

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING  
OPEN MINUTES  
MEETING OF DECEMBER 19, 2018  
TELECONFERENCE  
10:00 AM**

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, Richard Brook, Keith Hastings, Greg Franz, Michael Gianforte, and Michael Theokas

**APPOINTED OFFICIALS PRESENT:**

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

Also Present:

Jason Thorpe, Perma  
Carol Friedman, Gabel Associates

**APPROVAL OF MINUTES:            November 14, 2018**

**MOTION TO APPROVE OPEN MINUTES OF November 14, 2018**

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

**EXECUTIVE DIRECTOR'S REPORT:**

**2019 Budget** – Mr. Thorpe indicated that the 2019 proposed budget was introduced at the November 14<sup>th</sup> Executive Committee meeting. He added that in accordance with the regulations, the budgets have been advertised in the SEM's official newspaper. Mr. Thorpe advised that the Public Hearing for the budget would be held at this meeting. He reminded the Board that the numbers are based on estimates as the true numbers will not be known until the end of the year. He then referred to the copies of the proposed 2019 Budget enclosed within the agenda packet.

**MOTION TO OPEN THE PUBLIC HEARING ON THE 2019 BUDGET**

**MOTION:**                    Commissioner Brook  
**SECOND:**                    Commissioner Gianforte  
**ROLL CALL VOTE:**            Unanimous

*Discussion of Budgets.*

**MOTION TO CLOSE THE PUBLIC HEARING.**

**MOTION:**                    Commissioner Franz  
**SECOND:**                    Commissioner Brook  
**ROLL CALL VOTE:**            Unanimous

**MOTION TO ADOPT THE BUDGET FOR THE NEW JERSEY  
SUSTAINABLE ENERGY JOINT MEETING AS PRESENTED FOR  
CALENDAR YEAR 2019.**

**MOTION:**                    Commissioner Gianforte  
**SECOND:**                    Commissioner Brook  
**ROLL CALL VOTE:**            Unanimous

**Pay to Play** – Mr. Thorpe referred to the results of the December 18<sup>th</sup> RFQ opening for the SEM Professionals. He advised that the responses will be reviewed and a fee request summary will be included in the next agenda.

**ENERGY CONSULTANT REPORT:**

**Value Added Services** – Mr. Chilton indicated that the draft proposal for value added services has been re-circulated. Chairman Close suggested that a Management Committee meeting be scheduled to review the proposal. He further suggested that Gabel Associates provide a fee analysis for the value added services. The Committee was in agreement with the suggestions. Mr. Sacco advised that an action plan will be formulated and presented back to the Committee.

**Natural Gas Supply Email Blast** – Mr. Chilton indicated that an email blast on the Natural Gas supply savings is being prepared. Commissioner Franz suggested using a graph in the email blast. The Commissioners agreed with the suggestion.

**TREASURER REPORT:**

Mr. Thorpe informed the Committee that Mr. Garofalo was unable to participate on the call. He then referred to the Bills List and Treasurer Report enclosed within the agenda packet and asked for a motion to approve.

<b>FUND YEAR</b>	<b>AMOUNT</b>
<b>December Bills List</b>	
Fund Year All	\$ 14,355.95
<b>TOTAL</b>	<b>\$ 14,355.95</b>

**MOTION TO APPROVE RESOLUTIONS 43-18 DECEMBER 2018 BILLS  
AND THE NOVEMBER 2018 TREASURER’S REPORTS**

**MOTION:** Commissioner Gianforte  
**SECOND:** Commissioner Brook  
**ROLL CALL VOTE:** Unanimous

**ATTORNEY REPORT:**

Ms. Simone advised that she had nothing to report.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None.

**PUBLIC COMMENT:**

Chairman Close wished everyone a Merry Christmas and Happy New Year.

**MOTION TO ADJOURN MEETING**

<b>MOTION:</b>	Commissioner Gianforte
<b>SECOND:</b>	Commissioner Franz
<b>VOTE:</b>	Unanimous

Meeting Adjourned: 10:17 AM

*Respectfully submitted,*

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Prepared by J. Thorpe, Assistant Secretary