

**MINUTES**  
**SPECIAL MEETING OF THE ST. ALBANS CITY DOWNTOWN BOARD**  
**& BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE**  
**OFF THE RAILS RESTAURANT, 1 FEDERAL STREET, ST. ALBANS**  
**6:00 PM, MONDAY, MARCH 6, 2023**

*Approved March 28, 2023*

**Board Members Present:** Maureen Brown, Chair; David Glidden; Valdemar Garibay; MaryPat Larrabee; Ashley Cleare; Debra Morton, Alternate; Shannon Smith.

**Board Members Absent:** Erik Johnson, Sec./Treasurer; Emily Richards, V. Chair; Donna Howard; Jeremy Read; Jackie Hawkins; Jeremy Perez; Sharon Holcomb.

**City Staff Present:** Chip Sawyer, Director of Planning & Development and Minute Taker; Arleigh Young, Planning & Development Assistant.

**Members of the Public Present:** Josh Schneider.

**1. Call to Order. Chair M. Brown began the meeting at 6:10 PM.**

- a. Attendance and introductions.
- b. Public Comment on items not on the agenda.

There was none.

- c. Additions or Deletions to Agenda.

There was none.

**2. SAFF Financial Report.**

C.Sawyer explained the Financial Report.

- a. Consider corporate banking resolution.

**Motion by V.Garibay to approved the SAFF corporate banking resolution giving Maureen Brown (Chair) and Erik Johnson (Sec./Treasurer) full banking powers, allow Arleigh Young to sign checks and make deposits and other transactions, and allow William Sawyer, Sarah Macy, Sharon Youland and Ashley Jean of City staff to view the bank account online. Second by D.Glidden. No Discussion. Motion Approved with all in Favor.**

- b. Consider cost of display board.

**Motion by V.Garibay to pay half of the cost of an event display board, which would equal \$144.23 in expenses for SAFF. Second by S.Smith. No discussion. Approved with all in Favor.**

3. Discuss 2023 T-Shirt Design.

There was a general consensus on the two top vote-getting designs thus far. Some discussion on the design not being placed up the middle front of a t-shirt.

4. Discuss Rotary Home Show

**Motion by D.Glidden to approve \$100 in printing expenses for the Rotary Home Show display. Second by V.Garibay. No Discussion. Motion Approved with all in Favor.**

5. Other Business.

C.Sawyer mentioned that the owners of 12 North Elm Street would be making a request to add the property to the Designated Downtown, and that Downtown Board approval would be sought at a future meeting.

V.Garibay discussed the March 9 Blood Drive at City Hall.

6. Adjourn to Downtown Business Social at approx. 6:30 PM.

**Chair M.Brown Adjourned the meeting at 6:25 PM.**

**The Downtown Board did not discuss business as a quorum at the Downtown Business Social.**