

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING
OPEN MINUTES
MEETING OF APRIL 28, 2021
10:00 AM**

Meeting called to order by Commissioner Cuccia. The Open Public Meeting Notice was read into the record by Mr. Thorpe.

ROLL CALL OF 2021 COMMISSIONERS:

NJ SEM	
State Wide Representatives	
	<u>State Rep.</u>
Region 1	<i>Vacant</i>
Region 2	Charles Cuccia, Maywood
Region 3	Joseph Catenaro, Fairfield Twp.
Region 4	Thomas Nolan, Brielle Borough
Region 5	Michael Theokas, Bordentown Twp.
Region 6	David Taraschi, Audubon Borough
Region 7	Diane Lapp, Manchester Twp.
	<u>Alternate Rep.</u>
Region 1	Silvio Esposito, Hanover Township
Region 2	Greg Franz, Edgewater Borough
Region 3	Tim Dacey, Piscataway Twp.
Region 4	Michael Gianforte, Two Rivers Water Rec. Authority
Region 5	Meghan Jack, Riverside Twp.
Region 6	Cassandra Duffey, Collingswood
Region 7	Veronica Laureigh, Lacey Twp.

Present from the above group were: Charles Cuccia, Thomas Nolan, Michael Theokas, David Taraschi, Diane Lapp, Greg Franz, Tim Dacey, Cassandra Duffey, and Veronica Laureigh

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	PERMA Risk Management Services	Stephen Sacco	Present
Attorney	Maley Givens	James Maley, Esq. Erin Simone, Esq.	Absent Present
Treasurer		Jon Rheinhardt	Present
Energy Consultant	Gabel Associates	Bob Chilton	Present
Qualified Purchasing Agent	The Canning Group	Sean Canning	Absent

Also Present:

Brad Stokes, Perma
Jason Thorpe, Perma
Carol Friedman, Gabel Associates
Loren Altshuler, Gabel Associates
Mike Willoughby, WINstorm
Karen Martin, WINstorm

APPROVAL OF MINUTES: February 12, 2021

MOTION TO APPROVE OPEN MINUTES OF FEBRUARY 12, 2021

MOTION: Commissioner Franz
SECOND: Commissioner Nolan
VOTE: Unanimous

EXECUTIVE DIRECTOR'S REPORT:

Election of a Chairman and Secretary - Mr. Sacco referred to an email from William Close notifying the Executive Director of his retirement, resulting in a vacancy for the position of Chairman. Mr. Sacco advised that in accordance with the SEM Bylaws, the Statewide Executive Committee will have to elect a Chairman to fill the vacancy. He noted that under the Bylaws, the Secretary, Commissioner Cuccia, will proceed as the Chairman, until a new Chairman is elected. Mr. Sacco then asked for a motion to open the floor for nominations.

MOTION TO OPEN FLOOR FOR NOMINATIONS OF CHAIRMAN AND SECRETARY:

Moved: Commissioner Nolan
Second: Commissioner Franz
Vote: Unanimous

MOTION TO NOMINATE CHARLES CUCCIA AS THE 2021 CHAIRPERSON FOR THE NJ SEM.

Moved: Commissioner Franz
Second: Commissioner Laureigh
Vote: Unanimous

MOTION TO NOMINATE THOMAS NOLAN AS THE 2021 SECRETARY FOR THE NJ SEM.

Moved: Commissioner Franz
Second: Commissioner Laureigh
Vote: Unanimous

Mr. Sacco asked if there were any additional nominations. Hearing none, Mr. Sacco asked for a motion to close nominations, confirm elections of Chairman and Secretary.

MOTION TO CLOSE NOMINATIONS AND ADOPT RESOLUTIONS 8-21 AND 11-21 CONFIRMING ELECTIONS AS PRESENTED FOR CHARLES CUCCIA AS CHAIRMAN AND THOMAS NOLAN AS SECRETARY OF THE NJ SEM.

