



Town of Reading Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

RMLD Citizens Advisory Board

Date: 2021-04-22

Time: 6:00 PM

Building:

Location:

Address:

Session:

Purpose: General Business

Version:

Attendees: **Members - Present:**

Mr. Jason Small, Chair (North Reading); Mr. Vivek Soni, Vice Chair (Reading); Mr. George Hooper, Secretary (Wilmington)

Members - Not Present:

Mr. Dennis Kelley, (Wilmington) and Mr. Joseph Markey (Lynnfield)

Others Present:

Mr. Philip B. Pacino, Board of Commissioners

Staff: Ms. Coleen O'Brien, Mr. Hamid Jaffari, Ms. Wendy Markiewicz, Mr. Gregory Phipps, Ms. Kathleen Rybak, Mr. Tom Ollila, Mr. Charles Underhill, Ms. Janet Walsh

Public: Mr. Robert Connor, Reading; Ms. Gail Page, Green Sanctuary, Reading; Mr. John Rogers, North Reading

Minutes Respectfully Submitted By: Mr. George Hooper, Secretary *George Hooper*

Topics of Discussion:

PER GOVERNOR BAKER'S MARCH 10, 2020, ORDER SUSPENDING CERTAIN PROVISIONS OF THE OPEN MEETING LAW, G.L. c. 30A, §20 THIS MEETING WAS HELD REMOTELY VIA ZOOM

1. Call Meeting to Order – J. Small, Chair

Chair Small called the meeting of the Citizens' Advisory Board to order at 6:02 PM and noted the meeting was being audio recorded.

2. Approval of Minutes – J. Small, Chair

Mr. Hooper made a **motion**, seconded by Mr. Soni, that the Citizens' Advisory Board approve the minutes of the May 21, 2020, June 18, 2020, and August 8, 2020, meetings as written. **Motion carried** 3:0:2 (3 in favor, 0 opposed, 2 absent) by a roll call vote of those present: Mr. Soni, aye; Mr. Hooper, aye; Chair Small, aye. Mr. Kelley and Mr. Markey were not present.

Mr. Hooper made a **motion**, seconded by Mr. Soni, that the Citizens' Advisory Board approve the Executive Session minutes of the February 24, 2021, meeting as written. **Motion carried** 3:0:2 (3 in favor, 0 opposed, 2 absent) by a roll call vote of those present: Mr. Soni, aye; Mr. Hooper, aye; Chair Small, aye. Mr. Kelley and Mr. Markey were not present.

3. Report from the Board of Commissioners – P. Pacino, Commissioner

Mr. Pacino said that he had nothing to report at this time.

4. General Manager's Report – C. O'Brien, General Manager

- Community Update

Ms. O'Brien reported on the following community events:

EV Workshop: Virtual EV workshop will be held April 27 at 7:00 PM with 124 registrations. Some of the community television stations will be broadcasting this live.

Virtual Electrification Presentation: The virtual electrification presentation is scheduled for June 7 at 2:30 PM. This event is in partnership with the Wilmington Public Library to coincide with the earth year theme.

Battery Walkthrough: There will be a walkthrough with some of our state delegates at RMLD's five-megawatt battery facility. RMLD received a one-million-dollar ACES grant and is seeking additional potential battery grants in the future.

RMLD 2020 Annual Report: RMLD's 2020 Annual Report is in process. RMLD will be featuring artwork from the High School Art Contest in the Annual Report. This year's theme was "Resiliency." The Audit Committee will meet in May (tentatively), and then the Annual Report (including the final audit results) will be published in June.

EV Grants: The RMLD has applied for State grants for level two and level three electric vehicle chargers. The towns of Wilmington and Reading have been submitted. A status update will be provided once more information is known.

Rebate Programs: On an annual basis, RMLD looks at all rebates and programs. This year, RMLD is performing a Class Cost of Service Study. RMLD is in the process of reassessing its energy rebate conservation measures that mutually benefit RMLD and its customers. As a result of the analysis performed in the Class Cost of Service Study, some rebates may be modified or added.

Outdoor Bike Event: There will be a bike recycling day held in RMLD's parking lot on May 1 (with drop off on April 30) sponsored by the Reading Climate Action Committee. A secure command incident approval and a COVID plan were obtained. There will be face masks and social distancing. All COVID plans were authorized by the Board of Health. RMLD EOP will also be enforced on campus property.

