

**Regional Center Partnership of Somerset County  
Approved  
Wednesday, May 16, 2018 Meeting Minutes**

**Name/Organization**

**Voting Members**

Troy Fischer, Chair, Regional Center Partnership (RCP)  
Jason Dameo, Vice-Chair, RCP  
Daniel Hayes, Mayor, Bridgewater  
Filipe Pedroso, Bridgewater Twp. Council  
Scarlett Doyle, Bridgewater Planner  
James Franco, Bridgewater  
Ellen Brain, Mayor Somerville  
Lisa Werner, Somerville Planning Board  
Patrick Scaglione, Somerset County (SC) Board of Chosen Freeholders  
Bernie Navatto, SC Planning Board  
Walter Lane, SC Planning Division  
Geoffrey Soriano, SC Park Commission  
Cindie Sullivan, SC Park Commission (Alternate)  
Michael Kerwin, SC Business Partnership

**Non-voting County Support Staff**

James Ruggieri, SC Planning Division

**Non-Voting Guests**

Robert O'Neil, NJ Water Supply Authority (NJWSA)  
Kyle Clonan, NJWSA  
Rich Reitman, The Reitman Group

The meeting commenced at 5:00 PM

**Business Items**

**Call to Order**

RCP Chair Troy Fischer called the meeting together.

**Attendance Roll Call**

Principal Planner James Ruggieri read through the roll call and noted for the record the voting members that were in attendance.

**Chair's Remarks**

Chair Fischer welcomed Somerset County Park Commission Interim Secretary-Director Geoffrey Soriano who will be serving as Somerset County Park Commission's primary representative to the Regional Center Partnership following the retirement of Somerset County Park Commission Secretary-Director Ray Brown. Chair Fischer noted that Mr. Soriano is very familiar with the Regional Center having been born, raised and educated here. Professionally, Mr. Soriano worked in Somerville in private practice as an attorney which

afforded him the opportunity to become familiar with various residential, commercial and industrial land projects in all three Regional Center municipalities. Prior to coming to the County Park Commission, Mr. Soriano served as Somerset County Prosecutor and then as an Assistant Attorney General in the New Jersey Department of Law and Public Safety. Mr. Soriano thanked everyone for the warm welcome.

Chair Fischer noted that Bridgewater's Pedestrian Safety Enhancement Challenge Grant application was approved at the March 29, 2018 Regional Center Partnership meeting with the understanding that Bridgewater would provide clarification regarding some of the details of their proposed project. Since then the Township Engineer clarified the details as requested and everything is consistent with the approved project proposal.

### **Adoption of Meeting Minutes**

Chair Fischer asked for a motion to approve the March 29, 2018 meeting minutes; Somerset County Planning Director Walter Lane moved and Vice-Chair Jason Dameo seconded the motion.

A voice vote was taken resulting in the following voting record:

**Ayes:** 12  
**Nays:** 0  
**Abstentions:** 2

The motion to approve the minutes was approved.

### **Treasurer's Report for May 16, 2018**

Mr. Ruggieri gave the Treasurer's Report for May 16, 2018. Mr. Ruggieri noted that auditing firm Suplee Clooney & Company reviewed all the financial documents and transactions for the year ending December 31, 2017. Staff responded to the technical questions and provided the relevant information for the completion of the audit report. Suplee Clooney & Company submitted a completed audit report indicating everything is in order. Hard copies of the audit report are available for anyone interested in reviewing the report. As part of the contract, Suplee Clooney also completed IRS Form 990 and NJ Charitable Organization & Registration Form.

Mr. Ruggieri also noted that, after marketing consultant Rich Reitman submitted the final invoice for the 2017 marketing contract, there was a leftover unexpended balance of four cents (\$0.04). So that there would not be an unaccounted balance, staff deducted \$0.04 from the current Committed But Not Expended balance and added same to the 2018 Budget under the Public & Business Education line item.

Chair Fischer asked if there was a motion to approve the Treasurer's Report. Somerville Planning Board Vice-Chair Lisa Werner moved and Bridgewater Township Councilman Filipe Pedroso seconded the motion.

A roll call vote was taken resulting in the following voting record:

**Ayes:** Troy Fischer, Jason Dameo, Dan Hayes, Filipe Pedroso, Scarlett Doyle, James Franco, Ellen Brain, Lisa Werner, Patrick Scaglione, Bernie Navatto, Walter Lane, Geoffrey Soriano, and Mike Kerwin.  
**Nays:** none  
**Abstentions:** none

The motion was approved.

### **Public Comment Period**

There were no public comments concerning any action items on the agenda.

### **Information Items**

#### **Regional Center Strategic Plan Update**

Mr. Ruggieri reported that staff has completed the edits and changes to the rough draft of the Regional Center Strategic Plan narrative pursuant to the feedback from the Steering Advisory Committee (SAC). Staff will now forward the Preliminary Regional Center Strategic Plan narrative to the RCP for review. Staff will then work to incorporate any feedback regarding the narrative. Staff will also work with the County's Graphics Department to visually enhance the document with a nice cover, pictures and graphics. Staff will then send the final draft with all the graphics to the RCP for review and work to synthesize any final changes before presenting the Strategic Plan and the Strategic Plan's Background Report at the July 18 RCP Business meeting for adoption.

