

**Renewable Energy Investments Board  
Minutes - Regular Meeting  
Monday, May 24, 2010**

A regular meeting of the **Renewable Energy Investments Board, also known as the Connecticut Clean Energy Fund Board** (the "Board"), was held on May 24, 2010, at the office of the Connecticut Clean Energy Fund, 200 Corporate Place, Rocky Hill, CT.

1. **Call to Order:** Noting the presence of a quorum, Norma Glover, Chairperson of the Board, called the meeting to order at 12:10 p.m. Board members participating: Tracy Babbidge, Department of Environmental Protection; Mun Young Choi; Norma Glover; Alan Greene; Mary Healey, Office of Consumer Counsel; Kevin Hennessy; John Mengacci representing the Secretary of the Office of Policy and Management; Carol Muradian; John Olsen; Matthew Ranelli; Jessie Stratton; and Patricia Wrice.

Board members absent: Bob Maddox; and Scott DeVico, Emergency Management and Homeland Security.

Staff and Adjunct Staff Attending: George Bellas, Lise Dondy, Keith Frame, David Goldberg, Dale Hedman, Peter Longo, Shelly Mondo, Beth Piggush, Cheryl Samuels, Chelsey Sarnecky, Emily Smith, Matthew Stone and Bob Wall.

Others present: Mike Burns, BWB Solutions.

2. **Public Comments:** There were no public comments.

3. **Approval of Minutes:** Ms. Glover asked the members of the Board to consider the minutes from the February 22, 2010, and April 26, 2010, meetings.

**Upon a motion made by Ms. Muradian, seconded by Mr. Mengacci, the Board voted in favor of adopting the minutes from the February 22, 2010, meeting as presented (Ms. Babbidge and Ms. Healey abstained from the vote).**

**Upon a motion made by Ms. Healey, seconded by Mr. Mengacci, the Board voted in favor of adopting the minutes from the April 26, 2010, meeting as presented (Mr. Choi, Ms. Healey, Mr. Hennessy and Mr. Greene abstained from the vote).**

4. **Chairman's Report:**

Ms. Glover recognized and thanked Chelsey Sarnecky, Emily Smith, Lise Dondy, Peter Longo, Bob Wall and David Goldberg for their work and efforts during this legislative session. Ms. Glover noted that the following appointments were made: Mr. Mengacci was appointed as a member of the UCONN Center for Clean Energy Engineering; and Mr. Ranelli was appointed as a member of the Energy Conservation Management

Board. She mentioned that a special meeting will be held next week to consider the Comprehensive Plan before it goes out for public comments. Staff will use the Strategic Plan as the basis for developing the Comprehensive Plan. The Board will be asked to consider approving the Comprehensive Plan following the public comment period and then the Comprehensive Plan will be submitted to the Department of Public Utility Control for final approval. The Board members will be notified of the public comment dates and locations, and all Board members are invited to attend.

#### **5. President's Report:**

Ms. Dondy referenced some of the materials distributed to the Board for informational purposes, including a summary of legislation, pre-filed testimony regarding the 2010 Integrated Resource Plan, the operating budget, and the revised Joint Operating Procedures ("JOP"). She mentioned that the CI Audit Committee and the CCEF Board's Executive Committee reviewed the amended JOP. The notice of the proposed amendments will be published in the Connecticut Law Journal. Following a 30-day public comment period, the Board will be asked to approve the amended JOP. Ms. Dondy noted that the Governor's Deficit Mitigation Plan did not include the securitization of CCEF's funds. She mentioned that there is a large energy bill that could affect CCEF. However, the bill has not yet been signed. Ms. Dondy noted some of the upcoming events, and invited all Board members to attend. Mr. Wall and his staff were congratulated for reaching 100 towns out of 163 eligible to participate in the 20 percent by 2010 campaign. Ms. Dondy mentioned that CCEF is ahead of predictions on reservations and commitments for the geothermal program.

#### **6. Projects Committee Report:**

Mr. Hedman provided the Projects Committee report. At the meeting held on May 6, the Projects Committee approved a 142.2 kW<sub>STC</sub> PV system to be installed on the roof of the Park Avenue Elementary School in Danbury, Connecticut. The Projects Committee also approved a 300 kW fuel cell system to be located at Carla's Pasta Corporation in South Windsor.

