

**Cape Light Compact JPE
Board of Directors Meeting
Open Session Meeting Minutes
Wednesday, August 2, 2017**

The Cape Light Compact JPE Board of Directors met on Wednesday, August 2, in the Innovation Room, Open Cape Building, Barnstable County Complex, 3195 Main Street, Barnstable, MA 02630 at 2:30pm.

PRESENT WERE:

1. Colin Odell, Chair, Brewster
2. Robert Schofield, Vice-Chair, Bourne
3. Peter Cocolis, Chatham
4. Robert Hannemann, Chilmark Alternate
5. Brad Crowell, Dennis
6. Valerie Bell, Harwich
7. Tom Donegan, Provincetown
8. Sue Hruby, West Tisbury
9. Richard Toole, Oak Bluffs – By Phone
10. Richard Elkin, Wellfleet
11. Fred Fenlon, Eastham
12. Joyce Flynn, Yarmouth
13. Martin Culik, Orleans
14. Jarrod Cabral, Truro
15. Christiane Mason, Wellfleet Alternate
16. David Anthony, Barnstable

ABSENT WERE:

17. Michael Hebert, Aquinnah
18. Paul Pimentel, Edgartown
19. Bud Dunham, Sandwich
20. Dukes County
21. Jay Grande, Tisbury
22. Wayne Taylor, Mashpee

Members/Alternates
physically present: 14
Members present by phone: 1

LEGAL COUNSEL

Audrey Eidelman, Esq., BCK Law, P.C.

STAFF PRESENT

Maggie Downey, Administrator
Joanne Nelson, Comptroller
Austin Brandt, Senior Power Supply Planner
Phil Moffitt, Residential Program Manager
Margaret Song, Commercial and Industrial Program Manager
Briana Kane, Planning and Evaluation Manager
Jacob Wright, Special Projects Coordinator

TREASURER

Tammy Glivinski, Glavinski & Associates, Treasurer

PUBLIC COMMENT

There were no members of the public present.

CONSIDERATION OF MEETING MINUTES

The Board considered the June 14, 2017 Meeting Minutes. *Peter Cocolis moved the board to accept the amended minutes, seconded by Joyce Flynn and voted by roll call as follows:*

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | abs |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | abs |
| 6. Brad Crowell – Dennis | abs |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | abs |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | abs |
| 13. Richard Elkin – Wellfleet | yes |
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (10-0-5)

ORGANIZATIONAL ITEMS FOR DISCUSSION AND POTENTIAL VOTE. JULY 2017 – JANUARY 2018 TERM

ELECTION OF TREASURER

Robert Schofield submitted a motion to vote to elect of Tammy Glivinski of Glivinski & Associates as the Treasurer for the Cape Light Compact JPE to serve until the first CLC JPE Board meeting in 2018. Seconded by Peter Cocolis and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert. Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |

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| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

ELECTION OF BUSINESS OFFICER

Peter Cocolis submitted a motion to elect Joanne Nelson as the Business Officer for the Cape Light Compact JPE to serve until the first CLC JPE Board meeting in 2018. Seconded by Robert Schofield and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

ELECTION OF CHAIR

Peter Cocolis nominated Joyce Flynn to the position of Chair of the Cape Light Compact JPE until the first CLC JPE Board Meeting in 2018. Seconded by Sue Hruby and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. R. Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |

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| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

ELECTION OF VICE-CHAIR

Robert Schofield nominated Ronald Zweig to the position of Vice-Chair of the Cape Light Compact JPE until the first CLC JPE Board Meeting in 2018. Seconded by David Anthony and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

ELECTION OF SECRETARY

Martin Culik nominated David Anthony to the position of Secretary of the Cape Light Compact JPE until the first CLC JPE Board Meeting in 2018. Seconded by Peter Cocolis and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |

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|------------------------------|-----|
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

POTENTIAL VOTE FOR FORMATION OF EXECUTIVE COMMITTEE AND COMMITTEE MEMBERS

Colin Odell motioned for the formation of a 7 (seven) member Executive Committee of the Cape Light Compact JPE to serve until the first CLC JPE Board meeting in 2018, to be comprised of the Chair, Vice-Chair, Secretary, and four additional municipal members, and that at least one of the 7 members be from a Dukes County municipality. Seconded by Robert Schofield and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

Valerie Bell nominated Peter Cocolis to the Executive Committee to serve until the first CLC JPE Board meeting in 2018. Seconded by Robert Schofield and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |

- 13. Richard Elkin – Wellfleet yes
- 14. Sue Hruby – West Tisbury yes
- 15. Joyce Flynn – Yarmouth yes

