



DOWNTOWN DEVELOPMENT COMMISSION
Committee Room - Hartley Dodge Memorial Building
 Date: April 15, 2021 Time: 7:15 pm – **Via Zoom**

MEETING AGENDA

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

R. Conley	M. Tomaszewski	D. Starker	At Large Member TBD
D. Coen	T. Honohan	E. Range	Corporate Rep. TBD
J. Hollenbach	P. Flemming	R. Rocco	M. Pellessier
P. Teshima	S. Tindall	R. Stern	L. Ellis
S. Whitehorn	J. Morris	M. Fabyanski	

- 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 2021. Copies of said notice were made available to members of the general public.
- 5) **APPROVAL OF MARCH 18, 2021 MINUTES**
- 6) **CHAIRMAN/EXECUTIVE BOARD REPORT**
 - a) **New Agenda Item, Replacing New Business – “Idea Exchange”**
- 7) **TREASURER’S REPORT**
- 8) **MAYOR’S REPORT**
- 9) **COUNCIL LIAISON REPORT**
- 10) **PLANNING BOARD REPORT**
- 11) **FOUNDATION REPORT**
- 12) **MADISON AREA CHAMBER OF COMMERCE REPORT**
- 13) **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>
 - i) **Virtual Conference, April 12-15**
 - 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](#)
- e) **Misc.**
 - i) **Downtown Bench Replacement**
 - ii) **Cook Avenue Parking Lot Plan, (please review prior to the meeting):**
https://1drv.ms/u/s!AnwS_DqnT6nMjh6B0y6p5aykSQik?e=Ir5aNL

14) STANDING COMMITTEES:

- a) **Sign & Façade:** (2021 Membership: Eric Range, Tom Honohan, Suzy Whitehorn, Peter Flemming, Jim Hollenbach, Barry Kroll, Karen Giambra)
 - i) There were three applications reviewed and referred to the Borough Zoning Officer since the March DDC meeting.
 - (1) L'Allegria, 11 Prospect Street
 - (2) Sola Salons, 306 Main Street
 - (3) Waseem Petroleum Group, Main Street
- b) **PIC (Public Improvement):** (2021 Membership: John Morris, Russell Stern, Suzy Whitehorn, Melanie Tomaszewski, Peter Flemming)
 - i) **2020 Potential Goals/Projects:**
 - **METC Park Design**
 - **Adopt A Space Program**
 - ii) **Action Items: TBD**
 - iii) **Meeting Notes:** The committee met on March 23 at 5:00 pm via Zoom. Tom Salaki of Square Acre presented a new concept drawing for the METC Park and the committee offered feedback on the proposed design. The next meeting will be scheduled shortly. The Parks Advisory Committee will be providing feedback on the draft Adopt-A-Space Program outline shortly.
 - iv) **Next Meeting – TBD**
- c) **Marketing and Economic Development:** (2021 Membership: Eric Range, Deb Coen, John Morris, Russell Stern, Peter Teshima, Suzy Whitehorn, Jim Hollenbach, Bob Rocco, Melanie Tomaszewski, Deb Starker, Karen Giambra)
 - i) **2020 Potential Goals/Projects:**
 - **Gateway & Wayfinding Signage**
 - **Creation of Marketing Materials**
 - ii) **Action Items:**
 - **Gateway And Wayfinding Signage System Evaluation Project**
 - (a) Contract has been completed and meetings with the chosen vendor, Merge will begin before the end of this month
 - iii) **Next Meeting – TBD**
- d) **Arts & Events:** (2021 Membership: Stephen Tindall, Deb Coen, John Morris, Peter Teshima, Tom Honohan, Suzy Whitehorn, Bob Rocco, Melanie Tomaszewski, Deb Starker, John Pietrowski, Jerry Vezza, Karen Giambra, Eric Hafen)
 - i) **2020 Potential Goals/Projects:**
 - **Sidewalk Art Gallery analysis and reinvention**
 - **Support of Madison Community Arts Center programming and fundraising**
 - **Explore public art projects**
 - ii) **Updates from Eric Hafen:**
 - Provident Bank stepped up to sponsor the Spring Ahead into the Arts series which began Friday April 9th with "Madison Stars of the Future," featuring MHS musical theatre students and MHS junior, Nick Amling on guitar.
 - Construction engineer, John McManus, has visited the arts center to access the

installation of the lighting grid.

- Eric Goletz, jazz musician, will once again rent several days at the center in preparation for his upcoming album.
 - Work of Heart Productions will present several performances in July and August.
 - Two piano recitals are planned for June of 2021.
 - Red Cross blood drive will take place on Thursday, April 15 and on July 13.
 - The arts center will host the Hidden Figures exhibition on the weekend of June 4th and 5th. Friday evening will be recorded performances as well as a reception dinner. Current plan is to have the artwork on display at the center through the month of June.
- iii) **Meeting Notes:** The Arts & Events Committee met on Wednesday, April 7 at 5:00 pm via Zoom. In addition to updates on programming from Eric Hafen, the committee discussed making a Public Arts Plan a primary focus this year. MACA will add a discussion of this project to its upcoming board meeting. The committee also discussed the framework for the DDC's requested review process for the Director of Arts & Events goals and objectives. A meeting will be scheduled for the first week of May to review this.
- iv) **Next Meeting – TBD**

15) AD HOC COMMITTEE AND PROJECT UPDATES: There are no planned reports for these items at this meeting except for those highlighted.

a) Taste of Madison

- i) Event Update

b) May Day (May 1, 2021)

- i) Event Update
- ii) Art Contest Winner Selection

c) Farmers Market (Thursdays, May 20– November 18, 2021)

d) Bottle Hill Day (Saturday, October 2, 2021)

- i) Event Update

e) Downtown Concert Series w/METC (2021 Dates: June 25, July 9 and 23, August 6 and 20, September 3)

16) OLD BUSINESS

17) INVITATION FOR DISCUSSION FROM THE PUBLIC

18) ADJOURNMENT

NEXT MEETING: Thursday, May 20 at 7:15pm, via Zoom