

**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: July 28, 2015**

*Approved August 18, 2015*

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

**STAFF PRESENT:**

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

**PUBLIC PRESENT:**

Amy Brewer, Northwestern Medical Center

1. CALL TO ORDER Meeting called to order at 6:01 pm by M. McCarthy, Chair
2. Update on efforts regarding cigarettes and associated issues. M. McCarthy introduced Amy Brewer of Northwest Medical Center and she spoke about her experience and conversations with the Merchants as well as handed out literature on smoking cessation. J. Young supports the Park Patrol and feels that the City should continue these patrols. J. Young also suggests that a letter be drafted to the Mayor and City council supporting the continuation of park patrolling.
3. Discuss additions or deletions to Agenda. None
4. Continue Discussion of Downtown St. Albans website - M. Manahan confirmed that the site is up and running, with content being added daily. M. McCarthy requested that M. Manahan provide a sense of metrics of the site for the next meeting.
5. Update on new initiatives/campaign for Downtown St. Albans - M. McCarthy discussed brainstorming and previous discussions. The consensus was that media saturation (multiple outlets) is needed for all events that the City promotes as has been done with the Chair Affair. M. McCarthy also requested of M. Manahan to find out if the web site designers/Messenger are doing anything to direct or promote traffic to the new site.

## 6. Committee Reports

a. Design - J. Young discussed meeting with a representative of Vermont Center for Independent Living. The representative reviewed store front access and clarified rules. The general consensus is that addressing the access issues will be a very daunting task. There will be in-depth research needed and funding will be an issue. Ramps are always considered temporary and are automatically liability issues as it acknowledges there is an access issue. J. Young mentioned that there could possibly be a grant available to have a professional assessment of the downtown access issues.

b. Economic Restructuring - No discussion

c. Organization - No discussion

d. Promotion - S. Holcomb stated the Chair Affair is going great. A list has been made where all the chairs are located. Flyers regarding the specifics of the event are being handed out by the merchants. The event will be held on August 22nd. Local Fare will be selling an \$8 rib dinner. Each chair will be tagged with the donators name and the artist name/names. The Messenger will be doing an article on each chair. The merchants group is talking about canvas bags with the City's logo to sell as a fundraiser for future events. The Halloween scarecrow contest, pumpkin lighting and Festival of trees briefly discussed.

e. Arts - It was suggested to invite Richard Rodriguez (who has expressed interest in the Arts committee) to the next meeting.

## 7. Project Updates

a. Concert Series - Martin Manahan stated that while site work is being done at the fountain that Concerts may have to be moved to the monument.

b. Streetscape Projects - M. Manahan stated that for the most part the work is complete with the exception of a punch list that the contractor is working on presently and overall, the City is very satisfied with the contractor's performance.

c. Taylor Park Fountain - The pool is being worked on this week, site work to begin next week. The Rotary Club is selling granite benches at a cost of \$10,000.00 to help fund the project. The benches are being purchased from Plouffe's monuments. To date the Rotary Club has three benches sold.

## 8. Approval of Minutes D&V

**Motion by Jeff Young to approve the minutes of May 19, 2015 second by Katy Collin with all in favor.**

## 9. Other Business - None

10. Public Comment - None

11. Adjourn

**Motion to adjourn at 7:40 by Pauline Cray second by Sharon Holcomb with all in favor.**

Respectfully submitted,  
Robin Morrill  
Minute Taker