



DOWNTOWN DEVELOPMENT COMMISSION
Committee Room - Hartley Dodge Memorial Building
 Date: December 19, 2019 Time: 7:15 pm **RESCHEDULED**
New Date: January 2, 2020 Time: 7:00 pm

MEETING AGENDA

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

R. Conley		M. Tomaszewski		E. Range		M. Pellessier	
J. Hoover		T. Honohan		R. Rocco		L. Ellis	
B. Cramer		P. Flemming		R. Stern			
J. Hollenbach		L. Lajewski		M. Fabyanski			
R. Landrigan		J. Morris		C. Brady			
S. Whitehorn		D. Starker		G. Herzog			

- 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 2019. Copies of said notice were made available to members of the general public.
- 5) **APPROVAL OF NOVEMBER 2019 MINUTES**
- 6) **TREASURER REPORT**
 - a) **2019 Budget Review**
 - b) **Introduction of 2020 MMSF Grant Request/DDC Budget**
- 7) **FOUNDATION REPORT**
- 8) **MAYORAL REPORT**
- 9) **COUNCIL LIAISON REPORT**
- 6) **CHAIRMAN/EXECUTIVE BOARD REPORT**
 - a) **Nominations for Officers 2020**
 - (1) 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.
 - (2) 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.

7) MADISON AREA CHAMBER OF COMMERCE REPORT

8) PLANNING BOARD REPORT

9) DIRECTOR OF BUSINESS DEVELOPMENT REPORT

- a) Best Practices, Ideas, Information Sharing: None
- b) Articles/Information of Interest: None

10) STANDING COMMITTEES (CURRENT): *Informational only, no discussion planned except as highlighted*

- a) **Sign & Façade:** Suzy Whitehorn, Eric Range, Leslie Lajewski, Tom Honohan, Karen Giambra
 - i) There have been seven applications reviewed and referred to the Borough Zoning Officer since the November DDC meeting:
 - One Waverly Place LLC (Rose City Jewelers), 1 Waverly Place - Replacement
 - Shanghai Jazz, 24 Main Street – Replacement
 - Madison Dentistry, 268 Main Street - Additional Signage
 - Center for Evaluation & Counseling, Inc., 16 Madison Avenue – New (Formerly Grace Counseling Center)
 - Fitness For Mankind, 268 Main Street – New (Formerly Fit Fab Moms)
- b) **PIC (Public Improvement):** Suzy Whitehorn, Chair; Russell Stern, Bob Rocco, Peter Flemming, Brad Cramer, John Morris, John Hoover: There is no report.
- c) **Marketing and Economic Development:** Suzy Whitehorn, Eric Range, Bob Conley, Russell Stern, Leslie Lajewski, Deb Starker, Carla Brady, Melanie Tomaszewski, Jim Hollenbach, John Morris, Michael Pellessier, Karen Giambra: There is no report
- d) **Arts & Events:** Suzy Whitehorn, Deb Starker, Melanie Tomaszewski, Carla Brady, Tom Honohan, John Morris, John Pietrowski, Jerry Vezza, Karen Giambra, Michael Pellessier, Eric Hafen
 - i) **Madison Community Arts Center**

11) AD HOC COMMITTEE AND PROJECT UPDATES: *These are listed primarily for informational purposes only the items **highlighted** will be discussed.*

- a) **Taste of Madison** (March 23, 2020 Tentative): There is no report
- b) **May Day** (May 2, 2020): There is no report.
- c) **Madison IntoYellow** (TBD): There is no report.
- d) **DDC/MACA Sidewalk Art Gallery & Gala** (inactive)
- e) **Farmers Market** (Thursdays, May 23 - October 24, 2019): There is no report
- f) **Drew University Town Tour** (August 24, 2019): There is no report.
- g) **Bottle Hill Day** (Saturday, October 5, 2019): There is no report.
- h) **Downtown Concert Series w/METC:** There is no report.
- i) **MACA/DDC Holiday Arts Festival** (Friday and Saturday, November 29 and 30, 2019)
- j) **Rose City Summerfest:** There is no report.

12) OLD BUSINESS

13) NEW BUSINESS

14) INVITATION FOR DISCUSSION FROM THE PUBLIC

15) ADJOURNMENT

NEXT MEETING: Thursday, January 16 at 7:15pm, Committee Room - Hartley Dodge Memorial Building. Executive Board Meeting TBD.