

**DOWNTOWN ADVISORY BOARD**

**Meeting Minutes**

**August 11, 2020**

**10:30AM**

**Online**

1) CALL TO ORDER

- Meeting convened at 10:34am by Vice chair, Adam Harris.

2) ATTENDANCE

- Adam Harris, Vice chair
- Laura Cunningham
- CJ Hagmann
- Jerry Michael
- Kathy Steinbrueck
- Also Attending: Jamie Konkoski, Cassandra Hopkins, Melinda Little, Fred Balzac

3) PUBLIC COMMENT

- Village of Saranac Lake resident, Fred Balzac, addressed the board to state his interest in the work this board does.

4) ITEMS FOR BOARD ACTION

- Approve the July 14th meeting minutes
  - Motion to approve minutes by Kathy Steinbrueck, seconded by Jerry Michael, all in favor, minutes approved.

5) DISCUSSION

- Community Enhancement Fund
  - Adam Harris gave a brief overview of potential purchases that the designated committee has explored as part of the process of spending \$12,500 on a community driven project/installation.
  - Current projects are projected to cost more than was initially thought, and the placement of park games has proved difficult to pick.
  - Adam Harris asked the board to brainstorm any additional ideas that will meet the criteria.
- Downtown Business Statistics
  - Com Dev staff are working to organize the general business statistics for the Village into a more comprehensive downtown-specific list that will be used to track trends over time

6) OLD BUSINESS

- DOT tourist signage - the next step is for the Community Development Department to draft a memo to go before the Village Board before it is sent as a request to NYS DOT.

7) NEW BUSINESS

- Community Development update
  - DRI Village streets/parks improvements Request for Proposals has been issued and the deadline is Sept. 11<sup>th</sup>. Walkthroughs of the Village are taking place this week.

- A project advisory committee will work with the consultants on the design/construction of the DRI. 2 DAB members will participate.
- Request for LWRP funding for parks to place furniture/games and better landscaping has been submitted
- New: Job posting for Ski Area Manager/Parks position- information will be shared via email.
- Village Board update
  - Patrick Murphy's term is now filled by Zelda Newman, Melinda has been appointed Deputy Mayor in addition to her Trustee title
- Other business
  - Question raised about wifi in parks. Com Dev staff will look into this.
- Confirm DAB Meeting Schedule
  - Adam Harris asked for a motion to affirm the set time and day for meetings.
  - Motion to meet on the second Tuesday at 10:30am by Laura Cunningham, seconded by Jerry Michael.

8) ADJOURNMENT

Meeting closed at 11:22am. Motion to adjourn by CJ Hagmann, seconded by Kathy Steinbrueck