

**ALEXANDRIA TOWNSHIP COMMITTEE WORKSHOP MEETING  
MINUTES  
August 28, 2019**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in  
the  
Alexandria Township Municipal Offices and the Alexandria Township Website,  
([www.alexandrianj.gov](http://www.alexandrianj.gov)) as required by the Open Public Meetings Act.

**Meeting Called to order at 6:00 PM.**

**ROLL CALL:**

**PRESENT:** Mayor Garay, Committeeman Pfefferle, Committeeman Kiernan

**ABSENT:** None

**WORKSHOP DISCUSSIONS:**

1.) Solar Farm Presentation

Tim Ahrens of Clean Choice Energy made a presentation to the Township Committee in regards to a pilot program for community solar. Clean Choice Energy is a 100% renewable energy supplier and community solar provider with offices in Washington DC and New York, NY with staff across New York, Massachusetts, and Ohio. The company was founded on the belief that it should be easier for homeowners and renters to access clean energy. Key points discussed in the presentation were:

- May of 2018, State Legislation A3723 was passed requiring the Board of Utilities (BPU) to develop a community solar program. The first step in this process is a three-year pilot program with a permanent program to be implemented immediately after.
- February of 2019, Community Solar Energy Pilot Program rules were approved
- Application Deadline is September 9<sup>th</sup> and Clean Choice Energy would like to include a letter with the application to show support by the Township though not required.
- A location has been selected. The property is located at 300 Hickory Corner Road which is a 33-acre parcel. The solar project would use 20 of those acres. A tentative lease agreement has been made with the property owner.
- 300-400 homes can benefit from 1 megawatt of solar. Clean Choice Energy is looking at 3 megawatts which can serve up to 1000 homes.
- The footprint of JCP&L will be used. Customers in the immediate area can benefit and then the company will branch out to surrounding areas that can include other Townships and their residents.
- Land Use Board Approval will be needed if the company's application is accepted and approved by BPU to move forward.
- Clean Choice Energy handles all billing to subscribers.
- Clean Choice Energy has approximately 75-80 employees.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize Mayor Garay to sign a letter for Clean Choice Energy after Township Attorney Dragan reviews the sample draft letter that has been provided.

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

### 2.) Municipal Office Re-Arrangement

Township Clerk/Administrator Bobrowski presented a proposed layout change to the municipal offices to accommodate needs of the residents and the growing staff. Township Clerk/Administrator Bobrowski has reached out to multiple contractors to obtain quotes to close in the zoning office as the area is being used by the Zoning Officer and the Deputy Clerk. The office is outside of the meeting room where many people walk past during evening hours leaving paperwork/applications on the desk exposed for people to see/read. Contractors come out but do not provide a quote and express that they are not interested in the job as it is too small. Comm. Pfefferle asked if Township Clerk/Administrator Bobrowski discussed these changes with the employees. Township Clerk/Administrator noted that there were discussions with employees. Comm. Pfefferle questioned Township Clerk/Administrator Bobrowski if she spoke to the CFO on these changes. Township Clerk/Administrator Bobrowski did not discuss the changes with the CFO and Comm. Pfefferle then noted that not all the employees were spoken to in regard to the changes. Comm. Pfefferle offered suggestions as to where departments could locate within the building. Township Clerk/Administrator Bobrowski noted that her recommendations would suit the employees and the resident's best and that offices should remain if that were not the case. Township Clerk/Administrator Bobrowski will continue to reach out to contractors to obtain quotes to close in the zoning office.

### 3.) RFP for Risk Managers

Township Clerk/Administrator Bobrowski advised that Municipalities do not go out for RFP's on Risk Managers as there is no monetary value exchanged for the services. Township Clerk/Administrator Bobrowski did reach out to area Townships in two Counties and obtained the names of their Risk Managers. Township Clerk/Administrator Bobrowski will reach out to some of the Risk Managers that were provided and ask for a proposal. Once proposals are received, they will be forwarded to the Township Committee for review.

### **PUBLIC COMMENT:**

None

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to go into Executive Session. (Time 7:05 PM.)

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

**Open Public Meetings Act RESOLUTION- Executive Session**

**WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and**

**WHEREAS, this public body is of the opinion that such circumstances presently exist:**

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
  - A confidential or excluded matter under Federal or State Law or Court Rule.
  - A matter involving information that may impair the Township's rights to receive funds from the United States Government.
  - A matter constituting an unwarranted invasion of an individual's privacy rights.
  - Collective Bargaining Agreement or negotiation of the Agreement.
  - Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
  - Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
  - Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
  - Matters falling within the attorney-client privilege.
  - Personnel matters involving a specific employee or officer of the Township.  
**Employee Evaluation of Michele Bobrowski**
  - Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.
3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.

4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
  5. This Resolution shall take effect immediately.
- 

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to return to Public Session (7:15 PM).

**Roll Call: Aye: Pfefferle, Kiernan, Garay**

**Nay: None**

**Abstain:**

**Motion Carried**

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to hire Danielle Pantaleo as an Attorney/Investigator at the same rate as the Township's Labor Attorney.

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: Garay**

**Motion Carried**

***The following matters were discussed in Executive Session:***

- Personnel Matter-Michele Bobrowski  
Matter to stay in Executive Session

**MOTION TO ADJOURN**

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 7:16 PM.

**Roll Call: Aye: Garay, Pfefferle, Kiernan**

**Nay: None**

**Abstain: None**

**Motion Carried**

Meeting Adjourned at 7:16 PM.

**Respectfully Submitted:**

**Michele Bobrowski, CMC/RMC**

**Township Clerk**

I hereby certify that I have reviewed these Minutes of the Township Committee Work Shop Meeting of August 28, 2019 and certify that said Minutes were approved unanimously by the Township Committee on the 11<sup>th</sup> day of September 2019.

---

Michelle Garay, Mayor