

MINUTES OF THE ST. ALBANS CITY DOWNTOWN BOARD
100 North Main Street St. Albans, VT 05478
Meeting Date: May 20, 2014

DRAFT

Board Members	Present	Absent	Recused	Observed
Rachel Kinney	x			
Laz Scangas	x			
Jeff Young	x			
Jim Walsh	x			
Jeff Bean	x			
Mike Blouin	x			
Sharon Holcomb	x			
Katy Collin	x			
Pauline Cray	x			
John Holzscheiter	x			
Mike Mc Carthy Chair	x			
Vesna Bozic		x		
Dominic Cloud Cty. Mgr.		x		

STAFF

Martin Manahan, Director of Economic Development

1. CALL TO ORDER

Meeting called to order by M. McCarthy, Chair at 5:36 P.M.

2. Welcome new Board Members Vesna Bozic & Rachel Kinney

3. Consider request from the St. Albans Arts Council (D&V)

Mike McCarthy discussed the presentation that Kathleen Hoffman & Jim Walsh presented at the Organization meeting of 5/19/14 and discussed adding an additional subcommittee to the Downtown Board. Expenditures to be made would need to be approved by the Downtown Board.

J. Walsh believes that the Arts Council will benefit Downtown economically as it has with many other communities.

Motion by L. Scangas, to include the Arts Council as a subcommittee included under the Downtown Board, second by J. Holzscheiter. Jim Walsh abstained with the remainder in favor.

J. Bean is concerned about the term (controlling) used by J. Walsh. R. Kinney thinks that the word controlling may not be the best term and that this is a great way to administer and coordinate, making sure there is no redundancy in events.

4. Project Updates.

a. Streetscape Projects - Punch list on last year's project is being completed now, Fairfield St. and Main St. signs are being fixed, grass is being planted on Main St. and Handy frontages. Streetscape for Hudson St. to Hoyt St. is under review at the State level.

b. Core Lot Development is on schedule and in the process of building the crane pad for the 300 T. crane to be used on the parking garage. Panels are approximately 80' long. At this point it looks like the City will be closing west bound lane of Lake St. from 6:30 am to 3:00 pm. With ample notification to the public via media blitz. State Bldg. poured concrete slab for first floor last week, brick work to start next week.

c. June 5th Downtown Network Meeting at Twiggs from 9-3. There will be a walking tour of Main St., the Streetscape project and the Core project.

5. Committee Updates

a. Design

J. Young said the Architects will be back at June meeting to discuss the next phase of their work on the North Main St. project. They have hit a dead end with GMTA regarding the bus shelter. GMTA does not want to go any further and the options that GMTA presented are not what the City wanted. Handicapped accessibility for downtown businesses survey suggested, Chip checked with ADA and they have a survey available. We would like to get handicap accessibility issues as resolved as possible for downtown. J. Bean suggested to propose to divert some of the funds from the façade grant to handicap accessibility if at all possible. R. Kinney feels that verification that funds from the façade grant could be used for handicap accessibility issues before any survey go out, as the survey could inadvertently indicate to businesses that funds were available for these improvements. J. Young clarified that survey would not be to the merchants, it would be an in house survey.

b. Economic Restructuring

J. Walsh discussed their survey to the merchants and that as of today's date they have had one response. They will be sending the survey out again in hopes of more responses. He stated they are working on developing a tool or a packet of information for new businesses coming into town or for businesses considering locating to our community. Signage was discussed and tying in different ways to bring business to downtown was also discussed. M. McCarthy suggested a business resource guide.

c. Organization

M. McCarthy gave the report on the Organization committee and said that they have reconsidered the interview and appointment process for board members. L. Scangas wants the recommendations to still come to the Downtown board. J. Holzscheiter feels that the Organization committee should just make the recommendation to the council. R. Kinney discussed her experience with the interview process and did not find it a cumbersome process yet the delay because of the different meeting dates made the time span for her appointment over a month to her actual appointment. J. Holzscheiter suggested that the Downtown Board aware of the candidates

before the Organization committee interviews. J. Bean said, that as a board member he should have the opportunity to ask candidates any particular question, and if that is not available as an option he could not agree to what is being proposed. J. Walsh read the interview process and it does not omit members of the board from asking questions. M. Manahan said that vetting questions through the chairperson was an option.

D. Promotion

J. Holzscheiter gave the report on the Promotion committee. The first topic was the Summer Concert series with Nobby Reed on May 23rd, the Starline Rhythm Boys on June 27th. Deana Paquette on July 11th, Tyrone Shaw on July 25th, incaHOOTS out of Plattsburgh on August 8th, Keegan Nolan on August 22nd (waiting for confirmation) and the Chevalier Family on August 26th. There will also be two Citizen Concert Band shows in that mix on either Wednesdays or Thursdays. National Night Out August 5th, Deana Poquette July 18th at Twiggs, Kingman St. Classic July 19th, Farmers' Market began May 17th, Arts in the Park May 24th, Bay Day July 6th, and the Raid September 18th - 21st.

J. Holzscheiter presented proposed Website designs and outlined the content therein and requested feedback. General consensus of the Downtown board is to go forward with it as presented.

6. Approval of Minutes - D&V

Motion by Mike Blouin to approve the minutes of April 15, 2014 as amended, second by Sharon Holcomb with all in favor.

7. Other Business

Maple festival turn out and comments. 150 T-Shirts were given out. Complaints on the rides being downscaled. Message from C. Sawyer (who was absent) that VT Agency of Commerce and Community Development are coming May 27th at 2:00 pm. for a ceremonial bill signing.

8. Public Comment

No other business

9. Adjourn

Motion to adjourn at 6:40 PM by Jim Walsh, second by John Holzscheiter with all in favor.