

Church Street Marketplace District Commission Meeting
August 16, 2017
Meeting Minutes

Commissioners present: Jeff Nick, Lorre Tucker, Jed Davis, Michael Ly, Linda Magoon, Lara Allen, Phil Merrick, Buddy Singh
CSM Staff present: Ron Redmond, Jenny Morse, Mariah Noth
Visitors: Amir Jusufagic, Robert Stephens, Gabrielle Kammerer, Sarah O'Donnell

- I. COME TO ORDER
- II. AGENDA
- III. APPROVAL OF MINUTES – June 2017
 - a. Motion to approve: Lorre Tucker; Second: Linda Magoon; Minutes approved
- IV. PUBLIC FORUM
- V. RECOMMENDATIONS FROM CSM LICENSE COMMITTEE
 - a. Recommendation to approve transfer of CSM food vendor license from Amir Jusufagic to Matthew Panetta. Matthew agreed not to sell breakfast items before 11 am without consent from License Committee and Commission.
 - i. Motion to approve: Lorre; Second: Lara; License Transfer approved.
 - b. Recommendation to approve food vendor licenses at these established cart locations:
 - i. Robert Stephens, Waffle Cart, Top Block
 1. Discussion on allowing a wood fired cart, effects of smoke on stores. Opportunity to test the cart and see what the smoke is like. Subject to the results of the test, Commission would be in favor of approving the cart.
 2. Motion to go forward provisionally: Phil; Second: Lorre; Cart approved subject to test
 - ii. Gabrielle Kammerer, Tom Girl Juice, Top Block
 1. Motion to approve: Lara; Second: Michael Ly; Cart approved
- VI. FINANCE REPORT
 - a. One month and a half into the Fiscal Year. Two areas that stand out: Specialized equipment – \$20,000 of new lighting has been purchased. CSM Rent paid all at once -- \$19K.
 - b. FY 17, we will finish the year ahead by as much as \$20K per the Clerk/Treasurer's Office projection.

- c. Suggestion to start charging for cleaning dirty restaurant cafes. CSM to build in a fee into the café agreements.
- VII. ELECTION OF OFFICERS
- a. Motion to transfer meeting to Ron Redmond – Buddy; Lorre, Second. Motion passes
 - i. Nomination of Jeff Nick as Chair; Motion – Linda; Second – Phi; Jeff Nick approved as Chair
 - b. Motion to keep officers the same – Linda; Second – Phil; Motion passes
- VIII. Review follow up letter to Mayor Weinberger
- a. Suggestion to add that Church Street needs to remain the economic driver of the downtown as well as clean, safe and fun.
 - b. Suggestion to revise language around the indirect service charges.
 - c. Include that the Commission would like to have a charter change.
- IX. Review draft letter re: behavior in the downtown
- a. Suggestion for CSM businesses to endorse letter from Mark Redmond.
 - b. How can the Commission support BPD in making change?
- X. Review Staff Strategy re: Church Street & downtown retail.
- a. Downtown wide hardware store interest survey results – 80% of survey respondents would utilize a hardware store in the downtown.
 - b. Hospitality survey results overview.
 - i. **Burlington residents represented a vast majority** of the 290 respondents, indicating a representative sample of those who would be impacted by development of a hardware store
 - ii. **~Half of respondents** utilize hardware stores **frequently** (at least every other week) and a **greater percentage would shop weekly** were there a store in the downtown
 - iii. **~Half of those who do not currently shop** at hardware stores say this is because there is **not a store nearby** (**Indicates potential for many new consumers*)
 - iv. **Large demand exists: 81%** of respondents said they **would utilize** a downtown hardware store
 - v. **Top concerns** reveal a downtown hardware store should strive to provide **adequate parking** and other measures to increase **convenience**, should maintain **prices** commensurate with other areas, and be **community-based/ locally-owned**

XI. ADJOURN