

DOWNTOWN ADVISORY BOARD

Work Session

December 13, 2023

8:30AM

Attendance:

- Jacob Kipping, Jake Widrick, Kathy Steinbrueck, Kt Stiles, Sue Smith Zukin, and CJ Hagmann. Also Attending: Kelly Brunette, Ex-Officio Member; Cassandra Van Cott, Village Staff, and Katrina Glynn, Community Development Director.

1. Approval of November 8th meeting minutes by Sue Smith Zukin, seconded by Kt Stiles.
2. DAB Member Terms and Potential Recruitment of New Members
Kathy Steinbrueck shared the DAB members whose terms are up this month. Jerry Michael had reached out to confirm those staying on DAB. Sue Smith Zukin shared she will stay for another term. Amy Catania will not stay and Jacob Kipping shared that he will also not be staying due to leaving the area. Cassandra Van Cott to send out recruitment materials to help put the word out that DAB is in search of new members.
3. Strategic Investment Plan
Kathy Steinbrueck stated that in an effort to save time at regular meetings and get more accomplished on the updating of this document, a subcommittee will form and meet to continue moving forward with revisions. She shared that Jerry Michael, Sue Smith Zukin, and Kelly Brunette are all on the subcommittee so far. CJ Hagmann shared his interest as well. Sue Smith Zukin stated that she had asked what is the purpose moving forward and who is the target audience? Kelly Brunette stated that this document was drafted with the intent and purpose of DRI projects, and that updating it with what projects have been completed and adding more projects for the Downtown can lend itself to funding applications in the future. Katrina Glynn shared the current application window for a grant opportunity for the Village and asked about the timeline for completion of this document. She shared that for the Smart Growth grant application, they are revisiting the section of Woodruff Street that was not done, which is mentioned in this planning document. Kelly Brunette stated that ideally, it'd be great to have a revised version as soon as possible to take advantage of funding opportunities such as the Smart Growth Grant or the yearly opportunities such as CFA season. She stated she will share a list of what projects were done. DAB discussed the improvements that can be made to Woodruff Street, including re-estimating the costs for undergrounding utilities now that they are working with other funding opportunities and new property owners.
4. Annual Report
Katrina Glynn stated that this is the time that all advisory boards have been asked to provide an update on accomplishments, where they are in meeting goals and any revisions

to past materials that are included in the annual report. She stated that she has already received some feedback from boards, and that they can discuss this here or via email. Kathy Steinbrueck stated the goal is to send that information to Katrina by the end of the month.

5. Rail Trail Update?, WiFi Update?, DRI Update? Ongoing List?

Kathy Steinbrueck stated that the Rail Trail is open and with the increase in use, there is still concern for some of the crossings in town. Kelly Brunette stated that the position at ARTA, formerly held by Brian Woods, is no longer. She stated that people have come to the Village Board meetings also expressing concern over the safety of crossings along the Rail Trail. Kt Stiles stated that PTAB has been working on a letter to address those critical crossings and is asking for a speed limit reduction at Fowlers Crossing. Katrina Glynn asked about how a PSA can be put out for these safety concerns. Jacob Kipping also stated concern over the lack of snowmobile trailer parking and suggested that be made part of the Depot area planning to attract more people downtown. Katrina Glynn stated that there are preliminary discussions with Cloudsplitter Foundation about an application for funding to help move the Depot site along. Cassandra Van Cott reported that there is progress on getting the WiFi installed in the remaining parks and she hopes to have an update by the next meeting as the Village Manager is working with the Village's IT team to finally resolve this. Katrina Glynn gave a DRI update on the finishing up of most public projects, the potential moving forward with the Riverwalk extension from the Grand Union property to Woodruff Street, and that she is working on getting updates from the other DRI projects, including having a guest speaker, Melinda Little, attend the next meeting to give an update on the Pendragon project. CJ Hagmann asked about any of the Energize Downtown Fund work left. Kelly Brunette will share projects completed with that pool of DRI money. Jacon Kipping asked about any updates from the Whitewater Park project. Katrina Glynn shared that the Village is working closely with that project group and waiting on a contract with New York State, plus the group is still fundraising. Cassandra Van Cott stated she will share the ongoing list that she and Jerry Michael came up with. Kt Stiles suggested the potential for an additional meeting each month to work through bigger projects on the table, such as updating the Strategic Investment Plan and DAB's Annual Report.

6. Community Development Update

Katrina Glynn had introduced herself to the group and that she will continue to work on getting an update from all DRI and any other relevant grant projects to share with DAB.

7. Village Board Update

Kelly Brunette stated that through a grant, Pendragon and BluSeed have an Artists in Residency program that led to a public art project, which is the construction of a sculpture by a local artist. She stated that they are working with a Fall 2024 installation timeline but they are about \$4,000 short, and she wanted to share with this group for any ideas. She added that there is potential to make up some of that funding gap with the Village budget or with crowd funding using the SLLDC. Jake Widrick added that the library is just providing a spot for the sculpture, in the front yard. Jacob Kipping suggested promotion of this as a tourist driver and leveraging Franklin County grant funding or TAC support. Katrina Glynn stated that she is meeting with ROOST next week.

8. What's Happening Around Town?

CJ Hagmann stated there are a number of properties for sale, however, they are outside of the downtown area. DAB had discussed some of the new businesses that opened in the Downtown in the past year and the inclusion of that list in the Annual Report. Kt Stiles gave an update on the properties that she now manages that were recently purchased by Taimim Li.

9. Other

Jacob Kipping asked about any potential for the Chamber to still take over the facilitation of the 6er Challenge at the Welcome Center. Kathy Steinbrueck stated concern and a wish to bring this to the Village Board; there are a number of pedestrian crossings in the Downtown that are unsafe and additional signage, such as bright green flaggers, would help, especially during this time of year. Kelly Brunette stated that this has been brought up at Village Board meetings and that there are opportunities this spring to reconfigure sidewalks and the crosswalk to create a safer walkway, such what was done to the Main Street and Broadway intersection. She stated that they will be revisiting the Woodruff Street project for the Smart Growth grant application and there is a section of Main Street that is scheduled to get redone. Jacob Kipping stated that there was a time when the Village Board looked at extending the sidewalk on the section of Main Street past Napa Auto to Pine Street. Kelly Brunette stated that can be brought back up. She also stated that along Woodruff Street there will be restriping of on street parking spaces on the Pendragon side of the street. Katrina Glynn asked about this group's involvement in Winter Carnival and any groups that have formed and are meeting for the Solar Eclipse.