Electrical Safety: On May 11, the Reading YMCA is sponsoring a Healthy Kids Day. RMLD will present electrical safety and education.

5. Power Supply Update – C. Underhill, Director of Special Projects
Materials: *Power Supply Update Presentation Slides*

Mr. Underhill reported that RMLD finished the quarter 2.4% below the Energy New England budget numbers; however, the results are 2.3% above last year. This represents an increase in load, but costs are not as projected in the power supply budget. The results are weather driven for the first quarter of this year.

Purchase power expense is ahead of where it expected to be. RMLD's loads are ahead of last year; expenses are down from what was budgeted. Energy costs were much lower than anticipated.

Capacity costs came in a little bit higher than expected, however, this is not a concern.

RMLD received a Transmission credit in February from National Grid for sub transmission expense (formula rate); their values fluctuate. This is not a consistent amount which RMLD can expect.

In January, RMLD's loads were slightly under budget, whereas in February they were slightly above the budget amounts. This year market purchases are above the budget estimates

6. Power Portfolio Addition/Policy 30 – G. Phipps, Director of Integrated Resources
Materials: *Power Portfolio Addition/Policy 30 (Presentation Slides)*

Mr. Phipps reported that he will be presenting a power supply contract, an update on the Climate Bill and Policy 30, discussion on the retail side as well as renewable choice.

In managing the reliability, predictability, and risk management of RMLD's rates, RMLD's portfolio consists of a significant portion of long-term contracts. Wind and solar projects are also being explored to round out RMLD's portfolio.

The Climate Bill has been passed, resulting in increased interest for non-carbon resources, such as hydro.

New York Hydro Power Supply Opportunity - Slide 3

RMLD is looking at another hydro opportunity with Gravity Renewables. This is an existing facility, originally built in 1925. This dam is built on a 100-foot natural waterfall. It is important to note that there was no existing fish migration, therefore, no need for an additional fish ladder. It is in a rural recreation area. It is a well-known fishing area between the Hudson and Batten Kill rivers. Gravity acquired this facility in 2019, requiring FERC relicensing. All publicly filed documents indicate a very clean facility from an environmental perspective. This contract would be for a 25-year term representing approximately 5.5% of RMLD's current load. It has Connecticut Class One Certificates starting in 2024. The pricing is just below the average for RMLD's average hydro contract costs.

Chair Small asked if there were any questions.

Mr. Soni asked about the general sense around seasonal variation on hydro power. Mr. Phipps responded that it is strongest in the spring and early summer, then tails off into September. It works well for July for peaks. However, with this contract RMLD might have the ability to do some scheduling to allow RMLD to adjust not only seasonality, but daily output, given the dam has the capacity to do off peak versus on peak. September is the slowest period whereas the strongest point is June.

Mr. Soni made a **motion**, seconded by Mr. Hooper, that the Citizens' Advisory Board recommend that the Board of Commissioners vote to accept the General Manager's recommendation to execute a contract with Gravity Renewables for energy, including associated certificates, from a hydro facility in Connecticut. **Motion carried 3:0:2** (3 in favor, 0 opposed, 2 absent) by roll call vote of those present: Mr. Hooper, aye; Mr. Soni, aye; Chair Small, aye. Mr. Kelley and Mr. Markey were not present.

Retail – observations - Slide 4

Mr. Phipps stated, as discussed, the Climate Bill is driving electrification. What that means for the RMLD is a load increase requiring departments cohesively working to ensure power is delivered in a reliable and safe manner to its customers.

RMLD is updating its forecasting models relative to electrification, driven by the recent legislation and rebate program. RMLD is predicting that there may be an increase of approximately 1% per year on the residential side. By 2030, the result being, residential could be 10% higher than where RMLD is now. The model is being updated

for all rate classes, long-term contracts, and distribution networks. Bottom line, load is increasing.

Mr. Phipps noted that RMLD has a broad range of rebate incentives, many introduced in 2020. There has been increased interest in rebate programs. RMLD had its heat pump seminar on March 2, beforehand 10 monthly applications processed, increasing to 30. RMLD's response to this increase is to ensure the system can handle the additional electric load and staffing via processing streamlining.

