

## **DOWNTOWN ADVISORY BOARD**

### **Work Session**

**September 13, 2023**

**8:30AM**

#### Attendance:

- Jerry Michael, Jacob Kipping, Kt Stiles, Jake Widrick, and Mark Coleman  
Also Attending: Kelly Brunette, Ex-Officio Member; Cassandra Hopkins, Village Staff

1. Approval of July 12<sup>th</sup> meeting minutes by Jake Widrick, seconded by Jacob Kipping.
2. Broadway Bridge Update  
Kelly Brunette stated that the repainting is on the fall list for the DPW. Jerry Michael stated that it still wasn't clear if the DPW, or volunteers, could scrape away chipping paint before that repainting takes place, which is only on the street-side of the bridge.
3. Village Board Update  
Kelly Brunette stated that in lieu of the DAB meeting last month, she, Jerry and Cassandra met to discuss the transition that the Village is in and looking ahead for DAB's priorities. She updated everyone that the Community Development Director position is in the process of getting filled with three candidates scheduled to interview this week. The new Village Manager, Bachana Tsiklauri, former Village Treasurer, will attend a DAB meeting. DAB members discussed the emergency services potential move, the APA potential move, and the overall community perception of the two with some comments that have been made at Village Board meetings. Kelly Brunette stated that a survey was conducted at 33 Petrova Ave. and that the property is going through the subdivision process.
4. Community Development Update  
Cassandra Hopkins shared updates from the Development Board including the recent approvals that are part of the Aubuchon Hardware rebuild, the SL Lofts project is underway with a June 2024 target for opening, and the new brewery on Woodruff St. has resumed construction. She stated that the Village is starting to collect permit applications for the Development Board to review special use applications under the new STR law. She added that there is a ribbon cutting for a new business in town, Heartwood Studios, at 15 Broadway on Friday. Kt Stiles stated that artists in Prescott and Riverfront Parks are installing their artwork.
5. Rail Trail Update?, WiFi Update?, DRI Update?  
DAB Members discussed adding additional, small, signage on picnic tables to notify park-goers of WiFi in Riverside Park. Jacob Kipping noted that the WiFi sign on the back of the bandshell needs to be moved to be more visible. Kelly Brunette stated that can happen. Jerry Michael to investigate if the William Morris Park WiFi is working yet and send additional contact information to Cassandra Hopkins to pass along to the new Village Manager as the Berkeley Green bathrooms are now complete as well so WiFi can be installed there. Cassandra Hopkins stated that the urban forestry project, Berkeley Green restrooms, the Broadway/Main Street intersection reconfiguration and William Morris Park DRI projects are all complete, Woodruff St. East is ongoing as is Ward Plumadore Park with an end-of-October estimated finish and that the Riverwalk Extension is back on with recently secured property easements. Jerry Michael asked about potential for DRI

projects on Woodruff Street West, especially with some new property owners along that section of the street. Kelly Brunette stated that it is high on the list for future funding opportunities. She stated that the Ward Plumadore Park potential art piece is something to discuss and coordinate with other advisory boards as possible funding can be from the Community Enhancement Fund. Jerry Michael stated that once that DRI project is complete, it would be a good time to clean up/re-stripe the parking lot next to the park and finish/cap the new mural.

Kelly Brunette stated that the NYS DEC is identifying rail trail connections at this time and taking the lead on that. She stated that the Village has picked out key connection points and is advocating for those. She stated that although the DEC doesn't plan to open the rail trail section by section, at least for installing official signage, in anticipation of the opening, Franklin County is releasing a micro enterprise grant program for businesses along the Rail Trail to make improvements for potential increased traffic.

#### 6. DAB Overview, Events, Plans

Kelly Brunette shared a document that describes the role of DAB and significant events that DAB has helped to facilitate in the past. Jerry Michael stated keeping on top of which events are coming up so they can be discussed at meetings will be important.

#### 7. Strategic Investment Plan

DAB discussed moving forward after what fell off from the DRI projects, what direction this group may provide with resetting priorities for the Village, and how to keep updated on certain projects. Kelly Brunette brought up the topic of revisiting Woodruff Street West as a project to bring back to the Village's attention. She stated that DAB can set aside a time at each meeting to look through the Strategic Investment Plan document and see what might be updated, what are our current priorities, possible funding, and overall reposition DAB in a role to advise the Board. She stated that these edits over time of the Strategic Investment Plan will help to keep the document current, doing it piece by piece. Jerry Michael stated edits, comments, suggestions can be made as 'homework' in between meetings by each DAB member and when they all come together at the next meeting those suggestions can be discussed as a group.

#### 8. Other

Kt Stiles stated that the Dew Drop project is still working on permitting and gave a brief overview of other plans in the works. She stated that the sign is being restored and may go up this spring. Jerry Michael inquired about the next meeting location starting at her business so that DAB members may view the restored Dew Drop sign. Kt Stiles stated that will work. She stated that she has had recent success contacting the Bloomingdale Ave. & Church St. pocket park property owners and she will hear back about the potential for the Village and DAB to maintain that park.

Jacob Kipping asked about the new Village entrance signs and if there will be space for promotion. Kelly Brunette stated she will check and that the signs came in under budget so the Village is looking at installing all new park signs as well, which designs have already been done for.