

Summit Downtown, Inc.
Board of Trustees Meeting
December 16, 2020 8:00AM
Virtual Meeting with Video and Audio

Members Present: Tony Melchionna, Leslie Herman, Nora Radest, Karen Schneider, Lauren Decker, Joe Hamilton, Claire Toth, Allison Daubel, Bob Conway and Greg Vartan. Staff: Nancy Adams and Amanda Lynn

Members Absent: Matthew Strauss, David Naidu, Ray Merritt, Joe Hamilton.

Karen Schneider called the meeting to order at 8:05 am.

APPROVAL OF MINUTES – Karen Schneider

Minutes were presented for approval. The October minutes were moved, seconded and unanimously approved.

COMMITTEE/PROJECT REPORTS

Finance – Claire Toth

Treasurer's report from November show expenses behind 100k for the year. Grant received and distributed to businesses and account reimbursed for market lights. Approval of report was motioned by Tony Melchionna, seconded by Karen Schneider and unanimously approved. Grant was received from the state and distributed according to prior criteria of the Sustain Summit grant. Donations are still being made to Sustain Summit with an accounting of recent donations to presented at January meeting. Tony noted his tenants are very thankful as well as thanks sent to SDI via email and mail.

2021 Budget: Claire shared 2021 budget. Events budgeted are in second half of the year and the first half of the year's events are Covid friendly with Design Day being moved to the fall. Payments that have not cleared have been added as surplus. Salary increase built into salary line, in addition when the retirement plan was started it is scheduled to increase to 3% this year. Approval of budget was motioned by Tony Melchionna, seconded by Bob Conway and unanimously approved. Budget to be approved by council with Nora commenting no expected objections to the budget.

Nancy reported gave out grants of \$1,000 to 120 businesses earlier this month. Board needs to decide what we do with remaining funds. Grants have been helpful to purchase inventory and pay staff. Nora doesn't think we should turn down donations as we may have to do something again in the early months of 2021.

Board Elections: Board elections end December 18, 2020. Antoinetta LaVecchia from the UPS Store will join in January and Lauren Decker will continue on the board. Joe Hamilton asked that his wife and business partner to take over his seat for the remaining 3 years; the Board had no objections to her taking the seat starting in January. Bob presented a thank you to Tony Melchionna for his service on the board, the membership all thanked him for his time and dedication to downtown. Tony mentioned that he loves Summit and the downtown and is thankful to stay involved by working with Aaron at DCS and Nancy in their monthly meetings. Bob reported that next month is the Executive Committee election; if anyone is interested contact Nancy or Bob before the next meeting.

First Floor Zoning: Property Owner, Bert Model, is requesting first floor medical use zoning change for a potential a pediatric dentist. Extended discussion by board with overall consensus that it was not a good idea for downtown at this time. Does not seem to be the best time during a pandemic to make zoning changes. The board recommends to make no zoning changes not at this time. A medical use is not good for foot traffic and a variance would have to be obtained. Tony mentioned that in the past during downturns, it's been requested but not a good idea just because of a vacancy.

Events: Amanda updated the Board on the holiday plans for the last couple weeks of the season and a report of the events. Outstanding feedback from the businesses and vendors alike about the festivities in Summit and the Elf contest has been really well-received. The ice carver will be on the 19th carving reindeer, snowflakes, and a snowman.

DCS/SDI Updates: Sewers flowing as they should; flashing sign posts to be installed for pedestrians; Michael Caputo taking charge of the downtown in January. Discussed removal of tents, heaters and other items from the restaurants; Nancy sent restaurants email letting them know they need to secure their heaters when bad weather or winds are in forecast so they don't become a danger. Discussion of changes to Horse Trough area, trees are lifting sidewalks; ideas to be presented by Aaron in coming year. Snow removal plans are being coordinated between Nancy & Aaron. Discussion points of improved relationship of city with SDI from past years.

Summit Public Arts: No report from Leslie. Karen reported she found out that there is a new fundraising program happening that is going to last for 48 hours and hopes are to raise \$10,000.

Common Council Updates: Nora discussed snow removal and downtown being a priority in December. Common Council voted to approve an ordinance to disallow the sale of medicinal or recreational marijuana in the downtown. Greg discussed the parking utility deficit being spread out over a couple years; overnight onstreet parking was approved for 12 different streets. Nora, David and Greg will continue on the board for 2021 and Greg spoke of looking forward to discussing Summit post-pandemic with SDI and continuing the closure of Maple Street next Spring. Broad Street redevelopment is still going forward and the City will be soliciting SDI for input in the coming year.

Public Input: None

Bob motioned to adjourned, Nora second. The meeting was adjourned at 8:50am.

The next BOT meeting is January 27, 2020 via Zoom.