

CRANFORD DISTRICT MANAGEMENT CORPORATION
BOARD MEETING
MINUTES –JULY 21, 2017

Present:

Barry O'Donovan/*Chairman*
Tom Connolly/*business owner*
Jean Maisonneuve/*resident*
Steve Needle/*property owner*
Clara Nunziato/*business owner*
Maureen Tinen/*property owner*
Kathleen Miller Prunty/*Director*
Michelle Stavrou/*social media coordinator*
Ellen O'Donnell/*admin. asst.*

Public:

Dick Salway/*strategic planning comm.*
Barbara Krause/*resident*

Absent:

Patrick Giblin/*Deputy Mayor*
Joe Colangelo/*resident*
Anthony Durante/*resident*
Paul LaCorte/*property owner*
Vicki Spurr/*resident*
Terence Wall/*Township Administrator*

Ms. Prunty called the meeting to order at 9:05am. Announcement made that the meeting was posted as required by law.

APPROVAL OF MINUTES

- ❖ Motion to approve June 9, 2017 minutes by Ms. Tinen, seconded by Mr. O'Donovan.

CHAIRMAN REMARKS

- Mr. O'Donovan shared his frustration regarding engineering issues with Victorian lights, delays in the progress of ladder striping and enforcement of sign violations/compliance with sign ordinance among business owners.
- Mr. O'Donovan will follow up with Lt. Davenport to confirm if signalization is an issue at every light regardless of striping.
- Mr. O'Donovan requested that Board members attend the July 24, 2017 Strategic Planning presentation to the Zoning, Planning Boards, the Environmental Commission and Historical Preservation Board.

BOARD COMMITTEES

Finance – M. Tinen, P. LaCorte

- Ms. Tinen distributed the monthly financial report.
- Ms. Prunty provided a status on tree surround:
 - supplies to be delivered week of July 31
 - online training occurred in July
 - Installation to begin in August
 - Most but not all trees have been planted

Marketing, Events & Communication – C. Nunziato, V. Spurr, J. Maisonneuve, M. Stavrou, E. O'Donnell

- Lego Night on July 20 had a good turnout
- The Business and Economic Development office awarded prizes totaling \$135 to the winners; the winners chose a Downtown Business gift certificate.
- Sidewalk Sale days are July 20-22.
- #coolerincranford campaign to be kicked off during the week of July 28, 2017.
- The Business and Economic Development office had window clings made for downtown businesses as well as children's t-shirts for the promotion.
- Ms. Prunty informed the Board that credit for the tagline goes to local realtor Sharon Steele.

Design Standards & Maintenance – T. Connolly, P. LaCorte

- No Update

DIRECTOR'S REPORT

Director's Report – Kathleen Miller Prunty

August 18 Board Meeting

- Ms. Prunty waiting to confirm if there will be a quorum for the scheduled August 18th Board Meeting.

NJ Transit Platform & Art Project update

- Cranford children's drawings are complete.
- The Project is now on an accelerated schedule, expected installation of the new windshields by the end of the year.
- Mr. Needle requested ideas from the Board for updates to the train station while the contractor remains on site; ideas included, painting the tunnel and underpass, lighting in the tunnel.

KMP Memo on Boffard Project: clarification

- Ms. Prunty clarified that comments provided in a memo were from a professional standpoint and not from the DMC Board.
- The memo addressed parking and Ms. Prunty's comment was that it was sufficient.
- When the Board was asked by Ms. Prunty to provide feedback regarding the project only Mr. Maisonneuve provided a comment which was that he would like the loading zone confirmed.
- Ms. Tinen remarked that she believes the Board should know when the DMC office is taking a position and what it is.
- Ms. Prunty said that the Board members have a responsibility to contact the Chairman, first, before sending emails.
- Mr. Salway mentioned that the town needs to address drainage problem in that area; Ms. Tinen provided pictures of flooding.

Businesses:

Closed

- Atlantic Beach Soap Co. closed end of June
- Bebe International will be closing at the end of July
- Grandstand is closing, suggesting they are selling their business.

New/Soon

- Playa Bowls coming soon (in Atlantic Beach space)
- Jungle Juice opened (part of former Hynes space)
- Cranford Fish Stand coming soon(former Subway in Riverfront)

Post Office Plaza

- Ms. Prunty, Mr. LaCorte, Mr. Connolly and Mr. Wardell to meet at Post Office Plaza on July 21 to identify next steps and ideas for new proposal.
- Mr. Needle offered to provide names of landscape architects; Mr. Salway suggested Jess Dreyer
- The Board agrees to keep the redesign simple using \$30k identified in reserve and \$36k still in trust.

OLD BUSINESS

Updates from Township Administrator – not present

- a. North Ave E Corridor Development & 27 North Ave E - no update
- b. Wells Fargo Chestnut St property – no update

NEW BUSINESS

- On next agenda – review of Old Business
- Mr. O'Donovan requests that the DMC start receiving a regular/quarterly update from property maintenance; Ms. Prunty to follow up with Mr. Wall
- ❖ **Motion to go into closed session to discuss personnel matter at 9:50am by Ms. Tinen, seconded by Mr. Needle.**
- ❖ **Motion to go back into open session at 10am by Ms. Nunziato, second by Mr. Needle.**

ADJOURN

- ❖ **Motion to adjourn at 10:05am by Ms. Tinen, seconded by Mr. O'Donovan, all in favor.**

Respectively submitted,

Ellen O'Donnell,
Administrative Assistant