

**RRIC Board of Trustee Meeting  
May 4, 2017  
10:00 a.m.  
Columbia Bank  
14-01 River Road**

**Minutes**

**Attendance:** Trustees in attendance were Kellerman, Landzettel, Levine, Malone, Melissas, Noorigian, Pace, Reynoso and Van Kruiningen (9).

**Unable to Attend:** Peluso and Wrubel (2)

**Staff in attendance:** Smartt, Vitrano, Tarantula and Davis (4)

**Call to Order**

Welcome Guests

There were no guests in attendance.

Nominations Committee Report/Updates

Bob Landzettel and John Melissas reported they will be following up further with both Mohammad Amira and Ed Bergen of the River Road Car Wash to ascertain their interest in serving as trustees. They will await Charlie Wrubel's return from recent surgery to follow up with these potential nominees.

Current Trustee Updates

Trustee Fred Malone noted that this would be his last meeting since he will be retiring in the near term and that Will Cummings - who has previously attended with Fred at the RRIC meetings -will be assuming his position with Rubenstein Properties and that Rubenstein Properties is nominating Will Cummings as their representative on the RRIC. The RRIC Board will welcome Will officially at the September 7<sup>th</sup> full Board of trustee meeting. The trustees wished Fred good luck in his future endeavors.

Additionally, Trustee Stuart Pace noted that his Bank – CBBC- was being purchased by Sussex Bank and that he is uncertain at this point in terms of what objectives the new bank owners will have in terms of his service to the RRIC and the new banks role in support of the RRIC.

Finally, Trustee Rick Kellerman noted that he was retiring in September but would stay on the RRIC Board as the FLCC rpresentive and as the RRIC Treasurer through the end of the year.

Executive Committee Meeting Date Change: From July 6<sup>th</sup> to June 15<sup>th</sup>

A reminder was noted that at the April 6<sup>th</sup> meeting the Executive Committee changed the July 6<sup>th</sup> meeting to June 15<sup>th</sup> due to some attendance concerns the holiday week in July.

**Administration**

Financial Disclosure Statements Update

It was noted that all received the information from Borough Clerk Marilyn Bojanowski and that the filing deadline has been extended from April 30<sup>th</sup> to May 31<sup>st</sup>.

## Joint Borough/Chamber/BIC/EDC/RRIC March 16<sup>th</sup> Meeting

It was noted that the RRIC Executive Committee has reviewed and offered their respective comments about the gathering with the common thought being that it is good for the representatives of the various groups to share their efforts and projects.

### Minutes

The following Minutes were reviewed and approved as presented:

- Minutes of the February 2, 2017 Annual/Regular Business Board of Trustee Meeting
- Minutes of the March 2, 2017 Executive Committee Meeting
- Minutes of the April 6, 2017 Executive Committee Meeting

### Other/Monthly Business Reimbursements

Don reported that the RRIC provides a reimbursement to TCA in support of TCA maintaining an office location and office services. The fee has remained flat for many years. With the bifurcation of CDS and TCA midyear 2017 – and a lease on the office space which reflected client office space through the end of the current calendar year now being borne in total by TCA Don requested that the RRIC support his request for an increase in the monthly business services reimbursement from \$356 per month to \$750 per month to assist in the additional costs now being realized by TCA alone.

The trustees supported the increase for the remainder of 2017 and will revisit the discussion and some options in the fall during the 2018 budget review process.

## **Financial**

### May 4, 2017 Voucher Register & Financial Statement

The Financial Statement and Voucher Register were reviewed and approved as presented.

## **Maintenance of the District**

Rich Noorigian and Don reported that the RRIC has not realized an increase in service costs from CDS since 2008 when the service commenced. The service will continue monthly for 9 months a year at a new annual cost of \$15,700 – only 8 of 9 months will be invoiced and services in 2017. Don did solicit comparable service quotes from five (5) other providers and none were interested in this RRIC program due to the small area and projected cost to provide said service. Don also solicited a cost quote from Borough Manager Jim Van Kruiningen for the Borough to assume this responsibility and they declined the invitation.

## **Borough Liaisons Reports**

Jim Van Kruiningen reported on the following:

- River Road Paver Replacement Project – Jim noting that this project – being overseen by the Borough and paid for by the RRIC – will commence in the near term when Covino & Sons - a firm currently completing other projects in Fair Lawn on behalf of the Borough (bump outs) as soon as they complete the bump out projects
- RRIC/BIC Ordinances – Jim will follow up and Don noted in his recent follow up that Ron Mondello that it is likely the Borough Council will await the Planning Board making the recommendations for the entire Borough before acting on the BIC and RRIC recommendations
- Clariant – no news or updates
- Powertech Property - the Fire Department has met with the property developers and it is on a slow track and Don awaits a response from Stu Liebman – attorney for the applicants – to schedule a date to meet with RRIC representatives

## **Marketing**

### RRIC New Banner System Update

It was reported that the RRIC has 40 of the 100 banners sold/sponsored to date and Don and trustees noted that they need about a 30 day lead time on the order. It was determined that the RRIC can continue soliciting sponsors through July and then place an order that can be ready by September.

### RRIC Holiday Lighting Program Update

It was reported that the RRIC has entered an upgraded program for the wreaths and garland and lighting on 92 district poles.

### Family Fun Day Update

Diana reported on the participants for this June 17<sup>th</sup> event.

### Across the Street Banner Update

Don reviewed with the trustees the status to date for an across the street banner and inquired if the trustees would support one (1) \$10,000 sponsor for the banner rather than four (4) sponsors. At this time the sponsor has not been identified and if the trustees approve this concept he and Rich Noorigian will explore further with the sponsor who has approached the RRIC and if they recognize that this is a good opportunity for the RRIC they will bring back the specifics and name of the sponsor to the Board for consideration. The \$10,000 sponsorship would cover approximately 2/3rds of the estimated \$15,000 cost.

The trustees supported this concept of one (1) sponsor and Don and Rich Noorigian will report back to the Board on the follow up for Board consideration.

## **Development/Redevelopment**

### RRIC Recommendations to the Borough Council re Zoning Update

Already reported on under Borough Liaisons Report

### Master Plan Subcommittee re RRIC Strategic Plan Updates – I-3 Zone Recommendations Update

Already reported on under Borough Liaisons Report

### 0-02 Fair Lawn Avenue Redevelopment Application - Meeting with Applicant

Already reported on under Borough Liaisons Report

### Dunkin Donuts

Rich Noorigian has the plans and offered an update that it appears that there is very little change to the current footprint across the street for this relocation.

### TD Bank Property

Rich Noorigian reported that there is no update as of now.

## **Other Business**

There was no other business brought before the Board.

## **Meeting Schedule**

Executive Committee Meeting: Thursday, June 15, 2017 at 10:00 A.M. at Columbia Bank

Board of Trustee Meeting: Thursday September 7, 2017 at 10:00 A.M. at Columbia Bank

## **Adjournment**

The committee meeting adjourned at 11:25 a.m.

Respectfully submitted,

Rich Davis