

## **Cape and Vineyard Electric Cooperative, Inc**

Executive and Finance Committees Remote Meeting Minutes

Thursday, September 9, 2021 8:30 am

### **1. Call to Order**

- a. Roll Call-W. Lake called the meeting to order at 8:40 am.
- b. Identification of persons attending remotely.  
W. Lake confirmed the quorum of the Executive Committee and Finance Committee.
- c. Public Comment  
There was no public comment

#### **Present were:**

1. Robert Wirtshafter, Treasurer/Finance Committee Member/Director, Chatham
2. Jennifer Rand, V. President/Executive Committee Member/Director, West Tisbury
3. Charles McLaughlin, Executive and Finance Committees Member/Director, Barnstable
4. William Lake, President, Executive Committee Member/Director, Aquinnah
6. Charles Hanson, Clerk/Finance Committee Member/Director, Brewster

#### **Staff:**

Maria Marasco, Executive Director, Procurement Officer  
Tatsiana Nickinello, Business Administrator, Records Officer  
Ken Vancisin, Consultant

#### **Public:**

Liz Argo, Yarmouth  
Mariel Marchand, CLC

### **2.Approval of Minutes**

The Executive and Finance Committee reviewed May 24, June 3, 2021 meeting minutes  
*Upon a motion and second, the Executive Committee and Finance Committee voted to approve May 24, 2021 Executive and Finance Committee minutes and June 3,2021 Executive and Finance Committee minutes as presented, and voted by roll call as follows:*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*FC: C. McLaughlin-yes, R. Wirtshafter-yes, C.Hanson-yes*

### **3. President's Report**

#### **a. Update MA Open Meeting Law**

W. Lake updated the members about MA Open Meeting Law extension of remote meetings provisions.

#### **b. Cape Light Compact- Letter from A. Brandt, Welcome to Mariel Marchand as CLC representative**

The members welcomed Mariel. She is to be formerly appointed as a CVEC representative at the next CLC Board meeting. W. Lake reminded the members about the structure of the Board in accordance with by-laws.

#### **c. Review of FY 21 attendance and Discussion regarding attendance under Section 4.5 of By-Laws**

The current by-law requires each director to participate at least in half of the Board meetings in a calendar year. It also requires participating in an Annual meeting, unless otherwise exempt.

#### **d. Membership- Discussion concerning Member Eligibility, Section 2.1 of By-laws**

The discussion took place to identify public entities' eligibility to join CVEC. Martha's Vineyard Airport would like to become a member. The members discussed the eligibility based on MV Airport's designation as a sub organization of Dukes County. There were some questions on the member/vs non-

member charges. The consensus was to encourage all public bodies to participate by offering member adder cost for all. The discussion of the policy is to be revisited at Full Board.

**e. Nominations for FY 22 Officers, At-large Executive Committee members, and Finance or Other Committees- Discussion**

W. Lake announced that Adam Prince of Eastham is leaving the Board. Yarmouth, Tisbury, Harwich, Eastham are vacant.

**4. Treasurer's Report**

**a. FY 21 Year-end Review**

M. Marasco reported that accruals have not been made for accounts that have mid-June service periods. W. Lake tabled the discussion until the data comes in.

*Upon a motion and second, the Executive Committee and Finance Committee voted to table the discussion of FY 21 Year-end review, and voted by roll call as follows:*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*FC: C. McLaughlin, R. Wirtshafter, C.Hanson*

**b. FY 22 Budget- Discussion and vote**

Preliminary FY22 Budget was discussed. New items on the budget were: Round 4 standalone lease line, 3% staff salaries increase, Admin staff-hiring of William Owen.

*Upon a motion and second, the Executive Committee and Finance Committee voted to approve:*

- *3% staff salary increase effective 10.1.21*
- *Hiring Ken Vancisin effective 9.13.21*
- *Hiring William Owen*

*And voted by roll call as follows:*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*FC: C. McLaughlin, R. Wirtshafter, C.Hanson*

It was suggested to create a policy and develop metric to calculate wage adjustment tied to evaluations. M. Marasco noted that employee handbook describes performance management process with standards for evaluation.

*Upon a motion and second, the Executive Committee and Finance Committee voted to recommend the FY 22 Budget to the Board, and voted by roll call as follows:*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*FC: C. McLaughlin, R. Wirtshafter, C.Hanson*

W. Lake allowed L. Argo to comment. She reminded that there was a discussion of the sliding scale charges related to stand alone leases during an open meeting.

**c. CVEC-7 LOC- Discussion and vote**

*Upon a motion and second, the Executive Committee and Finance Committee voted to renew the line of credit and appoint W. Lake and R. Wirtshafter as signatories, and voted by roll call as follows:*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*FC: C. McLaughlin, R. Wirtshafter, C.Hanson*

**5. Director's Report**

**a. CVEC Operations**

*i. Personnel Matters- Discussion and vote regarding full-time, part-time and temporary employees including compensation*

The members were given a brief overview regarding personnel matters.

*ii. Integration Project*

M. Marasco reported that integration project is underway. Current tasks include identifying data fields and modifying the use of terminology and terms in QB.

*iii. Peregrine Energy Group- Contract Update*

Peregrine contract is extended till the end of calendar year.

**b. DOER Grant and DYRHS Project**

DOER has renewed the contract. Ameresco is communicating with Eversource regarding interconnecting solution. Ameresco has an alternative solution to make the battery work without shutting off school's power.

*Bob Wirtshafter stepped out at 10:00 am*

**6. Project Reports**

**Status of Rounds 3, 4 and 5 Projects**

**a. R3:**

Sunwealth is working with towns on establishing decommissioning funds.

M. Marasco updated the members on the status of Round 4 and 5 projects.

*i. Town of Truro, Excess Net Metering Term Sheet- Discussion and vote*

M. Marasco said that Town of Truro has excess of net metering credits. She suggested other towns may be interested in purchasing Truro's net metering credits while waiting for their projects to be built.

*ii. Nauset Regional School District High School Canopy; Request to Extend- Discussion and vote*

M. Marasco reported that DSD formally requested and were approved to delay the project due to steal prices increase.

**b. Status and Discussion of Buy-Out Options Rounds 1 and 2**

M. Marasco updating the members about CVEC's projects purchase options. It was suggested to amend 60 days clause.

**d. Status of Round 6 Projects**

Summary of Round 6 projects was presented. Cape Cod Gateway Airport decided not to pursue RFP as they had reservations about compatibility of CVEC contracts to FAA requirements.

**e. Operational Adder R6- Discussion and vote**

It was agreed to charge \$ 0.0075 for Round 6 projects. Staff is to inform participants on the adder amount determination.

**7. Other Business**

There was no other business.

Vote to enter into Executive Session: to approve minutes of the previous executive session.

Present were the Executive Committee and Chuck Hanson.

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

**8. Executive Session**

**9. Adjournment**

*Motion to adjourn.*

*EC: J. Rand-yes, C. McLaughlin-yes, W. Lake-yes*

*10.20 adjourned*

*Approved 11.23.21*