

**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: August 18, 2015**

Approved September 15, 2015

Board Members:	Present	Absent
Mike McCarthy Chair	x	
Katy Collin V. Chair	x	
Jeff Young	x	
Laz Scangas		x
Mike Blouin	x	
Sharon Holcomb		x
Rachel Kinney	x	
Pauline Cray		x
Vesna Bozic		x
David Southwick	x	

Staff Present:

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

Public Present: NONE

1. CALL TO ORDER Meeting called to order at 6:10 pm by M. McCarthy, Chair
 - a. Discuss additions or deletions to Agenda. NONE
2. Update on efforts regarding cigarettes and associated issues. M. Manahan reported that the Butt Roundup was held on 8-13-15. Volunteers picked up approximately 3300 cigarette butts. 500 pocket ashtrays with the City Logo have been ordered through Tobacco Free VT to be distributed throughout the community.
3. Discuss Downtown parking and ticketing. M. McCarthy initiated a discussion regarding a flare up on Front Porch Forum on parking and ticketing. Brief discussion on signage for 30 minute parking. The general consensus is that there are few complaints and current policies are working. M. Manahan to bring parking garage statistics to next meeting.
4. Discuss Downtown website costs and SAFF portion. D&V C. Sawyer reported that the site has cost \$4800 to date and there is an estimated \$150/yr for website maintenance. If additional features are added, additional costs would be expected.

SAFF financial activity reported with an ending balance of \$11,167.87. Painted Adirondack

Chairs can be viewed at Chair Affair on Face Book. C. sawyer is requesting \$2000.00 from SAFF's account as reimbursed in part towards the website development.

Motion by J. Young to appropriate \$2,000.00 of SAFF funds to the City of St. Albans toward the Downtown Website expenses, second by Katy Collin with all in favor.

5. Update on 2015 Festival of Trees

M. Manahan reported that the Merchants committee will be participating in the event and that it will take place at the museum this year as a smaller event than previous years. A tea cup auction in the stores and the live auction to take place at the Museum.

6. Discuss leadership of Arts Committee D&V

M. Manahan invited Rich Rodriguez and has not received a response as of yet. He will continue to try to contact him and request his presence at the next meeting. C. Sawyer reminded the board that the Chair of the Arts committee would need to be a board member.

7. Committee Reports

a. Design - no discussion

b. Economic Restructuring - Brief discussion on store front vacancies followed by a brief discussion on 10 South Main St. construction progression. Build a Bagel anticipates opening at 30 South Main St. on September 1, 2015

c. Organization - Organization Committee did not meet. M. McCarthy briefly discussed fundraising.

d. Promotion - Katy Collin discussed purchasing Downtown shopping bags with the City logo to be sold at area merchants and also possibly at the Chamber. R. Morrill offered SAFF a once a month spot free of charge at Farmers' Market to sell promotional items for SAFF. R. Kinney suggested a promotion where you would receive discounts on specific dates when using your canvas bag at participating merchants. Upcoming holiday decorations discussed.

8. Project Updates

a. Chair Affair - Tickets are still available at area merchants.

b. Streetscape Projects - The northern welcome banner is up. Chair Affair banner to be up within the next day hopefully. Hudson to Hoyt Street Scape punch list is nearly complete, Lake St to go out to bid between September 2015 and February 2016. The Hotel is in the permitting process and would like to begin construction April or May with a targeted opening date of March 2017. VHB has responded to the Kingman ST. RFQ for design services. Improvements to Federal and Lake Streets will take place in 2016. Fairfield St. cold planing and

paving to happen in 2016 providing the bond vote is passed.

Motion by J Young to have the Downtown Chair compose a letter to the editor expressing the Boards support on the upcoming Fairfield St. bond vote, second by Mike Blouin with all in favor.

c. Taylor Park Fountain - The pool and walkway have been poured. Pump works have been ordered. The pool will be non chlorinated and non brominated and therefore wading will not be allowed. The project is over budget and the Rotary is confident that the costs will be met through various fundraising efforts. A Rotary celebration upon completion will take place possibly in early October but no definite date has been selected.

9. Approval of Minutes D&V

Motion by Jeff Young to approve the minutes of July 28, 2015 second by Katy Collin with all in favor.

10 Other Business - NONE

11 Public Comment - NONE

12 Adjourn

Motion to adjourn at 7:17 by Jeff Young, second by Mike Blouin with all in favor.

Respectfully submitted,
Robin Morrill
Minute Taker