

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

**September 04, 2019
8AM
WORK SPACE
901 MAIN STREET, MANCHESTER, CT 06040**

MEMBERS PRESENT: Donald DuBaldo, Chair
John Tunila, Vice Chair
Nicholas DuBaldo, Secretary
Tammy Gerhard
Winfried Quast
Robert Sulick

EX OFFICIO MEMBERS PRESENT:
Robert Pagani, GMCC Representative

ALSO PRESENT: Genaro Gonzalez III (8:33)

STAFF PRESENT: Danuta Wolk-Laniewski, Downtown Manager

MEMBERS ABSENT: Rebecca Gentile
William Bayer

EX OFFICIO MEMBERS
ABSENT: Gary Anderson, Director Planning and Development
Beth Stafford, MACC Downtown Churches Representative

Call to Order

- Mr. D. DuBaldo called the meeting to order at 8:02 AM

Roll Call

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

Minutes

- **August 7, 2019** - Deferred to November to account for corrections.

Public Comment

- None present at this time

New Business

- **Scarecrow Festival and Halloween Happenings planning** - Ms. Wolk-Laniewski notes that plans are underway for this and action should begin next week.

Old Business

- **Steam Rollin' Event** – Ms. Wolk-Laniewski reminds the board that event will be happening tomorrow in the Forest Street Lot..

Officers and Committee Report

- **Report of Officers** - After discussion, it has been determined that this section is superfluous and has not been needed or utilized for some time. Should a need arise, it can be reinserted into future agendas.

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

YTD Budget v Actuals - We have a new line for the cell phone budget, that money (around \$1200) could be allocated from various other items. This may replace the landline, will be used for district business and social media. For the upcoming tree lighting, Vernon is no longer renting the Showmobile and we will likely have an increase in rental fees from whichever organization we can rent from.

- **Marketing Committee - Vinni Quast-**

Nothing further to report.

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

Violations Report – The parking committee has been charged with creating a new process for waivers. The importance of making a universal routine that keeps people honest and is simple to complete (even if it's completed by the customer) is paramount. It is also noted that the majority of tickets which come in are waived.

Parking concerns and complaints: The parking committee may need to adjust the locations of the thirty minute spots to better accommodate parking patterns and needs. Descriptors for the parking lots may need to be more thoroughly addressed for clarity, which will be handled by the parking committee. Opening of Urban Lodge Brewery – We have received a few complaints about parking as a result of the Urban Lodge Brewery opening and the impressive and sudden influx of patrons to that establishment, we have noted the complaints and will keep an active eye on it to see how it develops and if action needs to be taken or if the parking situation self-stabilizes.

Other Reports

- Gary Anderson - Director of Planning and Development – via e-mail - Urban Lodge Brewery has opening, they have started to run low on beer and have

curtailed hours as a result. Our outdoor dining in front of Bistro on Main is up and will be there through September. The hanging lights over Purnell Place is imminent. Planning and Economic Development is working on creating a Discovery Map for the Downtown area to act as a guide for visitors, completion estimated in spring. I have met with Police Chief Darby, they have developed their own system for ticketing which make connection to previous technology discussed by the DMSSD.

- Mr. Pagani - Chair GMCC - The Chamber is having a First Responders event on 9/13, he will send out the information via e-mail.

Administration

- Manager's Report - Nothing further

Public Comment

- Mr. Genaro Gonzalez III - Mr. Gonzalez is a tenant living on Pearl Street and on on-street parker, he works at night, and parks for a long time during the daytime hours. Mr. Gonzalez would like the board to be aware that there are specific streets which encompass the the Downtown where one can park on the street for long durations for free. However, the area immediately outside of his apartment is not among those locations. He feels that he should be able to park on the street without needing a permit and disagrees with the process that doesn't allow him to park on the street nearby his building during daylight hours for long durations - the nearest overnight lot is blocks away.
- Mr. D. DuBaldo - I believe the reason that some streets have the no parking signs is due to emergency vehicle access. Whether or not they allow 2 hours or more may be up to the Town Traffic Authority.
- Mr. Tunila will take a look at the regulations on the side streets to see where there is available parking that fits Mr. Gonzalez's needs.

Adjourn

- A motion to adjourn is brought by Mr. Tunila at 9:15 AM, Mr. Sulick seconds. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder