

Cape & Vineyard Electric Cooperative, Inc.
Selection Committee
Open Session Meeting Minutes
Thursday, April 7, 2015

The Cape & Vineyard Electric Cooperative, Inc. Selection Committee met in Executive Session on Thursday, April 7, 2015 @ 10:45 a.m. in the Commissioners Meeting Room, Superior Court House, 3195 Main Street, Barnstable MA 02630

PRESENT WERE:

1. John C. Checklick, President/Executive Committee Member/Director, Falmouth
2. Charles McLaughlin, V. President/Executive Committee Member/Director, Barnstable
3. Charles Hanson, Director, Brewster

NO PUBLIC COMMENT

CONSIDERATION OF MEETING MINUTES

There were no minutes available for review and approval.

REVIEW AND POSSIBLE VOTE TO CHANGE TITLE AND POSITION OF SPECIAL PROJECTS COORDINATOR

John Checklick presented the committee members with a draft position description for a Renewable Energy Program Manager position. John explained he has received a copy of a typical program manager position from the Cape Light Compact to identify typical responsibilities in a manager position compared to those in a coordinator position. He found that the expanded responsibilities of the current SPC position were relatively consistent with those of a manager's position in the County system (which is appropriate since CVEC utilizes Barnstable County's Human Resources system through its Administrative Services Agreement). The committee members reviewed the position description and found it appropriate. Some minor typographical errors were corrected. The first "essential functions" item was expanded to specifically identify the very important monitoring role with the current renewable energy projects to insure they are receiving constant oversight and that all financial transactions are completed correctly and on time.

Charles McLaughlin made the motion to recommend approval of the Renewable Energy Program Manager's position, as amended, to the Board of Directors at their next meeting on April 16th for their approval. C. Hanson seconded the motion. The Committee then voted by roll call vote as follows:

<i>J. Checklick, Falmouth</i>	<i>yes</i>
<i>C. McLaughlin, Barnstable</i>	<i>yes</i>
<i>C. Hanson, Brewster</i>	<i>yes</i>

Motion carried in the affirmative (3-0-0).

At 11:15 p.m. C. McLaughlin motioned to adjourn the meeting. C. Hanson seconded the motion. The Committee voted unanimously in favor (3-0-0)

Respectfully submitted,

John C Checklick

List of Documents & Exhibits:

- Meeting Notice/Agenda
- Renewable Energy Program Manager Draft Position Description

Confidential draft minutes subject to addition, correction and board approval