

**Summit Downtown, Inc.
Board of Trustees Meeting
August 6, 2025, 8:00AM
In-Person/Zoom Meeting**

Members Present: Karen Schneider (Zoom), Ray Merritt (Zoom), Mayor Elizabeth Fagan (Zoom), Beth Welsh, Bill Robb, Kristen Scalia, Annette Dwyer, Leslie Herman, Antonietta LaVecchia, David Bernat, Peter Llyod (left early), Delia Hamlet.

Staff: Nancy Adams, Wyndham Rothblatt

Members Absent: Tammie Baldwin, Claire Toth

Members of the Public: None

Call to Order: David Bernat called the meeting to order at 8:04am. He asked for approval of the June minutes. Beth moved for approval, Peter seconded, all in favor. David introduced new interim SDI Assistant Director, Wyndham Rothblatt, MBA as of July 8th. Wyndham told the Board a bit about himself and how excited he is to have the position and hopes to keep it.

Committee/Project Reports

Financials – Bill Robb

Bill reported total assets, liabilities, and equity of \$418,788. In July, the organization received its Q1 and Q2 assessment revenue from the city and continues to collect Farmers Market entry fees. Beth motioned to approve the report, David seconded, and the Board unanimously approved.

During the discussion, the Welcome Packet for new residents was mentioned. It was decided that the Marketing Committee will explore creating a Welcome Packet—or a similar initiative—at their next meeting.

Lot #1 Fence – Nancy Adams

Nancy asked the Board to decide whether to install the same fence along the alleyway as the one on the east side of the lot or to use shrubs for the border. After discussion, the Board agreed to proceed with an aluminum fence to match the existing installation. Bill motioned to approve the expenditure, Leslie seconded, and the Board approved moving forward with the alley fence.

Event Updates –Wyndham Rothblatt

Summit Street Sounds: This summer's series was a great success, with strong turnout and only a couple of rainouts. The community continues to enjoy the energy and atmosphere it brings downtown.

Due to Amanda's departure in early July and the resulting transition period during preparations for Welcome Back Summit and Arts + Cars, the Executive Committee approved the Director's request to cancel the Fall Street Sounds this year.

There was also discussion about program hours, and David asked the Marketing Committee to review this further.

Welcome Back Summit: Planning is underway for this event, scheduled for September 5–7. Wyndham shared that the goal is to have at least 50 businesses participate. He and Robyn are coordinating donations for the grand prize package, which will go to the shopper with the most check-ins at participating businesses. Street Sounds will also be featured that weekend.

Arts + Cars: Our popular annual downtown festival is scheduled for Sunday, September 21. Wyndham is coordinating applications and paperwork for food trucks and vendors. Nancy noted that the event occurs before the next Board meeting and will share a signup link for Board members, their families, or friends who wish to volunteer in the Beer & Wine Garden.

Marketing Committee – David Bernat

The Committee is scheduled to meet on August 20th to re-kickoff the discussions with the new Assistant Director. They will discuss a new concept of getting clips from HDTV rather than just Meet the Merchants and are working on going forward with a good working relationship. Wyndham and Nancy will decide which businesses for Meet the Merchants would be showcased.

Design Committee – Annette Dwyer

The group continued discussions on downtown improvements, including trash management, tree wells, and creating a “menu” of design and product options for donors—such as trees, chairs, tables, and plantings. There is strong interest in standardizing trash receptacles and reducing litter.

Annette suggested exploring more durable chair and table styles suited for all-weather use. She also proposed a volunteer “clean team” of scouts on Saturdays from 3–5 pm and commended DPW for their ongoing litter cleanup. Annette emphasized the importance of preparing the downtown for climate impacts, particularly flooding, drainage, and building resilience. She also noted concerns about peeling light poles and insect-filled bulbs.

The group discussed establishing an annual budget line to refresh and maintain street furniture and light poles. David introduced CitiBin as a possible solution for business garbage and will schedule a meeting with the company to review options and costs.

Summit Public Art – Leslie Herman

The annual gala will be held on September 26 at Twin Maples.

Regarding the promenade fountain, Annette reported that a piece of bluestone is missing from the permanent art installation. The SPA Board is seeking the appropriate liaison to work with the city on repairs. She also raised concerns about recent vandalism at the fountain and noted that the cameras appear to be nonfunctional, requesting that the city check them.

Common Council Updates – Delia Hamlet

Delia suggested that SDI provide an update on its work at an upcoming Summit Council meeting like SDI did for the budget, with September as a possible date. Nancy shared that, after being informed of the opportunity by the mayor and Delia, she successfully applied for and secured a \$50,000 grant for the Summit Diner. The funding will support restoration of the diner's exterior—a great chance to refresh and preserve this classic rail car landmark.

Public Comment - None

The meeting was adjourned at 9:15 AM. The next BOT meeting is at 8AM, Wednesday, September 24th.