

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING
OPEN MINUTES
MEETING OF JUNE 27, 2022
2:00 PM**

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

ROLL CALL OF 2022 COMMISSIONERS:

NJ SEM	
State Wide Representatives	
	<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: Charles Cuccia (*Arrived 2:14pm*), Thomas Nolan, Silvio Esposito, David Taraschi, Ralph Blakeslee (*Arrived 2:08pm*), Gregory Franz, Tim Dacey, Meghan Jack, and Cassandra Duffey

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
Auditor	Nisivoccia	Bud Jones	Present

Also Present:

Brad Stokes, PERMA
Jason Thorpe, PERMA
Bryan Hayward, Gabel Associates
Carol Friedman, Gabel Associates
Loren Altshuler, Gabel Associates
Michaela Benton, Gabel Associates
Mike Willoughby, WINstorm
Ed Cooney, CSB
Jonathon Tavares, CSB
Rachel Perry, CSB
Alyssa Rowland, CSB

APPROVAL OF MINUTES: May 11, 2022

MOTION TO APPROVE OPEN MINUTES OF MAY 11, 2022

MOTION: Commissioner Franz
SECOND: Commissioner Taraschi
VOTE: Unanimous

EXECUTIVE DIRECTOR REPORT:

Auditor Year-End Reports – Mr. Thorpe referred to the NJ SEM Audit Report as of December 31, 2021 enclosed within the agenda packet. He informed the Board that Mr. Jones from Nisivoccia was present to review the Audit Report. Mr. Jones reported that the SEM’s Net position at December 31st was \$909,249 and added that the SEM is excellent financial condition. He advised that there were no findings, comments, or recommendations associated with audit. Chairman Nolan asked if there were any questions or comments regarding the audit report. Hearing none, he asked for a motion to adopt Resolution 50-22 and execute the Group Affidavit.

MOTION TO APPROVE THE DRAFT YEAR-END FINANCIALS, ADOPT RESOLUTION 50-22, EXECUTE THE GROUP AFFIDAVIT, AND REQUEST AN EXTENSION TO FILE THE FINAL AUDIT.

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

Election of a Chairperson – Mr. Thorpe referred to an email from Charles Cuccia notifying the Executive Director of his retirement from his position in Maywood Borough, in early August, resulting in a vacancy for the position of Chairman. Mr. Thorpe 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 Nolan, will proceed as the Chairman, until a new Chairman is elected. Mr. Thorpe then asked for a motion to open the floor for nominations.

MOTION TO OPEN THE FLOOR FOR NOMINATIONS

Moved: Commissioner Franz

Second: Commissioner Esposito
Vote: Unanimous

MOTION TO NOMINATE THOMAS NOLAN AS THE NJ SEM CHAIRPERSON, UPON CHAIRMAN CUCCIA'S OFFICIAL END DATE, FOR THE REMAINDER OF THE 2022 CALENDAR YEAR.

Moved: Commissioner Franz
Second: Commissioner Esposito

MOTION TO NOMINATE GREGORY FRANZ AS SECRETARY FOR THE REMAINDER OF THE 2022 CALENDAR YEAR.

Moved: Commissioner Nolan
Second: Commissioner Esposito

MOTION TO CLOSE NOMINATIONS AND ADOPT RESOLUTIONS 51-22 AND 53-22 CONFIRMING ELECTIONS AS PRESENTED FOR THOMAS NOLAN AS CHAIRMAN AND GREGORY FRANZ AS SECRETARY OF THE NJ SEM.

