

**ANNUAL BUDGET MEETING  
DOWNTOWN MANCHESTER SPECIAL SERVICES DISTRICT**

**Wednesday January 14, 2009  
8:00 AM**

**Lincoln Center Hearing Room  
494 Main Street  
Manchester, CT 06040**

MEMBERS PRESENT: Ed Firestone, Chair  
Hope Igdalsky, Vice Chair  
Glenda Sinnamon, Secretary  
Don Dubaldo  
Michael Esposito  
Betsy Treiber  
John Tunila  
Rev. Mancini

EX-OFFICIO MEMBERS PRESENT: Mark Pellegrini, Dir., Planning & Neighborhood Services  
Sue O'Connor, Pres., GMCC

STAFF PRESENT: Tana Parseliti, Downtown Manager  
Sabina K. Wilson, Administrative Assistant

ALSO PRESENT: Kenneth Burkamp

MEMBERS ABSENT: None

EX-OFFICIO MEMBERS ABSENT: None

**Call to Order**

Mr. Firestone called the meeting to order at 8:05 AM

**Acceptance of Revised 2009 Meeting Schedule**

Ms. Igdalsky moved to accept the revised 2009 meeting schedule. Ms. Treiber seconded the motion and the motion was accepted unanimously (7-0-0). Ms. Parseliti asked Mr. Firestone and Ms. Sinnamon to sign the accepted meeting schedule so that it could be filed with the Town Clerk's Office.

**Resolution to Accept Funds**

Ms. Sinnamon moved to accept funds as noted on the attached resolution and Ms. Igdalsky seconded the motion. The motion passed unanimously (7-0-0).

### **Highlights of Accomplishments of the Past Year**

Mr. Firestone reviewed a list of organizational accomplishments for the year. A list of accomplishments was included in the meeting materials. Ms. Parseliti noted that a list of new business was included with the report. She was happy to share that 21 new businesses opened this past year. Ms. Parseliti also included a list of business that closed and shared that 13 businesses had closed. She noted that that the downtown is ahead by about 8 businesses. Mr. Firestone asked for comments or questions and there were none.

### **Priorities for 2009-2010**

Ms. Parseliti prepared a Proposed Priorities List for the fiscal year 2009-2010 that was included in the meeting packet. After receiving input from the Annual Meeting the board of commissioners will review the list of priorities at their February meeting.

Mr. Firestone asked for comments or questions. Mr. Burkamp had a few comments that he has discussed with Ms. Parseliti. His first comment was regarding the streetlights along Main Street. He feels that the new lights are very dark and people feel unsafe. The trees block the streetlights because they have grown so tall and this dim light does not enhance the street. Mr. Pelligrini commented that the town was aware of this and are in the beginning stages of addressing the issue.

Mr. Burkamp also brought up the issue of getting the sidewalks cleared of snow in a uniform fashion after a heavy snowstorm. He suggested that our contractor use a pick-up truck or small skid steere to make one pass to scrape the sidewalk from Charter Oak St. to Main St. on both sides. The Mr. Burkamp sited the following advantages of having the District contractor clear the sidewalks: clearing could take place early in the morning so that customers and employees would have a clear walking path along all sidewalks; sidewalks would be cleared to a consistent width. As it is right now some businesses clear their sidewalks early in the morning, some around 10 AM and some later. Ms Parseliti talked to our downtown snow contractor, Bob Giola, prior to this meeting. Mr. Giola surveyed the sidewalks and all obstacles. Due to varying sidewalk width he recommended using a skid steere to do the clearing. In order to provide this service Mr. Giola would need to purchase a plow to attach to his skid steere at a cost of approx. \$3,000. He suggested that the District split the cost of this piece of equipment. The cost of clearing the snow would be approx. \$300-\$400 on a weekday and about \$500 on the weekend. Mr. Dubaldo questioned whether a skid steere was the best equipment for the job. Could a regular truck with a plow do the job? Mr. Burkamp also suggested that the Town look at using the bumpouts as snow pile areas. Doing so may eliminate a loss of on-street parking due to snow piles. This could require some relocation of street furnishings. Ms. Sinnamon suggested that the Downtown businesses might need to look at how to “winterize” their building frontage to make it easier to plow the sidewalks.

The commission referred Mr. Burkamp’s recommendations to the Parking and Maintenance Committee for further review prior to consideration at the next regularly scheduled board of commissioners meeting in February. The committee asked Ms. Parseliti to include our snow contractor, Mr. Giola, in that meeting. Mr. Firestone thanked Mr. Burkamp for his comments and suggestions.

Ms. Parseliti brought forward the concern expressed to her by several businesses regarding the speed of traffic along Main St.

**Presentation of Proposed 2009-2010 Budget**

The proposed budget for FY 2009-2010, along with budget detail, was included in the meeting packet. Hearing no questions or comments the board of commissioners will vote on the budget at their regularly scheduled February meeting.

**Public Comment – None**

**Other Business - None**

**Adjourn** - There being no further business Ms. Igdalsky moved to adjourn the Annual Budget Meeting of January 14, 2009 at 9:45 am, Ms. Sinnamon seconded the motion. The motion passed unanimously (7-0-0)

Respectfully Submitted,

Sabina K. Wilson, Administrative Assistant  
Downtown Manchester Special Services District  
Recorder