

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

**August 13, 2025
8 AM**

Meeting held at Work_Space, 903 Main Street

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

EX OFFICIO MEMBERS PRESENT:
Gary Anderson, Director Planning and Development

ALSO PRESENT: Adam DeLaura
Nick Sanguinetti

STAFF PRESENT: Kate Sulick

MEMBERS ABSENT: Tarek Ambia, Finance Chair
Joseph Datta

EX OFFICIO MEMBERS
ABSENT: Millie Texidor – GMCC Representative

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:

- Deferred until September

O&G Update:

- Mr. Sanguinetti reports that steel is set and is in the detail phase (decking/floors) and the bolting or welding of the final connections. The first slab has been poured, and part of the second floor slab has been poured. The exterior wall construction is in-process. Electrical and plumbing contactors are now on-site installing hangers and supports. Everything is on schedule so far. Completion of the construction is still looking at a date of spring 2026, but the library itself will need time to set their things up.

Public Comment:

- None present

Marketing Update:

- Ms. Dzialo reports that the second Saturday "Wellness" event was a success. The committee hopes to have these events on an annual basis. One business reported a doubling of their sales goals on the event day. The committee is currently planning on "Book Fest" for the coming month. Ms. Dzialo will be on Fox61 prior to the event to discuss the event. Ms. Sulick reports the Women's Club will hold their tag sale and Audacity has applied for an event permit the same day as "Book Fest". Ms. Jeffery volunteers to be the point-person for the September event.

Parking Update:

- Mr. Mulligan reports that the committee will have a meeting shortly after this meeting. They met with the Police Department about procedures and processes and hope to see some clarity. He reports that there is currently an issue with property owners receiving parking tickets while parking on their own property. He also notes that the Police Department would like to have clear boundaries of the ticketing locations.

Manager Update:

- Ms. Sulick notes that she intends to submit complete meeting packets and agendas to the Board in advance of monthly meetings moving forward. There are two new businesses coming to Main Street (Apogee and The Curb). Ms. Sulick would like to see a welcome packet and a packet for existing businesses so that she may visit with the new businesses. Ms. Sulick met with the Health Department to discuss health issues in the Downtown and the permitting processes. She also met with the Connecticut Main Street Association and the Rec. Department. Ms. Sulick notes that the banner program is up for renewal/refresh. She would also like to see a monthly-ish newsletter. The Board suggests a seasonal or quarterly newsletter.

Downtown Development Specialist -

- Mr. DeLaura reiterates all the new businesses and construction updates, and notes that there is a flood resiliency Zoom meeting Thursday which may help if any of the businesses Downtown who have been affected by flooding in the past should attend. This meeting is meant to help provide mitigation for those with water issues. He would like to remind everyone that signage does need to be permitted. Ms. Jeffery reports that DAS Computers has had numerous issues attempting to have a sign permitted. Mr. DeLaura will reach out to the business owner and see what can be done to facilitate that. Mr. Fagan says that there used to be a Downtown Manchester sign that had businesses listed around where his patio was but it appeared to have been removed after a few months. He also notes that Silk City Fest is back this month. Mr. Mulligan asks about the proposals for 942 Main. Mr. Anderson says that they are still in review but the Board has not made a position

public yet; it will likely be a significant change perhaps as much as a full block multi-story building. There may be an update in September/October.

Other Business:

- Mr. Mulligan says that they would like to chat with the Town again about the items remaining on the list of items in need of correction/discussion.

Adjourn

- There being no further business, a motion to adjourn the meeting is made by Mr. Fagan at 8:32 AM, seconded by Ms. Jeffery. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder