section 19.

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.

Roll Call Vote

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>David</td>
<td>Anthony</td>
<td>Barnstable</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert</td>
<td>Schofield</td>
<td>Bourne</td>
<td>Yes</td>
</tr>
<tr>
<td>Ronald</td>
<td>Zweig</td>
<td>Falmouth</td>
<td>Yes</td>
</tr>
<tr>
<td>Martin</td>
<td>Culik</td>
<td>Orleans</td>
<td>Yes</td>
</tr>
<tr>
<td>Joyce</td>
<td>Flynn</td>
<td>Yarmouth</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Motion carried in the affirmative (5 – 0 – 0)

3. Discuss and potential vote on proposed amendments to Cape Cod Municipal Health Group Agreement for Joint Negotiation & Purchase of Health Care Coverage
Maggie Downey stated that this vote would give her the authorization to vote on the attached proposed amendments to the CCMHG Agreement. This will be voted on in January. Richard Elkin asked if this allows member towns and districts to withdraw. Maggie Downey stated yes, and that Sandwich withdrew last year.

Martin Culik moved the Cape Light Compact JPE ("Compact") Executive Committee vote to approve to authorize the Compact Administrator to vote on the attached proposed amendments to CCMHG Agreement for Joint Negotiations & Purchase of Health Coverage.

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.

Roll Call Vote

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>David</td>
<td>Anthony</td>
<td>Barnstable</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert</td>
<td>Schofield</td>
<td>Bourne</td>
<td>Yes</td>
</tr>
<tr>
<td>Ronald</td>
<td>Zweig</td>
<td>Falmouth</td>
<td>Yes</td>
</tr>
<tr>
<td>Martin</td>
<td>Culik</td>
<td>Orleans</td>
<td>Yes</td>
</tr>
<tr>
<td>Joyce</td>
<td>Flynn</td>
<td>Yarmouth</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Motion carried in the affirmative (5 – 0 – 0)


Maggie Downey stated that comments are being accepted through December 3rd. It has been posted on the Compact’s website and there is a copy in the office for the public to come in and review. The Compact has not yet received a hearing officer schedule. Maggie Downey stated that an Order on the Compact’s last term report has not been issued by the Department of Public Utilities ("DPU").

Maggie Downey stated that the Compact has received its first set of Information Requests ("IRs") on the 2016-2018 Term Report and the Compact has been working on replying to the IRs. Phil Moffit stated that all Program Administrators ("PAs") have received the same IRs the Compact has received so far.

5. Update on Recent CLC Events

Maggie Downey stated that many customers have been stopping at the Compact’s booth and picking up energy efficiency program information at the events attended by Compact staff.

Maggie Downey stated that she and Joyce Flynn attended a "talkback" after seeing Crude, The Climate Change Musical at the Cape Cod Theatre Company. Also, Maggie and Briana are to meet with Representative Dylan Fernandez on Thursday 11/14. Maggie is leaving for Washington D.C. after Thanksgiving to attend a National Energy Education Development ("NEED") Board meeting.

6. Upcoming Meeting Topics

Maggie Downey stated that Megan Terrio will present year end budget for both the Operating and Energy Efficiency Budget in March when she has closed the accounts for 2019.
7. CVEC Update

Maggie Downey stated that Cape & Vineyard Electric Cooperative ("CVEC") is on round five of bids for solar. To date it has installed 49 megawatts of solar and savings are around $9.1 million. It is on target to surpass its goals.

ENERGY EFFICIENCY PROGRAM:

1. Update on Cape & Vineyard Electrification Offering, Austin Brandt

Austin Brandt reviewed the Update on Cape & Vineyard Electrification Offering PowerPoint. He stated that there will be a total of 250 non-gas participants who are either low-income or moderate income. Oil, propane, electric systems will be converted to cold climate heat pumps, PV systems will be installed, and battery storage will be installed at the participant properties.

Richard Elkin asked what the average cost of the system is. Austin Brandt stated that the average cost is approximately $10,000 per system. The Compact’s next step is to talk to Department of Energy Resources ("DOER") and stakeholders on how to package the incentives. Richard Elkin asked why not offer this to the general public and see if they pay will pay the $10,000. Austin Brandt stated that the price is different based on the income of the customer. Richard Elkin asked how ratepayers are involved in the budget. Austin Brandt stated that the Third-Party Ownership ("TPO") of PV systems and batteries has reduced the energy efficiency funds needed from ratepayers.