Motion carried in the affirmative (15-0-0)

Robert Schofield nominated Richard Toole to the Executive Committee to serve until the first CLC JPE Board meeting in 2018. Seconded by Sue Hruby and voted by roll call as follows:

- 1. David Anthony – Barnstable yes
- 2. Robert Schofield - Bourne yes
- 3. Colin Odell – Brewster yes
- 4. Peter Cocolis – Chatham yes
- 5. Robert Hannemann – Chilmark yes
- 6. Brad Crowell – Dennis yes
- 7. Fred Fenlon – Eastham yes
- 8. Ronald Zweig – Falmouth yes
- 9. Valerie Bell – Harwich yes
- 10. Richard Toole – Oak Bluffs yes
- 11. Tom Donegan - Provincetown yes
- 12. Jarrod Cabral – Truro yes
- 13. Richard Elkin – Wellfleet yes
- 14. Sue Hruby – West Tisbury yes
- 15. Joyce Flynn – Yarmouth yes

Motion carried in the affirmative (15-0-0)

Sue Hruby nominated Tom Donegan to the Executive Committee to serve until the first CLC JPE Board meeting in 2018. Seconded by Ronald Zweig and voted by roll call as follows:

- 1. David Anthony – Barnstable yes
- 2. Robert Schofield - Bourne yes
- 3. Colin Odell – Brewster yes
- 4. Peter Cocolis – Chatham yes
- 5. Robert Hannemann – Chilmark yes
- 6. Brad Crowell – Dennis yes
- 7. Fred Fenlon – Eastham yes
- 8. Ronald Zweig – Falmouth yes
- 9. Valerie Bell – Harwich yes
- 10. Richard Toole – Oak Bluffs yes
- 11. Tom Donegan - Provincetown yes
- 12. Jarrod Cabral – Truro yes
- 13. Richard Elkin – Wellfleet yes
- 14. Sue Hruby – West Tisbury yes

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|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Brad Crowell – Dennis | yes |
| 7. Fred Fenlon – Eastham | yes |
| 8. Ronald Zweig – Falmouth | yes |
| 9. Valerie Bell – Harwich | yes |
| 10. Richard Toole – Oak Bluffs | yes |
| 11. Tom Donegan - Provincetown | yes |
| 12. Jarrod Cabral – Truro | yes |
| 13. Richard Elkin – Wellfleet | yes |
| 14. Sue Hruby – West Tisbury | yes |
| 15. Joyce Flynn – Yarmouth | yes |

Motion carried in the affirmative (15-0-0)

BRAD CROWELL LEFT AT 3:32 PM.

DISCUSSION AND POTENTIAL VOTE ON CLC JPE POLICIES AND PROCEDURES MANUAL

Maggie Downey explained that she and several Board members reviewed the Draft CLC JPE Policies and Procedures Manual and consulted with outside labor counsel to review the Draft Policies and Procedures Manual and the individual policies that are exhibits to the Draft Policies and Procedures Manual.

Richard Elkin expressed concerns over the currently written CORI policy, stating he did not believe it was thorough enough and provided suggestions for edits. Richard handed out suggested edits to the proposed CORI policy that would amend the policy into a more comprehensive Background Check Policy. It was suggested by Robert Schofield that the Board consider the policies individually before voting on the Draft CLC JPE Policies and Procedures Manual and first consider the CORI Policy in order to discuss Richard Elkin’s concerns.

VOTE ON CORI POLICY

Responding to Richard Elkin’s proposed amendments, Maggie Downey explained that these policies were written in accordance with state law, and strongly encouraged the Board to not modify them. She instead suggested that if the Board felt inclined to take up a vote on a separate background check policy at a later date, they could do so. Maggie noted that she and Peter Cocolis will add this subject to their discussion on bond amounts.

Robert Schofield moved the Board of Directors vote to adopt the Cape Light Compact JPE CORI Policy, and that the JPE 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 Colin Odell and voted by roll call as follows:

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|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Jarrod Cabral – Truro | yes |
| 12. Richard Elkin – Wellfleet | yes |
| 13. Sue Hruby – West Tisbury | yes |
| 14. Joyce Flynn – Yarmouth | abs |

Motion carried in the affirmative (13-0-1)

JARROD CABRAL LEFT AT 3:49 PM

VOTE ON CAPE LIGHT COMPACT JPE SEXUAL HARASSMENT POLICY

Peter Cocolis moved that the Board of Directors vote to adopt the Cape Light Compact JPE Sexual Harassment Policy, and that the CLC JPE 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 Valerie Bell and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Richard Elkin – Wellfleet | yes |
| 12. Sue Hruby – West Tisbury | yes |
| 13. Joyce Flynn – Yarmouth | yes |

