

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING  
OPEN MINUTES  
MEETING OF FEBRUARY 7, 2022  
2:15 PM**

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

**ROLL CALL OF 2021 COMMISSIONERS:**

<b>NJ SEM</b>	
<b>State Wide Representatives</b>	
	<u>State Rep.</u>
Region 1	<i>Vacant</i>
Region 2	Charles Cuccia, Maywood - <i>Chairman</i>
Region 3	Joseph Catenaro, Fairfield Twp.
Region 4	Thomas Nolan, Brielle Borough - <i>Secretary</i>
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, Joseph Catenaro, Thomas Nolan, David Taraschi, Diane Lapp, Silvio Esposito, Greg Franz, Tim Dacey, Meghan Jack, Cassandra Duffey, and Veronica Laureigh

**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		Jon Rheinhardt	Present
Energy Consultant	<b>Gabel Associates</b>	Bob Chilton	Present
Qualified Purchasing Agent	<b>The Canning Group</b>	Sean Canning	Absent

**Also Present:**

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

**APPROVAL OF MINUTES:            December 8, 2021**

**MOTION TO APPROVE OPEN MINUTES OF DECEMBER 8, 2021**

<b>MOTION:</b>	Commissioner Catenaro
<b>SECOND:</b>	Commissioner Nolan
<b>VOTE:</b>	Unanimous

**OLD BUSINESS:**

None

**MOTION TO ADJOURN SINE DIE:**

<b>MOVED:</b>	Commissioner Nolan
<b>SECOND:</b>	Commissioner Lapp
<b>VOTE:</b>	Unanimous

Senior Account Manager, Mr. Thorpe assumed the Chair.

Mr. Thorpe advised that in accordance with the SEM's by-laws, each of the seven regions were responsible for electing a State representative and alternate during each of their reorganization meetings. He noted that the elections took place throughout the past two weeks. Mr. Thorpe advised that the State Executive Committee had been established and asked for a roll call of the 2022 Executive Committee as appointed by the seven regions.

**ROLL CALL OF 2022 COMMISSIONERS:**

<b>NJ SEM</b>	
<b>State Wide Representatives</b>	
<u>State Rep.</u>	
Region 1	Silvio Esposito, Hanover Township
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	Ralph Blakeslee III, Netcong Borough
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: Silvio Esposito, Charles Cuccia, Joseph Catenaro, Thomas Nolan, David Taraschi, Diane Lapp, Ralph Blakeslee, Greg Franz, Tim Dacey, Meghan Jack, Cassandra Duffey, and Veronica Laureigh

**Election of a Chairman and Secretary** - Mr. Thorpe advised that the State Executive Committee is responsible for electing a Chairman and a Secretary. He then proceeded as the temporary Chairman to effectuate the election.

**MOTION TO OPEN FLOOR FOR NOMINATIONS OF CHAIRMAN AND SECRETARY:**

Moved: Commissioner Nolan  
 Second: Commissioner Esposito  
 Vote: Unanimous

**MOTION TO NOMINATE CHARLES CUCCIA AS THE 2022 CHAIRPERSON FOR THE NJ SEM.**

Moved: Commissioner Franz  
 Second: Commissioner Laureigh  
 Vote: Unanimous

**MOTION TO NOMINATE THOMAS NOLAN AS THE 2022 SECRETARY FOR THE NJ SEM.**

Moved: Commissioner Laureigh  
Second: Commissioner Lapp  
Vote: Unanimous

Mr. Thorpe asked for additional nominations. Hearing none, Mr. Thorpe asked for a motion to close nominations, confirm elections of Chairman and Secretary and 2022 Executive Committee Slate.

**MOTION TO CLOSE NOMINATIONS AND ADOPT RESOLUTION 1-22 CONFIRMING ELECTIONS AS PRESENTED FOR CHARLES CUCCIA AS CHAIRMAN AND THOMAS NOLAN AS SECRETARY OF THE NJ SEM AND APPROVE THE 2022 EXECUTIVE COMMITTEE SLATE.**

Moved: Commissioner Lapp  
Second: Commissioner Laureigh  
Vote: Unanimous

Mr. Thorpe then indicated that he would review the remaining reorganization resolutions with the committee. He requested the following Resolutions be considered for adoption with one motion, unless an Executive Committee member objected

- **Resolution 2-22, Establishing Public Meeting Procedures**
- **Resolution 3-22, Establishing Standard Procedures for Public Comment During Remote Meetings**
- **Resolution 4-22, Establishing a Fiscal Management Plan**
- **Resolution 5-22, Establishing a SEM Records Program**
- **Resolution 6-22, Authorizing SEM's Purchasing Agent to Enter into Certain Energy Procurement Contracts Under Certain Conditions**

Upon conclusion, Mr. Thorpe asked if there were any questions on the resolutions. Hearing none, he asked for a motion to approve resolutions 2-22 through 6-22.

