

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET,
TUESDAY, AUGUST 28, 2018.

Chair Fabbri called the meeting to order at 12:02pm.

Present: Samantha Fabbri, Autum Hunter, Denise Lawrence, Joe Clark, Sandy Rabidue
(12:12)

Absent: Joanne Bennett

Others present: John Dantzer, Michelle Frechette, Cathy Zimmerman

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**MOTION BY FABBRI, SECOND BY RABIDUE, TO EXCUSE MEMBER BENNETT
FROM THE MEETING.**

Yes – Clark, Fabbri, Hunter, Lawrence

No – None Absent – Bennett, Rabidue (late) Motion carried

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**MOTION BY CLARK, SECOND BY HUNTER, TO EXCUSE MEMBER RABIDUE FROM
THE MEETING.**

Yes – Clark, Fabbri, Hunter, Lawrence

No – None Absent – Bennett, Rabidue (late) Motion carried

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**MOTION BY HUNTER, SECOND BY CLARK, TO APPROVE THE MINUTES FROM
THE MEETINGS HELD JULY 24, 25 & AUGUST 22, 2018.**

Yes – Clark, Fabbri, Hunter, Lawrence, Rabidue

No – None Absent – Bennett Motion carried

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Discussion on the West Branch Automotive bill for a battery for the showmobile.

**MOTION BY CLARK, SECOND BY HUNTER, TO PAY BILLS IN THE AMOUNT OF
\$205.02.**

Yes – Clark, Fabbri, Hunter, Lawrence, Rabidue

No – None

Absent – Bennett

Motion carried

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Dantzer gave an update that he spoke with Justin Benjamin and that the stairs would be started after Labor Day.

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Chair Fabbri gave the chairperson report. Discussion on meeting with Jennifer from the MML. Request that all bills be paid by the City then invoiced to the DDA for reimbursement. Fabbri will get Jennifer from the MML to come back and meet with John to get this process going.

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Member Hunter – the rodeo went well.

Member Rabidue – more bleacher seats were needed. Discussion on having someone water the flowerpots twice a week, especially during dry summers.

Member Clark – 3,000 people in attendance. Department of Public Works was a great help as well as the Restainers for all of their help too.

Member Lawrence discussion on the flower project. The Herald and Ana’s Treasurers not being part of the project. Maybe tile those and put round planters there or gravel them. Discussion on letting the new owners/tenants aware that they are responsible for the planters in front of their stores.

Discussion on committing \$2,500 through John Iacoangeli – Project Rising Tide to do a housing study. More information is requested.

Discussion on the child care survey. Want to get that and a housing survey out to more people.

Discussion on showmobile.

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Discussion on the shopping guide. It is still being discussed. No decision.

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The FOIA fee has been returned to the DDA.

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Discussion on updating the bylaws. The Attorney recommendations were reviewed.

MOTION BY CLARK, SECOND BY RABIDUE, TO SUBMIT THE BYLAWS AS CORRECTED WITH THE FOUR POINTS AND ADDING A REWORDING OF THE INDEMNITY CLAUSE.

Yes – Clark, Fabbri, Hunter, Lawrence, Rabidue

No – None

Absent – Bennett

Motion carried

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Discussion on the budget review. Member Fabbri stated in discussions with Jennifer from the MML, that the new Act reports should have already been being done as a part of the City’s Annual Reports. Member Clark stated from discussions with John Iacoangeli, why does the City need to collect an administrative fee. Discussion on snow removal. Sidewalks yes to DDA, parking lots go back to the way it was years ago, by the City.

It is the consensus of the Members to request the following:

- A reduction in administrative costs
- A name change back to Retail Merchants Contract instead of Downtown Events
- Request that the City take over the fees/costs for snow removal of the parking lots

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MOTION BY FABBRI, SECOND BY HUNTER, TO RECIND RABIDUE’S EXCUSED ABSENCE.

Yes – Clark, Fabbri, Hunter, Lawrence, Rabidue

No – None

Absent – Bennett

Motion carried

Chair Fabbri adjourned the meeting at 1:24 pm.