

**BOARD OF COMMISSIONERS  
DOWNTOWN MANCHESTER SPECIAL SERVICES DISTRICT  
March 4, 2020  
8AM  
WORK SPACE  
901 MAIN STREET, MANCHESTER, CT 06040**

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

EX OFFICIO MEMBERS PRESENT: Gary Anderson, Director Planning and Development  
Robert Pagani, GMCC Representative

ALSO PRESENT: Meg Crandall, Lynn Sottile, Genaro Gonzalez III and son, Scott Shanley, Joe Lipiner

STAFF PRESENT: Danuta Wolk-Laniewski, Downtown Manager

MEMBERS ABSENT: Rebecca Gentile  
Winfried Quast

EX OFFICIO MEMBERS ABSENT: Beth Stafford, MACC Downtown Churches Representative

**Call to Order**

- Mr. D. DuBaldo calls the meeting to order at 8:01 AM

**Roll Call**

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

**Minutes**

- January 9, 2020; February 5, 2020 – Mr. Bayer motions to accept the minutes as presented, Tammy seconds. All approve.

**Public Comment**

- Mr. Gonzalez III would like to inform the board that he will be pursuing legal action against the DMSSD. He feels that its actions are discriminatory against certain people and that the DMSSD needs to change the existing parking rules because they are unfair. He doesn't feel that ticketing should necessarily change, but would like to see the process of chalking end even if the replacement method is a camera system like in Hartford. He believes that the parking situation on Pearl Street is unfair. As a tenant on Pearl Street, he would like to exercise his rights; he has spoken to business owners and found individuals who agree with him that things need to change. He questions the rationale as to why there is a free lot half a mile away from his apartment and nothing available closer. He finds it inconsistent that one business owner can be ticketed for parking on the street and another business owner doesn't because they know

where they can park on the street for free. He believes that while some rules cannot be stopped, people can get together to have those rules changed.

## Old Business

- MMNT 2020 Manchester Beer Fest - Meg Crandall, the event coordinator for the Manchester Beer Fest would like to grow their event this coming year. MMNT Foundation raises money for local charities through golf tournaments, Beers & Beards 5k, and other events. Mr. Sulick inquires about overconsumption and the rules for stopping a drinker. Ms. Crandall notes that there was one person who had an issue last year, was cut off and her friends were able to amicably remove her from the event. There are also two police officers on-site to ensure order. Mr. Sulick feels that events like this in Manchester are great, but we do need to have it high on the priority list to keep safety in mind and in action. Ms. Crandall also mentions that the brewers are trained in service which includes identifying and dealing with people who have overindulged, the event and its planners are also insured just in case. Ms. Gerhard wonders if there is a way to utilize the new lighting and space on Purnell Place. Ms. Crandall indicates a willingness to incorporate that into her event. Mr. Anderson notes that it would be within limits to temporarily close that street or section of street for the event. Ms. Crandall would also like to inform the board that there is no charge for event tables, there is water available, different colored non-drinking wristbands, and a security policy that people cannot be served without a proper wristband. Ms. Gerhard motions to accept the proposal, Mr. Sulick seconds. All approve.
- Nominating Committee - Mr. D. DuBaldo informs the board that the committee has proposed a slate of nominees and that a few current members will not be returning next session. The committee is putting forward 7 names for consideration. Vacancies, if any should arise, can be appointed as-needed throughout the year. Mr. Tunila reviewed the procedures and the board can adopt the slate if it chooses, then there is a 15 day window where someone can petition 25 signatures to be added to the ballot. Mr. Sulick motions to accept the slate as presented, Tammy seconds. All approve.
- Proposed additional parking Myrtle Street, proposed additional parking north and south Main Street - Mr. Bayer has the opinion that a concept of Myrtle one-way could allow for diagonal parking without otherwise altering the boundaries of the street. Mr. D. DuBaldo questions whether there may be issues with fire apparatus having proper access to the traffic lane. Mr. Shanley notes that there is a renewed interest in the altering the parking among members of the Board of Directors. There are some members of that board who are concerned about the affordability, constitutionality, and act of enforcement. He feels that it is important for the District to manage traffic so it would make sense to have a joint meeting/subcommittee to have discussions about parking as a whole. Mr. Tunila would like to make known that we have an antiquated parking system involving paper permits; until the DMSSD can take itself up to the next level, it won't be able to break out of the current system. Mr. Shanley and other members of the Town have spoken to potential purchasers of the Peter's Building to assist in reducing the cost of the property by purchasing the parking lot separately and make it a Town lot; but the Town can't arbitrarily purchase and pave the lot. Mr. D. DuBaldo feels that a committee would be the appropriate means to move forward. Mr. Pagani asks if 2-4 Pearl be a candidate for the