Moved: Commissioner Laureigh
Second: Commissioner Theokas
Vote: Unanimous

2021 Fiscal/Cash Management Plan – Mr. Sacco advised that during the February 12th Reorganization Meeting, the Treasurer noted that the Fiscal Management Plan that was adopted did not include language that was pertinent to the previously approved participation in the JCMI Program. Mr. Rheinhardt added that the updated 2021 Fiscal Management Plan enclosed within the agenda will allow the SEM to participate in the JCMI Program, which has been very successful.

MOTION TO ADOPT RESOLUTION 9-21 UPDATING THE 2021 FISCAL MANAGEMENT PLAN

Moved: Commissioner Franz
Second: Commissioner Nolan
Roll Call Vote: Unanimous

NJ SEM Website Ideas – Mr. Thorpe referred to a listing of digital engagement ideas being offered by the SEM Website Developer, WINstorm. He advised that the engagement ideas being offered are in addition to the general website maintenance, but noted that some of the ideas are for an additional cost. Mr. Thorpe asked the Executive Committee to contact him if they have any additional ideas or recommendations for the website.

2021 Conferences – Mr. Sacco indicated that there are two potential conferences for the SEM to attend in 2021. He noted that the SEM has had representation at the GPANJ and LOM conferences the last several years, excluding 2020.

MOTION TO AUTHORIZE SEM PROFESSIONALS TO ATTEND THE 2 CONFERENCES LISTED AND TO AUTHORIZE THE EXPENSES ASSOCIATED WITH EACH CONFERENCE.

Moved: Commissioner Lapp
Second: Commissioner Nolan
Vote: Unanimous

ENERGY CONSULTANT REPORT:

Mr. Chilton reported that after months of negotiating with the supplier, Gabel Associates was able to add the Township of Little Falls to the current SEM electric supply contract. Commissioner Franz asked how many members are in the SEM now that Little Falls has joined. Mr. Thorpe advised that the SEM now has 202 members. Mr. Sacco noted that not all members are participating in the current electric supply and natural gas contracts. Mr. Chilton added that there is approximately 180 members participating in the electric supply contract and approximately 145 participating in the natural gas. Commissioner Franz suggested making an effort to increase the membership. Mr. Sacco said that the SEM can develop a marketing piece for the League of Municipalities magazine. He added that the SEM has gained members by attending the various conferences as well. Commissioner Franz suggested that members of the Executive Board stand in front of the booth at the League conference, from time to time, to attract people they know and explain to them the benefits of the SEM.

Mr. Chilton also reported that the PSE&G and ACE utilities electric vehicle incentive programs have been approved by the BPU. He advised that JCP&L has recently submitted its plan to BPU. Mr. Chilton advised that the plans have significant funding that may be in the range of 10s of millions of dollars specifically allocated to level 2 chargers for mixed use commercial, including public sector governmental sector. Mr. Chilton recommended conducting a general emerging opportunity webinar, during the month of June, for the membership outlining the potential opportunities for the incentive programs and providing guidance for the planning that is needed. Chairman Cuccia suggested that the SEM apply for continuing education credits for the webinar. Mr. Rheinhardt offered to assist Mr. Chilton with getting continuing education credit approval from the state as he is familiar with the process.

TREASURER REPORT:

Mr. Rheinhardt referred to the Treasurer Reports through the month of March and the March bill list contained within the agenda packet. He then asked for a motion to approve the Bills List.

FUND YEAR	AMOUNT
March Bills List	
Fund Year All	\$ 114,445.07
TOTAL	\$ 114,445.07

MOTION TO APPROVE RESOLUTION 10-21 APPROVAL FOR PAYMENT OF MARCH 2021 BILL LIST

Moved:	Commissioner Nolan
Second:	Commissioner Franz
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: 10:22 AM

Respectfully submitted,

Prepared by J. Thorpe, Assistant Secretary