BOARD OF FINANCE

Minutes of the Regular Meeting held on Thursday, November 20, 2025

Held via ZOOM - meeting ID 878 4045 0022

Regular Members	Others
√ Joe Pryor (CHM)	√ Gordon M Ridgway, First Selectman
√ Kate Ward	√ Ricco Botto and Jennifer Hurlburt, Selectman
√ Zejke Hermann	√ Richard Bramley, Treasurer
√ Gary Steinkohl	
Simon Hewett	**Alternate members**
√ Jessica Brackman	Richard Wolkowitz
	Cody Gillotti

Call to Order — 7:00 p.m.

 # 1 -Additions — Election of Officers

The Election of officers was discussed in brief and covered the following

a) Chairman Pryor's availability and upcoming travel necessitates a reduced but continuing role on the Board

b) Officer positions of Chairman and Vice Chairman need to be filled

c) Election of officers will take place at the next regular meeting of the Board of Finance

 # 2 - Minutes

Minutes for the 10.16.25 meeting were emailed to all members prior to the meeting.
Copies of the minutes were also available at the meeting.

Motion

Zejke Hermann Made a motion to approve the minutes as presented.

Gary Steinkohl Seconded the motion.

Motion passed unanimously.

 # 3- Correspondence — 11.11.25 Lttr from K Freygang

Katherine Freygang submitted a letter outlining a concern regarding the rising cost of energy. Said letter referenced the Cornwall POCD, and made suggestions about constructing a spreadsheet with essential data and using the Energy Efficiency Plan and common CT Energy Savers to generate savings to cover energy saving improvement such as timers on computers, and motion detectors so lights are turned off automatically. The close of the letter indicated that Katherine was representing the following entities.

Cornwall Conservation Commission

Sustainable CT

Cornwall Energy Task Force

Said letter is appended to these minutes.

 # 4- Reports — Board of Selectmen

First Selectman Ridgway reported on the following items

a) CVFD capital asset fundraising ~ bids are due 12/17/25

b) First meeting of the new Board of Selectmen and 2 year goals

c) WC Wastewater, additional engineer to design plant, currently surveying village for potential participants. Meeting with DEEP in December, plant expected to be online in 2028

d) Board working with EDC regarding a MainStreet Program to assess challenges and opportunities utilizing Regional and State expertise. Assessment will take approximately 2 months to complete

e) 250 Celebration planning

f) Grant from State to design composting @ the Transfer Station

g) Town Hall, a new roof and gutters, will include insulation

h) 12/7 Open House at Town hall to honor retiring Town Clerk, Vera Dinneen and Tax Collector, Jean Bouteiller

BOARD OF FINANCE

# 5 Schedule	2026 Bd of Finance Meeting Calendar(s)

Two meeting calendars were provided to the Board for consideration, both are appended to these minutes.

a) 2026 Regular Meeting Schedule

b) Budget Meetings (winter-Spring 2023

Motion **Jessica Brackman** Made a motion to approve the proposed calendars as presented.

Kate Ware Seconded the motion.

Motion passed unanimously.

# 6 - Public	None
# - Adjourn	7:30 PM

Barbara E. Herbst, Board Clerk

Minutes remain "Draft" until accepted at the next regular meeting, please see subsequent meeting minutes for any corrections.

To: The Board of Finance

Re: Energy Usage Monitoring

November 11, 2025

Dear Board of Finance,

Hope this letter finds you all well.

I would like to outline a concern and a solution for the Cornwall BOF. The cost of energy is rising and I suggest Cornwall could monitor these changes and make improvements to mitigate the added costs. This program would collect data on usage, facilitate improvements and recycle the savings into capital improvements for longer term energy savings. This is an action step in our Plan of Conservation Development.

Fuel oil and electricity costs in Connecticut are the second highest in the nation with Hawaii as first. Just in my own bills there has been a 32% increase in 5 years.

The Plan of Conservation and Development states under Natural Resources/Promote Sustainability Efforts - Help the Finance officer to utilize the "EPA Portfolio Manager" which monitors and tracks energy use to help with implementing energy conservation measures in municipal buildings consistent with the Clean Energy Communities Municipal Action Plan.

