

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING
OPEN MINUTES
MEETING OF NOVEMBER 14, 2018
ATLANTIC CITY, NJ
12:40 PM**

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

ROLL CALL OF COMMISSIONERS:

NJ SEM	
State Wide Representatives	
<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, Thomas Nolan, Joseph Catenaro, Richard Brook, Greg Franz, and Veronica Laureigh

APPOINTED OFFICIALS PRESENT:

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

Also Present:

Joseph Hrubash, Perma
Jason Thorpe, Perma

APPROVAL OF MINUTES: July 11, 2018

MOTION TO APPROVE OPEN MINUTES OF July 11, 2018

MOTION: Commissioner Nolan
SECOND: Commissioner Laureigh
VOTE: Unanimous

EXECUTIVE DIRECTOR'S REPORT:

SEM Budget Process-2019 Budget - Mr. Thorpe referred to the proposed 2019 Budget enclosed within the agenda packet. He added that the budget is based on estimates of the membership's dekotherm and kilowatt hour usage for the 2019 calendar year. Mr. Thorpe asked if there were any questions on the proposed budget. Hearing none, he asked for a motion to introduce the proposed 2019 budget and schedule a public hearing to adopt the budget.

MOTION TO INTRODUCE THE PROPOSED 2019 BUDGET FOR THE NJ SEM IN THE AMOUNT OF \$471,172.99 AND SCHEDULE A PUBLIC HEARING VIA TELECONFERENCE FOR A DATE TO BE DETERMINED IN DECEMBER, 2018.

MOTION: Commissioner Catenaro
SECOND: Commissioner Laureigh
VOTE: Unanimous

Pay to Play- Mr. Thorpe reported that the Executive Committee awarded 2018 contracts to the SEM professionals pursuant to the Fair and open process. He noted that the appointments were made for a one-year term for all professionals, except the SEM's Energy consultant which has a two-year appointment (1/1/18 – 12/31/19). Mr. Thorpe indicated that the SEM needs to advertise for professional positions for the 2019 year for the positions of Executive Director, Energy Consultant, Attorney, Auditor, and Treasurer based on the prior established criteria pursuant to a Fair and Open process.

MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ADVERTISE NJ SEM PROFESSIONAL POSITIONS FOR THE 2018 CALENDAR YEAR PURSUANT TO THE FAIR AND OPEN PROCESS AND TO N.J.S.A. 19:44A-20.4 ET. SEQ. USING PRIOR ESTABLISHED CRITERIA

MOTION: Commissioner Laureigh
SECOND: Commissioner Brook
VOTE: Unanimous

ENERGY CONSULTANT REPORT:

Mr. Chilton reminded the Board that Gabel Associates drafted a proposal earlier in the year for enhanced services. He advised that if there is still interest in those services, he would like to discuss during the next meeting. Commissioner Brook suggested that the proposal be recirculated to the Executive Board and be discussed during the next meeting. The Board was in agreement with the suggestion.

TREASURER REPORT:

Mr. Sacco informed the Board that Mr. Garofalo was unable to attend the meeting. He then referred to the Bills List for the months of August, October, and November. He also referred to the Treasurer Reports for July through October contained within the agenda packet. Mr. Sacco then asked for a motion to approve the Bills List and Treasurer Report.

FUND YEAR	AMOUNT
August Bills List	
Fund Year All	\$ 27,297.23
TOTAL	\$ 27,297.23

FUND YEAR	AMOUNT
October Bills List	
Fund Year All	\$ 9,303.25
TOTAL	\$ 9,303.25

FUND YEAR	AMOUNT
November Bills List	
Fund Year All	\$ 61,348.98
TOTAL	\$ 61,348.98

MOTION TO APPROVE RESOLUTIONS 40-18, 41-18, 42-18 APPROVAL FOR PAYMENT OF AUGUST 2018, OCTOBER 2018, AND NOVEMBER 2018 BILLS; THE JULY, AUGUST, SEPTEMBER AND OCTOBER 2018 TREASURER’S REPORTS

MOTION: Commissioner Catenaro
SECOND: Commissioner Laureigh
ROLL CALL VOTE: Unanimous

ATTORNEY REPORT:

Ms. Simone advised that she had nothing to report.

OLD BUSINESS:

None

NEW BUSINESS:

None

PUBLIC COMMENT:

None

MOTION TO ADJOURN MEETING

MOTION:	Commissioner Laureigh
SECOND:	Commissioner Nolan
VOTE:	Unanimous

Meeting Adjourned: 12:45 PM

Respectfully submitted,

Prepared by J. Thorpe, Assistant Secretary