Brad Crowell asked if the Compact was looking into making a product for the general public in the future. Austin Brandt answered yes. The Compact is looking to see where other PAs are going with solar. Then the Compact will figure out where it wants to fit in, whether it wants to do something similar or go beyond. Richard Elkin stated that he thinks there would be a lot of acceptance for the product that the customers can finance on their own, because it has been vetted by the Compact. He also stated that it is part of the Compact’s mission to expedite programs like these. Brad Crowell asked if there was a new construction piece for incentives towards renewable power. Maggie Downey stated that it was pulled out of the Compact’s 3-year plan because there was an issue with using funds for solar and not storage.

Fred Fenlon asked if the $7.4 million for the total budget was going to change. Austin Brandt stated that it may change, but not by much. Richard Elkin asked if rental properties could participate. Austin Brandt stated that the current renters must be low-income and live in a single-family home. Ron Zweig asked why the program was not being offered to gas customers. Austin Brandt answered that it is not cost effective. Ron Zweig asked why low-income customers receive 100% solar incentive and moderate-income customers have an up to $5,000 solar incentive. Austin Brandt stated that it is because they have more ability to afford paying a portion of the total cost. Ron Zweig asked how the amount a moderate customer will receive for the solar incentive is calculated. Austin Brandt stated that it functions the same way as the insulation cap for our energy audits. Ron Zweig asked what happens if after it is all installed the customer puts the house on the market. Austin Brandt stated that’s why it has to be deed restricted property; it limits who the house can be sold to.

Nate Mayo asked, if the Compact names the back-end price in advance and the IRS potentially views it as unreasonable, could it put the ITC at risk? Jeffrey Bernstein stated that there is an "economic reality" test that has been used for many years. There are aspects of this program that set it apart. Austin Brandt stated that it’s something the Compact will look into. He does not recall hearing anything about this in the Request for Information ("RFI").
**ADJOURNMENT:**

*Motion to adjourn made at 3:54 PM moved by David Anthony, seconded by Robert Schofield.*

