

# *New Jersey Sustainable Energy Joint Meeting*

## **AGENDA AND REPORTS**

**APRIL 1, 2010**

**10:00 AM**

**PISCATAWAY TOWNSHIP**

**MUNICIPAL COMPLEX**

**455 HOES LANE**

**PISCATAWAY, NJ 08854**

### **OPEN PUBLIC MEETINGS ACT - STATEMENT OF COMPLIANCE**

In accordance with the Open Public Meetings Act, notice of this meeting was provided by:

- I.** sending sufficient notice to the Star Ledger,
- II.** filing advance notice of this meeting with each member entity, and posting same on the SEM's Web site

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING  
AGENDA  
APRIL 1, 2010**

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- ❑ **MEETING CALLED TO ORDER**
- ❑ **OPEN PUBLIC MEETINGS ACT**
- ❑ **APPROVAL OF MINUTES:**      March 5 , 2010 Open.....**Appendix I (Page7 )**
- ❑ **EXECUTIVE DIRECTOR/ADMINISTRATOR- PERMA**
- ❑ **ENERGY CONSULTANT- BSG/PMK**
- ❑ **TREASURERS REPORT- William Garofalo**
- ❑ **ATTORNEY REPORT- James Maley**
  
- ❑ **OLD BUSINESS**
- ❑ **NEW BUSINESS**
- ❑ **PUBLIC COMMENT**
  
- ❑ **EXECUTIVE SESSION – If needed**
  
- ❑ **MEETING ADJOURNMENT**

**2010 STATE EXECUTIVE COMMITTEE**

<b>NJ SEM</b>	
<b>State Wide Representatives</b>	
	<b><u>State Rep.</u></b>
Region 1	William Close, Town of Dover
Region 2	Charles Cuccia, Saddle River
Region 3	Lyn Evers, Piscataway Twp.
Region 4	Thomas Nolan, Brielle Borough
Region 5	Richard Brook, Florence Twp.
Region 6	Joan Leanord, Collingswood
	<b><u>Alternate Rep.</u></b>
Region 1	Greg Poff, Rockaway Twp.
Region 2	Greg Franz, Edgewater Borough
Region 3	Ron Angelo, City of Summit
Region 4	Michael Gianforte, Two Rivers Water Rec. Authority
Region 5	Linda Dougherty, Edgewater Park Township
Region 6	Terry Shannon, Barrington

## NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING

Park 80 West, Plaza One

Saddle Brook, NJ 07663

Telephone (201) 587-0555 Fax (201) 587-8662

**Date:** April 1, 2010

**Memo to:** Executive Committee  
NJ SEM

**From:** PERMA Risk Management Services

**Subject:** Executive Director's Report

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- ❑ **Electric Auction-** The Executive Committee decided to hold our auction for electricity from a period of May 4, 2010 up to and including May 12, 2010. The opt out notice for the electric auction was sent to our membership on March 30, 2010. The deadline for returning the notice is April 30, 2010. A copy of the notice can be found on page 5 of the agenda.
- ❑ **Professional Contracts-** We are in the process of completing contracts for each professional and have sent them to our attorney for review. Once the contracts are finalized, we will forward them to the Executive Committee for final approval and then distribute to our vendors. We will need to discuss compensation wording and contract length for the professionals in the event that membership grows and/or we have multiple successful auctions.
- ❑ **New Members-** Since our last meeting, we had three new members join the NJ SEM and all three will be included in our next auction. The new towns are Oradell, Aberdeen and the Township and Maywood. Our total membership is now 116 entities. We are in the process of adding our 117 member, Bellmawr Borough.
- ❑ **Electric Auction time line-** The following is a list of dates and events leading up to our auction:

April 20:	Set strike price (will need meeting to set)
April 23:	Second opt out notice to membership
April 30:	Opt out closed
May 1:	Final list of opt out members to membership
May 4-13:	Auction

**OPT OUT FORM  
FOR ELECTRICITY SUPPLY SERVICE AGREEMENT  
2010**

As a SEM Member, you are automatically considered to be bound by any Electricity Supply Contract executed by the SEM. To participate, you do nothing. However, unless you specifically “opt-out” you will be obligated to purchase your electric supply from the Supplier who is the successful bidder at the auction, as indicated in the Joint Contract for the SEM. **UNLESS YOU OPT-OUT YOU WILL BE BOUND BY THE ELECTRICITY SUPPLY CONTRACT.**

To Opt-Out, you must submit this form to PERMA, the SEM Executive Director, at [Steves@permainc.com](mailto:Steves@permainc.com) by 4:00 p.m. on **April 30, 2010**. All Opt-out Notices must be sent by **email**. Opt-out Notices received by mail will not be accepted. If you previously notified the SEM of your decision to opt-out of the 2010 Electricity Supply Contract by email, you do not need to do so again.

