

Forest City Outdoor Town Action Team
MINUTES
Thursday, September 7th, 2023

CALL TO ORDER: Chairperson Katie Zefran called the Forest City Outdoor Town Action Team meeting to order at 6:01pm.

ATTENDEES: Katie Zefran, Deb McNamara, Susie Atcavage, Erin Debish, Juliann Doyle, Amy Bean, Christopher Ginton, Paul Daugevelo, Nick Cost, Chris DeGonzague

MINUTES: Susie Atcavage made a motion to approve 8.3.23 Minutes; seconded by Juliann Doyle. All in favor 5-0. No opposition. Motion passed.

A. CENTER STREET PARK (Susie Atcavage)

The FCOTAT is awaiting approval of the DCED grant to begin this project. Katie Zefran will make calls to Representative Jonathan Fritz and Senator Lisa Baker. Borough Council approved the demolition of a condemned building on Center Street near the proposed Park.

B. ERIE STREET TO MAIN STREET SIDEWALK PROJECT (Deb McNamara)

Susie Atcavage read an email from Bobbi Jo Turner to Deb McNamara regarding the CDBG grant that was applied for. Funds were approved to include paving of Erie Street from the Erie Street Trailhead up to Railroad Street along with a striped walking/biking path. Email is attached below. Borough Secretary Sharon Vannan should also have this email as she was cc'd. Juliann Doyle mentioned the importance of talking to the residents along the route so they are in the know. Deb McNamara said she will get with Nick Cost on this issue.

C. FOREST CITY SCULPTURE TRAIL (Susie Atcavage/Deb McNamara)

The 1st sculpture of the Sculpture Trail is complete and ready for installation at the FC Trailhead. Installation is delayed as the Team is waiting on a light to be installed. Once the sculpture is installed there will be a call for an unveiling ceremony with lots of PR.

D. FACEBOOK PAGE PROJECT (Erin Debish)

The FCOTAT voted on their favorite logo option with Option B taking a unanimous vote. See attached below.

Machi Systems sent a proposal to the Team to discuss. There were 2 options for moving

forward in the price range between \$8500 and \$1050. Erin Debish suggested we look for grant funding through the new Susquehanna Tourism group to keep the project alive. At this point the Team felt that the proposals were too expensive and decided that that grant would better serve the Sculpture Trail Project. The Team will seek out other bids for the Social Media Project to see if there is an option more comfortable for the Team. Erin Debish reminded the Team that marketing was one of the 8 goals reflected from the year long community outreach project for the Action Plan. Erin also suggested that the Team not lose sight of the goals and maybe a refresher on the Action Plan and its goals is a next step in moving any project forward. Katie Zefran asked Erin to bring the Action Plan and Goals to the next FCOTAT meeting in October for review. Erin and the rest of the Social Media Team are set to meet on Friday, September 8th. Another discussion that was had in regards to any grant moving forward is matching money. The FCOTAT has leaned heavily on the GFCBA for grant matches in the past and will need to seek out other ways to match grants moving forward.

E. FACADE PROGRAM (Katie Zefran)

Katie Zefran received an email from Gus Fahey reporting on the progress of the Facade program. Gus reported that two more facades are nearly complete: Phil Hodges is finishing up work on 425 and 436 Main Street. Katie also mentioned that she asked Borough Council at their September 5th meeting to include 50K more for facade improvements in their budget for 2024. Katie will follow up with Gus Fahey and Sharon Vannan in regards to monies left over from the 2023 budget and how many facade grants were approved and not yet accomplished.

F. JUNIOR BOARD

Katie Zefran will present this idea to the FCR School Board on Monday, September 11th.

G. MURAL PROGRAM (Katie Zefran)

Katie Zefran reported on Gus's email for the mural program update. His update is as follows: We did not get the Sheldon Family Foundation grant we were hoping for, but have two other grants outstanding (Honesdale Nat'l Bank and Sordoni Family Foundation). Kost Tire may be willing to support the project, especially if we include a panel depicting their old store. Other sponsorships like that may be worth pursuing.

H. BIKE REPAIR STATION (Deb McNamara)

The bike repair station is complete. The Team is waiting on a plaque to have an unveiling ceremony for the Erie Street Trailhead improvements.

PUBLIC COMMENT OR QUESTIONS:

Erin Debish asked the FCOTAT if the December 7th meeting that conflicts with the GFCBA Christmas Party was discussed at the last meeting. Erin Debish made a motion to skip the December meeting as it is a hectic time of year with Juliann Doyle seconding. All in favor 5-0. Zero opposed. Motion passed. There will be NO FCOTAT meeting in December.

CORRESPONDENCE AND ANNOUNCEMENTS:

The next FCOTAT meeting will be held on Thursday, October 5th, 2023 at 6pm at The Forest City Borough Building 2nd floor Council Chambers.

It was noted that the next council meeting will take place before the next FCOTAT meeting.

Katie Zefran will attend the next council meeting, Monday, October 2nd, 2023. She will follow up on the facade budget for 2024; ask Council's permission to move forward with the Junior Board; ask Council's permission to apply for the Susquehanna County Tourism Bureau's room tax grant; and if the FCOTAT was awarded the DCED grant for the Center Street Park she will announce that.

ADJOURNMENT:

Erin Debish made a motion to adjourn the meeting with Juliann Doyle seconding. All in favor 5-0. Zero opposed. Motion passed. Meeting adjourned at 6:47pm.

Email noted on item B. regarding the Erie Street to Main Street Sidewalk Project.

Hi Deb,

I have an update on the CDBG project. Good news, We received approval from the County Commissioners to include street and road improvements along Erie Avenue in this years CDBG application. We were able to fund the first section this year, which would include paving of Erie Avenue from the Trailhead up to Railroad St. , along with a striped walking/bike path as there was not enough room for sidewalks on this lower half. If bids come in low enough that we have enough funds, we could extend the project to the next block to improve the sidewalks. Otherwise, that may have to wait for the next round of CDBG in that block from Railroad St to Higgins.

The CDBG applications are due to the State at the end of October, so we probably won't have a grant contract until next spring, so hopefully construction can happen next summer. Give me a call if you want to discuss further.

Bobbi Jo

Winning Logo noted on item D.