Respectfully submitted,

Melissa Allard

**LIST OF DOCUMENTS AND EXHIBITS:**

- Meeting Notice/Agenda
- October 9, 2019 Draft Open Session Meeting Minutes
- 2019 Operating Budget
- 2019 Energy Efficiency Budget
- Proposed 2020 Operating Budget
- Legal Services Budget – 2020 Operating Account
- Agenda Action Request: Vote to Acknowledge the Disclosure of Financial Interest for Compact Administrator Participating in Cape Cod Municipal Health Group Deliberation and Votes
- Agenda Action Request: Vote to Authorize Compact Administrator to Vote on Proposed Amendments to Cape Cod Municipal Health Group Agreement for Joint Negotiation & Purchase of Health Coverage
- Cape & Vineyard Electrification Offering - Update PowerPoint
<table>
<thead>
<tr>
<th>ORG</th>
<th>OBJECT</th>
<th>ACCOUNT DESCRIPTION</th>
<th>ORIGINAL BUDGET</th>
<th>YTD EXPENDED</th>
<th>AVAILABLE BUDGET</th>
<th>% USED</th>
</tr>
</thead>
<tbody>
<tr>
<td>01001</td>
<td>5110</td>
<td>OP-SALARIES</td>
<td>80,176</td>
<td>59,058.80</td>
<td>21,117</td>
<td>73.70</td>
</tr>
<tr>
<td>01001</td>
<td>5119</td>
<td>OP-SALARY RESERVE</td>
<td>5,000</td>
<td>0.00</td>
<td>5,000</td>
<td>0.00</td>
</tr>
<tr>
<td>01001</td>
<td>5171</td>
<td>OP-RETIREMENT</td>
<td>20,044</td>
<td>8,013.50</td>
<td>12,031</td>
<td>40.00</td>
</tr>
<tr>
<td>01001</td>
<td>5173</td>
<td>OP-GROUP INSURANCE</td>
<td>12,035</td>
<td>12,811.30</td>
<td>-776</td>
<td>106.50</td>
</tr>
<tr>
<td>01001</td>
<td>5174</td>
<td>OP-MEDICARE/OFFICE TAXES</td>
<td>2,060</td>
<td>765.14</td>
<td>1,295</td>
<td>37.10</td>
</tr>
<tr>
<td>01001</td>
<td>5175</td>
<td>STATE UNEMPLOYMENT INSURANCE</td>
<td>0</td>
<td>241.92</td>
<td>758</td>
<td>24.20</td>
</tr>
<tr>
<td>01001</td>
<td>5179</td>
<td>OP-MISC FRINGES</td>
<td>7,090</td>
<td>205.00</td>
<td>5,885</td>
<td>3.40</td>
</tr>
<tr>
<td>01001</td>
<td>5180</td>
<td>OP-RETIREMENT LIABILITY</td>
<td>5,300</td>
<td>0.00</td>
<td>5,300</td>
<td>0.00</td>
</tr>
<tr>
<td>01001</td>
<td>5181</td>
<td>OP-OPED LIABILITY</td>
<td>7,100</td>
<td>0.00</td>
<td>7,100</td>
<td>0.00</td>
</tr>
<tr>
<td>01001</td>
<td>5210</td>
<td>OP-UTILITIES</td>
<td>500</td>
<td>243.44</td>
<td>256.56</td>
<td>25.30</td>
</tr>
<tr>
<td>01001</td>
<td>5270</td>
<td>OP-MISC RENTALS</td>
<td>3,500</td>
<td>0.00</td>
<td>3,500</td>
<td>0.00</td>
</tr>
<tr>
<td>01001</td>
<td>5272</td>
<td>OP-RENT</td>
<td>22,500</td>
<td>19,050.00</td>
<td>3,450</td>
<td>84.70</td>
</tr>
<tr>
<td>01001</td>
<td>5290</td>
<td>OP-CUSTODIAL SERVICES</td>
<td>3,938</td>
<td>3,279.92</td>
<td>658</td>
<td>85.40</td>
</tr>
<tr>
<td>01001</td>
<td>5301</td>
<td>OP-ADVERTISING</td>
<td>170,000</td>
<td>105,735.75</td>
<td>64,264</td>
<td>72.90</td>
</tr>
<tr>
<td>01001</td>
<td>5309</td>
<td>OP-IT SERVICES</td>
<td>5,000</td>
<td>601.32</td>
<td>4,398</td>
<td>12.00</td>
</tr>
<tr>
<td>01001</td>
<td>5313</td>
<td>OP-STAFF PROFESSIONAL DEVELOP</td>
<td>5,000</td>
<td>706.65</td>
<td>4,293</td>
<td>14.10</td>
</tr>
<tr>
<td>01001</td>
<td>5314</td>
<td>OP-PAYROLL SERVICES</td>
<td>500</td>
