

**Fuel Oil Conservation Board Meeting
Minutes**

**Friday, January 4, 2008
11:00 a.m.**

ICPA Office, Cromwell, CT

In attendance: Shirley Bergert, Bill Bussman, Peter Carini, Erin Clark, Tom Devine, Michael Fotos, Gene Guilford, Kevin McKenna, Dave Pelletier, and Rich Reilly

Agenda Item	Action
Election of officers and terms of service	After board discussion, Tom made a motion to elect board officers, each having a term end date of June 30, 2008. The motion was seconded by Shirley and all approved. The board officers are: Chair – Rich Reilly Vice-chair – Peter Carini Secretary – Erin Clark
Opening of Official Meeting	Rich Reilly, chair, officially called the meeting to order at 12:30 p.m.
Committee to meet with Comptroller's Office	Michael made a motion to establish a committee to meet with the state comptroller's office re: board finance issues. The motion was seconded by Tom and all approved. Committee members are: Shirley, Gene and Dave.
Corporate Documents Committee	Gene made a motion to establish a committee to develop the board's corporate documents and make a recommendation to the full board at the next meeting. The motion was seconded by Shirley and all approved. Committee members are: Shirley, Tom, Gene, and Dave.
Next Meeting	The next meeting will be held on Tuesday, January 22, 2008 at 1:00 p.m. at the ICPA office.
Meeting Adjournment	Shirley made a motion to adjourn the meeting at 12:50 p.m. Peter seconded the motion.

Submitted by Erin Clark, Secretary