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

VOTE ON CAPE LIGHT COMPACT JPE HARASSMENT OF PROTECTED INDIVIDUALS IN PROTECTED CLASSES: POLICIES AND PROCEDURES

Peter Cocolis moved that the Board of Directors vote to adopt the Cape Light Compact JPE Harassment of Individuals in Protected Classes: Policies and Procedures, and that the CLC JPE 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 and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Richard Elkin – Wellfleet | yes |
| 12. Sue Hruby – West Tisbury | yes |
| 13. Joyce Flynn – Yarmouth | yes |

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

VOTE ON CAPE LIGHT COMPACT JPE AMERICANS WITH DISABILITIES ACT POLICY

Peter Cocolis moved that the Board of Directors vote to adopt the Cape Light Compact JPE Americans With Disabilities Act Policy, and that the CLC JPE 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 Colin Odell and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Richard Elkin – Wellfleet | yes |
| 12. Sue Hruby – West Tisbury | yes |
| 13. Joyce Flynn – Yarmouth | yes |

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

VOTE TO ADOPT THE CAPE LIGHT COMPACT JPE POLICIES AND PROCEDURES MANUAL

Robert Schofield moved that the Board of Directors vote to adopt the Cape Light Compact JPE Policies and Procedures Manual, and that the JPE 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 Colin Odell and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Richard Elkin – Wellfleet | yes |
| 12. Sue Hruby – West Tisbury | yes |
| 13. Joyce Flynn – Yarmouth | yes |

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

ADMINISTRATOR’S REPORT:

Maggie Downey reminded the Board that the Department of Public Utilities would be holding a public hearing on the Eversource rate case tonight. Audrey Eidelman, distributed an overview of the rate case and summarized the procedural status of the proceeding and the issues raised by the Compact in the first phase of the proceeding.

Maggie Downey discussed planning efforts for the 2019-2021 Energy Efficiency Plan and asked for a sense of the Board regarding involving stakeholders early in the planning process. The Board supported involving stakeholders early in the planning process.

VOTE TO APPOINT CAPE LIGHT COMPACT JPE REPRESENTATIVES TO THE CAPE COD MUNICIPAL HEALTH GROUP

Peter Cocolis moved that the Board of Directors vote to appoint the CLC JPE Administrator as the Cape Light Compact JPE representative to the Cape Cod Municipal Health Group, and the Cape Light Compact JPE Comptroller to serve as the alternate representative. The CLC JPE 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 Valerie Bell and voted by roll call as follows:

- | | |
|--------------------------------|-----|
| 1. David Anthony – Barnstable | yes |
| 2. Robert Schofield - Bourne | yes |
| 3. Colin Odell – Brewster | yes |
| 4. Peter Cocolis – Chatham | yes |
| 5. Robert Hannemann – Chilmark | yes |
| 6. Fred Fenlon – Eastham | yes |
| 7. Ronald Zweig – Falmouth | yes |
| 8. Valerie Bell – Harwich | yes |
| 9. Richard Toole – Oak Bluffs | yes |
| 10. Tom Donegan - Provincetown | yes |
| 11. Richard Elkin – Wellfleet | yes |
| 12. Sue Hruby – West Tisbury | yes |
| 13. Joyce Flynn – Yarmouth | yes |

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

BOARD MEMBER DISCUSSION:

RICHARD ELKIN INFORMED THE BOARD ABOUT THE SOLARIZE PLUS PROGRAM THAT THE TOWNS OF PROVINCETOWN, TRURO, WELFLEET, EASTHAM AND ORLEANS ARE PURSUING.

Colin Odell left at 4:28PM

Richard Toole left at 4:35PM

Board adjourned at 4:35PM due to a loss of quorum.

Respectfully submitted,

Jacob Wright

LIST OF DOCUMENTS AND EXHIBITS:

- Meeting Notice / Agenda
- June 14, 2017 Meeting Minutes
- Cape Light Compact JPE Policies and Procedures Manual
- CLCJPE CORI Policy
 - Proposed Amendments from Dick Elkin
- CLCJPE Sexual Harassment Policy
- CLCJPE Harassment of Individuals in Protected Classes: Policies and Procedures
- CLCJPE Americans with Disabilities Act Policy
- CLCJPE Americans with Disabilities Act Reasonable Accommodations Policy: Policy and Procedures
- DPU 17-05 Eversource Rate Case Overview