Downtown Loan program? Mr. Shanley confirms yes, if it's transformative. Mr. D. DuBaldo feels that when buildings are priced appropriately, that greatly helps the process; when they are overpriced, the market isn't interested no matter the incentive.

### **Executive Session**

- A motion to enter Executive Session and invite Gary Anderson to the session is made by Ms. Gerhard seconded by Bob Sulick at 8:53.
- Exit Executive Session at 9:15 with no actions taken.

A motion to hire Blackwell & Spadaccini for the FOI request is made by Mr. Bayer, seconded by Mr. Sulick. All approve.

- Silk City Arts and Music Fest – Ms. Wolk-Laniewski will send an email to the abutting constituents regarding this event, as well as the MMNT event.
- Approval CDM Landscaping – Ms. Wolk-Laniewski has been informed that they will begin work sooner than expected due to the nice weather. The end of March/April flowers are currently being planned.

### **Finance Committee**

- Rent Increase – Ms. Wolk-Laniewski was contacted by Ann Miller Real Estate, the landlord of the office space for the DMSSD. The current monthly rate of \$300 will increase to \$400 as of March 1, 2020. Ann Miller Real Estate also included a one year lease for the property which Mr. Tunila will review. A motion to accept the rent increase of \$100 per month until review of the lease is made by Mr. Bayer, seconded by Mr Sulick.

### **Marketing Committee**

- Ms. Wolk-Laniewski would like to explain some of her posting on social media. She was able to reach 5000 people with a simple picture inside Center Perk. The next post focusing on the Manchester Mall has likewise received positive feedback which has led to an uptick in walk-in/walkthrough traffic at the mall. Mr. Tunila would like to ensure that our core requirements are met prior to spending considerable time on social media. Mr. N. DuBaldo will be re-evaluating the Website and how to better construct it to fut our current needs.

### **Parking and Maintenance Committee**

- Parking Violations - Mr. Tunila suggests a weekly parking meeting until any backlogs are cleared.

### **Other Reports**

- Gary Anderson - Director of Planning and Development - There is one business interested in the former Lebrun Real Estate. There is also some movement in the former Antonio's Pizza (who moved to the former Fani's Kitchen location).

## **Administration**

- Manager's Report – Nothing Further

## **Public Comment**

- Ms. Sottile - the marketing committee had an informal meeting regarding Mr. Quast stepping away and we will identify future members to the marketing committee with the rough ideas we have in mind. These will be discussed at April's meeting. She has also spoken with Mr. Anderson about how to best compliment the Town's advertising yet retain Downtown's unique identity. Some information from the Manager will be needed to ensure our website content is correct.
- Ms. Gerhard - The mural project is funded through the Arts Grant, but a local artist would like to make a mural on John Lee's building. There are concept ideas floating around right now which is primarily between the building owner and the artist. Separately, there is an employment law attorney who is willing to donate her time for a potential employment law seminar in light of the recent employment law changes.
- Mr. Tunila notes that our FOI policies and procedures are pretty poor, once the new commission is seated, there will be a free seminar about all things FOI.

## **Adjourn**

- There being no further business, a motion to adjourn is made by Mr. Sulick at 9:42 seconded by Ms. Gerhard. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder