



Plymouth Downtown Development Authority Regular Meeting Minutes Monday, January 11, 2021 - 7:00 p.m.

City of Plymouth
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Hybrid Online and In-Person at Plymouth Cultural Center

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:01 p.m.

Present: Mayor Oliver Wolcott, Chair Pollard, Members Ellen Elliott, Daniel Farmer, Scott Foess, Maura Hynes, Andre Martinelli, Richard Matsu, and Patrick O'Neill

Excused: Dan Johnson

Also present: DDA Director Tony Bruscato, City Planner Sally Elmiger, DDA Coordinator Sam Plymale

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE AGENDA

O'Neill offered a motion, seconded by Farmer, to move agenda item 7.a to before item 4. There was a roll call vote.

Yes: Elliott, Farmer, Foess, Hynes, Martinelli, Matsu, O'Neill, Pollard, and Wolcott

MOTION PASSED 9-0

7.a. DDA BOARD ELECTION

Elliott nominated Pollard for the position of chair. Wolcott seconded the nomination. There was a roll call vote.

Yes: Elliott, Farmer, Foess, Hynes, Martinelli, Matsu, O'Neill, Pollard, and Wolcott

MOTION PASSED 9-0

Hynes nominated Martinelli for the position of vice chair. There was a roll call vote.

Yes: Elliott, Farmer, Foess, Hynes, Martinelli, Matsu, O'Neill, Pollard, and Wolcott

MOTION PASSED 9-0

4. APPROVAL OF THE MEETING MINUTES

Wolcott offered a motion, seconded by O'Neill, to approve the minutes of the December 14, 2020

meeting as amended to correct spelling errors. There was a roll call vote.

Yes: Elliott, Farmer, Foess, Hynes, Martinelli, Matsu, O'Neill, Pollard, and Wolcott

MOTION PASSED 9-0

5. BOARD COMMENTS

Pollard and Wolcott welcomed Matsu to the board. Elliott asked that the DDA board look at the issue of improving crosswalks to respond to citizen concerns. Wolcott acknowledged the importance of responding to citizen concerns and said the City would need financial assistance to add additional crosswalk improvements to the planned infrastructure improvements being funded by the road bond. O'Neill said artist Tony Roko created an art project for the walkway near Pizza Vino. O'Neill said he was working with Roko to expand the project with other artists in more of the City's walkways.

6. OLD BUSINESS

a. Strategic Planning Update

Bruscato said the City Commission approved outdoor patios until March 31, and that the City is working on plans to help downtown businesses in the spring and summer. He also provided an update on the status of a repair of the stairwell that leads to the St. Joseph building on the Central Parking Deck. The cost of the project is anticipated to be approximately \$90,000, half of which the DDA would be responsible for paying.

b. Strategic Planning Session

City Planner Sally Elmiger led the session, referring board members to a document she prepared summarizing the December 14, 2020 session. The group agreed to prioritize action items in four main categories: parking, pedestrians, Kellogg Park and helping businesses. It's expected that a draft of the DDA's five-year action plan will be the result of this session.

7. NEW BUSINESS

b. DDA Covid-19 Downtown Initiatives

Bruscato provided a list of programs the DDA has offered to help businesses and promote Plymouth since February 2020. He also shared responses to a survey of business owners. The group discussed ideas for projects in the immediate future, including a winter market. Pollard, Hynes, Deal, Elliott and Farmer agreed to meet again in several days to plan ways to put these ideas into action.

8. REPORTS AND CORRESPONDENCE

There were no reports or correspondence.

9. ADJOURNMENT

Foess offered a motion, seconded by Hynes, to adjourn the meeting at 9:04 p.m. There was a roll call vote.

Yes: Elliott, Farmer, Foess, Hynes, Martinelli, Matsu, O'Neill, Pollard, and Wolcott

MOTION PASSED 9-0