#### **7. Legislative Report:**

Ms. Smith provided an update on legislative issues. She indicated that the Governor has until June 2 to sign or veto the energy bill. If nothing is done, the bill becomes law. Ms. Smith explained that in the energy bill, a new energy and technology authority will be formed, and a task force will be created to evaluate the structure of the new organization, including the possibility of CCEF being a part of the energy and technology authority. She mentioned that CI was appointed as a member of the task force. Ms. Smith reiterated that securitization of CCEF's funds was not included in the Governor's Deficit Mitigation Plan. Ms. Smith recognized the efforts of the Board and support of CCEF's stakeholders during the legislative session. She noted that the support was instrumental in expressing CCEF's point of view to the legislature.

**8. Approval of Workforce Development RFP Awards:**

Ms. Piggush discussed the recommendation to approve funding for workforce development programs under the CCEF Comprehensive Plan for seven applicants. She explained that the Board, at the March meeting, authorized staff to issue a Request for Proposals (“RFP”). Ms. Piggush briefly reviewed the focus, priorities and criteria contained in the RFP. Ten applications were received totaling requests for \$960,000. A review committee was established to review the applications, and Ms. Piggush discussed the committee’s recommendation. She reviewed each proposal and funding amounts for each of the recommendations. Mr. Olsen suggested that funding for workforce training be provided to the people who currently hold licenses to upgrade their skills. He questioned the efficiency of training people that do not currently have licenses. Ms. Piggush reviewed the objectives that CCEF hopes to achieve through each award. Questions arose regarding the purpose and objectives of the program. Concerns arose about duplication of equipment and/or efforts among the funding recipients. Ms. Piggush explained that collaboration is encouraged, especially for curriculum; however, it is difficult to share equipment. While some projects appear to be similar, the students may be very different. In response to a question, Ms. Piggush indicated that the RFP required the applicants to provide a self-sustaining plan. Staff was asked to provide the Board with information about the self-sustaining plans of each project to help determine whether the plans are realistic. Ms. Piggush discussed the differences with this program to the CT Green Jobs Partnership -Jobs Training Fund. Staff was asked to continue to work with the Office of Policy and Management and the Office of Workforce Competitiveness to see if and how to connect this program with the Jobs Training Fund and other programs to ensure that there are no duplication of efforts. The Board also requested that staff closely evaluate the program and report back on this issue.

**Upon a motion made by Ms. Wrice, seconded by Ms. Stratton, the Board voted in favor of adopting the following resolution regarding Renewable Energy Workforce Development (Mr. Choi was against the motion, and Mr. Olsen abstained from the vote):**

**RESOLVED:**

- (1) that the Gateway Community College Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000); and**
- (2) that the Manchester Community College Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of**

- the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed TWENTY-FOUR THOUSAND DOLLARS (\$24,000); and
- (3) that the Naugatuck Valley Community College Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000); and
  - (4) that the NECA and IBEW Local 90 JATC Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000); and
  - (5) that the Three Rivers Community College Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000); and
  - (6) that the Workplace Inc. Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed SEVENTY THOUSAND DOLLARS (\$70,000); and
  - (7) that the University of New Haven Renewable Energy Workforce Development proposal has been determined by the Board of Directors of the Connecticut Clean Energy Fund (“CCEF Board”) to be in furtherance of the CCEF Comprehensive Plan, under workforce development programs and in the interest of ratepayers, and that funding be approved for the program in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000); and
  - (8) that if sufficient funds are available for this purpose, Peter Longo, President and Executive Director of Connecticut Innovations; Lise Dondy,

**Vice President of Connecticut Innovations and President of the Connecticut Clean Energy Fund; or any other duly authorized officer of Connecticut Innovations is authorized to execute and deliver for and on behalf of the CCEF, not later than December 31, 2010, any legal instruments necessary to effectuate such grant on such terms and conditions as he or she shall deem to be in the best interests of CCEF and the ratepayers, in conformance with the wishes of the CCEF Board, and in conformance with Section VI of the Operating Procedures of the CCEF Board. The authorized officer's approval thereof as hereby authorized to be conclusively evidenced by the execution and delivery of said legal instrument; and**

