

**Keyport Bayfront Business Cooperative**  
**Minutes - Board of Directors Special Meeting Teleconference**  
**September 9, 2020**

Attendees:

Jack Straub, Executive Director  
Lorraine DeVizia, President  
George McMorrow, Vice President  
Donna Purcell, Secretary  
Joe Merla  
Chris Sanborn  
Nicole Gangino  
Shauna Burlew (arrived late)  
Mayor Collette Kennedy  
Council Member Delia Sosa McDermott

Absent: Ann Boyce  
Cat Galli  
Shauna Burlew

Meeting called to order by Jack Straub at 6:35pm.  
Meeting held on Zoom, Donna Purcell on telephone.

Sunshine Law notice read by Jack Straub.

Since no members of the public were on the call, a public session was not held.

MOTION by approve August 2020 minutes, seconded by Donna Purcell, Joe, Chris, Nicole, and George abstained because they were not in attendance at that meeting. APPROVED by all other board members.

Executive Report

Director Straub announced the MiniPark lights were installed before Labor Day weekend, along with installation of the octagonal tables on the third tier. In addition, the original tables and MiniPark were cleaned.

Director Straub suggested the board could now allocate funds to replace the three tables on the top tier, which NPP will be moving to their originally intended location in Fireman's Park. Mayor Kennedy stated picnic tables can not be moved to Fireman's Park until barricades are installed, now required by the state in its outdoor dining guidelines. Director Straub suggested allocating the funds for the tables, even if they are not ordered right away. MOTION by Lorraine DeVizia to allocate \$3,000 for three picnic tables to replace the tables on the top tier purchased by NPP, seconded by George McMorrow. Roll call vote, ayes DeVizia, McMorrow, Purcell, Merla, Sanborn, Gangino, Burlew, McDermott. Nay vote by Mayor Kennedy, motion APPROVED.

Billboards are running at the Route 35 and Route 36 locations discussed last month, we were able to get an additional two weeks and a price reduction on one of the boards. We have only used about half of the budget originally allocated, will see if some additional spots might be available.

All Keyport Cash for the three commercial apartment complexes has been distributed, we are waiting for the Keyport Senior Center to receive the bags they ordered before giving them the additional \$4,000 allocated for them. When that is distributed, KBBC will have given out over \$10,000 in Keyport Cash since summer to benefit Keyport Businesses.

Mayor Kennedy suggested the possibility of allocating additional Keyport Cash for the incoming KHS senior class, in a gift bag being distributed by the Parent Club. Director Straub also mentioned the Keyport Library had requested Keyport Cash for those who participated in their summer reading program. After a brief discussion, the board came to an agreement to end this phase of Keyport Cash distribution, after the Senior Center has received their allocated amount.

Director Straub referenced correspondence by Ann Boyce suggesting some work which could be done in town through visual improvements, which she has expressed interest in pursuing. It was suggested the Visual Improvements committee could meet virtually or in person to come up with some suggested projects, and make recommendations to the full board.

Ann's email also suggested moving forward to address potential changes to the KBBC bylaws. Director Straub suggested the board approve a special meeting to exclusively discuss the KBBC Bylaws. MOTION by Donna Purcell to hold a special meeting to address KBBC Bylaws, seconded by Lorraine DeVizia, APPROVED by all (except Council Member McDermott, who had left the meeting at 7pm). Lorraine DeVizia left the meeting after the vote.

#### New Business

Shauna Burlew asked about the possibility of adding additional string lights throughout the downtown business district, like the lights installed in the MiniPark. Director Straub stated he would look into cost and logistics. He also stated he had looked into a JCP&L program for use of their poles for holiday lights; after looking at the details and discussing with Lorraine, it would not be feasible to implement this year, and can be revisited next year.

General discussion was held regarding holiday lighting for this season, will be discussed in more detail at the October meeting.

MOTION to adjourn by George McMorrow, seconded by Donna Purcell, APPROVED by voice vote. Meeting adjourned 7:32pm.