

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

Members Present: Mayor Elizabeth Fagan, Peter Lloyd, Ray Merritt, Bob Pawlowski, Chantal Landman (ZOOM), Rocco Flores (Zoom), Kristen Scalia, Annette Dwyer, Bill Robb, Karen Schneider; Staff: Nancy Adams, Wyndham Rothblatt, Marin Mixon.

Members Absent: Beth Welsh, Leslie Herman, Tammie Baldwin

Members of the Public: No members of the public.

Bill Robb called the meeting to order at 8:03am. Reminder to get your license plate numbers to Nancy for the new parking arrangements downtown for Board meetings at our new location at Lois Schneider Realtor, 431 Springfield Ave. Bill asked for a motion to approve the February 25th Board of Trustees meeting minutes. Mayor motioned for approval, Karen seconded, all approved.

NOTE: For the record, the BOT voted by email on the final budget. There were 11 affirmative votes, 0 no votes to approve the 2026 SDI Budget as of March 5, 2026. Voting yes on the budget were: Bob Pawlowski, Chantal Landman, Mayor Fagan, Beth Welsh, Annette Dwyer, Kristen Scalia, Bill Robb, Ray Merritt, Peter Lloyd, Rocco Flores, Karen Schneider.

COMMITTEE/PROJECT REPORTS

Financials –Ray Merritt

Balance Sheet: As of February 28, 2026, balance sheet assets about \$336,000, shortfall of about \$59,000 but that's normal for this time of year until we get assessments and Farmers Market vendor revenue. Kristen moved the financial report and Karen seconded, all approved. The budget for 2026 along with a narrative was submitted to the City of Summit; it will be introduced with the City's budget on April 7th and the hearing will be on May 5th.

Appointment of New Board Member – Bill

With Antonietta LeVecchia's resignation at the February meeting due to her sale of her business, The UPS Store, Bill reported that sadly we will need to replace her for the remainder of her term, through 2027. According to the Bylaws, we need a 10-day notice to the Board of any member's nominee to fill the retail seat. Nancy noted that there were 3 people who ran for the retail seat last year: Rocco Flores, Daniela Bilotta Schreier, and Sarah Curiale. Kristen texted Daniela and moved to appoint her to the vacant seat, Mayor seconded. If anyone wants to nominate anyone else, let Nancy know not later than April 8th so that she may send out the nominees to the full Board for consideration and vote at the April 29th Board meeting.

Stakeholders' Meeting – Bill

Due to vacation conflict, Karen will step in for Bill at the March 30th Stakeholders' Meeting at the Elks. Kristen will be doing a presentation or share with the group her expertise in retail marketing. Updates will be on events and marketing initiatives for 2026 then the early and late part of the meeting will be for networking. Sponsors are Piattino, Fresh Press Juice and Cambridge Wines. Discussion on setting another date for next meeting to announce at the March 30th meeting, suggestion to hold June 15 & 22 for the next Stakeholders' Meeting.

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

Street Sounds application for performers closes today, we have 50+ performers interested; he'll be working on the schedule next week. World Cup hoping to have some Mexican food vendor(s) since the match has Mexico playing. Wyndham has reached out to the new Mexican place Tacoria and they are going to participate. Nancy mentioned that the \$5 million grant pool for World Cup parties in downtowns has not opened up yet; she submitted Social Affairs Permit application to the State but hasn't heard back yet. She mentioned the Chief expressed some concerns with having a beer garden during the day and by the end of the meeting the Mayor had heard back from Chief that he recommends 3 police officers for the event. Family Fun Night is pretty much set for June 4th.

Marketing Committee Updates – Kristen Scalia

We are getting close to finalizing designs for the Summit postcards which will be at the Farmers Market vendors' checkout areas and in stores. The back will have information on all the happenings downtown and a QR code that we can update on the back end for upcoming postcards and designs. The Board enthusiastically supports this initiative and made some suggestions including making packets of a variety of the cards (with regular postcard markings on the back rather than all the information of the handouts) for retailers to sell, awarding one of the postcards in a frame to an attendee to the market, having local Realtors put their logo on and give out in welcome packets to new residents, doors of Summit Downtown design for downtown doors, engaging local artists and creating new postcard designs another year,

Design Committee Updates – Annette

The Design Committee met and are crystal clear on our goals for the tree wells. Sent an RFP to our existing vendor, Castlepoint, for a quote. Annette walked around to every single tree well and made note of existing plants and how much space there is in each tree well. She now recommends supplementing the existing planting material with new plants and pruning of existing plantings. Every tree well needs good quality soil and mulch. The planting of annuals within many of the tree wells is desired as well. Maybe for next year, we can get more businesses to plant so SDI could get permissions from the city that may be necessary and give each business a couple bags of soil, flat of annuals, and ask businesses to plant them. Bob mentioned a volunteer day like Madison does and discussion of ideas ensued like volunteer organizations around town that could all participate in a day of planting with a small party afterwards. This year, we're proceeding and next year we can try some of the expanded ideas.

Summit Public Art Updates – Bill

Leslie was unable to attend the meeting so there was no report. Nancy reported that Leslie would like SPA to do a brief report/presentation at an upcoming Stakeholders Meeting.

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

There was no Council update relevant to downtown to share. At Bob's request, Wyndham will share the hi-res scans of the postcard images to Bob.

New Business – Bill

Karen asked what this new thing on the web called InSummit. After much discussion, it seems to be an Ai bot or something because there are mistakes in the information and it's in many other towns too.

Peter asked that for the next meeting, Wyndham compile a report from Placer.Ai for first quarter comps for Beechwood Rd year over year. He's noticing a lot of out-of-towners coming into downtown on weekends.

Karen asked city reps if something can be done about the plantings along the alley and parking lot behind her building between the sunflowers and the maintenance of the area. Mayor will follow up.

Annette thanked Nancy for sending out info on Mental Health Awareness Month to the businesses, several have already signed up.

The meeting was adjourned at 9:05am. The next BOT meeting is at 8AM on April 29, 2026, at Lois Schneider Realtor conference room.