

**MEETING MINUTES**  
**ST. ALBANS CITY DOWNTOWN BOARD**  
**& ST. ALBANS FOR THE FUTURE BOARD OF DIRECTORS**  
**TUESDAY, SEPTEMBER 17, 2013**

**5:30 PM**  
**ST. ALBANS CITY HALL**  
**100 NORTH MAIN STREET**

*APPROVED OCTOBER 15, 2013*

Board Members Present: Elizabeth Gamache (Chair), Jeff Bean, Mike Blouin, Katy Collin, Sharon Holcomb, John Holzscheiter, Sandy Mayotte, Laz Scangas, Mike McCarthy, Jim Walsh, Jeff Young.

Board Members Absent: Tim Hawkins, Dominic Cloud (non-voting).

Staff Present: Chip Sawyer, Martin Manahan

Public Present: Pauline Cray, Donna Howard, Bob Howard

1. Call to Order

Chair Elizabeth Gamache called the meeting to order at 5:33 PM.

2. SAFF Financial Update

No change in finances.

3. Project Updates

- a. Streetscape Project – Chip Sawyer gave the latest update on the progress of the project.
- b. Core Lot Development –Chip Sawyer stated that the project has its local permits. The \$13 million TIF bond for the project was approved on September 10. There was a question about this relationship between the parking garage and parking meters on Downtown streets. Answer from Chip and Liz was that the City was still planning for parking meters, but that is not a direct piece of the core lot development project.
- c. Façade Improvement Program – Update from Marty Manahan on façade grants. Jeff Bean stated that Lee Rascoe should be commended for his improvements to the Rail City Market building.
- d. Taylor Park Fountain Restoration – Jeff Young gave a slide show of work done to a very similar zinc fountain in West Brookfield, MA. There was discussion of the possibility of having the fountain taken away be repaired and having fundraising performed by a new proposed nonprofit for Taylor Park.
- e. Maple Festival relations – Chip Sawyer reported that the City continues to assist the Festival with new location options for the Festival rides.

4. Committee Updates

- a. Design – Fountain update contained the majority of Design Cmte discussions to date.
- b. Economic Restructuring – Mike McCarthy stated a desire to have an update of business development and marketing activities and plans at an upcoming Downtown Board meeting. Also stated that cmte’s initiatives include Francophone marketing efforts, exploration of a merchant association, potential to locate a food venture center in Downtown, and a need to develop a marketing package for businesses.
- c. Organization – Scheduling a meeting to discuss strategic planning for the Downtown Program.
- d. Promotion – Had discussed the Sept. 5 Streetscape Celebration, “4<sup>th</sup> Fridays” (open late), possibility of a zip code study, event survey results and a new Downtown brochure.

5. Approval of Minutes – D&V

This item moved up in agenda with arrival of Laz Scangas at 6:34 PM, thus creating a quorum.

**Motion by Jeff Young to approve the minutes of August 20, 2013 as presented. Seconded by Sharon Holcomb and approved by all except the following abstaining: Elizabeth Gamache, Mike Blouin, Sandy Mayotte, Jim Walsh.**

6. Other Business

Marty Manahan reported that a “Taste of Franklin County” event is being planned for January 24 in City Hall. Also there are potential tenants for the space in the Shopping Center, soon to be vacated by the bowling alley. Façade improvements at 10 So. Main St. have been promised by end of October.

Jeff Bean stated that Downtown streets other than Main St. need more maintenance.

Jeff Young stated that the Fine Wine Food and Beer Festival will be in the Museum Bliss Room this year. The Board stated general support for tent events in Taylor Park.

Jeff Young also distributed a concept for a nonprofit for Taylor Park. Also updated that restoration of the rail connection to Montreal could be coming soon.

7. Public Comment

None.

8. Adjourn

**Motion by Jim Walsh to adjourn. Seconded by Mike McCarthy and approved unanimously.**