

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

February 11, 2026

8 AM

Meeting held at Work_Space, 903 Main Street

MEMBERS PRESENT: Daniel Mulligan, Chair
Nicholas DuBaldo, Secretary
Tarek Ambia, Finance Chair
Sophia Dzialo
Esther Jeffery
Ryan Fagan

EX OFFICIO MEMBERS PRESENT:

ALSO PRESENT: Adam DeLaura

STAFF PRESENT: Kate Sulick

MEMBERS ABSENT: Joseph Datta

EX OFFICIO MEMBERS
ABSENT: Millie Texidor – GMCC Representative
Gary Anderson, Director Planning and Development

STAFF ABSENT: None

Call to Order:

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

Roll Call:

- Mr. Mulligan noted those present and absent.

Minutes:

- January 14, 2026. A motion to approve the minutes is made by Mr. Ambia, seconded by Ms. Dzialo. All approve.

O&G Update:

- None present

Public Comment:

- Not present at this time. Ms. Sulick reports that the District received an email complaint about the two hour parking limit on Main Street.

District Chair Report:

- Mr. Mulligan reports that there is an update on the discrimination filing by

Mr. Johnson; the complaint has been reviewed the and retained for further processing. There is an arbitration/mediation meeting on February 20. Mr. Mulligan will gain additional information from the town-appointed attorney.

- Mr. Mulligan further reports that there was a difference of opinion between the District and the Town about the snow removal on the bumpouts. The Town believes that the bumpouts are Downtown responsibility and snow removal would cost \$16,000, they then amended their estimate to \$13,000. Between those two estimates, the District hired another contractor to remove snow for a fraction of the cost. The Town has since refused to remove snow from Main Street curblines/stree without cost. Ms. Dzialo asks what the Town does in other areas. Mr. Mulligan says the big difference to other areas of town the Downtown is that we have a four lane road getting lowed directly onto sidewalks without additional buffer space available. Back during the restructuring, we worked with the Town on a plan where we could plow sidewalks to the street and they would then clear the street. He notes the Town is not willing to operate with that method. The Town recommended we reinsert snow removal costs into the budget until the streetscape project whereupon they would take over the responsibility to clear the sidewalk edge, cycle track, and roadway. Mr. DeLaura says that the snow removed by the Town so far has been removed according to statute. Ms. Jeffery is disappointed that the discussions with the Town are typically one-sided and not really true discussions, but more of a "this is how it will happen." Mr. Fagan says that we don't have an expectation to work with, and it's been 5+ years since our last major snowfall. He believed that the District should plan better to operate within the Town's statutes. Ms. Dzialo understands why Public Works wouldn't want to take on the costs, but if they are going to invest significant dollars into the Downtown with the Streetscape project, why not begin ahead of time and show their dedication? Mr. DeLaura feels that the Town likely felt that the District had sufficient budgeting for the snow removal. Ms. Dzialo would like to see set agreements ahead of time, not just year to year or storm to storm. Mr. Ambia would like clear definitions of responsibilities. Ms. Dzialo feels that it's disappointing to not have much in writing with the Town; when they agree to do things it's not in writing and seems to float on the whims of those in charge. Mr. Mulligan says that in ordinances and charters that it does stipulate the need for formal agreements between the Town and the Downtown. Mr. Fagan says the Town has agreed to come up with financial plans for costs associated with total snowfalls. He recommends a follow-up email next week in inquire about those costs. Mr. Mulligan says that a 1% mill rate increase would be \$26,000 (estimated snow removal costs). Ms. Jeffery says that the Board is staffed with volunteers who put hours of personal time into the District, she is disappointed to not really be offered choices and plans when the Town wants something different than the District does. Mr. DeLaura understands the thought and sympathizes with how frustrating it can be especially with the snow issues. In the past, a lot seemed to be handshake agreements, but this

could be a good opportunity to formalize those agreements to better communicate between the Town and the District to minimize the agreements and policies that are "lost." He feels that the Departments who have worked with Ms. Sulick seem to be coming together and improving. While it's not a guarantee that everything will be seamless, but it should be improvement and with fewer surprises. Mr. Fagan says that the Town operates as a zero emotion organization, and for instance, the price they gave us for the snow removal was simply a number with no context; communication on that, really could have used improvement. He believes that the District should help create expectations.

