

DOWNTOWN ADVISORY BOARD

**Meeting Minutes
September 8, 2020
10:30AM
Online**

1) CALL TO ORDER

- Meeting convened at 10:32am by Chair Tim Fortune.

2) ATTENDANCE

- Tim Fortune, Chair
- Adam Harris, Vice Chair
- Kelly Brunette
- Brandon Devito
- CJ Hagmann
- Jerry Michael
- Diane Litynski
- Kathy Steinbrueck
- Also Attending: Village Staff: Jamie Konkoski, Cassandra Hopkins; Ex Officio: Melinda Little; ROOST: Justin Levine; Public: Fred Balzac

3) ITEMS FOR BOARD ACTION

- Approve the August 11th meeting minutes
 - Motion to approve minutes by Adam Harris, seconded by Kathy Steinbrueck, all in favor, minutes approved.

4) DISCUSSION

- Streetlight Banner Program – review and revise schedule
 - Arts banners have been received so they need to be added to the schedule. FCLDC has requested to be listed as a partner for the Banner Program.
 - After some discussion, it was decided Kathy and Kelly would work with Jamie to finalize the revisions that will be presented to the village board for approval.
- Community Enhancement Fund
 - Kelly Brunette gave a brief overview of the process and the resulting final document as a proposal on how to spend the \$12,500 on a community driven project/installation.
 - Next step – village staff will review the project proposal.
- DAB Events – Halloween, Downtown Mixer, Light Up Downtown
 - DAB will not host or co-host any events this year.

5) OLD BUSINESS

- Business Statistics
 - No update; still in progress.

- DOT tourist signage
 - Inventory is complete.
 - Next step is to organize this inventory into a final list that can be presented to the Village Board and then the NYS DOT with a request to remove some signs.

6) NEW BUSINESS

- Community Development Update
 - DRI Village streets/parks improvements Request for Proposals is due this Friday, Sept. 11th a Project Advisory Board Committee (PAC) has been formed to oversee the design process – DAB reps are Kelly Brunette and Jerry Michael.
 - Arts & Culture Advisory Board has had a number of public art installations take place downtown in the past week; Raining Poetry Project and Streetlight Mosaic painting
 - Two of the moveable tables that were purchased using LWRP funds last year have been stolen from Riverside Park
 - The repair and reopening of sections along the Riverwalk has been an ongoing project all summer. The section behind the Town Hall building will be completed in the coming week.
 - The Volunteer Rescue Squad that serves Saranac Lake has been trying to relocate, one consideration is to move to 79 Woodruff Street, which would involve potentially amending the Development Code for a downtown district.
- Village Board Update
 - Election is next Tuesday, the 15th, from 12PM to 9PM.

7) ADJOURNMENT

Meeting closed at 11:31am. Motion to adjourn the meeting by Adam Harris, seconded by Kathy Steinbrueck