<td>1,427.00</td>
<td>73</td>
<td>95.10</td>
</tr>
<tr>
<td>01001</td>
<td>5315</td>
<td>OP-LEGAL SERVICES</td>
<td>230,800</td>
<td>97,264.46</td>
<td>133,536</td>
<td>43.10</td>
</tr>
<tr>
<td>01001</td>
<td>5316</td>
<td>OP-AUDIT FEES</td>
<td>11,750</td>
<td>5,195.00</td>
<td>6,555</td>
<td>46.20</td>
</tr>
<tr>
<td>01001</td>
<td>5318</td>
<td>OP-TREASURY SERVICES</td>
<td>5,000</td>
<td>5,298.71</td>
<td>201</td>
<td>96.30</td>
</tr>
<tr>
<td>01001</td>
<td>5319</td>
<td>OP-CONTRACTUAL</td>
<td>20,000</td>
<td>16,718.74</td>
<td>3,281</td>
<td>83.60</td>
</tr>
<tr>
<td>01001</td>
<td>5320</td>
<td>OP-OUTREACH/MARKETING CONTRACT</td>
<td>75,000</td>
<td>103,286.19</td>
<td>-28,286</td>
<td>103.30</td>
</tr>
<tr>
<td>01001</td>
<td>5341</td>
<td>OP-POSTAGE</td>
<td>26,500</td>
<td>8,015.51</td>
<td>18,484</td>
<td>37.30</td>
</tr>
<tr>
<td>01001</td>
<td>5343</td>
<td>OP-PHONES</td>
<td>3,500</td>
<td>2,738.39</td>
<td>761</td>
<td>78.30</td>
</tr>
<tr>
<td>01001</td>
<td>5344</td>
<td>OP-INTERNET</td>
<td>5,000</td>
<td>3,932.92</td>
<td>1,067</td>
<td>78.70</td>
</tr>
<tr>
<td>01001</td>
<td>5345</td>
<td>OP-PRINTING</td>
<td>8,000</td>
<td>9,661.82</td>
<td>-1,661</td>
<td>113.70</td>
</tr>
<tr>
<td>01001</td>
<td>5400</td>
<td>OP-SUPPLIES</td>
<td>2,500</td>
<td>256.92</td>
<td>2,243</td>
<td>13.50</td>
</tr>
<tr>
<td>01001</td>
<td>5490</td>
<td>OP-FOOD SUPPLIES</td>
<td>5,000</td>
<td>329.72</td>
<td>4,670</td>
<td>6.60</td>
</tr>
<tr>
<td>01001</td>
<td>5710</td>
<td>OP-TRAVEL IN STATE</td>
<td>17,000</td>
<td>5,875.66</td>
<td>11,124</td>
<td>34.60</td>
</tr>
<tr>
<td>01001</td>
<td>5720</td>
<td>OP-TRAVEL OUT STATE</td>
<td>6,000</td>
<td>2,292.01</td>
<td>3,708</td>
<td>38.20</td>
</tr>
<tr>
<td>01001</td>
<td>5730</td>
<td>OP-SUBSCRIPTIONS</td>
<td>39,300</td>
<td>37,549.50</td>
<td>1,751</td>
<td>95.50</td>
</tr>
<tr>
<td>01001</td>
<td>5731</td>
<td>OP-SUBSCRIPTIONS</td>
<td>20,000</td>
<td>18,769.50</td>
<td>1,231</td>
<td>98.80</td>
</tr>
<tr>
<td>01001</td>
<td>5732</td>
<td>OP-SOFTWARE LICENSES</td>
<td>1,000</td>
<td>2,002.43</td>
<td>-1,002</td>
<td>50.10</td>
</tr>
<tr>
<td>01001</td>
<td>5741</td>
<td>OP-INSURANCE</td>
<td>10,600</td>
<td>20,745.00</td>
<td>0</td>
<td>100.00</td>
</tr>
<tr>
<td>01001</td>
<td>5786</td>
<td>OP-BANK FEES</td>
<td>500</td>
<td>90.00</td>
<td>410</td>
<td>18.00</td>
</tr>
<tr>
<td>01001</td>
<td>5789</td>
<td>OP-UNPAID BILLS</td>
<td>2,000</td>
<td>0.00</td>
<td>2,000</td>
<td>0.00</td>
</tr>
<tr>
<td>01001</td>
<td>5850</td>
<td>OP-MISC EQUIPMENT</td>
<td>0</td>
<td>67.03</td>
<td>33</td>
<td>67.00</td>
</tr>
<tr>
<td>01001</td>
<td>5854</td>
<td>OP-FINANCIAL SOFTWARE SYSTEM</td>
<td>5,000</td>
<td>2,457.49</td>
<td>2,543</td>
<td>49.10</td>
</tr>
<tr>
<td>01001</td>
<td>5855</td>
<td>OP-COMPUTER EQUIPMENT</td>
<td>5,000</td>
<td>560.11</td>
<td>4,439</td>
<td>28.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total 01 OP-OPERATING EXPENSES</td>
<td>848,693</td>
<td>555,247.45</td>
<td>293,445.55</td>
<td>65.40</td>
</tr>
</tbody>
</table>

