

**MINUTES OF THE ST. ALBANS DOWNTOWN BOARD &  
BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE**  
100 North Main Street St. Albans, VT 05478  
**Meeting Date: May 19, 2015**

*Approved July 28, 2015.*

	Present	Absent
<b>Mike McCarthy Chair</b>	x	
<b>Katy Collin V. Chair</b>	x	
<b>Jeff Young</b>	x	
<b>Laz Scangas</b>	x	
<b>Mike Blouin</b>	x	
<b>Sharon Holcomb</b>	x	
<b>Rachel Kinney</b>		x
<b>Pauline Cray</b>	x	
<b>Vesna Bozic</b>		x
<b>David Southwick</b>	x	

**STAFF PRESENT**

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

Public Present: NONE.

1. CALL TO ORDER Meeting called to order at 6:09 pm by M. McCarthy, Chair
2. Discuss additions or deletions to Agenda. **None**
3. Continue Discussion of Downtown St. Albans website - M. McCarthy suggested that a protocol for content generation be defined. Northwest Public access channel 15/16 was mentioned as a resource. M. Manahan to do a write up on the summer concert series and submit to the committee for approval. J. Young suggests that all members of the Downtown Board take turns generating content for the website and he also suggests looking at other municipalities websites for ideas/suggestions. D. Southwick suggests having a folder to just add ideas into for future thoughts and ideas. M. McCarthy suggests a drop box for content that could be used for the site. C. Sawyer suggested that when the site goes live that merchants etc. who have websites should link to it.
4. Update on new initiatives/campaign for Downtown St. Albans

C. Sawyer would like to eventually discuss a slogan. M. McCarthy stated that significant time would need to be devoted to sloganeering. M. McCarthy discussed ideas for each stage of advertising events so as to build event based momentum. A mailing list was discussed as well as

permission to send mass emailed information.

## 5. Committee Reports

a. Design - J. Young reiterated a discussion on accessibility regarding a downtown walkthrough inspecting entryways. A list of things that store owners could do to improve their entryways briefly discussed. Some fixes are inexpensive and quite simple, yet many are not and will be very costly. C. Sawyer suggested a future RFP for a professional to look at entrances with a complete list of remedies/improvements suggested.

b. Economic Restructuring - M. Blouin said the ER committee had not met. M. Manahan stated that the quote for Market Study came in at \$10,000.00. The Hotel is finalizing the financing and next will be the franchise agreement.

c. Organization - M. McCarthy voted to recommend D. Southwick to the Downtown Committee. City Council voted and approved this recommendation at the May 18<sup>th</sup> City Council meeting.

d. Promotion - No meeting but they have talked about moving meetings from Tuesday to Wednesday Adirondack chairs are going well, no date/dates set yet for the street viewing of the completed chairs. Early fall for actual chair auction briefly discussed with additional events to happen simultaneously with the auction.

e. Arts - No report

## 6. Project Updates

a. Concert Series - Martin Manahan - The first concert is June 19<sup>th</sup> with Nobby Reed from 5:30-8:00 pm. Concerts will happen every Friday through August 21<sup>st</sup> with the exception of no concert on 7/3. The line up is as follows Starline Rhythm Boys, AM Music, Tyrone Shaw, InCahoots, Oleo Romeos, Dina Paquette & Mike Trombley, Dave Duprat No Left Turn, Keegan Nolan and a second appearance by InCahoots as well as two Citizen Band performances scheduled for Wednesdays, June 24<sup>th</sup> and August 12<sup>th</sup>.

b. Streetscape Projects - Hudson to Hoyt St. project is on schedule. West side of Main St. to be completed first. Late June and July will be finishing up the East side of the project. Failing trees were briefly discussed. Curtis Comfort to take inventory of trees and species that need replacing.

c. Taylor Park Fountain - Robinson Iron is on schedule, site work will out to bid next week. Probability of the fountain replacement happening in August or September with some sort of ceremony/festivities happening simultaneously.

d. Cigarette butt issues - Organization committee has discussed, butt disposal sites become a gathering place for smokers and that in itself is an issue. Further discussion is necessary.

7. Approval of Minutes D&V

**Motion by Jeff Young to approve the minutes of April 21, 2015 second by Sharon Holcomb with all in favor, except M. McCarthy abstaining.**

8. Other Business  
None

9. Public Comment  
None

10. Adjourn

**Motion to adjourn at 7: 46 by Jeff Young second by Pauline Cray with all in favor.**