

Meeting Title: Transit Village Management Committee Meeting Agenda			
Date: Tuesday 5/22/12	Location: Senior Center		
Time: 7:30pm	Conference Number: N/A		

Invited Participants

Appointed Members	Present	Position	Email	Phone
Ken Baudendistel <i>Chairperson</i>	x	Redevelopment Agency		
Jason Cilento		Redevelopment Agency		
William Robins	x	Borough Admin		
Adam Gordon	x	Planning Brd Member		
Walter Tunison	x	Resident Tunison Home Improvement		
Maureen McCabe	x	Resident		
Areli Gonzalez <i>Vice Chairperson</i>	x	Resident Investor Savings		
Rich Hendricks		Dunellen Hotel		
Noreen Dunn	x	Roxy and Dukes		
Peg Lockwood <i>Secretary</i>	x	Art Annex		
Heidi Heleniak		Historical Society Heidi's Cottage		

Additional Attendees:

Agenda

Topic #	Topic to be discussed	Time Allotted	Presenter
1.	Review Action items from last meeting	√	
2.	Discuss Renaissance Fair	√	
3.	Categorize ideas from last meeting by value to Borough vs. cost		
4.	Review marketing material	√	
5.	Define a Mission Statement		
6.			

Discussion

1.	Reviewed action items and updated them
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Discussion	
2.	There are flowers available for planters if anyone is interested – contact Ken.
3.	Jason needs a photographer to help finish the marketing material.
4.	Let's raise money for the committee by buying a table at next weeks (June 2) town wide garage sale. Place any items in the trailer behind Roxy and Dukes. Noreen will register with the Scouts who are sponsoring the sale
5.	Reviewed detail around he Renaissance Fair. We need to advertise which includes banners that we will hang at businesses. We will need to see if DPW has snow fencing for the parameter of the park. There will be some booths and stages left in the park during the week for the following weekend. Security will be in the park during the evening. Noreen is meeting with each area of emergency management, police, FD, Rescue etc to let them know what is involved. There is a need for vendors so spread the word to everyone we know

Action Items				
Description	Owner	Target Date	Completion Date	S
1. Ask friend if he would like to volunteer his time to take photos for Jason. If not we need to find someone	Noreen	5/23/12		
2. Obtain approval to pilot the silk ivy greens from a few poles downtown. If approved Noreen can make the purchase	Ken/Noreen	4/15/12		
3. Continue to develop Dunellen's marketing material	Jason/Ken	On-going		
4. See if we can do a count of cars and pedestrians using students for community service	Ken	4/30/12		
5. Ask Parking Authority to provide us a breakdown of permit owners addresses – counts by town's not actual addresses. Also ask Scott Luthman	Ken	4/1/12		
6. Send a letter to all merchants reminding them of their responsibility. Include the sign and general maintenance ordinances	Ken	4/1/12		
7. Send Jason pictures of the town from our historical files	Heidi	4/1/12		
8. Send guest list from our meet and greet	Areli	5/25/12	5/25/12	
9. Town wide garage sale- drop items off at Roxy and Dukes	ALL	6/1/12		
10. See if DPW has fencing for the Fair	Ken	5/31/12		
11. Obtain approval to distribute renaissance fair flyer at the schools	Maureen	5/31/12		
12.				
13.				

ID: Action identifier S: Status - Open, Closed

Schedule Meetings for 2012 – third Tuesday of each month

- February 21st Senior Center
- March 20th Roxy and Dukes
- April 17th Senior Center
- May 15th Roxy and Dukes
- June 19th Senior Center
- July 17 Roxy and Dukes
- August 21st Senior Center
- September 11th Roxy and Dukes
- October 16th Senior Center
- November 20th Roxy and Dukes
- December 18th Senior Center