Renewable Choice – update - Slide 5

The Cost-of-Service Study (COSS) output will be presented in the next months. Different elements that will be considered for the study include what is driving RMLD costs up, and how rates should be adjusted. Mr. Phipps mentioned that the solar incentives from the DOER program are ending. For a variety of reasons, as well as non-carbon compliance, RMLD wants to figure out how to continue the solar incentive programs. Mr. Phipps also pointed out that there is approximately a 3% annual increase in RMLD's operating costs. The growth of incentives and rebate incentives has resulted in RMLD's program costs increasing. As part of the COSS, there may be an increase to the current ECC rate from a tenth of a cent per kilowatt hour to three tenths of a percent per kilowatt hour. RMLD Policy 30, Revision 1, additionally driven by the Climate Bill, is going to increase RMLD's associated costs due to the increasing number of certificates to be retired.

Ms. O'Brien added that when a comparison is done on RMLD's ECC charge compared to other MLP's, RMLD is a little lower. However, RMLD's expenditures have been higher than other MLPs and requires an adjustment increase to cover customer programs.

Certificate Update - Slide 6

Mr. Phipps pointed out that certificates are being monitored more rigorously internally. Certificates will be retired up to the annualized Policy 30 line with the balance sold. In addition, the transaction timelines for certificates were discussed. There will be quarterly reporting. In 2020, 15,400 certificates will be sold yielding, \$460,000, closing out the prior Policy 30 guidelines.

Mr. Soni added that he wants to ensure that there is a good understanding of the policy and its implementation.

Chair Small opened the meeting to public comment.

Mr. Rogers noted that it was Earth Day, and it is great to see that Ms. O'Brien has opened with the discussion on electrification and Mr. Phipps addressing the importance of getting to zero carbon electricity. Mr. Rogers asked about the annualized Policy 30 line; has it been spelled out, what are the goals for 2021 and retiring the certificates? To the extent that RMLD is selling RECs, it will be really important how RMLD talks about that power after the fact. Mr. Rogers noted he was looking at the 2018 pie chart for power supply for RMLD wind wedge. Mr. Rogers stated he is pretty sure no wind is in RMLD's portfolio because RMLD had sold all the associated RECs. If RMLD didn't sell those RECs, that's okay, but just a reminder that when RECs are sold, it can't be addressed as renewable zero-carbon or anything; it just becomes system power after that. Mr. Rogers questioned the annualized line for 2021.

Mr. Phipps explained that RMLD has certificates of approximately 40% in its power portfolio. The annualized line starts at 20% in 2020 then reaches 50% by 2030. On a regular basis, he will keep in that slide as well as the snapshot that Mr. Underhill presents. In 2021, the annualized line should be at 23%. It is RMLD's intention to retire 23% of its certificates for the year 2023. Realistically, up until 2030 RMLD will increment each year at 3%. From a compliance perspective from the Climate Bill, RMLD is not required to do anything above 20% until 2030. RMLD's intent is to minimize any rate shocks.

Mr. Rogers pointed out that anything above that line, RMLD sells RECs for, then stop talking as renewables. Mr. Phipps added that for renewable choice will impact on how RMLD structures that.

Ms. Paige said that she would like to give her full support to everything Mr. Rogers spoke to. In addition, she wanted to thank Mr. Phipps that in July there will be transparency as to what is happening. Ms. Paige added that in terms of rate shock it is good that Mr. Phipps is trying to prevent this for customers. The customer satisfaction survey demonstrated that 67% of residential customers and 62% of commercial customers wanted RMLD to be aggressive in reducing greenhouse gases. And in fact, 58.3% of residential customers are willing to pay a rate increase from five to 25%. For the commercial customers, it was 60.9% were willing to pay a rate increase of five to 20%. RMLD can't claim renewables unless they have retired the certificates.

Ms. Paige added that she did not get the opportunity to speak at the meeting where the clean energy policy was passed. It was disturbing to see in the policy a sentence that states that the customers wanted little or no increase in rates because that just isn't true, is unsure how it got in there, if there is a plan to correct that. It is not an accurate representation of the data received from RMLD's customers; is there a plan to fix that.

