

**WILTON-LYNDEBOROUGH COOPERATIVE  
FINANCE COMMITTEE MEETING  
Wednesday, May 19, 2021  
Remote Meeting  
6:30 p.m.**

The videoconferencing link was published several places.

The meeting was called to order at 6 PM (remote only). Board members present included Jim Kofalt, Charlie Post, & Brianne Lavallee. Budget Committee member Caitlin Maki was present.

No public comment was offered.

The committee discussed the recent hiring of a Business Administrator and considered whether it might make sense to have that person start earlier than July 1<sup>st</sup>. Consensus was that we should refer that question to Mr. Lane.

We discussed the proposal that was shared with the Board from World Energy Efficiency Services. This would require a substantial outlay of funds from the district (~\$47,600), but Eversource would cover an additional \$74,500. The energy efficiency measures are estimated to save the District approximately \$2000 per month. If accurate, that would give us a 2-year payback period for this project. The Board will be discussing this proposal in the near future.

We discussed the need for a standard, consistent format for monthly reports from the Business Administrator. We would therefore like to set up a small working group consisting of 1-2 Board members and 1-2 Budget Committee members to work with the new BA to come up with an agreed format and process for reporting. That effort should begin after the new BA has had an opportunity to get settled into the position (i.e. late July or August)

We also discussed the need to pro-actively communicate with the Budget Committee so that they are fully informed about key financial matters (including, for example, the energy efficiency proposal). Jim offered to prepare an e-mail to the Budget Committee, forward it to the Board Chair & Vice Chair for them to send it to the Budget Committee on behalf of the Board.

The meeting adjourned at 7 PM.

*Respectfully submitted,  
Kristina Fowler for Jim Kofalt*