



CSMC Meeting Minutes

Wednesday, April 13, 2022

9:06 Chairman Nick calls the meeting to order

ATTENDANCE:

Commissioners: Becky Holt, Linda Magoon, Jeff Nick, Lorre Tucker, Erik Monsen (Zoom), Sarah Beal (Zoom), Mark Bouchette, Buddy Singh, Cara Tobin

Staff: Kara Alnasrawi – Executive Director, Julia Chalmers – Marketing Coordinator, Stephanie Shohet – Administrative Assistant, Jed Sass - Church Street Marketplace Coordinator, Jahna Belz - Marketing Intern

Members of the public: Kelly Devine, Carey from Green Mountain Potstickers

APPROVAL OF AGENDA:

- Motion to approve: Lorre, second: Linda. Unanimous approval.

APPROVAL OF MINUTES (3/16/22):

- Motion to approve: Linda, second: Becky. Unanimous approval.

PUBLIC FORUM:

- No comments

TREASURER'S REPORT:

- Buddy explains that we are at 78% of this fiscal year, and we will be monitoring, but not amending the budget.
- Should be on target even with the shortfall in revenue.

EXECUTIVE DIRECTOR'S REPORT:

- Kara shares that Bill Truex, a founding father of the Church Street Marketplace, passed away Sunday, 4/10.
- Licensing committee has met twice with staff to review cart vendor applications.
- The entire maintenance staff is out with Covid, so Lewis has been hired back to open and close the street and manage trash.
- Most program and permit applications moved to opengov (new City software system)
- Jed evaluating entertainment permits. There will be stickers for entertainers to identify themselves as permitted.
- Staff has been in several meetings with DPW about the Main Street project. We are closely monitoring it.
- Actively working with the mayor on a safety and security plan. A full report will be coming next month.
- Easter HOP discounts with "egg" coupons

CART VENDOR PROGRAM:

- Jed reports that of the 28 applications, 14 are being recommended, 7 of them new.
- Returning vendors include: Church Street Cheesesteaks, South End Sliders, Cafe Istanbul, Skinny Pancake, Maudite Poutine, A-Maize-Ing Kettle Korn, and King Street Center Lemonade.
- New vendors include: Family Tree, 802 Liquid Bar, Moonchild, Green Mountain Potstickers, Push Iron Florals, Moon and Stars, and Kru Coffee.
- Discussion ensues about the new cart vendors and the ones who were not accepted.
- Jed explains that there will be orientation, mentoring, and new attendance requirements of 1 weekday and 1 weekend day.
- Motion to approve the 14 cart vendors: Linda, second: Buddy. Unanimous approval.

BUDGET FY23:

- Kara distributes a printed budget presentation.
- Fees have been restructured to represent the value of street activation to community businesses and partners.
- Buddy explains that keeping projects in-house increases transparency as well as cost effectiveness.
- We don't know what cost of living adjustment will be, and are also leaving space for more office staff.
- Buddy says we can handle a 6% COLA increase.
- Motion to approve the FY23 budget plan: Buddy, second: Becky. Unanimous approval.

CHAIR'S REPORT:

- Chairman Nick asks about the Criterion bike race. Discussion follows about this September's event and whether it's appropriate on the street.
- He asks about the bollards. Kara explains that we found some, just had 4 delivered, and have ordered more.
- Jeff tells of recent discussion he, Mark and Kelly had with TJ Donovan about retail theft. Discussion follows about how theft is such a huge problem.
- Chairman Nick mentions the pods and the upcoming meeting with the planning commission.

MEETING ADJOURNED