

Forest City Outdoor Town Action Team
MINUTES
Thursday, December 1, 2022

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, Erin Debish, Juliann Doyle, Amy Bean, Susie Atcavage, Lynn Conrad, Jon Harcharek

MINUTES: Juliann Doyle made a motion to approve 11.3.22 Minutes; seconded by Erin Debish. All in favor 5-0. No opposition. Motion passed.

A. ADMINISTRATION (Katie Zefran)

FCOTAT has reached out to FC Parks and Rec. at many lengths to no avail. Katie Zefran stated that the ball is now in their court and the Center Street Park project is moving forward. Suzanne Atcavage stated “together is better”. Amy Bean said that she will reach out to Nick Cost regarding collaboration.

Both outreach letters have been finalized, printed and are ready for mail. The letters will be sent via mail and email to insure reception. The groups being targeted are listed here: the Endless Mountains Visitors Bureau (EMVB), Endless Mountains Heritage Region (EMHR), PA Dept. of Conservation and Natural Resources (DCNR), PA Dept. of Community and Economic Development (DCED), Forest City Regional School District (FCR), Susquehanna County Commissioners, the Pennsylvania Environmental Council (PEC), Linde Corp (via Scott Linde), and the Progress Authority. The team also has an outreach letter for the Forest City business community ready to launch. Connecting with these groups and the businesses will allow for continued support for the FCOTAT and the progress of the community.

B. MARKETING TEAM: (Juliann Doyle)

Machi Systems, a digital media company mentioned at last month’s meeting, has looked into the grant that they are involved with and unfortunately, the grant does not cover municipalities. Machi Systems has offered to set up and run the FCOTAT Facebook account pro bono for 2023. The Team will then look to grant funding to keep the social media presence moving past 2023. Juliann Doyle apologized for not having the press releases done in a timely manner due to an illness. She plans on being better prepared as we move forward. Julianne also mentioned that she will reside in

Florida for the months of January, February and March and will need to facetime into the meetings.

C. CONTINUED BUSINESS/PROJECTS

The Erie Street Trailhead Welcome Arch was discussed. Lynn Conrad is leading this effort and had good news for the FCOTAT. She stated that the metal archway is done and currently is at CTC. She had been in touch with Mr. Graziano of FCR to reach out with the next steps.

The Center Street Park project has lost a little momentum as FCOTAT is waiting on KBA engineering firm to connect with McLane Associates. Katie and Deb feel that before the presentation to Boro Council the FCOTAT should have a projected budget and conceptual plan ready to go. The Park already has some volunteers for the steering team and Lynn suggests we include Lauren Canfield the new FC Librarian in the Park steering team. On Deb's suggestion Erin will reach out to Christine Dettore of DCNR for advice on how to proceed with the KBA/McLane situation. The Team has decided to create a small community survey to create a buzz around this project. It will make its debut at Christmas on Main on Saturday, Dec. 3rd.

KBA Engineering has given a proposal for the Erie Street to Main Street Sidewalk plan. Bobbi Jo Turner will write the CDBG grant for this project once the prices are updated for the spring. This project is a GO!

No word yet on the reception of the Endless Mountains Visitors Bureau Room Tax Grant for the Trailhead Sculpture. FCOTAT should find out shortly after the new year.

The FC Facade program led by Gus Fahey of Valley in Motion has had many initial applications however only a handful completed the full application. There have been 3 completed projects thus far and 12 completed applications to be reviewed. The money for the facade program was obtained through the Boro's Covid Relief Fund.

D. GRANT TEAM (Susie Atcavage)

Deb is recommending FCOTAT looks into the formerly called Partners for the Arts grant. This grant can be found on the DCED website and was recently re-named. Deb suggests it be used for more sculptures. She is unsure of the match and will have that info for the next meeting.

NEW BUSINESS/PROJECTS:

Erin Debish expressed a need for a Junior Board to serve under the FCOTAT. Recruiting younger people will help ensure the longevity of this Team and the town itself. The Team agreed and the Junior Board was approved. Hannah Debish, an 8th grade student at FCR will be asked to take the lead on this Junior Board.

PUBLIC COMMENT OR QUESTIONS:

Jon Harcharek, a local businessman and artist wanted to congratulate the Team. He said “the word Action says it all.” He is very interested in adding murals to town and will help get the mural program off the ground. Erin will connect Jon and Gus Fahey to start the ball rolling here. Katie and Susie feel that preserving our history is imperative to the mural program and will tell the story of Forest City.

Deb McNamara asked if the FCOTAT will help Rail Trail Council in their 2nd annual Winter Solstice Celebration on Wednesday, Dec 21st. The Team seemed interested in helping out and some will volunteer for that event.

CORRESPONDENCE AND ANNOUNCEMENTS:

The next FCOTAT meeting will be held on Thursday, January 5th, 2022 at 6pm at Elegante’s Pizzeria.

Katie Zefran and Deb McNamara will attend the FC Boro Council meeting on Monday, December 5th. The upcoming grants will be discussed.

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 7:17pm.