

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

**September 12, 2025
8 AM**

Meeting held at Work_Space, 903 Main Street

MEMBERS PRESENT: Daniel Mulligan, Chair
Nicholas DuBaldo, Secretary
Ryan Fagan
Joseph Datta (PI)

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

ALSO PRESENT: Caroline Socha
Ambassador Patrick
Andrew Ruganis
Linda Ruganis
Adam DeLaura

STAFF PRESENT: Kate Sulick

MEMBERS ABSENT: Tarek Ambia, Finance Chair
Sophia Dzialo
Esther Jeffery

EX OFFICIO MEMBERS
ABSENT: Millie Texidor - GMCC Representative

STAFF ABSENT: None

Call to Order:

- Mr. Mulligan calls the meeting to order at 8:04 AM.

Roll Call:

- Mr. Mulligan noted those present and absent.

Minutes:

- A motion to approve the minutes of August 13, 2025; July 23, 2025; July 9, 2025 is made by Mr. Fagan, seconded by Mr. Datta. All approve.

O&G Update:

- Ms. Sulick notes that there are some parking issues that are in-process and working on. Mr. Fagan says that the Forest St. Parking could be better utilized to alleviate some of those issues.
- (8:24) Mr. Mulligan reviews that there are still some parking issues that need working on. Mr. Sanguinetti says that there isn't a solid solution at this point. However, the exterior has been started and greenboard is going up on the south side of the building and they are trying to get water-tight prior to the

end of the construction season so the interior rough-in can take place. All the concrete has been finished, interior layouts and drainage have begun. Because construction is ramping up, there will be more traffic and parking. Construction has resumed on Saturdays, but things are on schedule. There have been some unauthorized access to the property that the police have addressed, and the site will remain lit overnight.

District Chair:

- Mr. Mulligan reports that he has been in contact with a Town employee about working on our budget organization issues. He further reports that the candidate we had lined up for parking has taken another position elsewhere.

Public Comment:

- None present

Maintenance & Beautification:

- Memorial Day Parade Committee -
 - Ms. Ruganis thanks the Board for having them attend and for the funding of the beautification at Center Memorial Park. She remarks that at one point, the schools used to donate the flowers for the memorials and the committee would prep and plant. Unfortunately, the person who had organized that process has passed and the committee is limited on numbers and ability. They would like to have younger people involved on the committee, because the committee is lacking the ability to plant and prepare the monuments for the Memorial Day holiday. They would like to see if there would be continuity with Mountain View and the plantings. She notes that the first year Mountain View handled the plantings was less than ideal, but the following year was improved. The committee would like to know if there would be an additional year commitment of the planting/maintenance at the memorials. Ms. Ruganis also notes that one major issue in the maintenance of the plantings is the lack of a water source at the park, and as a result watering is a significant hurdle for the committee to overcome as they do not have a watering truck. She would like to see if perhaps the Town would be willing to maintain the monuments similar to what they have done at Agostinelli Memorial Park. Mr. Ruganis says that the primary concerns are whether the District will continue funding for at least an additional year so that the committee knows what they need to plan for in their budget. If they are planning on continuing, whether they will maintain it through edging, weeding, watering, deadheading. Ms. Sulick says that Joe from Mountain View is planning on replacing the flowers with mums shortly and they do have a watering truck. The only issue she notes going forward is the funding for the future. Mr. DuBaldo states that the maintenance contract was a one-year extension, so pricing may change next cycle. Ms. Ruganis believes

that had the initial plants been properly maintained, they should have lasted through to frost without needing to be replanted with mums. Mr. Fagan would like the Maintenance & Beautification Committee to stay on top of this as well as the plantings in general. Ms. Ruganis says that their next committee meeting is October 6.

- Ms. Sulick reports that Joe from Mountain View says that there will be an additional weed treatment in the parking lots and streets planned for the upcoming weeks.

Parking Ambassador:

- Ambassador Patrick says that the Yellow Lot looks really rough even though the landscaper attempts to maintain it. He notes that aside from that, things are pretty much as usual. He asks if the ambassadors have the ability to enforce the handicap spots at the new library? Mr. Anderson says that he will follow up with the Town later on. Ambassador Patrick also notes that he gets many complaints about the Friday services at the mosque and lack of parking during the afternoon service time, but he states that it's a public lot so unless anyone is illegally parked there's nothing he can do.

GMCC Update:

- None present

Marketing Update:

- None present

Manager Update:

- Nothing further

Planning & Economic Development:

- Mr. Anderson informs the Board that there was a re-write of the zoning regulations which will condense the regulations with no material changes except for one change that allows for first-floor residential use in the back of frontage properties which allows for active storefronts in the front 40' and the ability to have residential use in the rear on a case-by-case basis.
- Mr. DeLaura reports that there was a call-out for additional testimony about the flood preparedness plan and would like to see anyone affected to please add their testimony. Mr. Anderson reports that they met with the Chamber to increase communication about P&Z issues. He also notes that the Board of Directors will be assigning a group to handle the Mary Cheney Library transition.

Other Business:

- Mr. Fagan reports that he spoke with representatives from Eversource and Earthlight about the energy assistance program to audit any and all businesses on Main Street. This program does extend beyond Main Street throughout the Town of Manchester.
- Ms. Sulick reports that the Marketing Committee will be on Fox 61 to discuss the Book Fest. Scarecrows are in-process and Holiday on Main is coming soon as well.
- Mr. Mulligan says that signage for the EV spaces is still in-process and perhaps painting as well. Mr. Anderson says that should be a DPW project.

Public Comment:

- Ms. Socha says that EV chargers will be on discussion will be at the next Town meeting.

Adjourn

- There being no further business, a motion to adjourn the meeting is made by Mr. Fagan at 8:59 AM, seconded by Mr. DuBaldo. All approve.

Respectfully Submitted,

Nicholas DuBaldo, Secretary DMSSD

Recorder