Some discussion followed about the importance to make the Strategic Plan visually stunning and embellished with colorful graphic images, pictures, maps, and linkages. Mr. Lane summarized the next steps and noted that, after the Strategic Plan is adopted, promotion of the Plan will commence. Mr. Lane acknowledged the SAC and Mr. Ruggieri for their hard work to create a fine product.

#### **Strategic Economic Development Activities Update**

Somerset County Business Partnership President & CEO Mike Kerwin reported that the Somerset County Business Partnership has engaged the Murphy Partners to utilize their expertise in the state's economic development and incentives programs to begin the work to increase the economic competitiveness of Somerset County and the Regional Center when applying for state economic assistance. Mr. Kerwin shared that the North Jersey Transportation Planning Authority has preliminary data for the North Jersey region which indicates Somerset County is the lead county with the greatest concentration of job openings in advanced manufacturing and that Bridgewater, Raritan, and Somerville are among the top 20 municipalities with the greatest concentration of advanced manufacturing positions which helps substantiate the reasons why Somerset County should be given top consideration for state economic development incentives.

Discussion followed. Mr. Kerwin noted how this information will be used to help leverage state and federal resources to address economic and transportation issues in the Regional Center and how Somerset County's state-of-the art workforce training resources is fulfilling demand for skilled labor. Mr. Kerwin also noted the Somerset County Business Partnership has entered into a joint business agreement with New Jersey Institute of Technology (NJIT) which complements the Business Partnership's existing business agreements with Princeton and Rutgers Universities. On June 20, the Business Partnership, NJIT, Princeton University and Rutgers University will meet at Duke Farms for the Making Vibrant Connections with Higher Education consortium which will be facilitated by Raritan Valley Community College President Michael McDonough.

There was also discussion about the level of "night life" millennials want and the Regional Center's competition with other vibrant urban areas like New Brunswick.

#### **Creative Placemaking Challenge Grants Workshop Update**

As a follow-up to the March 29 RCP meeting, Mr. Ruggieri reported the May 1, 2018 Creative Placemaking Challenge Grants Workshop was well attended with representatives from all three Regional Center towns. Somerset County Cultural and Heritage Commission staff was also on hand to offer valuable input and resource information. The goal of the workshop was to ensure the towns intending on applying for the grant are headed in the right direction relative to the grant program's grant criteria and requirements. The workshop included a presentation showing examples of how public art and creative placemaking activities are being used by communities to achieve creative placemaking goals. Grant proposals are due July 2 so that staff and the

Executive Committee can review the proposals and make grant award recommendations at the July 18 meeting. Somerville Mayor Ellen Brain described some of the ideas being considered for Somerville.

### **Marketing Update**

Marketing Consultant Rich Reitman reported he is expanding and refining his stakeholder list of contacts used for distribution of press releases and other forms of public outreach. He is also finalizing the May newsletter and working with staff on establishing a reliable website visitation tracking source. Mr. Reitman pointed out the need for a decision regarding whether to move forward with the billboard or train station ad program noted at the March 29 RCP meeting. Mr. Ruggieri noted upgrading the website should be done first before driving people to the website.

### **Municipal and Other Reports:**

**Somerville** Mayor Ellen Brain reported that a number of new restaurants and businesses will be opening in downtown Somerville including Cheech's Organic Cold Brew Coffee, The Salted Lime, Turf Surf & Earth, Grumpy Bobas, and a frozen custard business with walkup window. Stickly Furniture will be moving into the former Lloyd's Furniture store. The Girls Night Out event organized by Downtown Somerville Alliance will be held May 17. Memorial Day festivities will be held followed by the Somerville Bike Race. Somerville Cruise Nights will be starting Memorial Day weekend. Regarding land development activity, the Somerville Planning Board granted preliminary subdivision and site plan approval to Somerset Station, LLC's mixed use transit oriented development project after the developer agreed to extend the driveway connection to Route 206. Regarding recreation, Somerville's splash park will be opening for the summer.

**Bridgewater** Mayor Dan Hayes reported the New Jersey Center of Excellence has submitted a new land development application which currently has been deemed incomplete. Roman Jewelers is asking to expand their Bridgewater store in light of their impending Flemington store closure. At the intersection of Union Avenue and Adamsville Road a two-story building is being proposed consisting of daycare on the first floor and medical office space on the second floor. The Bridgewater Hills land development application on Frontier Road has been deemed incomplete; the project includes two hotels, banquet hall, and a restaurant. The 22 West Tap & Grill proposes to expand their building and parking area. The Days Inn on Route 22 has been demolished to accommodate a proposed mixed-use project called "The Heritage" consisting of two hotels, restaurants and medical office space. In Finderne, the proposed Eden Wood Realty Patriot Greens residential project is beginning to see construction activity.