Through SustainableCT, a statewide program to develop municipal resiliency, we have been using the EPA Energy Portfolio Manager which is supported by UConn. Our benchmark data is established. Subsequent entries have been difficult because some of the data needs to be entered manually. However, in the end it doesn't really matter how exact the data is as long as the comparison from year to year reflects accurate change. We have also had an extensive ASHRAE analysis done of all of our buildings. This is a highly technical and advanced analysis document that still contains good information.

I suggest that we construct our own spreadsheet with essential data and use the Energy Efficiency Plan and common CT Energy Savers to generate savings to cover improvements. For example, we install timers on computers at CCS so that they shutdown at a certain hour and see the decrease in kwh usage the following month. That savings becomes part of a fund to purchase another cost saver such as motion detectors so that lights are turned off automatically. That savings gets rolled into the next level example.

There has never been a conscientious monitoring and energy solution program for town buildings and it is a fundamental opportunity that many Connecticut towns are undertaking.

SustainableCT provides many forms of guidance for an energy monitoring project. See Action 7 Renewable and Efficient Energy Infrastructure and Operations and especially 7.2 Reduce Energy Use Across All Municipal Buildings. https://sustainablect.org/actions-certifications/actions#open/action/25

I am happy to come to your meeting to discuss this further.

Sincerely,
Katherine Freygang
Cornwall Conservation Commission
Sustainable CT Representative
Cornwall Energy Task Force

(Attach “CCS Energy Plan 2015”)

Cornwall, CT

Cornwall Consolidated School Energy Assessment

ICF International

Clean Energy Communities Municipal Action Plan

TOWN OF CORNWALL

26 Pine Street
Cornwall, CT 06753

Eversource
Clean Energy Communities Program

Prepared by:
ICF International
100 Cambridgepark Drive
Suite 501
Cambridge, MA 02140

September 2016

TOWN OF CORNWALL

Board of Finance

Schedule for Budget Meetings
Winter-Spring 2026

All meetings will be held at 7:00 p.m. via ZOOM per the preference of the Board of Finance. At this time, the BoF has the option of ZOOM meetings or in-person meetings as determined by a consensus of Board members.

EXCEPT the public hearing on	**Friday, April 17, 2026**
EXCEPT the Town meeting on	**Friday, May 15, 2026**

February

Thursday, February 5, 2026	**Special** BoF Meeting. Region One Business Manager to present information.
Thursday, February 19, 2026	Regular BoF meeting - BoS presents FY 2026-2027 proposed budget

March

Monday, March 2, 2026	BoE budget distributed via mail
Thursday, March 5, 2026	**Special Meeting** - BoE presents proposed budget to BoF
Thursday, March 19, 2026	Regular BoF Meeting - Budget workshop

April

Thursday, April 2, 2026	BoF **Special** Meeting, if necessary
Thursday, April 9, 2026	Regular BoF Meeting
Friday, April 17, 2026	Public Hearing on the FY 2026-2027 Budget to be held at **CCS @ 7:30 p.m.**

May

Thursday, May 7, 2026	**Regular** BoF Meeting, approval FY 2025-2026 budget
Friday, May 15, 2026	Town Meeting to be held at **CCS at 7:30 p.m**. Special BoF Meeting to follow to set mil rate for FY 2026-2027

Approved: _____

TOWN OF CORNWALL

Board of Finance

Schedule for Regular Meetings
Calendar year 2026

All meetings will be held at 7:00 p.m. via ZOOM reserving an option of ZOOM meetings or in-person meetings as determined by a consensus of Board members.

Date	Time
Thursday, January 15, 2026	7:00 p.m.
Thursday, February 19, 2026	7:00 p.m.
Thursday, March 19, 2026	7:00 p.m.
* Thursday, April 9, 2026	7:00 p.m.
* Thursday, May 7, 2026	7:00 p.m.
Thursday, June 18, 2026	7:00 p.m.
Thursday, July 16, 2026	7:00 p.m.
Thursday, August 20, 2026	7:00 p.m.
Thursday, September 17, 2026	7:00 p.m.
Thursday, October 15, 2026	7:00 p.m.
Thursday, November 19, 2026	7:00 p.m.
Thursday, December 17, 2026	7:00 p.m.

Approved: _____

* one week earlier to accommodate Hearing and Town Meeting