

Meeting Minutes
Meeting of the St. Albans City Downtown Board
& Board of Directors of St. Albans for the Future
6:00 PM Tuesday April 27, 2021
Via Remote Connection

Approved May 25, 2021

Board Members Present: Maureen Brown, Chair; Erik Johnson, Secretary Treasurer; Ashley Cleare; Keith Longmore; Elizabeth Reed; David Glidden; Donna Howard; Valdemar Garibay

Board Members Absent: Ben Letourneau; Jeremy Read; Emily Richards, Vice-Chair; Rachael Sink;

Public Present:

Staff Members Present – Wendy Coy, Minute Taker; Chip Sawyer, Director of Planning & Development; Marty Manahan, Director of Public Works.

1. **Call to Order – Chair Brown called the meeting to order at 6:05 PM.**
 - a) **Attendance and introductions** – None
 - b) **Additions or Deletions to the Agenda** – None

2. **SAFF Financial Report –**
 - a) **Discuss new revenue sources** – The Board is running out of money in Merchants and the Unencumbered line. To continue the social media contract, money will need to be moved around. The Board discussed asking businesses to chip in \$50 to \$100 per year and the city might match. Mr. Sawyer will draft an appeal for the Board to review. There were different ideas as to what should be in the appeal. Suggestions were:
 - Businesses that contribute to supporting the program and get something customized to them. Link shares and specialized posts.
 - Ask the businesses what do you want to specifically see for your business.
 - If the business doesn't want to participate, ask what do you as business want to see; what aren't we doing.

3. **Discuss events/programs/committees –**
 - a) **COVID updates / activities** – Mr. Sawyer would like to stop the business information Google sheet. It will transition to an online list with links to the businesses' websites.
 - b) **Post COVID Events** – On May 1st, most of the restrictions will have been lifted. The Board started talking about different events. Pie for Breakfast was discussed. The Board decided to see how the Pie for Breakfast event went before planning other events. Casino Night, Paint n' Sips, etc. Mayor's Photo Contest – still getting submissions. Looking at an end day in May. Hope to have a live auction.
 - c) **Programs – Restaurant Passport, Downtown Dollars** – No new updates
 - d) **Event Marketing Calendar** – No change.
 - e) **Arts** – FoT has reserved dates for City Hall and Banners. Theme is old fashioned Vermont Christmas. FoT is planning the same in person events as in the past. The

committee is working on Make Music Day. Art Walk will be in conjunction with the Sidewalk Sale on July 9-11. Kingman Street Classic will be July 17th. It will be on Main Street and Taylor Park.

- f) **Social Media / Website** – No new updates
 - g) **Projects: Kingman Street, Center Street, Stebbins Street, Etc.** – The Kingman Street project might be delayed until May 10th. Mr. Sawyer will inform everyone when he is sure of the start date. The City got a little bit of grant funding for Center Street and Stebbins so that both streets will have new sidewalks.
 - h) **Welcome Decals** – No updates
 - i) **Other** – None.
4. **Other Business**
- a) **Approval of March 23, 2021 Meeting Minutes** – Member Howard made a motion to approve the minutes as presented. Member Glidden seconded the motion. It passed unanimously.
 - b) **Next Meeting Date and format – May 25, 2021:** It will be the same time and format.
5. **Public Comment** – None

Meeting adjourned at 7:00 PM.