

**MINUTES OF THE ST. ALBANS CITY DOWNTOWN BOARD  
& BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE**

**100 North Main Street St. Albans, VT 05478**

**Meeting Date: May 24, 2016**

***DRAFT***

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mike McCarthy, Chair	x	
Katy Collin, V. Chair	x	
Laz Scangas, Secretary/Treas.	x	
Jeff Young	x	
Mike Blouin	x	
Sharon Holcomb	x	
Rachel Kinney		x
Pauline Cray	x	
David Southwick	x	
Emily Richards	x	
Jes Stumpf	x	
Conan McKye, Alt.		x

**STAFF PRESENT**

Chip Sawyer, Director of Planning & Development

Martin Manahan, Director of Operations and Business Development

Robin Morrill, Minute Taker

**PUBLIC PRESENT**

None

**1. Call to Order: Meeting called to order at 6:03 by Mike McCarthy, Chair**

a. Discuss additions or deletions to Agenda D&V- None

## 2. Organizational Meeting

- a. Nomination for officers D&V

**Motion by Laz Scangas to nominate and elect the current officers as a slate, each being for an additional term, second by Sharon Holcomb with all in favor.**

- b. Election of Officers -included in the nomination for officers
- c. Other - NONE

3. SAFF Financial report –Martin Manahan presented and reviewed the SAFF Financial Report to all present.

4. Discuss grants for Festival of Trees and Arts D&V - C. Sawyer discussed grants for Festival of Trees with SAFF as the applicant. J. Stumpf discussed grants and matching grant funds for specific projects and a discussion within board members followed.

**Motion by Laz Scangas to approve up to \$1,000.00 to match grants submitted and awarded to The Festival of Trees or Arts committees, second by Mike Blouin with all in favor.**

5. Discussion on Kingman St. Project Design- C. Sawyer presented drawings of two designs for the Kingman St. Project. Mr. Sawyer highlighted the differences between the two drawings and discussion among board members ensued. Making Kingman St. unique is a priority. Board members reviewed and discussed each design as well as the pros and cons of each option.

6. Project Updates/Recaps - M. Manahan, Fairfield St. progress and the next phases were reviewed. The sidewalk project on South Main ahead of schedule and the next phases of the sidewalk project were reviewed. There was a brief discussion on City Hall. C. Sawyer recapped the Lake St. project and the Hotel project is ahead of schedule, planning on being open for the Maple Festival 2017.

## 7. Committee Reports

- a. Community Arts – J. Stumpf has been putting together a process approval for arts projects for Downtown. J. Young, informed J. Stumpf that the Parks Commission already has a process for art projects in the park and C. Sawyer discussed the DAB's role in projects for the Downtown area. There was continued discussion within the board regarding the presentation as well as a revised approval process with C. Sawyers assistance. K. Collin suggested starting on side street art to improve the overall esthetics of the areas versus starting on Main St. The covered walkway was suggested as a great place to start. Youth space discussed. M. McCarthy informed the board that SACA meetings are drawing crowds of 25 plus.

- b. Design – J. Young stated that 1200 new plants have been planted in the park, the Master Gardeners club is cleaning up Church Street gardens and all should be beautiful for Memorial Day.

- c. Economic Restructuring – St. M. Manahan reported on vacant storefronts on Main and gave a report on other properties in the Downtown District.

- d. Merchants / Promotions – S. Holcomb stated that The Chair Affair is well under way with 22 full size chairs sold as well as several child sized chairs and side tables which will all be auctioned off.

Tent, food and auctioneer are all taken care of. Sidewalks sales starting July 13<sup>th</sup>, Food Trucks in the park on Wednesday July 13<sup>th</sup> for the start of the sidewalk sales and the Kingman St. Classic on July 16<sup>th</sup>.

e. Organization - Mike McCarthy stated no report other than officers elected at the beginning of this meeting.

10. Approval of Minutes D&V

**Motion by Mike Blouin to approve the minutes of March 15, 2016 second by Dave Southwick with all in favor.**

11. Other Business –no other business

12. Public Comment –no public comment

13. Adjourn

**Motion to adjourn at 7:06 p.m. by Dave Southwick, second by Katy Collin with all in favor.**

Respectfully submitted,

Robin Morrill

Minute Taker