

**CT Fuel Oil Conservation Board Meeting
Meeting Minutes
Wednesday March 4, 2009
1:00 p.m.
Competitive Resources Office, Yalesville, CT
Conference Call option was available**

In attendance: Thomas Devine, Shirley Bergert, Lisa Casey, Craig Snyder Bill Busmann, David Pelletier, Jamie Howland
Via telephone: Gene Guilford,
Absent: Erin Clark, Jonathan Gordon, Bob Barrieau, Mike Fotos Kevin McKenna

Minutes recorded by Theresa Lavoie, Energy Conservation Program Administrator , Diane Lavoie in attendance from The Resource Link

Agenda Item	Action
Opening of meeting	Tom Devine called the meeting to order at 1:20 p.m.
Approval of minutes	Minutes from the 2.14.09 Board meeting were reviewed. Tom Devine was missing as in attendance by error and will be added. Craig Snyder made a motion to accept the minutes with modification. Lisa Casey seconded the motion, Dave Pelletier and Jamie Howland abstained. The vote was unanimous by others.
Update on Heating System Replacement Program	<p>Theresa Lavoie provided an update on the program. As of the end of February, we have authorized work for 206 low income clients for a total cost allocation of \$1,035,521. Leads are not dying down and there are still many that are coming in as "inoperable" or "unsafe".</p> <p>Theresa met with the CAA weatherization directors on 3/3/09 to review the program and to voice a concern that post inspections are sorely lacking. Although many say they "are coming", the program administrator is concerned that we will not have the proper quality check on the work if the post inspections are further delayed. The Board reviewed the concerns this raises about accountability and authorized Theresa to notify the CAA's that if post inspections are not performed in a timely manner, qualified as within 3 weeks of the FOCB date of funds authorized, then the FOCB will take the responsibility of performing the post inspection and deduct \$95 from the general contracting fee paid to the CAA's.</p> <p>A motion was made by Tom Devine to authorize the program administrator to initiate this letter about post inspections to the CAA's. Dave Pelletier seconded the motion. The vote was unanimous to accept.</p>
Reimbursement of units installed prior to FOCB funding	A few customers who installed heating systems prior to the FOCB receiving funds and implementing the LI heating system replacement/repair program have asked for reimbursement. The Board discussed the implications of taking this action and concluded that although it would be ideal if we could go retroactive, it is not something the Board can do based on the legislation. Therefore, we will not review further requests for this consideration.
Federal Stimulus Potential Funding	An excerpt from Sen. Dodd's analysis of what he envisions CT stimulus energy dollars to be was distributed and reviewed. The Board decided it would be beneficial to form a sub-committee to focus on making the right contacts to get consideration by the State agencies who will be distributing these funds. Board members who volunteered to work on this are Craig Snyder, Jamie Howland, Tom Devine, Gene Guilford, Shirley Bergert and the program administrator Theresa Lavoie. For full disclosure purposes,

	<p>Theresa noted that she is now working 25% of her work week on FOCB matters and is employed the other 75% by Competitive Resources, an energy efficiency vendor engaged in implementing energy program in the State via the CT Energy Efficiency Fund. CRI does not provide any services to the FOCB.</p> <p>A motion was made by Shirley Bergert to create this residential program sub-committee. Lisa Casey seconded the motion. The vote was unanimous to accept.</p>
Finance Report	<p>Dave Pelletier presented the financial report for February. He indicated concern over the 5% administrative budget we are constrained to, since we dropped from a \$10 million dollar budget to a \$2.5 million. No word from OPM or OSC as to the status of remaining \$2.5 million that was requested by OSC to OPM on 2/4/09. Discussion ensued about the need to meet with OSC to discuss a variety of issues including the constraints of the 5%, the cost of the AG's audit and what would be necessary actions if we close the programs on 6/30/09.</p> <p>A motion to accept the Treasurer's financial report was made by Craig Snyder and seconded by Lisa Casey. The vote was unanimous to accept.</p> <p>A motion was made by Shirley Bergert to form a sub-committee, Fund Contingency Planning Committee, to meet with the OSC and AG's office to review these concerns and get direction. Members to work on this sub-committee are Shirley Bergert, Dave Pelletier, Jamie Howland, Bob Barrieau and Theresa Lavoie. Jamie Howland seconded the motion and the vote was unanimous.</p> <p>A review of proposed FOCB Accounting Policies and Procedures was discussed. These are guidelines currently being used. A motion was made by Shirley Bergert to accept the procedures as written. Tom Devine seconded the motion and the vote was unanimous.</p>
Next Board Meeting	<p>The next regular scheduled Board meeting will take place on Wednesday April 1, 2009 at 1:00 at the ICPA offices.</p>
Meeting Adjournment	<p>The meeting was adjourned at 2:59 p.m.</p>