- Mr. Mulligan informs the Board that he will not be running for reelection.

GMCC Report:

- None present - The Chamber emailed in and that report will be attached.

Parking Report:

- Ms. Sulick says that we will be changing up the constables' summer and winter uniforms. Constable Mike has been doing a terrific job so far and is looking forward to the new uniforms. Mr. Mulligan says there are significant issues with overnight parking on Main Street. Ms. Dzialo would like to see an adjustment to coverage times.

(Ms. Jeffery exits 8:39)

Maintenance & Beautification:

- None at this time

Planning & EDC Report:

- Mr. DeLaura reports that Work_Space deal did not come through. The Town still intends on selling the building and will issue an RFP with retention of the first floor and hopefully the upper floor incubators. He further reports that the 942 Main Street update should be presented at the March BoD meeting. He also expects there to be an update on the cycle track, and potentially more of the Downtown updates as well. He would like to remind the Board that there will likely be opportunities for resident parking with the updates to 942 Main. The Board of Directors has also created a subcommittee to identify their property holdings and see what opportunities are there to create economic growth.

Manager's Report:

- Nothing further

Finance Committee:

- Ms. Sulick says that the banner program has so far closed 26 banners and have many others pending. They have collected about half of the payments to this point. Event sponsorships receipts have hit \$2500 and some flower pot sponsorships for improving beautification have also been sold. Ms. Sulick would also like some clarity on the account for banner sponsorships. Mr. Mulligan says that there should be specific line items on income and expense which would relate to those.

Marketing Update:

- Ms. Dzialo reports that the Marketing Committee turned digital valentines into real valentines. It was a good way to engage with businesses that don't usually have interactions with our promotions. While it's just a "filler" event, it's nice to show gratitude to the businesses' customers' support.

Election:

- Ms. Sulick and Mr. DuBaldo will meet to come up with the slate. Pastor John from FGCI has indicated this intent to visit and take some time to see if the Faith seat would be a good fit for him. Ms. Sulick would like to set up a coffee hour to chat with prospective members and existing members prior to the March meeting.

Old Business:

- None

Public Comment:

- None at this time

Executive Session:

- A motion to enter executive session to discuss legal issues is made by Mr. Ambia at 8:58, seconded by Mr. Fagan.
- Executive Session ends 9:06 AM with no actions taken.

Other Business:

- Ms. Dzialo says that Casa Mezcal is planning to hold a soft opening today at 11:00 but they are awaiting the finalization of occupancy. It also looks like the new Angry Egg has had several people inspecting it, so it should be nearing their reopening. Ms. Sulick says that Center Perk got new booths. Mr. DeLaura says that there is a business looking for a month to month rental for a cheesecake business.
- A motion to appoint Mr. Mulligan as personal settlement authority for the pending litigation is made by Mr. Fagan, seconded by Mr. Ambia. All approve.
- Mr. Fagan says there should be some cost savings with Passport on the

annual renewal costs. Ms. Sulick says that we saved \$1500 on the cellphones this year. Ms. Sulick also says that when there is a new business in Downtown we could offer web setup services and generate revenue from that. With a change in the income to events, there was an addition of \$2,500 for Holiday on Main, \$1,000 Halloween Happenings, Scarecrow Festival. Print and Other Advertising will increase by \$1000 due to planter sponsorships. A motion approve of those budget changes is made by Mr. Ambia, seconded by Mr. Fagan. All approve.

Adjourn

- There being no further business, a motion to adjourn the meeting is made by Mr. Fagan at 9:34 AM, seconded by Mr. Ambia. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder