

**BOARD OF COMMISSIONERS MEETING
DOWNTOWN MANCHESTER SPECIAL SERVICES DISTRICT**

**March 5, 2014
6 PM**

**Office Of
Downtown Manchester Special Services District Office
983 Main Street Suite 10
Manchester, CT 06040**

MEMBERS PRESENT: Ed Firestone, Chair
 John Tunila
 Rev. Sal Mancini
 Hope Igdalsky
 Nick DuBaldo
 Joe Lipiner

EX-OFFICIO MEMBER: Mark Pellegrini, Planning & Neighborhood Services

STAFF PRESENT: Tana Parseliti, Downtown Manager
 Sabina Wilson, Administrative Assistant

ALSO PRESENT: Corey Rye, Catsup & Mustard
 Christine Bedrossian
 Vaskey Bedrossinan

MEMBERS ABSENT: Mike Esposito

EX-OFFICIO MEMBERS
ABSENT: April DiFalco, GMCC

1. Call to Order - Mr. Firestone called the meeting to order at 6:05 PM.
2. Minutes –
 - February 12, 2014- Mr. Tunila moved to table the minutes until the next regularly scheduled BOC meeting, Ms. Igdalsky seconded the motion the motion passed 6-0-0.
3. Panhandling Issue – Business owner Corey Rye, Catsup & Mustard and Christine and Vaskey Bedrossian, of Center Perk attended the meeting at Ms. Parseliti’s invitation. Mr. Parseliti also had a letter from Angela Thomas of Angela On Pearl. Angela could not attend the meeting but wanted to share concerns regarding negative activity in her area. Angela’s letter was reviewed and extensive discussion took place with the business owners present regarding panhandling in their block. Concerned that this might be a more widespread problem, the commissioners suggested that holding a Coffee with the Cops might be beneficial. Mr. Wry offered to host the Coffee at Catsup & Mustard. Ms. Parseliti was asked to coordinate a date and invite the attendance of the Chief and Community Policing Officers. Feeling that Ms. Thomas’s letter outlined important issues in the area, Ms. Parseliti was asked to secure permission from Ms. Thomas and forward her letter to the Chief of Police. All agreed that this was a good first step.
4. Administration
 - Manager’s Report – See attached
 - Phone Service – Ms. Parseliti reported her findings regarding new phone service. She researched three different phone service providers: Earth Link, ATT and COX. She also asked the Director of Purchasing

for the Town if we could participate in the town phone service. This is not possible due to the nature of the plan they use. Cox offered the most competitive price at approx. \$55/month for the phone service and a reduction in our cable rate from \$77/mo. to \$55/mo. with a 2 year contract. Ms. Parseliti recommended going with COX. The BOC concurred. See attached Phone Service Comparisons.

- Appropriation from Fund Balance for Snow Hauling – Request withdrawn. Ms. Parseliti reported that we budgeted \$27,500 for snow removal. The successful bid came-in at \$23,725 - \$3,775 under budget. Snow hauling costs are \$2,700. These costs can be covered under the existing budget line item.
- Funds Received – Ms Parseliti reported that \$1,000 was received from CAP/Auto Plus and \$2,000 was received from Tires International for Cruisin' sponsorship. \$150 was received from the Manchester Community College Foundation for the Holiday Post Card Mailer.

5. Biennial Election

- Nominating Committee Recommended Slate- Mr. Firestone reported that all current commissioners expressed a willingness to run again. Regarding the vacant seat, Ms. Parseliti talked to Anne Tingley, Branch Mgr. at First Niagara, to inquire if she would be willing to serve if nominated. She declined due to time constraints. Mr. Firestone asked Rob Mahoney of Manchester Safe & Lock if he would be willing to serve if asked. Mr. Mahoney accepted. The Nominating Committee recommended the attached slate for the 2014 Biennial Election.

Ms. Parseliti reviewed the letter to be sent to Downtown business and property owners the purpose of which is to present the proposed slate of nominees prepared by the Nominating Committee and call for petition nominees. The commissioners saw no problem with the letter.

Mr. Tunila moved to accept the Nominating Committee Report and slate. Mr. Lipiner seconded the motion, the motion passed 6-0-0

6. Budget Review

- Constituent Input from Annual Meeting – The commission reviewed a list of suggestions provided by Mr. DuBaldo at the Annual Meeting in January. The commissioners felt it was appropriate to defer the list to the incoming board of commissioners for consideration.

7. Proposal for "Main Street Mile" Road Race – A one mile road race is being proposed for Thursday, June 5. The race would benefit K-9 Crime Stoppers. Race organizers are Mr. Peter Murphy and Mr. Bryan Colletti. See attached race description and map of proposed race route. Organizers propose to close the street at 6:30. The street will remain closed until 8:00PM. At the conclusion of the race they propose a beer garden in the Forest St. lot until 10:00pm. Beer, hot dogs and hamburgers would be served. After much discussion the BOC came up with a list of concerns that they would like addressed before they give their endorsement.

- Spruce St. is a main artery. How will access o the parking lots behind Main St. be provided if Spruce St. is blocked off? Is there an alternate route for traffic?
- How will cars travel from I384 northbound during the street closure?
- Change the start of the race to 7:30 so as not to interfere with the dinner hour for the restaurants.
- The BOC feels that access is being limited for the restaurants
- There is a race scheduled for Aug. 16. The BOC was inclined to see how that goes before giving their endorsement to another race that would close Main St.
- More time is needed to pole downtown businesses to see how they feel about the closing of the street etc.
- In general the BOC feels that they do not have enough time and information to make a decision about this race that would close Main St.

8. Economic Development – Ms. Parseliti reported that interest in leasing spaces on Main Street has increased.

- She met with the town staff and an interested party in opening a yogurt shop in the old Grid space at 867 Main.
- A Marshall Arts Studio is planning to open in the Tong building at 970 Main St.
- The bakery at 856 Main has started their build out and plans to be open by May.

9. Marketing & Promotions

- M&P Committee - Mr. DuBaldo reported that the post card mailer has been finalized and spaces will be available for sale and it will be mailed out approximately April 1.
- Imagine Main St. Report – Mr. Firestone reported on the Runners Art Parade project. The goal is for 12 runners to be on the streets. Sponsorship has been very slow and difficult. You may now go in on a sponsorship for as little \$250.
- Cruisin on Main Report – Mr. Firestone reported that the committee is recruiting sponsors and that Taylor Rental is onboard as Presenting Sponsor once again this year. Also, NAPA will be the sponsor for the golf carts. He also reported that in the old Sincerely Yours Courtyard will be a Sponsor Hospitality area thanks to the kind permission of Full Gospel Interdenominational Church. There will be food, water, coffee and a place to relax. This space will be available to sponsors and town dignitaries. The volunteer center will be located at the Army Navy Club.

10. Public Comment - None

11. Other Business – None

12. Adjourn

There being no further business Ms. Igdalsky moved to adjourn at 8:00 pm, Mr. Tunila seconded the motion. The motion passed unanimously 6-0-0.

Respectfully submitted,

Sabina K. Wilson, Administrative Assistant
Recorder