

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

**AUGUST 5, 2015
6PM
AXIS901
901 MAIN ST.
MANCHESTER, CT 06040**

MEMBERS PRESENT: Donald DuBaldo, Chair
Nicholas DuBaldo, Secretary
William Bayer
Edward Firestone
John Tunila, Esq.

EX-OFFICIO MEMBERS PRESENT: Mark Pellegrini, Planning & Neighborhood Services

STAFF PRESENT: Tana Parseliti, Downtown Manager

ALSO PRESENT: Ms. Lynn Sottile, Schultz Design
Robert Bycholski, The Wall That Heals
Chief Marc Montminey, Manchester Police Dept.

MEMBERS ABSENT: Stephen Carter, George R. Dorin, Robert Mahoney

EX-OFFICIO MEMBERS ABSENT: April DiFalco, GMCC

Call to Order

Mr. D. DuBaldo called the meeting to order at 6:01PM.

Roll Call

Mr. D. DuBaldo confirmed those present and absent, noting that Mr. Firestone would arrive soon.

Minutes

Mr. Tunila moved acceptance of the Minutes of June 3, 2015 and July 8, 2015. Mr. Bayer seconded the motion. There was no discussion. The minutes passed unanimously (5-0-0).

Public Comment

Ms. Sottile commented that Cruisin' on Main Street was fabulous with a large crowd and many beautiful cars. She noted that it is a testament to Ms. Parseliti's organizational skills that it goes off each year without a hitch.

New Business

Report on The Wall That Heals Project – Mr. Robert Bycholski gave an overview of the Wall That Heals Manchester (WTHM) project. Plans to bring The Wall to Manchester began one year ago. Ms. Lynn Sottile embraced the idea of bringing one of the models of the traveling Vietnam Memorial Wall to Manchester. The Wall that will visit Manchester is under the auspices of the

Vietnam Vets Memorial Fund. The wall is 250 ft. long. It bears the names of the 58,300 service members who were killed, 612 of whom were from CT. Of that number, 14 were from Manchester.

2015 marks the 50th Anniversary of the war which began in 1965. The Manchester exhibit is the only one in CT this year.

Ms. Sottile networked to gain the support of the Town Board of Directors. A committee of 20 was formed that includes Vietnam Vets, citizens and elected officials.

The wall will arrive on Oct. 7 and be on display from Oct. 8 thru 11, 24 hours a day.

The initial budget of \$32,000 was met. Additional expenses have increased the budget goal to \$42,000.

The Wall will arrive on Wednesday, Oct. 7 between 10AM and 11AM for placement in Center Memorial Park. There will be a State Police and motorcycle escort as the wall approaches Manchester via I 91 and I 384. The escort will be joined by representatives of the Manchester Police Dept. and proceed up Main St. to Center Memorial Park.

The WTHM Committee will partner with Trantolo and Trantolo as motorcycle rallies are an area of their expertise.

The Wall will be assembled between 1PM and 7PM, shortly after it arrives. It will depart on Sunday, October 11 at 2PM.

Opening Ceremonies will be Thursday, October 8 at 10 AM. The Ceremony is dedicated to the Vietnam Vets and will include the family members of 13 of the 14 of the Manchester Veterans who are named on The Wall. Nate Agostinelli will be the Master of Ceremonies and Rob Simmons, a Vietnam Vet, will be the featured speaker.

The Wall will remain open and available throughout the day and night from 10AM Thursday, October 8 through 2PM Sunday, October 11. A mobile education center will accompany The Wall. During the time The Wall is in place it will have an around the clock police and CERT presence.

Traffic plans are being developed by Chief Montminy.

Future fundraising activities of The WTHM Committee include:

- Commemorative t-shirt sales
- Challenge coin sales
- Benefit at Landmark Café
- USO Show at Top Shelf Brewery
- Trantolo and Trantolo Motorcycle Poker Run in Sept.

The WTHM Committee expects 350 volunteers to man The Wall during its stay in Manchester. Mental Health services will be available on site for the Vets.

Ms. Sottile will provide information for the DMSSD to utilize as an email blast and to place in our Fall newsletter.

Chief Montminey addressed some of the anticipated traffic issues. There may be some disruption to businesses as it relates to traffic. They recognize there is not abundant parking in the vicinity. They are not looking for “reserved” spectator parking on street or in the lots. They have a concern with meeting parking demand on Thursday and Friday. They have planners on the committee working on this.

