

**MEETING NOTES OF THE ST. ALBANS DOWNTOWN BOARD**  
**100 North Main Street St. Albans, VT 05478**  
**Meeting Date: August 19, 2014**

*DRAFT*

<b>BOARD MEMBERS</b>	<b>Present</b>	<b>Absent</b>
Rachel Kinney	x	
Laz Scangas		x
Jeff Young	x	
Jim Walsh		x
Jeff Bean		x
Mike Blouin		x
Sharon Holcomb	x	
Katy Collin	x	
Pauline Cray	x 6:47	
John Holzscheiter		x
Mike Mc Carthy Chair	x	
Vesna Bozic		x
Dominic Cloud Cty. Mgr.		x

**STAFF PRESENT**

Martin Manahan, Director of Economic Development  
 Chip Sawyer, Director of Planning & Development  
 Robin Morrill, Minute Taker

**PUBLIC PRESENT**

None.

**1. CALL TO ORDER**

Informational meeting began at 6:38 pm, due to lack of quorum.

2. Discuss Designs for City logo sticker. C. Sawyer discussed the City Logo and the possibility of distribution to Merchants as an item for sale where the Merchants can make a profit from the sale. K. Collin suggested flags with the logo. Jeff Young asked if a City Flag could be designed to be displayed at Taylor Park behind the monument.

3. Review Status of Committees - Martin Manahan

- a. Design - board member recruitment discussed
- b. Economic Restructuring - committee has not met
- c. Organization - board member recruitment discussed      Wednesday, Sept 10<sup>th</sup> 8:30 am meeting scheduled at the Round Table.

- d. Promotion - Still working on the website, a brief history of the City to be included on the site, holiday events discussed. Flags for merchants discussed. “Brew Chew” event briefly discussed.
  - e. Arts - no discussion
4. Project Updates
- a. Streetscape Projects - C. Sawyer Completion date of June 30<sup>th</sup>, 2015 Scheduled to be out for bid on Sept 8<sup>th</sup>, 2014. Engineer to be identified in approximately 2 weeks. Loose and chipped bricks to be reset. Fall planters, fall landscaping discussed. Kingman St. grant to be filed in October.
  - b. Core Lot Development - Martin Manahan- On schedule, revenue system meeting this week. Water line tied in today. State Building is approximately 3 weeks ahead of schedule.
5. Approval of Minutes - D&V  
No action, due to lack of quorum.
6. Other Business - Parking time limits on Main St. discussed, metered spaces discussed. Jeff Young would like to discuss ADA issues at the next meeting.
7. Public Comment - no public comment
8. Adjourn

Informational meeting ended at 6:46pm

Respectfully Submitted,  
Robin Morrill  
Minute Taker