Mr. Phipps noted that Ms. Paige brought up a great point. RMLD Policy 30, Revision 1, has renewable choice. RMLD is developing a renewable choice program. The compliance metric set going forward will be non-carbon. RMLD has had such programs as green and solar choice, the renewable choice may become non-carbon choice. The goal is to offer 100% non-carbon options for customers. Dependent on how RMLD structures the non-carbon program, RMLD's existing portfolio has a percentage of non-carbon, but want to provide customers the option of 100%. To add non carbon to the portfolio, it will be achieved on an annualized incremental basis.

RMLD has been working with this with its larger industrial customers, calling it a green tariff. Mr. Phipps noted that there are two scenarios relative to the certificates: one "retire more," second "buy more."

One commitment RMLD made is to develop a renewable choice. There is the element in terms of buying/using those funds to buy additional certificates then issue credentials back to those larger corporate customers. The Climate Bill is the catalyst to wrap this up for both the RMLD and the customer.

RMLD's 2021 portfolio, has 40% non-carbon certificates associated with it. RMLD will retire the first 23% and sell the balance. RMLD would use the funds from the non-carbon choice and retire a larger portion of certificates. RMLD will provide customers the choice for 100% non-carbon, it is called renewable choice in Policy 30, Revision 1.

Ms. O'Brien added that the language in Policy 30 (addressing Ms. Paige) was not written into Policy 30 to say that customers do not want to spend any money, the policy was written to conform to RMLD's existing mission statement to keep rates low. The policy dictates that she and her staff meet all the state requirements and mitigate the costs. RMLD works to find unit contracts that do not adversely impact the rate, working to offset the rate. The language put in Policy 30 is RMLD's governing compass on the mission as to how RMLD is run. If the mission changes, then the policy can be updated. Ms. O'Brien stated that it is not that RMLD was not reading the customer survey correctly. Ms. O'Brien thanked Ms. Paige for her input and apologized for any confusion. It will get harder to find unit contracts at lower prices due to the Climate Bill; demand has gone up for such projects.

Mr. Phipps added that there is more coming, and the input was great in terms of what is desired for RMLD consideration.

Mr. Connor asked, since the loss of the permit for the Palmer plant, does RMLD plan to formally withdraw from the contract, and will the power sourced from Palmer be officially removed from the RMLD monthly forecast?

Mr. Phipps responded that the Palmer facility under the original contract was not scheduled to be online until spring 2022. At some point, if RMLD ends up exiting the contract, the contract will be removed from the RMLD portfolio. RMLD is looking how to replace that power. RMLD has put in place mechanisms to allow it to exit/transfer that contract without minimal negative impact to RMLD's rate base, it is dependent on what happens with Palmer.

Mr. Connor clarified; it is not clear that RMLD can get out of the contract with Palmer since it is a moving target.

Mr. Phipps responded that RMLD has made provisions to allow the RMLD to exit and are positioned to do that. Part of that exiting is dependent upon what happens to the Palmer facility in terms of them moving forward with permits, construction, and commissioning. There are a lot of moving pieces, RMLD has worked diligently over the past several months to create an exit path which is in place.

Mr. Connor stated that he agreed with Ms. Paige and Mr. Rogers, particularly with retiring the RECs. He has a couple of degrees in economics and saw in Mr. Phipps presentation that RMLD customers value the very inexpensive electricity RMLD provides. One of the laws of economics is that something is valued more when it costs more, so it's completely contrary to the laws of economics and people will waste something unless they start paying for it and given the climate crisis. He does not see RMLD doing any leadership in this climate crisis. All it is about reducing the rates, reducing the rates. Well, that's not the answer or keeping the rates extremely low. The RMLD has to do the opposite to reduce our energy load.

7. Engineering & Operations Report – H. Jaffari, Director of Engineering & Operations
Materials: *Engineering & Operations Report (Presentation Slides)*

Mr. Jaffari reviewed the Reliability Indices (Slides 2 and 3) for the month of March. There were incidents such as equipment, trees, wildlife, and vehicle accidents, but the major factor was the weather. RMLD is doing very well on the regional and national level relative to outages for the five-year cycle.

Mr. Jaffari then reported that RMLD has received two prestigious awards from the American Public Power Association (APPA): the 2020 Reliability Award (for the fourth consecutive year) and the RP₃ (Reliable Public Power Provider) Award.