**New Jersey Water Supply Authority** Principal Watershed Protection Specialist Robert O'Neil reported Rutgers University will be hosting the Sustainable Raritan River Conference on June 8. The conference will feature a "lighting round" of five-minute talks in which NJWSA will highlight the Raritan River Rain Barrel Rebate Program.

Mr. O'Neil also announced that he is retiring next month. He introduced NJWSA Assistant Watershed Protection Specialist Kyle Clonan. Mr. Clonan described his professional background and noted he looks forward to working with the Regional Center Partnership and the Raritan River Rain Barrel Rebate Program.

### **Public Comment Period**

There were no public comments concerning regarding any items not on the agenda.

### **Adjournment**

There being no further discussion, the meeting was adjourned.

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Treasurer's Report for  
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Starting Bal. checking as of 3/29/2018: **\$75,221.39**

less expenses:

3/29/17 thru 5/16/18:

Date	Item	Amount
3/29/18	SC Business Partnership first half grant payment for Strategic Econ Dev Activities	-23,000.00
4/17/18	The Reitman Group	-\$1,333.33
5/11/18	NJ Div of Consumer Affairs	-\$30.00
5/14/18	Suplee Clooney & Co	-\$3,400.00
5/15/18	The Reitman Group	-\$1,500.00

**Money Market Account**

3/29/17 thru 5/16/18:

Starting bal. Money Market Acct: **\$157,555.13**

Date*	Item	Amount
3/31/2018	interest	\$6.56
4/30/2018	interest	\$5.18
5/11/2018	dep Somerville Boro	\$10,890.00

ending bal as of 05/11/18 **\$168,456.87**

subtotal of expenses: **(\$29,263.33)**

Deposits 3/29/17 thru 5/16/18:

*\*interest earned in the money  
market account is not reported  
by bank until after the end of  
the previous month*

subtotal of deposits **\$0.00**

Ending Balance (checking)  
after expenses and deposits: **\$45,958.06**

Sum of checking and money market  
accounts: **\$214,414.93**

Less total Committed But Not Expend: **\$126,650.42**

Uncommitted Funds **\$87,764.51**

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Table Showing Amounts Committed but Not Expended

<u>Budget Year</u>	<u>Project Initiation Year</u>	<u>Munic or RC</u>	<u>Committed Account Name</u>	<u>Current Balance</u>
2015	2016	RC	update RC Strategic Master Plan	\$150.42
2017			For Creative Placemaking Challenge Grants	\$45,000.00
2017	2018	BW	Bridgewater Pedestrian Safety Challenge Grant	\$15,000.00
2017	2018	RT	Raritan Ped Safety Chall Grant StreetSmart Campaign	\$10,750.00
2017	2018	RT	Raritan Ped Safety Chall Grant Traffic Striping Imp	\$4,250.00
2017	2018	SV	Somerville Pedestrian Safety Challenge Grant	\$15,000.00
2017 & 2018	2018	RC	Strategic Economic Development Activities	\$20,000.00
2018	2018	RC	Principal Marketing Services (contract year: 2018)	\$16,500.00
<b>TOTAL:</b>				<b>\$126,650.42</b>

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Anticipated Revenue for 2018  
(excluding interest payments from Money Mkt acct)

Somerset Co	\$65,792.25
Bridgewater	\$10,890.00
Raritan	\$10,890.00
Total Anticipated Revenue	\$87,572.25

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**Raritan River Rain Barrel Rebate Program**

Starting Bal as of 3/21/18:

\$4,677.35

<u>Date</u>	<u>Item</u>	<u>Amount of Deductions</u>
4/24/18	rebate payment	\$50.00

subtotal of deductions: \$50.00

**ending balance after deductions** \$4,627.35

Deposit (if any) | |

subtotal of any Deposits \$0.00

**ending Balance after any Deposits:** \$4,627.35



# **REGIONAL CENTER PARTNERSHIP OF SOMERSET COUNTY, INC.**

## **Business Meeting of May 16, 2018**

### **AGENDA**

#### **BUSINESS ITEMS**

- 1. Call to Order**
- 2. Roll Call**
- 3. Chair's Remarks**
- 4. Adoption of Meeting Minutes: March 29, 2018**
- 5. Adoption of Treasurer's Report for May 16, 2018**

#### **ACTION ITEMS**

*"Public comments will be entertained at this time regarding any action item. All comments shall be directed to the Chair and limited to three (3) minutes per speaker."*

#### **INFORMATION ITEMS**

- 6. Regional Center Strategic Plan Update**
- 7. Strategic Economic Development Activities Update**
- 8. Creative Placemaking Challenge Grants Workshop Update**
- 9. Marketing Update**
- 10. Municipal and Other Reports**

#### **PUBLIC COMMENT PERIOD**

*Public comments will be entertained at this time regarding any items not on the agenda. All comments shall be directed to the Chair and limited to three (3) minutes per speaker.*

**Next Meeting Date: Wednesday, July 18, 2018 at 5:00PM in County Engineering Conference Room**