**MOTION TO ADOPT RESOLUTION NOS. 2-22 THROUGH 6-22:**

Moved: Commissioner Nolan  
Second: Commissioner Lapp  
Vote: Unanimous

Mr. Thorpe informed the Board that the SEM was reorganized and turned the meeting back over to Chairman Cuccia.

Chairman Cuccia and Commissioner Nolan thanked the Board for their re-appointment of Chairman and Secretary respectively.

**EXECUTIVE DIRECTOR REPORT:**

**Release of Electric Supply Bid and Proposed Timeline** – Mr. Thorpe referred to the proposed timeline of the upcoming electric supply bid and asked Mr. Chilton to provide a report. Mr. Chilton reported that the utilities are currently in the process of conducting their annual wholesale auction for their own supply and will typically file their new draft tariffs at the end of February for a June effective date. He noted that the strike price will be set during the next SEM meeting on March 17<sup>th</sup>. Mr. Chilton also reported that the energy market has remained high since last summer so there will likely be a significant increase in prices. He added that this bid cycle will be more challenging than the previous bid cycles due to the current market conditions. Chairman Cuccia asked if there were any questions. Hearing none, he asked for a motion to approve the initiation of the electric supply bid.

**MOTION TO APPROVE THE PROPOSED TIMELINE AND AUTHORIZE RELEASE OF THE ELECTRIC SUPPLY BID FOR THE NJ SEM MEMBERSHIP**

Moved: Commissioner Nolan  
Second: Commissioner Duffey  
Vote: Unanimous

**ENERGY CONSULTANT REPORT:**

Mr. Chilton reported that Gabel Associates are working on an email blast to the membership informing them that there are several additional funding opportunities that have just been announced relating to electric vehicle charging stations and for overall planning of the charging stations. He advised that the funding opportunities were announced by DEP and Sustainable Jersey.

Lastly, Mr. Chilton reported that a couple of clients that Gabel Associates service on the residential side of their business has expressed interest in joining the SEM program. He noted that the potential new members are hoping to join the SEM in order to participate in the upcoming bid.

**TREASURER REPORT:**

Mr. Rheinhardt referred to the 2021 year-end Treasurer Reports and the January bill list contained within the agenda packet. He then asked for a motion to approve the Bills List.

<b>FUND YEAR</b>	<b>AMOUNT</b>
<b>January Bills List</b>	
Fund Year All	\$ 25,988.78
<b>TOTAL</b>	<b>\$ 25,988.78</b>

**MOTION TO APPROVE RESOLUTION 7-22 APPROVAL FOR PAYMENT OF JANUARY 2022 BILL LIST**

Moved: Commissioner Esposito  
Second: Commissioner Lapp  
Roll Call Vote: Unanimous

**ATTORNEY REPORT:**

Ms. Simone advised that she had nothing to report.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Rutgers Purchasing Conference** – Mr. Thorpe reported that the SEM recently received an invitation to attend the Rutgers Purchasing Conference in April. He noted that the SEM has had success in the past obtaining leads and new members by attending both the Rutgers Conference and the G PANJ Conference. Mr. Thorpe asked if there were any questions. Hearing none, Mr. Thorpe asked for a motion to approve attending the conference.

**MOTION TO AUTHORIZE SEM PROFESSIONALS TO ATTEND THE RUTGERS PURCHASING CONFERENCE AND AUTHORIZE THE EXPENSES ASSOCIATED WITH THE CONFERENCE.**

Moved: Commissioner Esposito  
Second: Commissioner Lapp  
Roll Call Vote: Unanimous

**PUBLIC COMMENT:**

None

**MOTION TO ADJOURN MEETING**

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

Meeting Adjourned: 2:35 PM

*Respectfully submitted,*

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Prepared by J. Thorpe, Assistant Secretary