

**MINUTES**  
**MEETING OF THE ST. ALBANS CITY DOWNTOWN BOARD &**  
**BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE**  
**6:00 PM, TUESDAY, AUGUST 15, 2017**  
**ST. ALBANS CITY HALL, 100 NO. MAIN ST.**

*Approved September 19, 2017*

**Board Members present:** Chair Katy Collin, Emily Richards, Mike Blouin, Sharon Holcomb, Maureen Brown, Erik Johnson, Rachael Sink

**Board Members Absent:**, Laz Scangas, Jeff Young, Jes Stumpf

**Staff Present:** Chip Sawyer, Director of Planning & Development  
Wendy Coy, Minute Taker

**Public Present:** Donna Howard

**1. Call to Order – Chair K.Collin called the meeting to order at 6:01 PM.**

**2. SAFF Financial Report**

C.Sawyer presented the financial report.

E.Richards mentioned that Paypal online payments were working for the Chair Affair. There was general discussion.

**3. Kingman Street Concept Plan**

C.Sawyer presented the concept plan to be brought to the City Council for their consideration. There was general discussion, and the Downtown Board had no objections with the plan presented.

**4. Discuss Events Calendar and proposal to City Council**

Erik J. stated that the City Council approved the name of aroundthetown.events as a URL for the St. Albans City events calendar. Erik Johnson will start mock ups of the logo and bring them to the Downtown Board. Once the logo is approved by the Downtown Board it will go to City Council. He is hoping to have it approved and ready to go for the Festival of Trees.

**5. Discuss Fundraising**

PayPal is set up and connected. The Board would like someone to test paying with Paypal and someone paying with a credit card. Minute taker Coy agreed to try the Paypal link. Emily Richards stated that she would find someone to test the credit card link.

**6. Project Updates**

Federal Street project is still mired at the intersection. The curbs are in and the sidewalk is poured; Spending Oct, November and some of December on Market Street. A lot of Main street is being paved this year. There will be night paving on Lake street on Sunday; night paving on Fairfield on Monday; There was no update on what the hold-up is on Hoyt street.

## **7. Committee Updates**

**a. Community Arts** - D. Howard reported that the committee is investigating a sound system for the City Hall auditorium. Arts will bring recommendations for the sound system to the Board. Jes S. will be out for a couple of months; Judy Zsoldos has taken over as the chair of FOT. Everything is going smoothly.

**b. Design** – No Updates

**c. Economic Restructuring** – No Updates

**d. Merchants / Promotion** - Chair Affair is coming up. Tickets sales are ongoing. Pictures of the new chairs are on website. All Halloween candy has been ordered. Are we doing a Scarecrow contest? The committee is still trying to agree on an open flag design. Christmas advertising has been discussed. The merchants are seeing a lot of hotel traffic. There are concerns with smoking downtown; people sit on cement blocks that are in front of the business doors. There were options proposed and discussed. No solutions were proposed. The Board agreed to keep discussing the topic as needed.

**e. Organization** – No Updates

## **8. Other Business**

**a. Approval of Minutes**

**Mike B. made a motion to approve the July 18, 2017 meeting minutes. Motion was seconded by Sharon H. Motion passed unanimously with one abstention.**

**b. Other** – The Taylor Park Fountain will be drained on Saturday so it can be repaired. An old vault needs repairing so that less water will be lost.

## **9. Public Comment - None**

**10. Adjourn** – Erik J. made a motion to adjourn the meeting at 7:00 PM. Mike B. seconded it. It passed unanimously.