Linden St. will be designated “No Parking” and reserved for buses only.

Participants in the motorcycle escort will go to the Elks Club for lunch.

They expect an uptick in business in the vicinity of the park due to visitors.

Ms. Parseliti asked if a shuttle bus was needed or considered? Chief Montminey indicated they would consider that option if necessary.

The commissioners agreed that ticketing in the area of Center Memorial Park will likely be suspended during the period The Wall is on display.

Ms. Sottile noted that The Wall Committee will ask Downtown businesses to support The Wall by dressing their windows and keeping their storefronts neat and welcoming. Many restaurants have signed-on to help provide food and/or gift certificates for the many volunteers.

The WTHM Committee wishes to create a solemn, respectful and quiet environment in the park that will honor the Veterans. The wall symbolically brings the souls enshrined in the memorial into a familiar setting. This give Vets who cannot travel to Washington DC the opportunity to view the memorial. Local school classes will also have the chance to visit The Wall.

Mr. Bayer asked if there is a way to identify where individual’s names are located on The Wall. Ms. Sottile indicated that the information would be noted in the program with a map.

Mr. N. DuBaldo asked if there will be a “photo-free” zone. Ms. Sottile replied that there is a specific zone that photographers and videographers must adhere to.

Old Business

Outreach Visits to Businesses RE: Parking – A check list of items to be covered in the visits was emailed to participating commissioners. Visits should be completed by the September meeting.

BOC Action Items Review – Tabled.

Snow Study – No report as Mr. Dorin was not present.

Officers and Committee Reports

Chair, Donald DuBaldo

New Direction for MCC on Main - Mr. D. DuBaldo, Ms. Parseliti and Mr. Pellegrini attended a meeting where representatives of MCC discussed their new strategy and financial challenges. The idea of developing activity during the day by marketing the MCC on Main space for business meetings is being explored. Fostering more involvement by the MCC music program is also being explored. The Entrepreneurial Center will continue to operate.

Mr. Firestone noted that the State cut money for community colleges.

Mr. N. DuBaldo said that performances at MCC on Main have not been well attended.

Mr. Pellegrini noted that the Town is getting more directly involved, including bringing in a marketing firm that will provide some assistance.

Vice Chair & Finance Committee Chair, Stephen Carter – No report. Mr. Carter was not present.

Secretary and Marketing Committee Chair, Nicholas DuBaldo – Mr. N. DuBaldo reported that the committee will be meeting this month . He is working on the back end of the DMSSD website and expects to complete work in the next 2 months.

Parking & Maintenance Chair, Robert Dorin - No report. Mr. Dorin was not present.

Cruisin' Committee, Edward Firestone – Mr. Firestone reported that Cruisin' on Main was successful with over 800 vehicles and strong spectator attendance.

Other Reports

Imagine Main Street, Steve Gates – There was no report as Mr. Gates was not in attendance.

Director of Planning, Town of Manchester, Mark Pellegrini

Public Workshop for Sign Regulations – Mr. Pellegrini noted that issues with temporary (novelty) signs and electronic message boards, in large part, prompted a review of sign regulations. A copy of the power point presentation made at the workshop was distributed. The workshop asked for input on how big temporary signs should, how many temporary signs a business should be allowed, and how long they should be allowed to stay up. The commissioners were asked to provide input to Mark. Ms. Parseliti attended the workshop.

Application for Zoning Variance – Mr. Pellegrini reported that a small church, having signed a one year lease for space at 25 Oak St., applied for a zoning variance as places of worship are not permitted uses in the Downtown District. The variance was denied by the Zoning Board. Unless the church wishes to appeal, the decision will stand.

Mr. Pellegrini also noted that he has spoken with a consultant with experience in planning parking kiosk systems and is hoping to gain additional information on how a parking kiosk system could work.

Administration

Manager's Report – A copy of the Manager's Report is attached.

New Business

There was no new business.

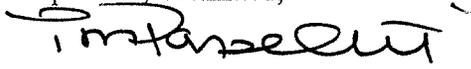
Public Comment

There was no public comment.

Adjourn

There being no further business Mr. Bayer moved to adjourn the meeting at 7:30PM. Mr. Tunila seconded the motion and all voted in favor (5-0-0).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tana Parseliti". The signature is written in a cursive style with a large initial "T" and a long horizontal stroke extending to the right.

Tana Parseliti, Downtown Manager
Recorder