

Church Street Marketplace District Commission
Meeting Minutes, March 21, 2018

Commissioners present: Lorre Tucker, Linda Magoon, Jed Davis, Buddy Singh, Jeff Nick, Marc Sherman, Phil Merrick, Lara Allen. CSM Staff present: Ron Redmond, Jenny Morse, Becky Cassidy, Jim Daly, Visitors: Rachel Cloutier (Sweet Lady Jane), Sandi Pasagic (Wicked Mountain Hot Dogs)

APPROVAL OF MINUTES: Motion to approve – Lorre; Second – Linda. Minutes approved

PUBLIC FORUM. Thank you to Rachel Cloutier, Sweet Lady Jane. Presented Marketplace Hero award to Rachel.

LICENSE COMMITTEE REQUEST. Request to approve license transfer for CSM Vendor Cart (Wicked Mountain Hot Dogs) from Sani Pasagic to Sandi Pasagic. Motion to approve – Marc. Second – Phil. Motion approved

FINANCIAL REVIEW

- FY 18 Update – 72% through fiscal year, 78% of allocated budget spent. What happens when we go over budget? The City lends us money and we pay it back as additional funds become available.
- FY 19 operating budget presented by Staff to Commission. Questions raised: How are our indirect fees determined? Are they based on revenue? Number of employees?
- Discussion on letter to Mayor Weinberger regarding FY19 budget.
- Discussion on how budgets get presented to the city and to the Mayor

SHELBURNE ROAD/MAIN STREET BANNER PROGRAM. Staff will be ending its management of Street Banner program.

LEASE PROGRAM FOR ELECTRIC ARTICULATING LIFT

Jim Daily presented results of RFP for a used electric articulating lift to replace CSM’s existing lift (35’ boom lift built in 1998). Strategy for lift is to begin to replace majority of work being done by private contractor to reduce CSM’s operating budget. Staff recommendation based on # of hours of unit, year of manufacture, condition and anticipation of fewer repairs needed in short term. Old lift will be sold at auction – estimated price \$4-5K. Motion to lease Genie 245/255 electric lift with 130 hours for \$45,500 from Essex Equipment (2015) – Jed; Second – Lorre. Motion approved/

Company	Make	Model	Condition	Hours	Price (including delivery)	Financing
OER Services, Palatine, IL	Genie	Z-45/25J	2007 Used	915	\$ 27,498.00	No
UNITED RENTALS, Williston, VT	JLG	E450AJ	2011 Good	709	\$ 33,915.00	Yes
UNITED RENTALS, Williston, VT	Genie	Z-45/25J DC	2012 Good	688	\$ 37,200.00	Yes
ESSEX RENTALS, Essex, VT	Genie	245/255	2015 Like new	130	\$ 45,500.00	Yes
OER Services, Palatine, IL	Genie	Z-45/25J DC	2018 New	n/a	\$ 49,998.00	No
OER Services, Palatine, IL	Genie	Z-45/25J DC	2015 Used	17	\$ 53,450.00	No
OER Services, Palatine, IL	Genie	Z-45/25J DC	2015 Used	28	\$ 62,798.00	No

FREE WIFI PROGRAM. Discussed Suspending the Wifi Program, pending finding a sponsor to fund 100% of the program.

SIDEWALK CAFÉ FEES

Request from Deb Miller (Ken’s Pizza) to increase café expansion days from 20 to 40.

A lot of work was done in 2010 to establish 20 expansion days.

Request tabled for now. Only three to four restaurateurs are using the program. Staff has not received other requests for changes. Need more input from impacted retailers and restaurants.

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