For the RP₃ Award, utilities across the nation (voluntarily) submit their application for recognition. Extensive analysis is performed on the application (data), benchmarking it against national and regional information. The RMLD has received the platinum level award (RP₃) for 2021 to 2024. Mr. Jaffari noted there are three award levels: diamond, platinum, and gold. APPA evaluated the RMLD in the following disciplines: reliability, safety, workforce development, and system improvements. RMLD had to submit supporting documentation that underwent peer review to determine the qualification. There are approximately 2,000 Public Power Utilities with more than 270 municipal utilities nationwide that have the RP₃ designation. RMLD previously received the Platinum award in 2006. The RP₃ application process took from May to December 2020. Extensive documentation was required such as utility demographics, reliability data, cyber and physical security, disaster plans, safety data, work and training manuals and practices, benchmarking, workforce development (succession, planning, recruitment), policies and operational procedures. Relative to system improvements,

the RMLD performed a 20-year system planning study in 2016 that RMLD follows, reviews, and revises as needed. This was one of the requirements to demonstrate that the utility has proactive planning.

Mr. Jaffari noted that the RMLD has received a plaque for the RP₃ designation that will be displayed in RMLD's lobby along with the Reliability Certificates. The RP₃ awards presentation can be found on the APPA website.

Mr. Jaffari thanked both the CAB and the RMLD Board of Commissioners, management, as well as staff for the cooperation and collaboration that led to RMLD receiving these highest standard achievement awards.

Chair Small congratulated Mr. Jaffari, his team, and everyone at RMLD for all the hard work that went into the designation achieved by the RMLD. Chair Small added that he works at another electric municipality - this is a big deal; a lot of work goes into this process, and he appreciates the efforts.

Mr. Hooper added his congratulations and appreciation for all the efforts. Mr. Soni extended his congratulations to Ms. O'Brien and Mr. Jaffari; they have done a great job. In addition, he congratulated Chair Small as Danvers received the APPA Platinum award as well.

Mr. Soni asked if the reliability award is looked at from a national or regional basis? Mr. Jaffari responded that they look at both national and regional with analysis performed based on both national and regional levels.

Ms. O'Brien added, relative to the reliability report, that Mr. Jaffari reports monthly on statistical data for outages. SAIDI and CAIDI are performed nationally for averaging (based on national and regional averages). RMLD has a different standard because it includes momentary outages, which many utilities do not add in their statistics.

8. Business & Finance Update through February 28, 2021 – W. Markiewicz, Director of Business and Finance
Materials: *Business & Finance Update through February 28, 2021 (Presentation Slides)*

Ms. Markiewicz reported that the in-house financial audit was completed. The draft financials are being prepared by the auditors. The auditors are hoping to have the draft financial for an Audit Committee meeting in May, then subsequently presented to the CAB and the Board of Commissioners.

The sales tax prepayment requirement has changed, typically, you pay sales tax 20 days after the end of the month, starting this month as of April 26, because the 25th is a Sunday, RMLD has to prepay sales tax. You must pay five days in advance of the end of the month; RMLD is all set with the requirement change. As a result, in the accounts payable, there will be two sales tax payments back-to-back.

The Department of Public Utilities return is one of the top priorities for the Accounting division as well other divisions. The Town of Reading payment is set for 06/30/21 half of the payment at \$1.24 million. This holds true for the 2% net plant payments for the towns. Currently, it is in draft form, but estimated at \$827,000 total.

Ms. Markiewicz noted periodically, she likes to present a snapshot of RMLD's cash. RMLD has \$57.7 million in cash ensuring that everything allocated and spent properly. RMLD has more Restricted Cash than Unrestricted in its Operating Fund at \$24.7 million. RMLD is striving for three times the operating expenses. In 2020, RMLD was far under budget due to COVID, but came in a little bit higher than budgeted for kilowatt hour sales. It looks like the cash is higher, but due to timing that all washes out.

Ms. Markiewicz then addressed the Accounts Payable process in order to cut a check. For Accounting, it is a process that is managed daily and weekly from invoice to check. Invoices (most of are now electronic) via email and some by mail. The Accounting Department then disperses the invoices electronically to division managers or managers in charge of projects for approval of goods and services and signature.

The invoice then comes back to the Accounting department, who in turn matches it up with a purchase order, which has its own set of standards, regulations, and approvals. Accounting matches the invoice up with the purchase order to verify that it has the proper signatures, ensure that the proper general ledger account has been assigned. All those invoices are combined then sent off to the Purchasing Manager for approval. Purchasing Manager performs checks of the requisitions and the purchase orders in the system assuring that everything is correct, then sends it back to Accounting. There is a lot of stops and go in the process (part of verification) but strive for a continual flow in the process.

