



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

Tuesday, February 3, 2015

### **MEETING MINUTES**

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:20 a.m.

#### **1. Roll Call**

Director: Dean Martineau, Chair; Albert Dahlberg; John Luipold; Susan Mardo; David Shwaery; Edward Bishop; Emily Kish, and Donna Personeus, Executive Director

Not in attendance: Steve Lewinstein; Paul Greisinger

#### **2. Discussion and Vote on the Board Meeting Minutes from January 6, 2014**

Minutes from the January 6, 2014 board meeting were approved with an edit, after a motion by Mr. Dahlberg, which was seconded by Mr. Luipold. The vote was unanimous.

#### **3. Discussion and Vote on Financial Report as provided on February 3, 2014**

*Reports of Properties Presented for 2015 Tax Sale*

The Financial Reports were presented February 3, 2015 and approved after a motion by Mr. Bishop, which was seconded by Mr. Luipold. The vote was unanimous.

Ms. Personeus reported that the following properties were submitted for 2015 Tax Sale approval and provided a full financial accounting of each property since the beginning of the TSDMA in 2006:

K & K Dulgarian Lot # 010-0300-0000; K & K Dulgarian Lot # 110-0276-0000

#### **4. Executive Director Update:**

*Thayer Street Holiday Stroll Financial Report, TSDMA Storage, Audit, Grant Writer, Final Parklet Storage and Removal Update, Saturday/Sunday Tippy Trash Pick up Discussion, Thayer Street Snow Removal Discussion & Vote.*

Ms. Personeus provided a final budget report for the Thayer Street Holiday Stroll event. Ms. Personeus mentioned that long term TSDMA storage had not yet been secured. Mr. Martineau reported he was looking for appropriate space that could be used for TSDMA and would report back. Ms. Personeus reported she had begun to work with the grant writer on the first stage, resourcing potential opportunities. Ms. Personeus reported that the insurance coverage was not part of the agreement to store the parklet at the Orion Red location. It was the decision of the Board not to have Ms. Personeus pursue the insurance matter further. Ms. Personeus reported that she had not been receiving updates from Mr. Bombard at DPW when city trash pickup was changed due to snow conditions, as had been agreed upon. Ms. Personeus stated that she had originally booked the independent company, Waste Haulers (now Waste Management), for Sunday morning trash pick ups only. She was considering

adding Saturday mornings to supplement, based upon the city's inconsistent performance and lack of communication. She stated the Board had originally approved both Saturday and Sunday vendor supplementation, and she would be making the addition of Saturday to help manage the trash pick up situation. There was not an objection by the Board. Ms. Personeus stated she replaced 4 hours of trash prep by Ocean State with 6 hours (\$20/hr) of snow shoveling of tippy containers, fire hydrant, trash compactor and crosswalk to improve district safety. Ms. Mardo stated that Thayer Street had not been plowed curb to curb by the city, creating excessive problems for parking and bus and vehicle transportation on the street which was affecting the district merchants. The Board discussed the safety issues created by the amount of snow and the safety concerns created by it. Ms. Mardo reported that merchants were unhappy with the level of snow removal services provided by the city. It was suggested that the merchants should send a letter outlining their concerns to the new Mayor in which the TSDMA would support. Mr. Martineau stated he had received an estimate of \$4,000 to remove snow from Thayer Street. Mr. Luipold made a motion to give Mr. Martineau and Mr. Dahlberg approval to hire the snow removal vendor and Ms. Personeus approval to hire the snow shoveling crew as needed, based upon the estimates provided, which was seconded by Ms. Mardo. The vote was unanimous.

#### **5. Infrastructure Update:** *Cameras, Trash Compactor*

Mr. Dahlberg reported the Security Cameras project was moving forward. Final estimates on installation of cables are expected to be received in the next week, cameras are schedule to arrive next month, and the project is set to go live on April 1, 2015. Mr. Luipold reported that Waste Management had purchased Waste Haulers. Ms. Personeus reported that she had asked the Waste Management account representative, whose responsibility it was for snow removal, based on compactor contracts. She stated the answer she had received was, "It was the responsibility of businesses with contracts to use the compactor and recycle container". Ms. Personeus stated she had asked the shoveling crew she hired to support those businesses in that effort.

#### **6. Merchant Report**

Ms. Kish asked Ms. Personeus if she had received the letter that had been requested from the city on the meter signage situation for the Thayer merchants. Ms. Personeus replied she had not. Ms. Kish said she would follow up. Ms. Mardo reported that the merchants would be meeting tomorrow and had agreed to move forward in creating an active merchants association. Ms. Mardo stated the merchants would be electing officials and planned to meet monthly. Ms. Kish reported that the merchant employee parking program was moving forward, and was to be modeled after a similar program in Somerville, MA. The program will require meeting with local counsel representatives and CHNA before implementation. The plan is to preserve a quarter mile for Thayer customers.

#### **7. Other Business**

Ms. Personeus requested approval for her to attend the nefa Creative Communities Exchange in Keene, NH June 2-3, 2015 and asked to be reimbursed for the \$80 attendance fee and one night at a hotel. Ms. Personeus stated she would cover the transportation and food costs personally. The request was approved after a motion by Mr. Dahlberg, which was seconded by Mr. Luipold. The vote was unanimous.

There being no further business, the meeting was adjourned at 10:31 am.