



Downtown Advisory Board
Regular Monthly Meeting - Minutes
November 13, 2019 - Harrietstown Town Hall

1) Call To Order:

- Meeting convened at 8:31AM, by Chair Tim Fortune.

2) Roll Call:

- Present: Chair Tim Fortune, Vice-Chair Adam Harris, Secretary Brandon DeVito, Treasurer Diane Litynski, Kelly Brunette, CJ Hagmann, Kathy Steinbrueck
- Absent: , Stacey Judge, Jeremiah St Louis
- 7 members present; 5 needed, Quorum met.
- Also Attending: Jamie Konkowski (Community Development), Cassandra Hopkins (Community Development), Melinda Little (village board), Kathy Ford (Arts and Culture Advisory Board)

3) Guest Speaker

- Kathy Ford, gave a presentation on her committee, and how they plan to implement getting new art into downtown.

4) Items For Board Action:

- Approval of Minutes from October 09, 2019
 - *Motion to approve minutes by Adam Harris. Kathy Steinbrueck seconded. Motion carried.*

5) Discussion

- Expired terms
 - Stacey Judge, Adam Harris, Diane Litynski, Kelly Brunette, and Brandon DeVito will have terms expiring at the end of the year. Stacey Judge and Brandon DeVito will not renew their terms.
- Snow Removal Meeting
 - Melinda gave a report on where we stand on implementing the plan.
- DAB Mixer:
 - Tim is working with the Hotel Saranac for our annual meeting on December 18.
- Light up Saranac Event:
 - Santa will arrive on the same weekend as Light up Saranac and Sparkle Village.
- Berkeley Christmas Tree
 - Melinda and Kathy have picked out the tree, and picked out the new location in Berkeley Green.
 - Timeline for setup has been emailed by Cassandra
- Riverwalk reaching consensus
 - The consensus is to wait until easements can be obtained to allow the river walk to be along the Dew Drop property. In the meantime, connectors will be established around the non-easement properties.
- Village Board Report
 - Tree Care law will be implemented in order to become a “tree city.”
- Energize Downtown Fund
 - Hoping to launch soon, waiting to hear from Jeremy for free light.

6) Old Business:

- None.

7) New Business:

a) Committee Report - Organizational:

- Diane spoke about the budget and reported that a donor has been established so that committee members don't need to go door to door.

b) Committee Report - Economic Development:

- Workforce Challenges
 - A project is underway to get more workers to the area.
- There is a plan to get all the funding options written down in one location, in hopes to attract new businesses to the area.

c) Committee Report - Design:

- Kathy gave a general update and acknowledged that the committee will be updating their action plan.

d) Committee Report - Promotion:

- Kelly spoke about some Roost news, and gave some updates.

8) Adjournment:

- Meeting closed at 9:21AM.
- Next meeting WEDNESDAY December 11, 2019

Respectfully submitted,



Brandon DeVito

Secretary - November 13, 2019