

## **Downtown Improvement Committee**

City Hall Room 208

Friday, February 9<sup>th</sup>, 2018

### **DRAFT - Meeting Minutes**

Present: Chairwoman Mary Lou Blaisdell, Rich Lannan, Amanda Schneck, Alderman Brandon Laws, Ron LaFleur, John Koutsos, Mike Buckley, Jill Gage, Tim Cumming  
Members of the Public: Steve Saxe, Paul Shea City of Nashua Staff: James Vayo

#### **1. Call to Order and Welcome**

A regular meeting of the Nashua Downtown Improvement Committee was called to order at 7:45am. On February 12<sup>th</sup>, 2018 in Nashua City Hall, Room 208 by Chairwoman Mary Lou Blaisdell.

#### **2. Approval of January 12<sup>th</sup>, 2018 Meeting Minutes**

**J. KOUTSOS MOTIONS TO APPROVE THE DECEMBER 1<sup>ST</sup> MEETING MINUTES, SECONDED BY A. SCHNECK AND APPROVED AS AMENDED.**

#### **3. Introduction of New Members**

Director Cummings provides a brief Descriptions of the Role and Scope of Committee

#### **4. Banner Package Funding Request (Main St Spring Banners)**

Committee reviews quotes for fabrication of banners for Main Street.

A. Schneck suggests not using Clip Art, but instead suggests using “Photos” or “Active Silhouettes.”

Chairwoman Blaisdell suggests a banner count of 60 banners is ideal as it provides some spare banners for replacement of damaged banners over time.

M. Buckley suggests the banner art focus on marketing what Main Street has to sell by illustrating the activities people come downtown to do.

A Schneck offers to put together artwork for banners using the theme of Silhouettes.

Committee tables the funding discussion until next meeting.

**5. Wayfinding Sign Package Update**

James Vayo notes that contract terms are in place and review of the contract by Finance Committee is planned for March 21<sup>st</sup>.

**6. Surplus Parking Revenue Account Review**

James Vayo provides a summary of recent account activity.

Committee members discuss various aspect of downtown activity affecting revenue.

**7. Performing Arts Center Update**

T. Cummings notes that \$4,000 of the \$50,000 allocation to hire consultants for the Performing Art Center have been expended to hire Duncan Webb to present to Alderman. Director Cummings states preparations are being made for the closing on the sale of 201 Main Street and that costs for closing are anticipated to be between \$2,000 to \$4,000. T. Cummings adds that additional consultant services are anticipated for March, including the hire of a tax credit & fundraising consultant for end of March.

Mary Lou notes next Tuesday, February 13<sup>th</sup>, is the vote for bonding of PAC.

T. Cummings states he is awaiting contact with a few potential appointees for the steering committee prior to initiating a kick-off meeting.

J. Gage states she is happy to reach out to alderman in support of the PAC

**8. Other Business**

T. Cummings notes the city is looking into the potential for procuring the parking lot behind TD Bank

Amanda asks about Pay-by-Phone.

J. Vayo notes the contract is set to be reviewed by Finance Committee on March 21<sup>st</sup>.

**9. Adjourn**

**MOTION TO ADJORN THE MEETING BY A. SCHNECK AT 8:55AM. SECONDED BY R. LANNAN, APPROVED UNANIMOUSLY**

The next meeting: March 9<sup>th</sup>, 2018 at 7:45am, City Hall Room 208