

**Summit Downtown, Inc.
Board of Trustees Meeting
March 20, 2019 8:00AM
City of Summit City Hall, Whitman Room**

Members Present: Pat Angelo, Steve Bowman, Bob Conway, David Gittleman, Joseph Hamilton, Leslie Herman, Beth Little, Tony Melchionna, Ray Merritt, Nora Radest, Michael Rogers, Karen Schneider Staff: Nancy Adams and Kathryn Best.

Members Absent: Matthew Strauss and Claire Toth.

Guests: None

Bob Conway called the meeting to order at 8:06 am.

APPROVAL OF MINUTES – Bob Conway

Minutes were presented for approval. Tony Melchionna moved that the February 2019 minutes be approved. Karen Schneider seconded, and the motion passed.

COMMITTEE/PROJECT REPORTS

FINANCE – Claire Toth

Claire is out of town, so financials will be presented next month.

CORNER SPACES SOLUTIONS/CONES, NO PARKING HERE TO CORNER,

RESTRIPING SPACES – Bob Conway and Tony Melchionna

Bob said that, as of yesterday, the cones are no longer on Beechwood Road. Bob asked the Board if anyone had any updates regarding the cones. Tony added that he always sees the cones moved up onto the sidewalk. Most recently, they were moved onto the sidewalk so the street sweeper could go through town. Tony asked if the parking ambassadors could be responsible for putting the cones back on the street when they see them on the sidewalk. Bob and Nancy asked if the cones are in places where parking is prohibited by ordinance. Then, the police could enforce it. If so, could permanent signs be placed there? Michael Rogers said he would talk to the police chief. Tony asked if it would be possible to “stretch” the existing parking places so the leftover space didn’t leave enough room for a car, but still allowed the required amount of space to the crosswalk. Discussion continued.

90-MINUTE METERS – Bob Conway

The Board has previously discussed requesting that the 90-minute metered spots downtown be switched to 2-hour spots. Nancy added that most downtowns have 2-hour metered spaces. The office is starting to get a lot of complaints/requests to switch to 2-hour spots. 2 hours would likely still create turnover and customers would be a little less frantic. One of the most comment comments we get is that 90-minutes only gives you enough time to do one thing – eat lunch, get your hair done, etc. If we want people to shop after lunch, 2 hours gives them more time to do so. Nancy asked the Board to discuss, and if we reach a consensus, we can send a letter to Common Council. Discussion continued. Several trustees were in favor of requesting the meters be switched to 2-hours. Overall, the Board decided to request some numbers from Rita and revisit the issue next month.

DCS/SDI MEETING REPORT – Tony Melchionna and Nancy Adams

- Nancy, Tony, and Aaron discussed the new blue parking “P signs”. Rita has money in her budget for the sign posts, but not the signs. Putting the signs below the wayfinding signage would be too cluttered and too low for a driver to see. So, they are suggesting putting the signs on street light poles. Michael Rogers said that if the lights belong to the City, that shouldn’t be a problem. Otherwise, SDI would have to get permission from JCP&L. Bob asked Tony and Nancy to get a price for the signs. Then, the Board can vote next month on how much they’re willing to commit.
- Deforest Lot #2 needs landscaping. Aaron recommends coral-style fencing for all three DeForest lots. Tony hopes to share the expense with the City. Some of the money can come out of SDI’s treewell budget.
- K Lot will be paved in August.
- The “grease police” have been visiting restaurants. All food restaurants are required to have grease traps. Some downtown restaurants (like Piattino) are investing in a cleaner, tidier way to collect spent oil. The grease collects in an indoor holding bin, then when the company comes, they connect a hose to the port on the outside of the building that sucks the grease out. Princeton has now required restaurants to have this set up.
- There’s no money in the City’s budget to pave the alleyway behind Dunkin Donuts this year. But, the downtown project still hasn’t been closed out, so Aaron is checking if there’s money left in there.
- Aaron is also looking into the amount of money left over from Clean Communities. If there’s enough left, Tony would like to see it spent on power washing the sidewalks downtown. They also discussed adding a condition to the outdoor café permits that would require permit holders to power wash their café location before and/or after the season.

