



DOWNTOWN DEVELOPMENT COMMISSION
Committee Room - Hartley Dodge Memorial Building

Date: February 18, 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 2020. Copies of said notice were made available to members of the general public.
- 5) **OATH OF OFFICE:**
 - a) **Stephen Tindall, Board of Education Representative**
 (Unexpired three year term through December 31, 2022)
- 6) **APPROVAL OF DECEMBER 17, 2020 MINUTES**
- 7) **CHAIRMAN/EXECUTIVE BOARD REPORT**
- 8) **TREASURER’S REPORT**
- 9) **MAYOR’S REPORT**
- 10) **COUNCIL LIAISON REPORT**
- 11) **PLANNING BOARD REPORT**
- 12) **FOUNDATION REPORT**
- 13) **MADISON AREA CHAMBER OF COMMERCE REPORT**
- 14) **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/>
 - i) **2021 NJ Downtown Conference - Report**
 - 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**

15) STANDING COMMITTEES:

- a) **Sign & Façade:** (2021 Membership: Eric Range, Tom Honohan, Suzy Whitehorn, Peter Flemming, Jim Hollenbach, Barry Kroll, Karen Giambra)
 - i) There was one applications reviewed and referred to the Borough Zoning Officer since the January DDC meeting.
 - (1) Simonfay Landscape Services, 335 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:**
 - iii) **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:**
 - **Borough Of Madison Request For Proposals – Gateway And Wayfinding Signage System Evaluation Report:**
<https://www.rosenet.org/DocumentCenter/View/11249/Evaluation-Report---RFP-Gateway-and-Wayfinding-Signage>
 - 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:**
 - The installation of the lighting grid at the arts center is continuing to be mobilized with installation expected in early 2021. Final engineering drawings are being drawn up.
 - The Red Cross Blood Drive at the arts center Wednesday, January 27 was a success. Another one is scheduled for April.
 - Since the governor has increased the capacity for indoor activities to 35%, we will begin planning a series of professional staged readings in the arts center.
 - We are in discussions with musicians, dance companies and comedians about the Spring

Ahead into the Arts series currently being planned for April/May on Waverly Place.

iv) Next Meeting –TBD

16) 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

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

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

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

17) OLD BUSINESS

18) NEW BUSINESS

19) INVITATION FOR DISCUSSION FROM THE PUBLIC

20) ADJOURNMENT

NEXT MEETING: Thursday, March 18 at 7:15pm, via Zoom