

**Cape & Vineyard Electric Cooperative, Inc.
Executive Committee & Finance Committee
Open Session Meeting Minutes
Friday, July 21, 2017**

The Cape & Vineyard Electric Cooperative, Inc. Board of Directors met in open session on Friday, July 21, 2017 at 9:30 a.m. at the Cape & Vineyard Cooperative, Inc. Office, 23H2 White's Path, Ste. 2, S. Yarmouth, Mass.

PRESENT WERE:

1. Leo Cakounes, President, Executive Committee Member/Finance Committee/Director, Barnstable County
2. Charles McLaughlin, Executive Committee Member/ Finance Committee/Director, Barnstable
3. Austin Brandt, Executive Committee Member/Director, Cape Light Compact
4. Charles Hanson, Executive Committee Member/Director, Brewster
5. Steve Gavin, Finance Committee/Director, Yarmouth

ABSENT WERE:

6. Jennifer Rand, V. President/Executive Committee Member/Director, W. Tisbury
7. Joseph Bayne, Treasurer/Finance Committee/Director, Eastham

STAFF PRESENT:

Liz Argo, Manager Programs & Administration
Karen Loura, Administrative Assistant

PUBLIC PRESENT:

None

1. CALL TO ORDER

Pres. Cakounes called the meeting to order at 9:39 a.m. and announced the Meeting Notice/Agenda was duly posted on the CVEC, Inc. website in accordance with the Open Meeting Law on July 19, 2017 @ 8:40 a.m.

2. PUBLIC COMMENT

There were no members of the public present.

3. CONSIDERATION OF MEETING MINUTES

The Committees considered the February 16, 2017 Meeting Minutes. A typographical error was corrected. *S. Gavin move the Committees vote to accept the minutes as corrected, seconded by C. McLaughlin and voted unanimously in favor.*

The Executive Committee considered the April 20, 2017 Meeting Minutes. Typographical errors were corrected. *C. Hanson moved the Executive Committee vote to accept the minutes as amended, seconded by A. Brandt and voted unanimously in favor.*

The Executive Committee considered the June 7, 2017 Meeting Minutes. A. Brandt requested two amendments and typographical errors were corrected. *A. Brandt moved the Executive Committee vote to accept the minutes as amended, seconded by C. Hanson and voted unanimously in favor.*

4. TREASURER'S REPORT – Tabled

5. CHECK SIGNING POLICY

The Committee reviewed the present process of a signatory from the Executive Committee or Finance Committee physically needing to sign all checks and considered implementing an automatic signature option. Currently the bookkeeper obtains the number of checks needed each week from L. Argo who has approved payment of invoices received and once checks are prepared, L. Argo arranges to have them signed usually by a signatory and payments are mailed. Valerie DaSilva of Glivinski & Associates explained the use of electronic signatures and noted that it is a commonly accepted practice. The check register is always available for review and the accounts are reconciled monthly by a signatory. *C. McLaughlin moved to conditionally approve the use of electronic signatures pending a conversation with Mark Milne, Barnstable Finance Director as to any potential pitfalls to be implemented on authority of the President once M. Milne's advice is received, seconded by A. Brandt and voted unanimously in favor by both the Executive Committee and Finance Committee.*

6. DEPARTMENT OF PUBLIC UTILITIES (DPU) CASE #17-05 (EVERSOURCE RATE CASE)

The deadline to appeal the decision of the DPU to grant Limited Intervener Status to CVEC was July 20, 2017. Pres. Cakounes reported Atty. Troy's position is that it would not be in CVEC's best interest to appeal Limited vs. Full Intervener status. L. Cakounes seeks ratification by the Executive Committee of the action taken by the President not to appeal the DPU decision. There was discussion about the difference between Limited and Full Intervener Status (i.e., Full Intervener Status includes a right to appeal unfavorable DPU decision). The Town of Barnstable has filed an appeal and petition to amend their status. *A. Brandt moved the Executive Committee vote to ratify the action taken by the President not to file an appeal to the DPU decision on approval of Limited vs. Full Intervener Status, seconded by C. Hanson and voted two in favor with A. Brandt and C. McLaughlin abstaining. Motion failed for lack of a majority.*

At 10:30 a.m. the meeting adjourned.

Respectfully submitted,

Karen E. Loura
Administrative Assistant

LIST OF DOCUMENTS AND EXHIBITS

- 7/21/17 Meeting Notice/Agenda
- February 16, 2017 Executive Committee & Finance Committee Draft Meeting Minutes
- April 20, 2017 Executive Committee Draft Meeting Minutes
- June 7, 2017 Executive Committee Draft Meeting Minutes