



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

Tuesday, December 6, 2016

MEETING MINUTES

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:05 AM.

1. Roll Call

Directors: John Luipold, Interim Chair; Albert Dahlberg; Lauren Berk; Susan Mardo; & Donna Personeus, Executive Director.

Ex officio member: David Shwaery; Edward Bishop

Guests: Richard Dulgarian, Avon Cinema; Mikaela Karlsson, Brown University student

Absent: Steve Lewinstein; Paul Greisinger; David Everett

2. City of Providence Snow Plowing/Removal 2016-2017 Plan presented by Michael Borg, DPW

Mr. Borg, City of Providence Director of Public Works, presented the city's snow plowing and snow removal plan for 2016-2017 to the TSDMA Board. He spoke to his staffing limitations and what the Board can expect for services during each of the three categories of snowstorms. He outlined the list of five road types in priority, primary feeder routes though to schools. TSDMA Board members spoke to improvements they would like to see regarding communication of parking bans, when they are issued and when they are ended. They explained poor communication can and has had huge economic effects on the Thayer businesses. Mr. Dahlberg stated when calling a snow emergency it is very important to call it and the parking ban before midnight the night before. The University and the Thayer Merchants need this much time to coordinate their staff/employees and students. Ms. Personeus mentioned that is important for DWP to consider Fones Alley as a major road in the Thayer Street District, with the trash compactor and cardboard cycle station located half way down the street. Mr. Dahlberg mentioned the need for curb to curb plowing to ensure buses and customers can both get down the street and park safely. Mr. Borg ensured the Board he would be addressing their concerns.

3. Presentation of Brown University's Transportation Study presented by Ms. Creppell, Brown University's Architect

Presentation of this study has been moved to the February 2017 Board meeting.

4. Discussion and Vote on the Board Meeting Minutes from November 1, 2016

Minutes from the November 1, 2016 Board meeting were presented by Ms. Personeus. Due to lack of a quorum, the vote to accept the minutes was moved to the January 2017 Board meeting.

5. Discussion and Vote on Financial Report as provided on December 6, 2016

The Financial Reports were presented December 6, 2016, by Ms. Personeus. Due to lack of a quorum the vote to accept the minutes was moved to the January 2017 Board meeting.

6. Executive Director Report

Ms. Personeus reported that she emailed her Executive Director report on October 5, 2016, to each Board member. There was not a request to add any items for further discussion to the agenda for today's meeting.

Ms. Personeus reported that Ms. Giessler had submitted her resignation from the Board and a copy of her resignation can be found in the meeting packet documents. Ms. Personeus reported that she had been asked by the Nomination Committee to reach out to two prospective new Board members, Mr. Richard Dulgarian and Ms. Joanna Levitt, to see their level of interest in being recommended for nomination to the Board. Ms. Personeus confirmed that both Mr. Dulgarian and Ms. Levitt were both interested in being considered. Mr. Luipold asked Ms. Personeus to invite both to the next Board meeting in January to be interviewed and voted on to become directors.

Ms. Personeus reported she sent out a Thayer Street Holiday email blast on November 23 and would be sending a second one out on December 7th. This was an opt-in free marketing opportunity given out to all Thayer Street District Merchants.

Ms. Personeus stated the Denden presentation to the Board had been moved to the January 3 meeting due to a conflict with the owner's schedule.

Ms. Personeus reported the date to remove the parklet from Thayer Street had been changed to December 19th due to a scheduling conflict with the transportation company. She also mentioned having to replace some of the poinsettias and lights due to theft.

Ms. Personeus reported she was working with the Providence Children's Film Festival again this year coordinating marketing opportunities for Thayer businesses. The film festival will be showing movies at both the Avon Cinema and the Wheeler School theater this year along with the RISD Museum.

7. Graffiti and Illegal Dumping Enforcement/Surveillance Cameras and Signage

Mr. Dahlberg reported that he and Mr. Luipold will be meeting with the Siemens company regarding adding surveillance cameras to the back of 195 Angell to cover the Fones Alley trash compactor. He would report back at the next meeting.

8. Fall Festival Date Discussion & Vote

After a discussion regarding a date for the 2017 Festival, it was decided to have Ms. Personeus research the date of Sunday, June 11, 2017, for possible event conflicts, and report back to the Board at the January 2017 meeting.

9. Merchants Report

Ms. Mardo reported the Thayer Merchant Association had purchased battery operated lite wreaths and that she had hung them all herself. Ms. Personeus stated her TSDMA debit card had been used for the purchase which was under \$400.

10. Other Business

Construction & New Tenant Updates

Mr. Luipold reported that redevelopment construction was under way on 307 Thayer Street, with an estimated completion date of mid-January 2017, and that Insomnia Cookies had signed a lease for that location. They are planning to open February/ March 2017.

Mr. Luipold reported that the new 272 Thayer Street tenant, the Tropical Smoothie Cafe, is planning on opening in April 2017. They will be invited to appear before the Board to present their business plan.

Mr. Dahlberg recommended that the Board vote at January 2017 meeting to reschedule the December 2017 meeting date due to an annual conflict with a major convention that both Mr. Lewinstein and Mr Greisinger attend yearly.

There being no further business, the meeting was adjourned at 10:20 AM.