- They discussed the amount of litter around the Post Office parking lot, and they have already cleaned the space up. Tony thanked Aaron again for his follow through.

STATE ABC SOCIAL AFFAIRS PERMIT FOR ARTS + CARS – Nancy Adams

Nancy applied for a permit to have a beer and wine garden for Arts + Cars. The permit request was approved! Bull N Bear, the new microbrewery, will be supplying the beer. We're in talks with the Wine List about having them supply wine. We are still working out the logistics. We will likely charge an entrance fee, which may include a branded reusable cup and one drink ticket. We will check IDs and give out wristbands. Chief Weck strongly recommended wristbands over hand stamps. The only caveat from the ABC is that brewery employees can't serve the beer. We're waiting to hear back from Kevin Smallwood since we'd like to talk to the PAL about supplying volunteers. If it's ok with the Board, we would then split any proceeds with the PAL. Nancy said, that in her experience, the public is more willing to pay when a portion of proceeds goes to a charity. The nonprofit's members tend to boost event attendance as well. The PAL makes sense since they're already involved with the Car Show that day, we can also talk to the Art Center. But, if anyone has any other nonprofits they think would supply volunteers in exchange for profit sharing, please let the office know.

EVENT UPDATES – Bob Conway, Kathryn Best, and Nancy Adams

Summit Farmers Market - The Farmers Market opens on Sunday, April 28 and will run through Sunday, November 24. As always, the market will be open from 8am to 1pm in Park & Shop Lot 2 on DeForest Ave. We received the most applications ever this year and were able to accept 7 new vendors. Mangalitsa, a pork and cured meats vendor, will be at the market every week. The other six new vendors will be at the market every other week:

Anita's Baked Wonders – Argentinian-style empanadas baked in the Calvary Church kitchen

Farm & Hand – hand-carved wooden goods and herbs, 2018 test vendor

Jana's Jammy – jams

Mandarin's Cookies – dog biscuits, 2018 test vendor

Mexican Spice – located inside the Wine List

Sustainable Haus – sustainable home goods

All vendors that need electricity have been moved along the alley way to eliminate cords. The seating area has been moved to the middle aisle across from the music. Mario's business has been moved to the middle aisle so it can be next to the SDI booth.

Design Day – Design Day will be held on Thursday, April 4 from 11am-5pm. Posters and postcards have been printed and distributed. The street banner is up. Summit Design District's new Instagram (@summitdesigndistrict) is up and running. We will continue to use this to market Summit as a design destination year-round. 14 businesses will be hosting special events/offers. Kathryn highlighted some of the special events and guests; a full list is available on our website and on the Facebook event. We will be getting balloons from The Papery this year in an effort to support as many downtown businesses as possible. They recently started doing balloons and were able to find exactly what we were looking for.

COMMON COUNCIL UPDATE – Mayor Radest, Steve Bowman, Beth Little

Michael Rogers introduced the municipal budget at the last meeting. There's a 1% tax rate increase. SDI's budget was also introduced. \$11.8 million has been allocated for firehouse and \$1.5 million for the purchase of 7 Cedar Street. Even though this won't necessarily be spent next year this fiscal year, but the City needs to begin allocating it. If you took those two pieces out of the puzzle, taxes would actually be going down 2%. This Saturday is the groundbreaking for the Free Market building at the Transfer Station. It's a public-private partnership. There's a gofundme page if anyone is interested in contributing or sharing the link.

NEW BUSINESS

Nancy told the Board that Ani Ramen's ribbon cutting will be held at 4pm today. It's great to have trustees at ribbon cutting, so everyone is welcome to attend! Nancy and Kathryn are flying to Seattle on Saturday to attend the National Main Street Conference. Jane will have the office open from 10am-2pm Monday-Friday and Kathryn and Nancy will be accessible via cell or email.

PUBLIC INPUT

None

Tony Melchionna made a motion to adjourn, and Karen Schneider seconded. The meeting was adjourned at 8:46am.

The next Trustee meeting is April 24, 2019.