Moved: Commissioner Taraschi
Second: Commissioner Dacey
Roll Call Vote: 6 ayes; 0 nays; 1 Abstention
Commissioner Nolan (*Reso # 51-22*)

SEM Entity Insurance Coverage Renewal – Mr. Thorpe informed the Board the NJ SEM's General Liability, Auto Liability and Public Officials & Employment Practices Liability (POL/EPL) policies are set to expire on 7/25/2022. He then asked Mr. Cooney to provide an overview of the renewal proposal. Mr. Cooney referred to a pricing summary of the renewing policies enclosed within the agenda booklet. He noted that General Liability and Non-Owned/Hired Automobile Liability combined premium is now underwritten with Hudson Excess Insurance Company. Mr. Cooney advised that the limits and coverages maintained the same and the overall premium for all the insurances is increasing by approximately \$150 over expiring. He then referred to options for terrorism coverage and excess liability limits and noted that these options have not been purchased by the SEM in the past. Mr. Cooney added that in the past the Board elected not to purchase the excess liability limits or terrorism coverage as the SEM has no claims experience and very little exposure. Chairman Nolan asked if there were any questions. Hearing none, he then asked for a motion to renew the NJ SEM's General Liability, Auto Liability, and POL/EPL policies as expiring with a premium amount of \$12,904.36.

MOTION TO RENEW POL/EPL, GL AND AL POLICIES AS EXPIRING FOR THE NJ SEM WITH A PREMIUM OF \$12,904.36

Moved: Commissioner Taraschi
Second: Commissioner Duffey
Vote: Unanimous

NJ SEM Website Design & Maintenance – Mr. Thorpe reported that WINstorm has submitted a proposal to continue to serve as the SEM’s Website Design and Maintenance provider. He referred to a copy of the submission is enclosed within the agenda and noted that the fee proposal was reduced as there were various services not being utilized previously. Mr. Thorpe asked if there were any questions. Hearing none, he then asked for a motion to reappoint WINstorm. N

MOTION TO RE-APPOINT WINSTORM PRESENT INC. FOR WEBSITE DESIGN AND MAINTENANCE SERVICES AT AN ANNUAL FEE NOT TO EXCEED \$6,500.

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

ENERGY CONSULTANT REPORT:

Mr. Chilton reported that the SEM’s 3-year natural gas contract is scheduled to expire in December. He advised that originally the bid opening was going to be scheduled for October but is recommending moving the bid date up to September due to the volatility of the energy marketplace. Mr. Chilton noted that moving the bid date to September will provide the SEM with a buffer if the bid is unsuccessful. He then recommended releasing the strike price on 8/12, closing the opt-out period on 8/19, and having the bid opening on 9/21. Chairman Nolan indicated that he agreed with the recommendation and asked if there were any questions. Hearing none, he asked for a motion to proceed with the recommendation as outlined.

MOTION TO APPROVE THE PROPOSED TIMELINE AND AUTHORIZE RELEASE OF THE NATURAL GAS BID FOR THE NJ SEM MEMBERSHIP

Moved: Commissioner Esposito
 Second: Commissioner Franz
 Vote: Unanimous

TREASURER REPORT:

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

FUND YEAR	AMOUNT
May Bills List	
Fund Year All	\$ 96,511.69
TOTAL	\$ 96,511.69

MOTION TO APPROVE RESOLUTION 52-22 APPROVAL FOR PAYMENT OF MAY 2022 BILL LIST

Moved: Commissioner Franz
 Second: Commissioner Taraschi

Roll Call Vote: Unanimous

ATTORNEY REPORT:

Ms. Simone advised that she had nothing to report.

OLD BUSINESS:

None

NEW BUSINESS:

Commissioner Nolan thanked Chairman Cuccia for his years of service to the SEM. He noted that Chairman Cuccia has been very instrumental in the success of the SEM and wished him best of luck. Chairman Cuccia thanked Commissioner Nolan for his comments and said that he is happy leaving the SEM in good hands. Chairman Cuccia advised that he will continue to be the SEM Commissioner for Little Falls and thanked everyone for their help and support.

PUBLIC COMMENT:

None

MOTION TO ADJOURN MEETING

MOTION:	Commissioner Taraschi
SECOND:	Commissioner Duffey
VOTE:	Unanimous

Meeting Adjourned: 2:22 PM

Respectfully submitted,

Prepared by J. Thorpe, Assistant Secretary