

DOWNTOWN DEVELOPMENT COMMISSION
Committee Room - Hartley Dodge Memorial Building
 Date: January 18, 2024 Time: 7:15 pm

REORGANIZATION MEETING AGENDA

- 1) **CALL TO ORDER**
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **ROLL CALL**

R. Conley		M. Tomaszewski		P. Woolley		T. Honohan	
M. Honohan		P. Flemming		R. Rocco		J. Doninger	
J. Hollenbach		S. Tindall		J. Desmond			
P. Teshima		J. Morris		R. Stern		M. Pellessier	
C. Kosakowski		D. Starker		S. Whitehorn		L. Ellis	

- 4) **OPEN PUBLIC MEETINGS ACT:** In compliance with the open public meetings act, adequate notice of this meeting of the Downtown Development Commission was provided by distributing the Annual Meeting schedule to the Madison Eagle and Morris County Daily Record, posting a copy on the bulletin board at the main entrance to the Hartley Dodge Memorial Building, posting a copy on the Borough website, and filing a copy with the Borough Clerk, all on or about the first week of January 2024. Copies of said notice were made available to members of the general public.
- 5) **OATH OF OFFICE:**
 - a) **Deb Starker, Arts Representative**
(Three-year term through December 31, 2026)
 - b) **Melanie Tomaszewski, Merchant/Landlord/Business Owner Representative**
(Three-year term through December 31, 2026)
 - c) **Peter Flemming, Planning Board Representative**
(Three-year term through December 31, 2026)
 - d) **Peter Teshima, At Large Member**
(Three-year term through December 31, 2026)
 - e) **Thomas Honohan, At Large Member**
(Three-year term through December 31, 2026)
 - f) **Jessica Doninger, At Large Member**
(Three-year term through December 31, 2026)
 - g) **Melissa Honohan, Council Liaison, Public Official Representative**
(One-year term through December 31, 2024)
 - h) **Stephen Tindall, Board of Education Representative**
(One-year term through December 31, 2024)

6) ELECTION OF NEW EXECUTIVE BOARD

Note: At the December meeting of each year, the ex-officio member, who will be the election officer, will then accept nominations for the position of Chair, Vice-Chair, Secretary, Treasurer and Member-At-Large.

All nominations, whether oral or written, must be made, seconded, and then accepted by the individual nominated. At the beginning of the January meeting, the election officer will accept any nominations from the floor and call the roll to determine those eligible to receive ballots and cast votes. The election officer will prepare the ballots indicating the officers' title and a space in which the eligible voters can write in their choice for each officer's position. The election officer will distribute the ballots to those eligible to vote. Upon completion of the actual vote, the election officer will collect the ballots and will then tabulate the results. The results will be verified by the Council Liaison and by any member of the Commission who is not running for election and who has been appointed by the election officer. The results for each office will also be posted so all present may view the final count.

- a) There were no nominations submitted at the December meeting:
- Nomination for Chairperson: _____
 - Nomination for Vice Chairperson: _____
 - Nomination for Treasurer: _____
 - Nomination for Secretary: _____
 - Nominations for Member-at-Large: _____
- b) Additional Nominations:
- Nominations for Chairperson: _____
 - Nominations for Vice Chairperson: _____
 - Nominations for Treasurer: _____
 - Nominations for Secretary: _____
 - Nominations for Member-at-Large: _____

7) ADJOURNMENT OF REORGANIZATION MEETING

REGULAR MEETING AGENDA

1) CALL TO ORDER

2) APPROVAL OF DECEMBER 14, 2023 MINUTES

3) CHAIRMAN/EXECUTIVE BOARD REPORT

- a) Review and Approve 2024 Meeting Schedule: [2024 DDC Meeting Calendar.pdf](#)
- b) Election of Madison Main Street Foundation (MMSF) representatives

Nominations:

Representative 1: _____

Representative 2: _____

Representative 3: _____

4) TREASURER REPORT: [TR 2023.12.29.pdf](#)

5) MAYOR REPORT

6) COUNCIL LIAISON REPORT

7) PLANNING BOARD REPORT

8) FOUNDATION REPORT

9) MADISON AREA CHAMBER OF COMMERCE REPORT

10) DIRECTOR OF BUSINESS DEVELOPMENT REPORT: Here are the websites for two organizations to which the Borough belongs. They offer a lot of different resources that I thought you may find of interest:

- a) **Downtown New Jersey:** <https://www.downtownnj.com/>
- b) **Main Street America:** <https://www.mainstreet.org/home>
- c) **Downtown Redevelopment Pipeline:**
 - i) **For your information, all meeting information can be found through these links:**
 - (1) **Zoning Board of Adjustment:** <https://www.rosenet.org/505/Zoning-Board-of-Adjustment>
 - (2) **Planning Board:** <https://www.rosenet.org/457/Planning-Board>
- d) **New Business Report:**
 - i) [Commercial Property Worksheet](#) *(this document will be updated before the end of the month)*
- e) **Madison Marketplace Newsletter, Current Edition:** <https://conta.cc/48V3I4X>
- f) **Misc.**
 - i) **Cook Avenue Parking Lot Reconstruction**
 - ii) **Waverly Place Reconstruction (Project Webpage):**
<https://www.rosenet.org/1410/Waverly-Place-Reconstruction>

11) STANDING COMMITTEES: All information including meeting dates for 2024 Standing Committees can be accessed via this link: https://docs.google.com/spreadsheets/d/1btkRAnw8Kqmak5kNK_D9Vo8T8-CG20XsrEQ1Wpaw1SM/edit?usp=sharing

Please sign up for committee assignments via the form in the link above or by emailing ddc@rosenet.org

- a) **Sign & Façade:** (2023 Membership: Sue Whitehorn, Melanie Tomaszewski, John Morris, Peter Flemming, Karen Giambra, Jim Hollenbach, Christine Kosakowski)
- b) **PIC (Public Improvement):** (2023 Membership: Melanie Tomaszewski, Deb Starker, John Morris, Sue Whitehorn, Peter Flemming, Russell Stern, John Desmond)
- c) **Marketing and Economic Development:** (2023 Membership: John Hoover, John Morris, Michael Pellessier, Karen Giambra, Russell Stern, Jim Hollenbach, John Desmond, Peter Teshima, Christine Kosakowski)
- d) **Arts & Events:** (2023 Membership: John Pietrowski, Jerry Vezza, Melanie Tomaszewski, John Hoover, Deb Starker, Stephen Tindall, Peter Woolley, Karen Giambra, Peter Teshima, Bob Rocco)

12) AD HOC COMMITTEE AND PROJECT UPDATES:

- a) **Taste of Madison (March 18, 2024)**
- b) **Madison Green & Clean (April 27, Rain Date April 28)**
- c) **Farmers & Artisan Market (Saturdays, May 25 – December 14)**
- d) **Bottle Hill Day (Saturday, October 5, 2024)**
- e) **Downtown Concert Series w/METC**
- f) **Summer Concert Series at MCAC**
- g) **Rose City Summerfest (2024)**

13) OLD BUSINESS

- a) **Recognition of Service – Valentina Peluso, Intern (New Information!)**

14) IDEA EXCHANGE & NEW BUSINESS

15) INVITATION FOR DISCUSSION FROM THE PUBLIC

16) ADJOURNMENT

NEXT MEETING: Thursday, February 22 at 7:15 pm.