

Summit Downtown, Inc.
Board of Trustees Meeting
February 25, 2026, 8:00AM
In-Person/Zoom Meeting

Members Present: Antoinetta LaVecchia, Mayor Elizabeth Fagan, Peter Lloyd, Beth Welsh, Bob Pawlowski, Chantal Landman (ZOOM), Rocco Flores, Leslie Herman, Kristen Scalia, Annette Dwyer, Bill Robb, Karen Schneider; Staff: Nancy Adams, Marin Mixon and Wyndham Rothblatt

Members Absent: Tammie Baldwin, Ray Merrit

Members of the Public: No members of the public.

Karen Schneider called the meeting to order at 8:07am. It is noted that the meeting will go out of agenda order. (Bill Robb arrived and took over the meeting a little later.)

The meeting starts with the motion to approve the January 28th Board of Trustees meeting minutes. Beth motioned for approval, Kristen seconded, all approved.

National Main Street Center Notice – Nancy Adams

Being an accredited National Main Street Program, the National Main Street Center will be spending a day in downtown Summit to see how the organization operates on May 6th. They provide technical support and advice to organizations across the country, and the NMSC wants to interview BOT members, staff and review the work that SDI is doing.

Board Meeting Parking Notice & Location (for Future Board of Trustees Meetings) – Nancy Adams
Beginning March 1st, there will be no parking available near City Hall, and it is determined that the next Board Meeting will be held in the Lois Schneider Realtor conference room and license plates of board members is needed to avoid parking tickets.

COMMITTEE/PROJECT REPORTS

Financials – Bill Robb on behalf of snowbound Ray Merritt

Balance Sheet: As of January 31, 2026, total assets is \$361,949.93 – bulk of assets is between reserves and bank, expenses are largely the cost of running the organization. \$34,527. The draft budget for 2026 was handed to Board Members. Discussion to postpone approval of the budget until after the board presentation of Tree Well update by Annette. Discussion of budgetary numbers – Marketing & Events being more than Design & Beautification. Nancy mentions that the budget must be completed as soon as possible to submit the budget to the city for approval. The Board decided that the Finance Committee could revise the budget based on this meeting and vote via email, as permitted in the Bylaws, so that it doesn't have to wait until the March meeting.

Bill Robb motions to approve financials, seconded by Kristen. It is noted that Kristen and 2 other board members must leave by 9:15am.

Design Committee Updates – Annette

Annette presented her financial forecast and budget documents on the Tree Well plans. Bill notes that using the numbers provided, it would be about \$451 per tree well, however Annette notes that \$537 per tree well – is closer to the number we would use for 100 Tree Wells. Annette's recommendation as the design committee chair is to have them just do planting of the tree wells and do maintenance internally

in the fall – via the Environmental Commission, the Garden Club, DPW, and other stakeholders. She requests to add \$20,000 to the existing \$20,000 budget number for design and beatification. Side inquiry - \$24,000 would be the recurring expense for cleanup of a unified mulched tree wells. Brief follow-up discussion about the possibility of doing a test run on Union place after a full clean-up.

Bill Robb reiterates the importance of passing the budget to show we have the capacity to run these initiatives, whether through the commitment of reserves or through an increase of the assessment and reserves. Bob Pawlowski chimes in to discuss the sponsorship aspect and mentions the possibility of taking the chance to increase the budget by \$20,000 for a one-year trial. It is ultimately determined that the additional \$20,000 will be a spot item, versus part of the budget and would be taken from reserves, not be a line in the budget.

There is a brief discussion of tables, chairs, façade grants, and streetlights. The façade grant budget line (in particular) is set to have funds available for new businesses who need a new façade. Then Annette discussed the streetscape tables and chairs at Lyric Park, and other places in the downtown. She offers to donate (along with her husband) to the public space tables and chairs to help offset costs. Nancy clarified that the city has purchased those tables/chairs in the past.

Bill Robb requested any further discussion of public furniture to be pushed to the March board meeting for sake of time. Bill Robb motions to vote on a one-time reserve allocation of an additional \$20,000 to the Tree Wells pilot program, Mayor Fagan seconds, all approve.

Maple Street Possible Closure by City – Bill Robb

In early March there will be discussion of the possibility of the maple street closure by the city. It poses the question of what portion of the reserves should be made available for programming.

World Cup Watch Parties Funding – Rocco Flores

The two event dates are Thursday, June 11th for the opening game, and Sunday, July 19th for the championship game. They will both take place in the Bank Street parking lot, pending approval for the finale to take place on Maple Street if Maple Street closure is approved. The parking lot will have a beer/wine garden. Funding wise, Peerless Bev Co will donate their beer truck and Cambridge Wines will donate wine. Outreach for sponsorships is still taking place for the screen and for the event. With the Jersey City Fan Fest event being canceled, \$5million of funding is now available – with the portal opening up soon and Nancy will apply for the grant when it opens up. The structure of the grant funding is to be determined.

Bill Robb motions to vote on a one-time reserve allocation to the World Cup Events, Beth Welsh seconds, all approve.

Brief circle back to Maple Street with a brief mention of a potential Maple Street Closure beatification project. Kristen provided insight into retailers' thoughts on the closure in general, saying that many believe it is worth "rolling the dice" to move forward on it – even if the closure is a pilot program.

Marketing Committee Updates – Kristen Scalia

Save the date for the Stakeholders' Meeting: Monday, March 30th, from 5:30-7:30pm. It will be at the Elks Lodge again. More details and graphics to come. World Cup conversation especially with the new possibility of grant funding. Summit Farmers Market mention of what activations can be held throughout the year. Lastly, the marketing committee has discussed a new initiative to create postcards of old images/artwork of downtown Summit that will have a QR code that will lead to a landing page

with links for events, business directory, gift cards, etc. – with the goal to have them use it as a keepsake.

Summit Public Art Updates – Leslie Herman

Similar to 2025, an anonymous art event will be held at the Albion Hotel (formerly the Grand Summit Hotel) on Friday, October 16th. Submitted an Earth Day mural to the city made of recyclable materials – ideally to be placed somewhere on Springfield Ave.

Event Updates: Stakeholder Meeting date, World Cup – Wyndham Rothblatt

Events were already discussed by Rocco and Kristen for the most part. Working on finalizing vendors and sponsors for World Cup and Family Fun Night.

Common Council Updates – Mayor Elizabeth Fagan, Bob Pawlowski, Chantal Landman

Bob mentions that there has been some discussion of the Maple Street closure, looking beyond just impact on businesses, but rather foot-traffic, vehicular traffic, safety, and other factors. Chantal mentioned they are restaffing the Economic Development Advisory and is looking for any interested people to fill the one or two seats left. Antonietta expressed interest.

Additional Updates – Antoinetta LaVecchia

The UPS store has been sold, and Antoinetta is stepping down from SDI going forward. She will still be local, assisting with the UPS store translation and as the secretary of the Elks Lodge.

The meeting was adjourned at 9:26am.

The next BOT meeting is at 8AM on March 25, 2026, at Lois Schneider Realtor conference room.