

MEETING MINUTES
MEETING OF THE ST. ALBANS CITY DOWNTOWN BOARD
& BOARD OF DIRECTORS OF ST. ALBANS FOR THE FUTURE
6:00 PM TUESDAY NOVEMBER 19, 2019
ST. ALBANS CITY HALL, 100 NO. MAIN STREET

Approved December 17, 2019

Board Members Present: Maureen Brown, Chair; Erik Johnson, Vice-Chair; Elizabeth Reed; David Glidden; Valdemar Garibay; Laz Scangas; Emily Richards; Rachael Sink; Donna Howard

Board Members Absent: Amanda Liese; Ashley Cleare

Public Present: Tim Smith, Mayor, arrived at 6:55 PM

Staff Members Present – Wendy Coy, Minute Taker; Chip Sawyer, Director of Planning & Development

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

2. **SAFF Financial Report** – Mr. Sawyer reviewed the financial report. Merchants paid for social media services in October, and FOT would do November. Last Night will be paying for December.

3. **Project Updates** –
 - a) **Creative Economy Liaison** – Ms. Gamache was not in attendance. Mr. Sawyer stated that he was going to check with Ms. Gamache to see if she was still the Creative Community Liaison.
 - b) **Upcoming 2019 events esp. FoT and Last Night** – FoT: Member Howard passed out the posters to the committee to help post in the surrounding communities. The raffle will be handled differently on the back end this year and would benefit SAFF. Last Night: Donations are still being accepted for the raffle. Sponsorships are continuing to roll in. They are looking for volunteers for the events. The volunteer information and sign up is up on the website.
 - c) **Downtown Website** – Meeting was two weeks ago with another meeting tomorrow. The current site was updated. A new site map has been created.
 - d) **Social Media** – There is a heavy focus on FoT. Last Night will be the next major focus as well as the Holiday Raffle.
 - e) **Kingman Street project** – Member Howard stated that she has reached out and she may have Louisa Ulrich-Verderber willing to do the fence.

4. **Committee Reports** –
 - a) **Community Arts** – The tree lighting will have music. WRSA, St. Albans radio station, will be doing Christmas music. There will be a taco truck on the Church street side.
 - b) **Merchants** – Last meeting had a presentation on the Rail Trail and a representative of Eagle Country radio.

- c) **Promotions** – They have not met in the last month. Mr. Sawyer suggested that promotions take a break until January. Member Sink supported that idea. They will not meet until January. Member Richards reviewed the details of the Holiday Raffle.

Chair Brown left at 6:30.

- d) **Organization** – There are a couple of openings on the Downtown Board. Interviews will be in December.

5. Other Business

- a) Q&A on City exploration of local option tax – Mr. Sawyer stated that the City Manager gave an initial overview to the City Council as to what the City might be able to raise with a local option sales tax. It would be a 1% tax on items sold in the community and room and board. It could be at least half a million dollars a year. TIF funds will not be available in a couple of years. More information will be coming.
- b) **Approval of September 17, 2019 Meeting Minutes – Member Garibay made a motion to accept the minutes as revised. Member Howard seconded the motion. It passed.**
- c) **Approval of October 15, 2019 Meeting Minutes – Member Reed made a motion to accept the October minutes as presented. Member Glidden seconded the motion. It passed.**
- d) **Other** – Peter Welch will be visiting the City on small business Saturday. He will be stopping by the Eloquent Page and other businesses.

- 6. **Public Comment** – Mayor Smith stated that people are enjoying the painted windows and that there are more businesses asking to have their windows painted. If there is a business who would like their window painted, an email needs to be sent to Mayor Smith or Mr. Sawyer. Member Howard suggested window painting markers as they might be easier to remove.

- 7. **Motion by Member Glidden to adjourn at 7:05 PM. Second by Member Garibay and approved with all in favor.**