**TIME SENSITIVITY:** If the signed Opt Out Form is not received by 4:00 p.m. on **April 30, 2010**, you will be presumed to desire participation in the Electricity Supply Service Agreement and you will be subject to the terms and conditions of the Electricity Supply Service Agreement executed with an Electric Supplier.

OPT OUT

Pursuant to Section 4.1(c)(1) of the SEM Contract, I am exercising the right to “opt-out” of the Electricity Supply Service Agreement. I have read the information provided above and understand by signing this form, I hereby confirm my election to NOT participate in the 2010 Electricity Supply Services Contract. I understand and agree that typing my name on this form is an electronic signature which is binding to the same degree as a written signature. I further warrant that I am duly authorized to sign this Opt-Out Form on behalf of the Participant.

Member Name: \_\_\_\_\_

Member Address: \_\_\_\_\_

Member Telephone Number: \_\_\_\_\_

Account Numbers Associated with Member: \_\_\_\_\_

\_\_\_\_\_

Authorized by: \_\_\_\_\_

Title: \_\_\_\_\_



## **APPENDIX I**

**NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING  
OPEN MINUTES  
MEETING OF MARCH 5, 2010  
PISCATAWAY TOWNSHIP  
10:00 AM**

Meeting called to order by Chairman Richard Brook. 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, Town of Dover
Region 2	Charles Cuccia, Saddle River
Region 3	Lyn Evers, Piscataway Twp.
Region 4	Thomas Nolan, Brielle Borough
Region 5	Richard Brook, Florence Twp.
Region 6	Joan Leanord, Collingswood
	<u>Alternate Rep.</u>
Region 1	Greg Poff, Rockaway Twp.
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Region 3	Ron Angelo, City of Summit
Region 4	Michael Gianforte, Two Rivers Water Rec. Authority
Region 5	Linda Dougherty, Edgewater Park Township
Region 6	Terry Shannon, Barrington

Present from the above group were: William Close, Charles Cuccia, Lynn Evers, Thomas Nolan, Richard Brook, Greg Franz, and Michael Gianforte.

**APPOINTED OFFICIALS PRESENT:**

Executive Director/ Administrator	<b>PERMA Risk Management Services</b>	James Kickham	Present
Attorney		James Maley	Present
Treasurer		William Garofalo	Absent
Energy Consultant	<b>The BSG/PMK Group</b>	Fred Fastiggi Bob Gerard	Present Absent

Also Present:  
Stephen Sacco, PERMA  
Tom Brys, BSG  
Tara Pasca, PMK

Approval of minutes:

- February 5 , 2010 Open
- February 8, 2010 Open
- February 9, 2010 Open

**MOTION TO APPROVE THE OPEN MINUTES OF FEBRUARY 5, 2010, FEBRUARY 8, 2010 AND FEBRUARY 9, 2010**

<b>MOTION:</b>	Commissioner Cuccia
<b>SECOND:</b>	Commissioner Close
<b>VOTE:</b>	Unanimous

**Natural Gas Auction-** A discussion took place regarding the results of our natural gas auction and the game plan moving forward for the members of the NJ SEM. In addition, we will be distributing a press release to the newspapers. We also posted the press release on our web site. The natural gas auction locked in our rate below our strike price and he are hedging for the future. Mr. Kickham suggested that we take a closer look at our by laws for a possible revision so that we can become more nimble in the future.

Mr. Maley indicated that he would provide a legal opinion on contract extensions for the next agenda.

**Electric Auction-** A discussion and education session took place regarding the timing and the information needed in order to proceed to a successful auction for electricity. The auction will also include street lighting and we will be asking our membership for this information. The Executive Committee decided that the electric auction will take place between May 4, 2010 and May 13, 2010, depending on market conditions.

**Professional Contracts-** We are in the process of completing contracts for each professional and will send them to our attorney for review. Once the contracts are finalized, we will forward them to the Executive Committee for final approval and then distribute. We will need to discuss compensation wording for the professionals in the event that membership grows and/or we have multiple successful auctions.

The Executive Committee decided to hold their next meeting on April 1, 2010.

**MOTION TO ADJOURN**

<b>MOTION:</b>	Commissioner Evers
<b>SECOND:</b>	Commissioner Close
<b>VOTE:</b>	Unanimous

Meeting Adjourned: 12:35 PM

*Respectfully submitted,*

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Prepared by S. Sacco, Assistant Secretary