Grand Total $848,693.00 $555,247.45 $293,445.55 65.40

Mill Adder Revenue: January-November $ 865,105.77
Calendar Year 2020 Operating Budget (January 1 – December 31, 2020)

REQUESTED BY: Maggie Downey

Proposed Motion(s)

I move the CLCJPE Board of Directors vote to appropriate the Cape Light Compact Joint Powers Entity Operating Budget in the amount of $842,260.00.

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.

Additional Information

The calendar year 2020 Operating Budget is attached and was presented to the Board for review and discussion at the November Board meeting.

Record of Board Action

<table>
<thead>
<tr>
<th>Motion by:</th>
<th>Second by:</th>
<th># Aye</th>
<th># Nay</th>
<th># Abstain</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item</td>
<td>Approved CY19</td>
<td>Item</td>
<td>Proposed CY20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------</td>
<td>-------------------------------------</td>
<td>---------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal</td>
<td>$230,800.00</td>
<td>Legal</td>
<td>$195,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advertising</td>
<td>$185,000.00</td>
<td>Advertising</td>
<td>$160,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>$80,176.00</td>
<td>Salaries</td>
<td>$100,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outreach/Marketing Contractors</td>
<td>$75,000.00</td>
<td>Operating Contingency Fund</td>
<td>$85,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sponsorships</td>
<td>$39,300.00</td>
<td>Salaries</td>
<td>$45,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postage</td>
<td>$26,500.00</td>
<td>Pension Liability</td>
<td>$42,700.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>$25,000.00</td>
<td>Sponsorships</td>
<td>$41,800.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rent</td>
<td>$22,500.00</td>
<td>Contractual</td>
<td>$20,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retirement</td>
<td>$20,044.00</td>
<td>Subscriptions</td>
<td>$20,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel In-state</td>
<td>$17,000.00</td>
<td>Travel In-state</td>
<td>$17,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Printing</td>
<td>$12,500.00</td>
<td>Insurance</td>
<td>$15,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$12,035.00</td>
<td>OPEB Liability</td>
<td>$15,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auditor</td>
<td>$11,250.00</td>
<td>Retirement</td>
<td>$13,503.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>$10,600.00</td>
<td>Printing</td>
<td>$12,500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OPEB Liability</td>
<td>$7,100.00</td>
<td>Health Insurance</td>
<td>$12,035.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc Fringes</td>
<td>$7,090.00</td>
<td>Postage</td>
<td>$10,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MIA UI</td>
<td></td>
<td>Travel Out-of-state</td>
<td>$6,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel Out-of-state</td>
<td>$6,000.00</td>
<td>Salary Reserve</td>
<td>$5,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pension Liability</td>
<td>$5,300.00</td>
<td>Professional Development</td>
<td>$6,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salary Reserve</td>
<td>$5,000.00</td>
<td>Rent</td>
<td>$3,600.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Treasury Services</td>
<td>$5,000.00</td>
<td>Professional Development</td>
<td>$5,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Development</td>
<td>$5,000.00</td>
<td>Unpaid Bills</td>
<td>$2,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td>$5,000.00</td>
<td>Supplies</td>
<td>$1,500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subscriptions</td>
<td>$5,000.00</td>
<td>Telephone</td>
<td>$1,257.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>$5,000.00</td>
<td>Software License</td>
<td>$1,225.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Software</td>
<td>$5,000.00</td>
<td>Auditor</td>
<td>$1,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Custodial</td>
<td>$4,438.00</td>
<td>Treasury Services</td>
<td>$1,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td></td>
<td>Financial Software</td>
<td>$1,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephones</td>
<td>$3,500.00</td>
<td>Misc. Rental</td>
<td>$1,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc. Rental</td>
<td>$3,500.00</td>
<td>Custodial</td>
<td>$800.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td>$2,500.00</td>
<td>Medicare</td>
<td>$775.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medicare</td>
<td>$2,060.00</td>
<td>Internet Service</td>
<td>$587.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unpaid Bills</td>
<td>$2,000.00</td>
<td>Misc Fringes</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Software License</td>
<td>$1,000.00</td>
<td>MIA UI</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internet Service</td>
<td>$500.00</td>
<td>Food</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll Services</td>
<td>$500.00</td>
<td>Utilities</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank Fees</td>
<td>$500.00</td>
<td>Misc Equipment</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IT Services</td>
<td></td>
<td>IT Services</td>
<td>$398.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc Equipment</td>
<td></td>
<td>Payroll Services</td>
<td>$80.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Contingency Fund</td>
<td></td>
<td>Bank Fees</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal CLC Operating Budget</strong></td>
<td><strong>$486,693.00</strong></td>
<td></td>
<td><strong>$842,260.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*date 12/11/19*
2.5% 2020 Employee Cost of Living Adjustment (COLA)

REQUESTED BY: Maggie Downey

Proposed Motion(s)

I move the CLCJPE Board of Directors the Board vote to approve a 2020 employee cost of living adjustment (COLA) in the amount of 2.5%. The effective date is January 1, 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.

