

DRAFT – changes may be made to final version

CT Fuel Oil Conservation Board Meeting
Meeting Minutes
Wednesday June 3, 2009
1:00 p.m.
ICPA Office, Cromwell, CT

In attendance:, Shirley Bergert, Bob Barrieau, Bill Bussmann, David Pelletier, Jamie Howland, Mike Fotos, , Craig Snyder, Gene Guilford, Thomas Devine (on phone), Lisa Casey
Absent: Erin Clark, Jonathan Gordon, Kevin McKenna

Minutes recorded by Theresa Lavoie, Energy Conservation Program Administrator

Agenda Item	Action
Opening of meeting	Bob Barrieau called the meeting to order at 1:08 p.m.
Approval of minutes	Minutes from the 5.14.09 Board meeting were reviewed. Mike Fotos made a motion to accept the minutes with the modification to note Gene Guilford in the absent section. Shirley Bergert seconded the motion. The vote was unanimous.
Update on Heating System Replacement Program	<p>Theresa Lavoie provided an update on the program. As of the end of April, we have authorized work for 432 low income clients for a total cost allocation of \$2,172,230. Leads are not dying down and there are still many that are coming in as “inoperable” or “unsafe”.</p> <p>Theresa indicated that within the next week a feedback survey would be going out to the first 375 participants in the program. She will share the results with the Board as soon as tabulated.</p> <p>Theresa also indicated that she has begun tracking pre and post steady state efficiency test results by participant and will be using that data over the summer to produce results for the annual report. It was agreed that the preliminary data (without participant names) would be emailed to the Board members this week, for their review.</p>
Finance Report	<p>Dave Pelletier, Treasurer, presented the financial report for May 2009. A motion to accept the Treasurer’s financial report was made by Shirley Bergert and seconded by Jamie Howland. The vote was unanimous to accept.</p> <p>The Board Audit sub-committee, made up of members of the from the FOCB finance committee, including Dave Pelletier, Shirley Bergert, Tom Devine, Mike Fotos and Gene Guilford will meet via conference call prior to June 25th to review the responses to the audit RFP and select a contractor for this work</p> <p>In light of the need to close up FOCB financial obligations, the following motions were made by Shirley Bergert</p> <ol style="list-style-type: none">1. Agree that the Board maintain a presence in the state and contract with the Program Administrator to handle this obligation through June 30, 20102. Sign a retained with the law firm to handle our dissolution needs when directed by the Board3. Allow the Audit Committee to enter into a contract with the qualified firm to perform our audit.4. Authorize the payment of Board insurance through June 30, 2010. <p>David Pelletier seconded this. The vote was unanimous in favor.</p>
Next Board Meeting	There is no regular scheduled Board meeting scheduled at this time due to its defunding as of July 1, 2009.
Meeting Adjournment	The meeting was adjourned at 2:10 p.m.

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