- (9) that the proper officers be and hereby are severally authorized and empowered to do any and all acts and execute and deliver any and all other documents as they shall deem necessary and desirable to effectuate the above-mentioned legal instrument.**

**9. Approval of CCEF Fiscal Year 2011 Operating Budget:**

Mr. Mengacci stated that the CCEF Finance Committee reviewed the proposed budget for fiscal year 2011 and recommends adoption by the Board. He mentioned that the Finance Committee also reviewed the CCEF financial statements for the third quarter of fiscal year 2010. Mr. Bellas briefly reviewed the budget to actual financial reports for the third quarter of fiscal year 2010. He noted that the biggest variance was a shortfall of utility customer assessments. The Board asked Mr. Bellas to provide the actual customer utility assessments after the first quarter of fiscal year 2011 so that the Board can have a better understanding of funds available for commitments.

Mr. Bellas reviewed the proposed operating budget for fiscal year 2011. He indicated that staff is projecting an overall decrease of approximately 10 percent for operating revenues, due mainly to the projected decrease of utility customer assessments. Mr. Bellas discussed the rationale for making projections for each of the line items. He indicated that overall, with the exception of legal expenses, operating expenses for fiscal year 2011 will either be reduced or remain the same. He mentioned that the Finance Committee met on May 19 and approved the reallocation of funds in the 2010 fiscal year budget to address anticipated shortfalls in legal fees and temporary employees.

Mr. Bellas reviewed the American Reinvestment Recovery Act ("ARRA") program budgets, the Statement of Cash Flows, the Operating Budget and the Balance Sheet proposed for fiscal year 2011. He discussed the capital expenditures projected for fiscal year 2011. Mr. Bellas mentioned that staff will be seeking final approval from the CI Finance Committee before spending any of the funds allocated for capital expenditures. The Board discussed the Schedule of Positions, including the shared positions and those assigned to CCEF. Mr. Bellas indicated that employees record the actual time spent working on CCEF issues on a bi-weekly basis. Mr. Bellas mentioned that there

are also three durational employees associated with the ARRA programs, which will be reimbursed with the federal funds.

Mr. Bellas reviewed the proposed salaries, wages and benefits for fiscal year 2011. Mr. Bellas indicated that the employee benefit costs have not yet been finalized by the State Office of the Comptroller, and the Finance Committee will be meeting in July to make budget adjustments.

The Board reviewed the Chart of Positions which includes the administrative officers and their duties, responsibilities and authority. Mr. Bellas mentioned that there were no changes from the 2010 fiscal year.

Ms. Healey thanked Mr. Bellas for the thoroughness with the preparations of the budget. She noted the need to be sensitive with respect to salary increases during this time when people are have to take furlough days. Mr. Bellas reiterated that salary issues will be discussed again in July after staff performs further due diligence.

**Upon a motion made by Mr. Mengacci, seconded by Ms. Stratton, the Board voted in favor of adopting the 2011 fiscal year budget for CCEF as presented (Ms. Healey abstained from the vote).**

**10. Approval of CCEF Strategic Plan for FY11 through FY12:**

Mr. Burns mentioned that the Board has discussed the proposed Strategic Plan at length for the last several months, and comments made by the Board have been incorporated into the document. Ms. Glover noted that staff will use the Strategic Plan as the basis for developing the Comprehensive Plan. A special meeting will be held for the Board to consider the Comprehensive Plan that will be available for public comment, and three public hearings will be held throughout the state. Following a 30-day public comment period, the Board will be asked to consider approving the Comprehensive Plan to forward to the Department of Public Utility Control for final approval.

**Upon a motion made by Mr. Mengacci, seconded by Ms. Muradian, the Board voted in favor of adopting the Strategic Plan for fiscal years 2011 and 2012 (Ms. Healey abstained from the vote).**

**11. Other Business:**

There was no other business to discuss.

**12. Adjournment:** Upon a motion made by Ms. Muradian, seconded by Mr. Mengacci, the Board members voted unanimously in favor of adjourning the May 24, 2010, meeting at 2:00 p.m.

Respectfully submitted,

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Norma Glover, Chairman

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Matthew Ranelli, Secretary