Additional Information

Cape Light Compact’s filed 2020 energy efficiency budget and proposed 2020 operating budget includes a 2.5% COLA for Compact employees.

Record of Board Action

<table>
<thead>
<tr>
<th>Motion by:</th>
<th>Second by:</th>
<th># Aye</th>
<th># Nay</th>
<th># Abstain</th>
<th>Disposition</th>
</tr>
</thead>
</table>
Internal Revenue Service (IRS) Mileage Reimbursement Rate for 2020

REQUESTED BY: Maggie Downey

Proposed Motion(s)

I move the CLCJPE Board of Directors the Board vote to approve adoption of the IRS 2020 mileage reimbursement rate of 58 cents per mile for all Compact related travel by automobile. The effective date is January 1, 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.

Additional Information

Approving this request will increase the mileage reimbursement rate from 55 cents per mile to 59 cents per mile.

Record of Board Action

<table>
<thead>
<tr>
<th>Motion by:</th>
<th>Second by:</th>
<th># Aye</th>
<th># Nay</th>
<th># Abstain</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Authorize Review of Unreleased Executive Session Minutes

REQUESTED BY: David Anthony

I move that the Cape Light Compact JPE ("Compact") Board of Directors vote to authorize the Compact Administrator and the Secretary to periodically review all unreleased executive session minutes at least once every six months and report back to the Governing Board in executive session with their recommendations regarding continued withholding of such minutes.

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.

Additional Information

A public body, or its chair or designee, must review executive session minutes for release whenever it believes that the purpose for the executive session has expired and also at reasonable intervals. The Law does not define “reasonable intervals,” though we have found that quarterly reviews or reviews every six months satisfy the Law. At the meeting following the review, the public body must announce which minutes will be released and which minutes will continue to be withheld, and this determination must be reflected in the minutes. Finally, a public body’s obligation to review executive session minutes for possible release is ongoing. If a public body reviews executive session minutes and determines that the purpose for the executive session remains such that the minutes should continue to be withheld from the public, it must continue to review those same executive session minutes at reasonable intervals until it determines that the reason for secrecy has expired.

Record of Board Action

<table>
<thead>
<tr>
<th>Motion by:</th>
<th>Second by:</th>
<th># Aye</th>
<th># Nay</th>
<th># Abstain</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Rates for Upcoming Term

<table>
<thead>
<tr>
<th>Term</th>
<th>Rate Class</th>
<th>Rate Class</th>
<th>Rates (cents/kWh)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term</td>
<td>Standard</td>
<td>CLCLG-50</td>
<td>CLCLG-100</td>
</tr>
<tr>
<td>Dec '19 - July '20 meter reads</td>
<td>Residential</td>
<td>12.941</td>
<td>14.241</td>
</tr>
<tr>
<td>Dec '19 - June '20 meter reads</td>
<td>Commercial</td>
<td>12.629</td>
<td>13.929</td>
</tr>
<tr>
<td>Dec '19 - March '20 meter reads</td>
<td>Industrial</td>
<td>12.797</td>
<td>14.097</td>
</tr>
</tbody>
</table>

- Trend of higher wholesale prices in New England for winter months continues to be the primary driver of increased retail rates for this period
  - Higher wholesale prices driven by natural gas pricing volatility due to gas pipeline capacity availability
- CLC has extended residential term by one month to reduce pricing differential to basic service
- Prices are ~$0.005-0.007 higher than basic service
Drivers of Pricing Differential

• Utility seeks separate pricing for NEMA and SEMA Load Zones, combines pricing (weighted by relative load) when they set the basic service rate

• Several factors contributed to the pricing differential for the upcoming term:
  - NEMA v. SEMA capacity costs
  - CLC additional renewable energy content and supplier costs

• Some of differential is unexplained (basic service pricing buildup is confidential), but may be due to utility’s ability to obtain lower-cost RECs