

Mount Airy Main Street Revitalization Commission

Minutes for the August 19, 2003 Meeting

Attendees

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|---------------|------------------|------------------|--------------|
| Chris DeColli | Howard Parzow | Jay Neuman | Wendi Peters |
| Aaron Lubick | Allison Schaefer | Charles Beck, II | John Cherry |
| Amy Lubick | Connie German | Nan Brown | Mayor Holt |
| Rob Scranton | Ben Gue | Jack Brown | Paul Shelton |
| Tim Graham | | | |

Opening

- § Chris DeColli opened the meeting at 7pm
- § Attendee introductions

Committee Reports

1. Promotion Committee

- § Ben Gue provided an overview of the Promotion Committee's initial plans for an October kick-off event which was initially discussed during the commission's July meeting. *[Note: Commission members later decided to cancel or postpone the October kick-off event]*

2. Design Committee

- § Design Guidelines: Rob Scranton reported that the committee will be contacting other communities to gather information concerning any building or design guidelines that have been established for main street districts. These communities include Annapolis, Frederick, Leesburg, Sykesville, New Hope, Easton, and Westminster. A recommendation was made to focus on communities with a similar size as Mount Airy, such as Emmitsburg. The selected Maryland communities were chosen in part because of their involvement with the Main Street Maryland program.
- § Town Sign: Aaron Lubick contacted the State Highway Administration (SHA) to inquire about the procedure for installing signs along I-70 and Rte. 27 that would acknowledge Mt. Airy's historic designation. The signs would resemble the brown signs posted along I-70 for Sykesville and New Market. SHA said they would review the request and make a decision by October. Aaron also reported that the town could pay to placard the typical blue highway sign that lists attractions with a town logo referencing Mt. Airy's historic designation. The cost was reported to be approx. \$1000 per year.

New Business

1. Official Commission Designation

- § Chris DeColli will formally request that the Town Council recognize the Main Street revitalization commission. The request will be based on the charter for the recently established Economic Development Commission. Chris will make the request at the September Town Council meeting.

2. Commission Organizational Structure

- § Commission members voted to have a nine-member Executive Board fashioned after the Economic Development Commission. The Main Street commission will be composed of the Mayor and eight volunteers. The Mayor will solicit letters of interest from people seeking appointment to the Executive Board. The Mayor will select eight of the applicants and submit

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the list to the Town Council for approval. The appointees should be Mount Airy residents or others with an economic interest in the town.

§ The Town Council will serve as the commission's Board of Directors.

3. October Kick-Off Event/Fall Festival Booth

§ Commission members discussed the merits of holding an October kick-off event to spread the word about the on-going Main Street revitalization efforts. The committee voted to postpone the kick-off event until after the commission is officially recognized by the Town and a consultant is hired to assist with preparing the Main Street Maryland application.

§ The commission will staff a booth at the Mount Airy Fall Festival on October 4th and 5th. The Promotions Committee will work with Aaron Lubick to prepare handouts, signs, surveys or other materials for the booth. The booth will be located in front of Town Hall. Aaron will circulate a sign-up sheet so members can volunteer to staff the booth.

4. Vision

§ Connie German will prepare the commission's vision statement based on the draft version circulated by Amy Lubick. Commission members can provide input to Connie via email by Tuesday September 2nd.

5. Main Street Maryland Application

§ The anticipated due date for the town's Main Street Maryland application is February 2004. The commission will hire a consultant to assist with completing the application.

§ Rob Scranton has received one proposal from a party interested in preparing the application and Chris DeColli will secure a second bid so that the commission can proceed with hiring the consultant.

6. Meeting Minutes

§ Mayor Holt noted that formal meeting minutes must be prepared to document the commissions actions and decisions.

§ John Cherry will prepare minutes for the commission's monthly meetings.

7. Soda Machines:

§ Members raised concerns about the soda machines in the downtown district, including the brightly-lit machine recently installed near town hall. A member noted that the soda machines do not preserve the historic quality of the town.

8. Beautification Committee

§ In an effort to coordinate with the Town's Beautification Committee, Amy Lubick will attend that committee's next meeting. The Beautification Committee was reported to be planning improvements to the exterior of Town Hall.

9. Benches

§ The town has funds for two new benches. Members noted that design guidelines will help maintain a consistent theme for benches, lights, planters, trashcans, and other fixtures in the downtown district. Members expressed concern over the inconsistent fixtures in Wildwood Park, including the contemporary green benches, the wrought iron entry way, the metal and copper gazebo, and the various wood fixtures. Members noted that design guidelines could help avoid similar problems for the downtown district.

Minutes prepared by John Cherry