

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

**August 07, 2019  
8AM  
WORK SPACE  
901 MAIN STREET, MANCHESTER, CT 06040**

MEMBERS PRESENT: Donald DuBaldo, Chair  
John Tunila, Vice Chair  
Nicholas DuBaldo, Secretary  
William Bayer  
Winfried Quast

EX OFFICIO MEMBERS  
PRESENT: Gary Anderson, Director Planning and Development  
Robert Pagani, GMCC Representative  
Beth Stafford, MACC Downtown Churches Representative

ALSO PRESENT: Jack McCoy, Town of Manchester Information Systems

STAFF PRESENT: Danuta Wolk-Laniewski, Downtown Manager

MEMBERS ABSENT: Rebecca Gentile  
Tammy Gerhard  
Robert Sulick

EX OFFICIO MEMBERS  
ABSENT: None

**Call to Order**

- Mr. D. DuBaldo called the meeting to order at 8:00 AM

**Roll Call**

- Mr. D. DuBaldo noted those present and absent.

**Minutes**

- **June 5, 2019; July 10, 2019** - Motion to accept the minutes as presented by Mr. Bayer, Mr. Quast seconds. Mr. D. DuBaldo and Mr. N. DuBaldo abstain from the July 10 minutes motion. There was no further discussion. All approve June 5, 2019(5-0-0 ); July 10, 2019 (3-0-2).

**Public Comment**

- None

**New Business**

- **Steam Rollin Event Application**

There is an event application received which would feature 8 bands inside

Army/Navy Club and 10-12 food trucks within the Forest Street Parking Lot. Mr. N. DuBaldo motions to accept the application pending no negative feedback from the abutting businesses. Mr. Tunila seconds. All approve.

## **Old Business**

- **Outside Special Event - MMNT Foundation Beer Tasting Application -** Ms. Wolk-Laniewski notified all abutting businesses last week. The MMNT will be investing heavily in advertising and expects a positive, sizeable turnout. Mr. N. DuBaldo mentions that his business would need to have access to their rear parking lot until mid-afternoon and would like that access noted on the application. Mr. Tunila motions to accept, Mr. Bayer seconds. All approve.

- **Fiber to the Premise - Jack McCoy**

The Town Information Systems Department conducted a feasibility study regarding high speed fiber Internet and it appears that the plan for gigabit architecture could work for the Downtown. The proposal would be roughly 119 drops off the single fiber cable running through Downtown.

The next step would be an RFP to invest in the cable and attachments between the Town and private industry. There is a court case currently in-process with a decision due in roughly one week which could impact this ability to issue an RFP as desired. Currently, there is a requirement for a municipal use on a certain section of the pole, if the courts validate that it is available for "any" municipal use, this RFP would be seamless. Mr. Tunila inquires about a negative ruling or a positive ruling followed by an appeal. Jack notes that a negative ruling means that it's effectively dead, it's not cost-effective for an investor. If the decision is positive, the RFP should go out promptly.

The Town is looking for an investor to put up the capital for the proposal, then would use the subscriptions to pay that installer back. Mr. D. DuBaldo inquires about the underground utility pipe under Main Street. Mr. McCoy mentions that it's possible to explore and see if the line is still clear, but that was not part of this plan. Mr. Bayer wonders if assuming there are no legal problems, and they were able to start tomorrow, what the timeline for completion would be. Mr. McCoy feel that to pull through 119 connections over a few hundred poles (if they use factory-spliced cable, it cuts the time drastically); maybe a few hundred days.

Results of the Downtown Broadband Survey polling the area businesses and building owners concluded that 64.3% would like higher speed connection; 88.5% would like higher speed and less expensive connection. Current high-speed rates are \$67 for 3-10MBs; the projection for 1GB under this plan is \$25-50; 10GB is currently \$12,500 per month through ATT, CEN charges \$3000 per month, the projection for this plan is \$100 per month.

Mr. D. DuBaldo feels that based on the information we have now, the potential for economic growth based on this project, we as the DMSSD would support this plan.

## **Officers and Committee Report**

- **Report of Officers**

Chair, Donald DuBaldo – None.  
Vice Chair, John Tunila – None.  
Secretary, Nick DuBaldo – None.

- **Finance Committee - Ms. Wolk-Laniewski -**

YTD Budget v Actuals - It appears at this point that we're about \$21000 under on expenses and \$3500 over on revenue. There may be some adjusting on the parking permits purchased outside of our fiscal year, Ms. Laniewski will look into it.

- **Marketing Committee - Vinni Quast-**

Nothing further to report.

- **Parking & Maintenance - Danuta Wolk-Laniewski -**

Violations Report – Ms. Wolk-Laniewski has not completed the waivers for the past month as she is working on developing a system to streamline to the procedure; it's currently very arduous and time consuming. She will set up a meeting with the Parking Committee to assist in the planning and implementation of any new or updated procedures. Constable Mike has been researching unpaid tickets and there are some outstanding. Ms. Wolk-Laniewski does want to follow up with Chief Darby about this.

## **Other Reports**

- Gary Anderson - Director of Planning and Development – Urban Lodge's grand opening is August 22, there is a soft opening in advance. Claypen's new Manchester branch is moving in to the Pinewood Furniture building; the details are almost done and the loan documents should be coming through shortly. At this time, they are planning on a November opening, but that will likely be delayed. The new lights over Purnell Place will be installed in a few months. The mural on the 901/903 building will be started shortly.

There are some new vacancies, Aerus Electrolux, Eleganza Moda; Antonio's Pizza moved to Fani's Kitchen's old location. There is a meeting scheduled with St. James Parish about improving the walkway in the front of their parking lot which can hopefully help to improve the viability and access to those west side businesses.

- Mr. D. DuBaldo inquires about a member of our board being somehow involved in the loan application/approval process of the Downtown Grants. If it's possible to let the DMSSD know when there's an application in front of the Economic Development Committee, that would be appreciated. He also had two pallets of DMSSD storage currently in his garage which the Downtown will need to find a permanent home for.
- Mr. Pagani - Chair GMCC - The Chamber is having a First Responder's Picnic next month, there's a \$5 donation for the Honor Wellness Center.
- Ms. Beth Stafford - The new Majors of the Salvation Army are here and she will be meeting with them shortly.

### **Administration**

- Manager's Report - Nothing further

### **Public Comment**

- None

### **Adjourn**

- A motion to adjourn is brought by Mr. Bayer at 9:11 AM, Mr. Quast seconds. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder