

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING  
OPEN MINUTES  
MEETING OF AUGUST 5, 2019  
TELECONFERENCE  
1:30 PM**

Meeting called to order by Chairman Close. The Open Public Meeting Notice was read into the record.

**ROLL CALL OF COMMISSIONERS:**

<b>NJ SEM</b>	
<b>State Wide Representatives</b>	
	<u>State Rep.</u>
Region 1	William Close, Sparta Twp.
Region 2	Charles Cuccia, Maywood
Region 3	Joseph Catenaro, Fairfield Twp.
Region 4	Thomas Nolan, Brielle Borough
Region 5	Richard Brook, Florence Twp.
Region 6	Keith Hastings, Collingswood
Region 7	Diane Lapp, Manchester Twp.
	<u>Alternate Rep.</u>
Region 1	Jon Rheinhardt, Wharton Borough
Region 2	Greg Franz, Edgewater Borough
Region 3	Tim Dacey, Piscataway Twp.
Region 4	Michael Gianforte, Two Rivers Water Rec. Authority
Region 5	Michael Theokas, Bordentown Twp.
Region 6	David Taraschi, Audubon Borough
Region 7	Veronica Laureigh, Lacey Twp.

Present from the above group were: William Close, Charles Cuccia, Joseph Catenaro, Thomas Nolan, Richard Brook, Keith Hastings, Diane Lapp, Greg Franz, and Tim Dacey

**APPOINTED OFFICIALS PRESENT:**

Executive Director/ Administrator	<b>PERMA Risk Management Services</b>	Stephen Sacco	Present
Attorney	<b>Maley Givens</b>	James Maley, Esq. Erin Simone, Esq.	Absent Present
Treasurer		William Garofalo	Present
Energy Consultant	<b>Gabel Associates</b>	Bob Chilton	Present

Also Present:

Jason Thorpe, Perma  
Carol Friedman, Gabel Assoc.

**APPROVAL OF MINUTES:            June 26, 2019**

**MOTION TO APPROVE OPEN AND CLOSED MINUTES OF JUNE 26, 2019**

<b>MOTION:</b>	Commissioner Cuccia
<b>SECOND:</b>	Commissioner Nolan
<b>VOTE:</b>	7 ayes, 0 nays, 3 abstentions
	Commissioner Catenaro
	Commissioner Lapp
	Chairman Close

**EXECUTIVE DIRECTOR'S REPORT:**

**NATURAL GAS BID** - Mr. Thorpe indicated that the NJ SEM's strike price for the Natural Gas bid will need to be set and approved during the meeting. He then asked that Gabel Associates lead the discussion. Mr. Chilton informed the Committee that the current natural gas contract is set to expire in December 2019. He then referred to the bid time line contained within the agenda. Mr. Chilton advised that the strike price notice along with the final opt-out notice would be sent to the membership after the meeting. He further advised that the opt-out period would conclude on August 12<sup>th</sup> and the bid opening would be September 11<sup>th</sup>. Mr. Chilton advised the Board that Gabel Associates will once again breakdown the natural gas supply into its two main components, the non-commodity costs and the commodity costs. The breakdown is used to determine the strike price. Mr. Chilton advised that Gabel Associates would also conduct the Cost Estimate exercise in order to develop an Expected Price. He reminded the Board that the exercise consists of conducting a market assessment within 24 hours of the bid date. Mr. Chilton estimates that the Cost estimate that is established will be lower than the strike prices. He then referred to the Strike Price Evaluation memorandum that was distributed prior to the start of the meeting. Mr. Chilton said that the current strike price notice states that the SEM is requesting 2 contract options, 24-months and 36-months. Chairman Close asked if there were any questions about the strike price memorandum. Commissioner Brook asked whether Mr. Chilton anticipates the prices submitted by the suppliers to be similar to those submitted in 2017. Mr. Chilton responded that he anticipates that the prices will be similar. Chairman Close asked Mr. Chilton to review the proposed strike prices in comparison to the current contract prices. Following Mr. Chilton's comparison, Chairman Close indicated that he would like the strike price notice to highlight and emphasize that there is risk premium built into the strike price and that the strike price does not reflect the prices that are expected to be submitted. Mr. Chilton indicated that he would tweak the strike price notice per Chairman Close's suggestion. Mr. Thorpe asked if there were any further questions. Hearing none, he asked for a motion to adopt Resolution #9-19.

**MOTION TO ADOPT RESOLUTION # 9-19 AUTHORIZING A STRIKE PRICE FOR THE RFB TO BE ISSUED ON AUGUST 16, 2019 SEEKING BIDS FOR NATURAL GAS SUPPLY CONTRACTS.**

**MOTION:** Commissioner Catenaro  
**SECOND:** Commissioner Lapp  
**VOTE:** Unanimous

**GAS BID TIME LINE-** Mr. Thorpe informed the Board that the Strike Price notice and final opt-out notice would be sent out following the meeting. He added that the Opt-out period closes on August 12<sup>th</sup> and the next meeting will be September 11<sup>th</sup>.

**CURRENT OPT-OUT LIST-** Mr. Thorpe indicated that 4 members have opted out of the upcoming Natural Gas bid. He added that 3 of the 4 members have opted-out in past natural gas bid and that he would follow-up with the newest opt-out member.

**2019 GFOANJ CONFERENCE –** Mr. Thorpe informed the Board that the SEM is registered for the upcoming GFOANJ Conference. He noted that the conference is scheduled for September 24<sup>th</sup> through September 26<sup>th</sup>.

**ENERGY CONSULTANT REPORT:**

Mr. Chilton indicated that he would provide his report during closed session.

**TREASURER REPORT:**

Mr. Garofalo referred to the Bill List for the month of August and the Treasurer Report for the month of June contained within the agenda packet. He then asked for a motion to approve the Bills List and Treasurer Report.

<b>FUND YEAR</b>	<b>AMOUNT</b>
<b>August Bills List</b>	
Fund Year All	\$ 106,048.19
<b>TOTAL</b>	<b>\$ 106,048.19</b>

**MOTION TO APPROVE RESOLUTION 10-19 APPROVAL FOR PAYMENT OF AUGUST 2019 BILL LIST AND JUNE 2019 TREASURER’S REPORTS**

**MOTION:** Commissioner Cuccia  
**SECOND:** Commissioner Brook  
**VOTE:** Unanimous

**ATTORNEY REPORT:**

Ms. Simone indicated that she had nothing to report for open session.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**PUBLIC COMMENT:**

None

**MOTION TO ENTER INTO EXECUTIVE SESSION**

**MOTION:** Commissioner Catenaro  
**SECOND:** Commissioner Brook  
**VOTE:** Unanimous

**MOTION TO ADJOURN EXECUTIVE SESSION**

**MOTION:** Commissioner Lapp  
**SECOND:** Commissioner Franz  
**VOTE:** Unanimous

**MOTION TO ADJOURN MEETING**

**MOTION:** Commissioner Cuccia  
**SECOND:** Commissioner Lapp  
**VOTE:** Unanimous

Meeting Adjourned: 2:18 PM

*Respectfully submitted,*

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Prepared by J. Thorpe, Assistant Secretary