

Summit Downtown, Inc.
Board of Trustees Meeting
September 30, 2020 8:00AM
Virtual Meeting with Video and Audio

Members Present: Matthew Strauss, Bob Conway, Leslie Herman, Nora Radest, Karen Schneider, Lauren Decker, Allison Daubel, Tony Melchionna, Claire Toth, Ray Merritt, Michael Rogers and Greg Vartan. Staff: Nancy Adams and Amanda Lynn

Members Absent: Joe Hamilton, David Naidu.

Guests: None.

Bob Conway called the meeting to order at 8:05 am.

APPROVAL OF MINUTES – Bob Conway

Minutes were presented for approval. Tony Melchionna moved that the July minutes be approved. Claire Toth seconded, and the motion passed.

COMMITTEE/PROJECT REPORTS

Finance – Claire Toth

3rd quarter city payment received. Negative number reflected in gift card sales from business gift card giveaways. Bob noted the program was very well received. Finance committee looking for funds to continue to support businesses. Motion put forth by Tony Melchionna to approve June financials, seconded by Ray Merritt.

Board Elections: One open retail seat, Antoinetta from the UPS Store has expressed interest in running. Lauren Decker will run again for her position. Tony Melchionna must step down for one year as he has served three consecutive terms.

Farmers Market: The Farmers Market is working extremely well with increasing turnout. Customers are very appreciative of the market being open, over 3000 people attending each week. Nora commented on success and her visits noted it all seemed to be flowing smooth and appeared to be going well. Karen brought up an issue about garbage dumpster being used by farmers market vendors.

Events: Holiday Parking: Holiday parking discussed in Executive Committee, seeking board approval to approach council to repeat request for free holiday parking. Extended discussion about making multi-year requests for resolutions for holiday parking. Board agrees that the request should be made to common council for a period of free parking as in prior years to assist the businesses in this challenging time. Lauren Decker put forth a motion with a second by Karen Schneider to make the request with Nora and Greg abstaining from the vote, the remaining Board members voted in favor. **Farmers Market:** Discussion of extension of the farmers market into December from 9AM – 12Noon, two fewer hours than regular season. Bob Conway requested staff to monitor the number of people to be sure the extension is effective for the vendors and downtown. Motion to extend put forth by Ray Merritt, second by Claire Toth. **Downtown Events:** Downtown Trick-or-Treating has been cancelled. Discussion of ideas for holiday events, including gift card promotion. Looking to proceed with Horse & Carriage rides, holiday caroling and music, and the Hilltop elf scavenger hunt. Claire brought up to remind businesses of being able to display product outside. Matthew Strauss discussed how the gift card worked and if there was another location that could sell them for us; Nancy said she was working with the Grand Summit Hotel last year, but the management was unsettled and talks were then stalled by COVID after waiting for new management to be in place.

SDI Stakeholders Meeting: Will take place on Zoom on October 5, 6pm. Seeking business input for fall and winter operations and ideas; holiday ideas and events will also be discussed.

DCS/SDI Updates: Tony, Nancy & Aaron Schrager met via zoom. No paving or striping going on; storm drains flowing fine with restaurants not at full capacity. Trees slightly overhanging, if any concerns or complaints please notify Tony or Aaron. Heaters being discussed with Aaron and Fire Chief. The boy scouts cleaned out some tree wells; Bank Street dining tables were removed; Maple Street closings approved by City until November 30, awaiting DOT approval. Discussion of extension of market lights throughout downtown. SDI staff to setup consultation meeting with PowerHouse Signworks for estimate. Nora added that council is in full support of Maple Street closure as well as general support from residents and spoke of the great assistance this was for the restaurants.

Summit Public Arts: Summit Public Arts added further information about their organization and she suggested something similar for our website. She inquired if we could get some press for SDI and their mission and role during the pandemic.

Common Council Updates: Waiting to hear from the NJDOT on extending Maple St closure to Nov 30th. Broad Street garage complete \$50k under budget due to work being completed during the week. Parking revenue is way down overall but increasing, enforcement is under-staffed and Parking Services is adding a new PT enforcement officer. Nora stated Broad Street redevelopment was still in discussion with no agreement reached as of yet on what the redevelopment project will be. All specs with the state regarding the firehouse project have been submitted, expect to hear back soon to be able to go out to bid. Expecting construction to take 18 months.

Public Input: None

Nora Radest motioned to adjourned, Leslie Herman second. The meeting was adjourned at 8:56am.

The next Trustee meeting is October 28, 2020