

**SPECIAL IMPROVEMENT DISTRICT OF NETCONG BOROUGH, INC.
NETCONG COMMUNITY PARTNERSHIP
BOARD OF TRUSTEES MEETING
May 23, 2013
6:30 p.m.
Minutes**

- I. Call to Order and Flag Salute
- II. Attendance and Roll Call

	Present	Absent
Ralph Blakeslee	x	
Sue Fenimore		x
Bob Hathaway	x	
Donna Infantolino	x	
Bill Lerman	x	
Joseph Nametko		Arrived 6:40
Maria Patamia	x	
Vic Pocerobba	x	
Sandy Reilly		Arrived 7:00
Kathy Robbins	x	
Open Seat		

III. Open Public Meetings Act Statement
 Adequate notice of this meeting as defined by the Open Public meetings Act has been provided by 1) posting a notice of said meeting in the space provided for such announcements at the Netcong Borough Hall on February 20, 2013 and 2) faxing a notice to The Daily Record, the official newspaper of the Borough of Netcong on February 20, 2013.

IV. Public Comment (No Public)

V. Executive Director’s Report

- Update on the 2011and 2012 Audits – still gathering paperwork and will meet with accountant beginning of June
- Shoprite – Spoke with DJ Ramano about Framers Market
- 501c3 paperwork has been started – goal for filing September 2013
- Certified Mail to property owners from NCP per request from the Council

VI. Motion to Approve the Annual Meeting, March 2013 and April 2013 Minutes

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee			Annual		March & April	
Sue Fenimore						x
Bob Hathaway	x		x			
Donna Infantolino			Annual & April		March	
Bill Lerman			x			
Joseph Nametko			Annual & March		April	
Maria Patamia		x	x			
Vic Pocerobba			x			
Sandy Reilly						x
Kathy Robbins			x			
Open Seat						

VII. Approval of Bills List for April 2013 and May 2013 (Pulled to the next meeting)

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee						
Sue Fenimore						
Bob Hathaway						
Donna Infantolino						
Bill Lerman						
Joseph Nametko						
Maria Patamia						
Vic Pocerobba						
Sandy Reilly						
Kathy Robbins						
Open Seat						

VIII. Motion to accept with regrets Sharon Still's resignation

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee			x			
Sue Fenimore						x
Bob Hathaway		x	x			
Donna Infantolino			x			
Bill Lerman			x			
Joseph Nametko	x		x			
Maria Patamia			x			
Vic Pocarobba			x			
Sandy Reilly			x			
Kathy Robbins			x			
Open Seat						

IX. Motion to Accept the REVISED NCP calendar for 2013, effective immediately

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee	x		x			
Sue Fenimore						x
Bob Hathaway			x			
Donna Infantolino			x			
Bill Lerman			x			
Joseph Nametko			x			
Maria Patamia		x	x			
Vic Pocarobba			x			
Sandy Reilly			x			
Kathy Robbins			x			
Open Seat						

X. Motion to approve sign grant for Rose's Place

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee			x			
Sue Fenimore						x
Bob Hathaway					x	
Donna Infantolino	x		x			
Bill Lerman			x			
Joseph Nametko			x			
Maria Patamia					x	
Vic Pocarobba			x			
Sandy Reilly			x			
Kathy Robbins		x	x			
Open Seat						

XI. Motion to approve sign grant for Fanucci's

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee			x			
Sue Fenimore						x
Bob Hathaway					x	
Donna Infantolino		x	x			
Bill Lerman			x			
Joseph Nametko	x		x			
Maria Patamia					x	
Vic Pocerobba			x			
Sandy Reilly			x			
Kathy Robbins			x			
Open Seat						

XII. Motion to approve Certified mail expenditure up to \$700.00 dollars

	Motion	Second	Yes	No	Abstain	Absent
Ralph Blakeslee			x			
Sue Fenimore						x
Bob Hathaway		x	x			
Donna Infantolino			x			
Bill Lerman			x			
Joseph Nametko	x		x			
Maria Patamia			x			
Vic Pocerobba			x			
Sandy Reilly			x			
Kathy Robbins			x			
Open Seat						

XIII. Treasurer Report – Kathy Robbins reviewed the current financial state of the NCP, she also talked about how she is reconciling and putting together a spreadsheet so the Board can see where we are with our budget and what we have spent. Kathy expects to have this for the Board in our July meeting.

XIV. Committee Reports

A. Executive Committee – **Vic Pocerobba discussed the agenda as well as the status of the by-laws and ordinance.**

Administrative Issues, Insurance, Accounting, Establishes Committee Budgets, and Yearly Audits

Vic Pocerobba

Donna Infantolino
Gina Thomas

- B. Finance Committee – Kathy Robbins reported out on the financial state of the NCP as well as the payments that have been made by the Boro to NCP.**

Budgets, Grants, Revenue Building

Kathy Robbins - Chair

Bill Lerman

Bob Hathaway

Donna Infantolino

Gina Thomas

- C. Special Events Committee – Donna Infantolino updated the Board on the Vendors and the status if the market, she said she was going to put together a schedule of events so we can post to the Facebook page and website. Gina and Maria will work on a map of vendor placement.**

Farmers Market, Netcong Day, Holiday Events and New Events

Donna Infantolino - Chair

Sue Fenimore

Sandy Reilly

Maria Patamia

Gina Thomas

- D. Publishing Committee – Promised to have a meeting before the next Board meeting so they can give Vince from District Connect some feedback and direction.**

Website, Directory, Community Calendar, Street Map including Events

Locations, Social Media

Sue Fenimore – Chair

Maria Patamia

Gina Thomas

- E. **Property Enrichment – Streetscape – Bob Hathaway spoke about the spring planting that have been done and how the Boro is taking on the responsibility of the watering of the plants so they do not die this year. There was some discussion about the cost of the plants and there was a discrepancy as to what we thought we paid – the cost seems high and Bob was going to review and report back. The flags have all been put out and the downtown looks great! DOT is doing great and moving right along with the construction project. The Boro received a 45,000 grant for being a transit village and the monies will be used for wayfinding signs, crosswalks and other items to enhance the downtown area. Bob also talked about getting together with the committee to discuss the new policy and procedure for façade/sign grant applications.**

Improvements and Enhancements, Signage, Fixtures, Owners Assistance Program, Jump Start Program for New Businesses, Façade/Sign Application Program and Submitted Application Review

Bob Hathaway – Chair

Kathy Robbins

Bill Lerman

Gina Thomas

- F. **By Laws and Legal Issues – Vic Pocerobba reported how the committee has met a couple of times and finalized the new By-laws to be reviewed by the attorney and then given to the Board for final review, he also talked about how the ordinance will also be changed so the two document will be in sync.**

Corporate By Laws Maintenance and Legal Issues

Vic Pocerobba – Chair

Sandy Reilly

Bob Hathaway

Gina Thomas

- G. **Parking Lot / Town Center – Bob Hathaway spoke about the Freakonomics video that was distributed to the Board, he also spoke to the value of parking in the downtown.**

Create Additional Town Center Parking

Bob Hathaway – Chair

Vic Pocerobba

Bill Lerman

Gina Thomas

- XV. **Old Business – Vic Pocerobba aske how the desk and intern situation is working out and if the computer situation has been worked out. Ralph said we would work on clearing up the space in the back that is does seem to be a magnet for piles and will address it.**

XVI. New Business – Mayor Nametko brought up if there was monies left over from the DOT grant we can out it toward a transit sign for the train station.

XVII. Adjournment – Ralph Blakslee made a motion to adjourn and Donna Infantalino made the second...all in favor and the meeting ended at 7:46pm