

Monday, October 8, 2018 Regular Meeting Minutes



**CITY OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES**

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CITY OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY

Monday, October 8, 2018  
Regular Meeting Minutes

Meeting called to order at 7:00 p.m. by Chairperson Adam Covington.

1. ROLL CALL

MEMBERS PRESENT:

Adam Covington, Chairperson  
Kerri Pollard, Vice Chairperson  
Ellen Elliott  
Maura Hynes  
Dan Johnson  
Robert Parent  
Brent Rieli  
Frank Yaquinto

MEMBERS ABSENT:

Oliver Wolcott, Mayor  
Kari Poirier

OTHERS PRESENT:

Tony Bruscato, DDA Operations Director  
Sam Plymale, DDA Coordinator

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### 2. CITIZEN COMMENTS: NONE

### 3. BOARD COMMENTS:

Director Elliott thanked the Department of Municipal Services for their hard work of keeping Downtown Plymouth clean and looking good.

### 4. APPROVAL OF AGENDA:

A motion was made by Director Elliott and seconded by Director Johnson to approve the 10-8-2018 Regular Meeting Agenda.

MOTION PASSED 8-0.

### 5. APPROVAL OF MINUTES:

A motion was made by Vice Chair Pollard and seconded by Director Hynes to approve the 9-13-2018 Regular Meeting Minutes.

MOTION PASSED 8-0.

### 6. OLD BUSINESS

#### a. Strategic Plan review

DDA Director Bruscato gave status updates on items in the DDA Strategic Plan.

Chairman Covington said there is no update on Plan B for the Saxton's property.

Director Elliott said that Plan B should not be decided until the evaluation of the entire parking system is complete.

Director Rieli said that the DDA Board needs to get official word on whether the structures on the Saxton's property are officially designated as historic before moving forward with a plan.

Director Parent said the DDA should look into modifying the back area of the Saxton's property for parking. Chairman Covington asked staff to explore the feasibility of this option.

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### 7. New Business

#### a. Upcoming events schedule

DDA Operations Director Bruscato gave an overview of upcoming events in Downtown Plymouth.

Director Parent said that the Pumpkin Palooza event has problems as some merchants feel the event negatively affects their business.

Director Yaquinto said he hopes more can be done to prevent events from setting up tents that block business fronts.

Vice Chair Pollard said that she loses three days of business during major events. Vice Chair Pollard said that she hopes more can be done to promote Small Business Saturday.

### 8. Reports and Correspondence

#### a. Kellogg Park Fountain update

DDA Director Bruscato said that city officials met with the Wilcox Foundation last Friday and hope to have an updated in a few weeks.

Director Parent said he wanted to know what it would cost to renovate the current fountain.

#### b. Saxton's expenditure tab

DDA Director Bruscato gave an update on expenses related to the Saxton's property.

### 9. Adjournment

Director Elliott made a motion seconded by Director Parent to adjourn the DDA Regular Meeting.

MOTION PASSED 8-0

Meeting adjourned at 7:52 p.m.