



**Thayer Street District Management Authority
Board of Directors Meeting**

Tuesday, September 1, 2015

MEETING MINUTES

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:03 a.m.

1. Roll Call

Directors: Dean Martineau, Chair; Albert Dahlberg; John Luipold; Susan Mardo; Edward Bishop; David Shwaery; Steve Lewinstein; Margit Liander & Donna Personeus, Executive Director.

Guests: Katie Silberman, Brown University; Robert Kutner, Big Belly; Tom Egan. Big Belly

Absent: Paul Greisinger

2. Discussion and Vote on the Board Meeting Minutes from August 4, 2015

Minutes from the August 4, 2015 board meeting were approved after a motion by Mr. Luipold, which was seconded by Mr. Dahlberg. The vote was unanimous.

3. Discussion and Vote on Financial Report as provided on September 1, 2015

The Financial Reports were presented September 1, 2015, and approved after a motion by Mr. Luipold, which was seconded by Mr. Dahlberg. The vote was unanimous.

4. Chairman's Market Report on Street Activity

Mr. Martineau stated merchants on the street reported slow business in August and suggested the TSDMA increase marketing efforts. Mr. Martineau suggested the TSDMA speak with the marketing firm that Wayland Square is currently speaking with. Mr. Lewinstein stated that he would invite the firm the next meeting to make a presentation to the board.

5. Executive Director Update

Fall Artisan Festival Fete on Thayer (Sept 20) - Non profit booths, T-shirts; Audit Update; Graffiti Update; Tree Wells Project Update; Thayer Window Art Gallery Project Update; Bicycle Repair Station Update; TSDMA Website Update

Ms. Personeus reported that she would be completing the permits required for the Fall Festival directly after the board meeting. She also reported that there would be more artisan tents than last year, and that to date only two merchants had applied to have space on the street. Ms. Personeus stated that any Board Member having a non profit organization that was interested in having a free booth at the festival needed to confirm with her by Friday to be included. Ms. Personeus reported that unfortunately she did not think

that T-Shirts would be able to be sold at the event due to Artbeat design issues. Ms. Personeus reported that the audit company had met with Mr. Shwaery and that she sent an email asking if anything else was required and had not yet heard back.

Ms. Personeus updated the Board on the tree well and sidewalk improvement project with information on the extent of the city's contribution. She stated that the city was only confirming assistance with one sidewalk location with a plan to grind down the difference in payment height, not replace the concrete. She added that four other locations were being considered but there would be a wait to see if approval would be given. Ms. Personeus asked the Board if she should proceed working with the city which would delay the completion of the project or move forward without the city. The board unanimously decided to have Ms. Personeus continue the project without the city as long as she could work within the budget that had been previously approved. Ms. Personeus stated that she could and the project would be completed by the end of September.

Ms. Personeus updated the Board on the 249 Thayer Art Gallery Window Project stating that material donations were coming in and that the project would move forward as soon as all the donations were received.

Ms. Personeus updated the Board regarding the Bike Repair Station stating that it had been ordered and would be delivered and installed in time for the Fall Festival. She stated that she will be planning a PR photo opportunity as soon as the signage has been installed.

Ms. Personeus reported that she would be working on the organization chart for the TSDMA next month due to time restraints.

6. Report and Discussion from Board of Directors Nominating Committee

Ms. Personeus reported that she has been actively approaching the potential list of possible TSDMA Board Members with limited success. This discussion was tabled until next month's meeting.

7. Parking Initiative (Brown University) Update

Mr. Luipold reported that Brown based on advice from Brown's general counsel had decided to flip the agreement model and engage directly with the parking vendor. Mr. Luipold also stated that the new agreement is in review with Brown's general counsel. He is hopeful these issues will be resolved this Fall.

8. Infrastructure Update

Security Camera Project Update; Big Belly Project Update

Mr. Dahlberg reported that the 257 Thayer security project cameras are now operating and that he would be doing a site visit this coming Thursday.

Mr. Luipold introduced Mr. Kutner and Mr. Egan from Big Belly and proceeded to provide the board with a research presentation which he had prepared on comparing the TSDMA's current trash removal costs to replacing current tippy trash containers with Big Belly containers. Board members reviewed the Big Belly proposal presented by Mr. Kutner and Mr. Egan. After discussion it was decided that additional cost analysis was needed and the discussion would be continued to the next board meeting.

9. City Liaison Report

Thayer Street Business Guide Update; Merchant Employee Parking Update

Ms. Liander reported that as of this date 25 of the available 59 parking permits had been given out. Ms. Mardo stated it was difficult for many employees to get to the Eddy St. location to fill out the paperwork. Mr. Liander stated that she would see if Mr. Perrotta could attend the next Thayer Merchant meeting to help facilitate the permit process, since it was successful last time he attended. She also stated that Leo is looking for alternate location to the South Angell employee parking spots, since employees and merchants complained that the distance from Thayer was too far to make the program useful.

Mr. Dahlberg asked if the city trash pickup days and times had changed recently having noticed several days of two or three trash liners next to the tippy containers. Ms. Personeus stated that she had not been made aware of any changes, but would follow up with the city to verify. Ms. Liander stated that she would assist Ms. Personeus if needed. Ms. Personeus reported that the city had not yet removed the two sharp metal signage ends protruding from the sidewalk, after multiple requests to DPW and asked for Ms. Liander's help.

10. Merchant Report

Savings Card Project; Using TSDMA Logo w/Different Colors; Holiday Street Lighting Project; Holiday Stroll; Next Merchant Meeting August 5 @ 9:30 PM at Kartabar

Ms. Mardo reported that the Merchants Association was moving forward with the "card savings" program. Each merchant would be asked to purchase 10 cards @ \$7 each in lieu of Merchant Association dues to start the program. The merchants would be creating a logo and website. Ms. Mardo stated that the merchants had decided to have a Holiday Stroll on Small Business Saturday (Nov 28). Thayer Street would not be closed for this event. She also reported that the merchants had been researching alternative ways to light the street for the holiday and had found a possible solution. A minimum quantity of lights would be purchased in order to do a test. Ms. Mardo will report back to the board on the test.

11. Other Business

A discussion regarding if the TSDMA should oppose a new liquor license for the new owners of Shark took place. It was decided that an up or down vote would be taken via Survey Monkey. Mr. Dahlberg agreed to craft the language of the question to provide for Ms. Personeus to implement the survey.

There being no further business, the meeting was adjourned at 10:35 am.