

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

**DECEMBER 5, 2018  
8AM  
WORK SPACE  
901 MAIN STREET, MANCHESTER, CT 06040**

Call to Order

Roll Call

Minutes

- November 7, 2018

Public Comment

New Business

- Proposed Budget for Restructured DMSSD, Scott Shanley

Old Business

- Roles and Responsibilities Update
  - Status of Downtown 2020 Initiatives
    - Code Compliance Loan Program
    - DMSSD Restructuring
    - Capital Improvements Program
    - \*SSD Priorities

Officers and Committee Reports

- Report of Officers
  - Chair, Donald DuBaldo
  - Vice Chair, John Tunila
  - Secretary, Nick DuBaldo
- Finance Committee
  - FY 18-19 Monthly Report
  - FY 19-20 Budget Review & Consensus
- Marketing Committee, Vinni Quast
  - Website Redesign Completion & Re-Launch Discussion
  - Downtown Marketing
  - Recently Completed Events, Tana Parseliti
    - Downtown Tree Lighting, Nov. 29, 2018

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- Parking & Maintenance Committee
  - Monthly Parking Violations Report
    - Elimination of Overtime Violation Late Payment Penalty

#### Other Reports

- Gary Anderson, Director of Planning and Development

#### Administration

- Manager's Report
- Approval of 2019 Board of Commission Meeting Schedule

#### Public Comment

#### Adjourn