

Downtown Manchester Special Services District

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DATE: March 2, 2022

TO: Downtown Manchester Special Services District
Property and Business Owners

FROM: Joy Press, Downtown Manager
Downtown Manchester Special Services District

RE: **BIENNIAL ELECTION FOR THE BOARD OF COMMISSIONERS**
Wednesday, May 18th, 6pm at Town Hall

Greetings, Downtown Constituents!

As a property owner or business lessee within the boundaries of the Downtown Manchester Special Services District (DMSSD) you are one of our constituents. This means that you are eligible, and strongly encouraged, to vote in the Biennial Election for the Board of Commissioners.

The Board of Commissioners is responsible to oversee the operations of the DMSSD. The Board consists of 5 Property Owners, 2 Business Lessees, on Alternate, and 3 Ex-Officio Members, representatives from: Town of Manchester Planning & Economic Development, Greater Manchester Chamber of Commerce, and Downtown Places of Worship. We hold Biennial Elections every other May in order to elect the board for a two-year term. Our upcoming election will be held on Wednesday, May 18th, 2022, at 6pm at Town Hall. Commissioners elected at this meeting will serve from May 2022 to May 2024.

Commissioners are your fellow business neighbors and property owners within the district who volunteer to serve your needs and those of the Downtown community. We would like to thank our current commissioners whose terms will expire this May:

Property Owners

John Tunila, Chair

Main & Eldridge, LLC

Diana, Conti & Tunila, LLP

Nicholas DuBaldo, Secretary

DuBaldo Edward P. Living Trust

Beller's Music / DuBaldo Music

Tammy Gerhard

763 Main LLC

Silk City Coffee

Dan Mulligan, Parking Committee Chair

DuBaldo Realty Eight

DuBaldo Realty Purnell LLC

Joe Lipiner

Main Street Manchester, LLC

Frame Dimensions

Business Lessees

Tarek Ambia

Finance Committee Chair

Realty Center, LLC

Ryan Fagan

Urban Lodge Brewing Co.

Alternate:

Sophia Dzialo

The Firestone | Art Studio & Cafe

The purpose of this letter is to:

1) Present the proposed slate of nominees for the DMSSD Board of Commissioners prepared by the Nominating Committee.

2) Provide information to any member of the DMSSD who was not nominated by the Nominating Committee, but who wishes to stand for election to the DMSSD Board of Commissioners

Official Ballots listing the names of all nominees to the DMSSD Board of Commissioners will be sent to each member of the DMSSD not less than 30 days before the Biennial Election Meeting, scheduled for May 18, 2022. Details on how, when and where members may cast their ballots will be provided in that mailing.

Individuals who would like further information about the election process may contact Joy Press, Downtown Manager, at dmssd@manchesterct.gov.

2022 Slate of Nominees

The Nominating Committee of the Downtown Manchester Special Services District Board of Commissioners is pleased to present the following proposed slate of nominees to the Downtown Manchester Special Services District Board of Commissioners.

A total of 7 commissioners will be elected. The **five nominated property owners** who receive the highest vote count shall be elected Commissioners, the **two nominated business lessees** who receive the highest vote count shall be elected Commissioners, and **the remaining nominee** with the highest vote count, whether property owner or business lessee, shall be elected alternate; provided that, in order to insure broad representation of the District, no more than one nominee shall be elected from a property address.

Property Owners

John Tunila
Main & Eldridge, LLC
Diana, Conti & Tunila, LLP
1085 Main Street, Manchester, CT 06040

Nicholas DuBaldo
DuBaldo Edward P. Living Trust
Beller's Music / DuBaldo Music
881 Main Street, Manchester, CT 06040

Tarek Ambia
Main Street Investments LLC
Realty Center, LLC
824 Main Street, Suite C, Manchester, CT 06040

Dan Mulligan
DuBaldo Realty Eight
DuBaldo Realty Purnell LLC

Joe Lipiner
Main Street Manchester, LLC
Frame Dimensions
681 Main Street, Manchester, CT 06040

Business Lessees

Sophia Dzialo
The Firestone | Art Studio & Café
1115 Main Street, Manchester, CT 06040

Ryan Fagan
Urban Lodge Brewing Co.
47 Purnell Place, Manchester, CT 06040

Alternate:

ADDITIONAL NOMINATION OPPORTUNITY

Constituents, both property owners and business lessees, may still be nominated for election prior to the printing of the Official Ballots.

Any member of the DMSSD who was not nominated by the Nominating Committee but who wishes to stand for election, may be added to the slate of nominees by submitting a written letter in support of his/her nomination signed by no less than 20 separate individuals who are members of the DMSSD. Said document must be delivered to the Chairperson of the DMSSD by April 3, 2022 at 6pm. The Chairperson of the DMSSD is John Tunila of Diana, Conti & Tunila, LLP located at 1091 Main Street, Manchester, CT 06040.

ELIGIBILITY TO BE NOMINATED

The following constituents are eligible to be nominated to serve on the Board of Commissioners of the Downtown Manchester Special Services District.

Members

Either a property owner or a lessee of a business within the district.

Property Owner

The holder of record of the taxable interest in property as defined in the definition of “property”.

“Property” is defined in the Ordinance as “Real property within the district that is identified in the tax records of the Town of Manchester as a parcel of land and/or building or which constitutes an individual condominium unit as shown on the records of the Assessor’s office of the Town of Manchester.”

- ◆ **If a property is owned by individuals** - only those individuals listed as owner(s) of property in the Town records are eligible. If a property is owned by two or more individuals, only one of those individuals may be on the ballot.
- ◆ **If a property is owned by an LLC** – As a general rule, the “Members” or “Manager-Members” of the LLC are the individuals who “own” the LLC and are therefore the owners of the property. The Secretary of State records are used to confirm the legal existence of the LLC and the “Members” and “Member-Managers” who make-up the LLC. If this info cannot be obtained thru the Secretary of State the property owner will be asked to provide a copy of the Articles of Organization for the LLC.
- ◆ **If a property is owned by a corporation, partnership or trust** - Nominees will be asked to provide a written confirmation from the entity by way of a partner, officer or trustee that the individual to be listed on the ballot is an authorized representative of the corporation, partnership or trust.

Lessee of Property

“A tenant occupying and in possession of premises located in the property in the district.”

All requirements set forth in this document are in keeping with the Town of Manchester ordinance 285-21, District Organization and Operations.

Thank you for your participation in this year’s Biennial elections. Please watch for your Official Ballot to arrive by USPS in late April.

Please contact Joy Press, Downtown Manager, at dmssd@manchesterct.gov with any questions.