When the invoices come back from the Purchasing Manager, the invoices are entered into the system, for a file to be sent to Town Hall. In the meantime, the packages are combined and sent to the General Manager for final approval. After the General Manager approval (this can involve troubleshooting), the Account Payable batches are put together then the warrant is created in the system for the checks to be cut by the Town Hall. Then the warrant goes directly to the General Manager for approval. In the meantime, the Board of Commissioners member assigned to Account Payable receives the invoice packages. After the General Manager approves the warrant the Commission member assigned to this review the information provide for approval.

At that point, in the process, RMLD sends the files and invoice packaging (RMLD has no cash control) to the Town of Reading for their scrutiny and review as well. There can be phone calls from the Town of Reading due to their scrutiny of each invoice. There can be clarification on invoices involving mutual troubleshooting. The Town of Reading prepares the checks 10 days after the Friday ending is when the check date is cut then mailed to our vendors. It is quite a process. There is a multiple level of approvals throughout this process, troubleshooting, with stops and goes, with daily deadlines to move to the next step. It is important to be aware of how that system works.

Relative to the February financials sales are flat. RMLD is a little bit under budget, but nothing important to report.

Chair Small asked if there any questions, there were none.

9. Scheduling – J. Small, Chair

- Next CAB meeting – date pending BOC schedule.
- BOC Meeting Coverage for May Meeting - pending confirmed date for BOC meeting.

Chair Small opened the meeting to public comment, noting that Ms. Page would like to speak.

Ms. Paige stated that she had a question for Mr. Jaffari, but first congratulated him, Ms. O'Brien, and the staff for keeping the RMLD so reliable. Last month, Mr. Jaffari spoke (Solar/Battery System Impact Study presentation) to not being able to do reverse electricity flow. Does that mean that RMLD will not be able to offer net metering for people who install rooftop solar?

Mr. Jaffari thanked Ms. Paige for the question and provided the following explanation. RMLD does not have true net metering. Customers (large) will not be able to send their power back to RMLD's system when the system has reached its maximum capacity. RMLD is taking steps to ensure it can take the power generated by customers. RMLD is

not discouraging customers from generating, but (large customers) need to program their solar system inverters to block the reverse flow of the power back to RMLD's system when RMLD's system capacity has reached its limits.

Ms. Paige asked if that would be true for customers who already have solar - do they need to change their system somehow? Mr. Jaffari stated that RMLD encourages customers to purchase the smart inverters.

Ms. O'Brien stated that what Mr. Jaffari is referring to is the smart inverters (in the future) when everyone wants to try to put solar on their building rooftop and the RMLD cannot take the power back without adversely impacting RMLD's system.

Ms. O'Brien explained that RMLD performed the System Impact Study looking at large commercial solar. For example, if the feeder limit is a couple of megawatts, then there is a calculated limit on allowable solar generation from customers back to the electric feeder. This does not include community solar that RMLD already has; that is not what RMLD is speaking to or the residential customers that already have solar.

Ms. Paige clarified, it will not affect customers who are already on it, but it will affect residential customers as well as more electrification is happening? Ms. O'Brien responded that it would be highly unlikely that a residential area would overload a residential feeder. RMLD is speaking to a large solar array on a large roof such as Ballardvale in Wilmington and they want to sell the power back on the same feeder. In addition, RMLD does not have net metering like an IOU because part of the IOUs bill charges for solar in the form of allowing net metering. RMLD gives a rebate and has to collect for the distribution piece of the feedback. The credit is for feedback, but the RMLD still has to pay for the distribution poles and wires. The RMLD has no solar charge like IOUs.

10. Adjournment – J. Small, Chair

Mr. Hooper made a **motion**, seconded by Mr. Soni, that the Citizens' Advisory Board adjourn regular session. Motion carried 3:0:2 (3 in favor, 0 opposed, 2 absent) by a roll call vote of those present. George Hooper, aye; Vivek Soni, aye; Chair Small, aye. Mr. Kelley and Mr. Markey were not present.

The CAB meeting adjourned at 7:18 PM.

As approved on December 20, 2021.