

**CT Fuel Oil Conservation Board Meeting
Meeting Minutes
Wednesday February 4, 2009
4:00 p.m.
ICPA Office, Cromwell, CT
Conference Call option was available**

In attendance via teleconference: Bob Barrieau, Shirley Bergert, Mike Fotos, Lisa Casey, Kevin McKenna, Craig Snyder Via telephone: Bill Bussmann, Jonathan Gordon
Absent: Erin Clark, David Pelletier, Gene Guilford

Minutes recorded by Theresa Lavoie, Energy Conservation Program Administrator

Agenda Item	Action
Opening of meeting	Bob Barrieau called the meeting to order at 4:10 p.m.
Approval of minutes	Minutes from the 1.13.09 Board meeting were reviewed. Mike Fotos made a motion to accept the minutes without modification. Kevin McKenna seconded the motion and the vote was unanimous to accept. Minutes from the 1.28.09 Board meeting were reviewed. Mike Fotos made a motion to accept the minutes without modification. Kevin McKenna seconded the motion and the vote was unanimous to accept.
CAA contract update	Theresa updated the Board on a meeting with the CAA weatherization directors on 2/3/09 to review the program and contract issues they raised. In attendance from the FOCB was Shirley Bergert, Bob Barrieau, Craig Snyder. Diane Lavoie, also attended. The Board discussed at lengths the options available to them in regards to contract changes that would still ensure proper protocol is being followed to have confidence that the funds are being allocated accurately and all proper pre and post inspection of heating system work is being carried out. As a result of this discussion, the following modifications to the CAA/FOCB contract were arrived at: <ul style="list-style-type: none"> ▪ Eliminate the need for the CAA's to invoice the FOCB for work performed. The FOCB administrator will calculate on bi-monthly basis work authorized by the FOCB and provide payment to the CAA's. ▪ Service fees are modified to be \$225/job completed and \$75 for a CAA pre-inspection completed. These fees are paid after the submission of a post inspection and will be calculated by the FOCB, thus eliminating the need for the CAA to invoice. ▪ If the FOCB does not provide a post inspection final report for a previously paid job within 30 days, the cost will be deducted from future payments for that job. ▪ Shirley Bergert will draft an addendum to our contract that must be signed before these changes can come into effect. Shirley Bergert made a motion to accept the modifications above. Craig Snyder seconded the motion and the vote was unanimous to accept the modifications. A motion was made by Mike Fotos to allow the Chair to sign off on the contract addendum necessary to execute these changes. Lisa Casey seconded the motion and the vote was unanimous to accept.
Energy & Technology Committee Update	The meeting of the committee on 2/3/09 discussed some changes to the FOCB legislation. These changes modify the legislation to clarify the single audit structure as well as way the comptroller's office will handle FOCB funds. Bob Barrieau spoke on behalf of the Board to support the changes.
CL&P/FOCB contract draft for LI weatherization services	A draft copy of the CL&P contract was received by Theresa Lavoie today. This contract is to cover services being provided by CLP to implement low

<p>and oil insulation rebate services</p>	<p>income weatherization services through their WRAP program and oil insulation rebates to Home Energy Solutions customers. A motion was made by Mike Fotos to have Shirley Bergert review the contract and work with Theresa and CLP to develop an agreeable document. The motion was seconded by Kevin McKenna. The vote was unanimous to approve.</p> <p>In an effort to execute the contract as timely as possible, a motion was made by Mike Fotos to allow the Chair to sign off on this contract on behalf of the Board if the review proves inconsequential to our interests. Lisa Casey seconded the motion and the vote was unanimous to accept.</p>
<p>Next Board Meeting</p>	<p>The next regular scheduled Board meeting will take place on Wednesday March 4, 2009 at 4:00 at the ICPA offices and available via conference call in.</p>
<p>Meeting Adjournment</p>	<p>The meeting was adjourned at 5:55 p.m.</p>