

**SSA #48 Special Commission Meeting  
DRAFT Minutes  
O'Briens Restaurant  
Second Floor, Oak Room  
Monday, August 13, 2012  
5:30 pm**

COMMISSIONERS PRESENT: Mark Proesel, Peter O'Brien, Dean Lubbat, Don Klugman, Mary Quincannon, David Stone, Gary Niemand, Barney Flanagan

COMMISSIONERS ABSENT:

STAFF PRESENT: John Blick (OTMRA), Kevin Barbeau (OTMRA)

ATTENDING PUBLIC: David Dattalo (The Fudge Pot)

CALL TO ORDER

Chairman Peter O'Brien called the meeting to order at 5:36 p.m. then had John Blick perform a Roll Call. Mr. O'Brien **asked that the record show a Quorum was achieved** at the start of the meeting.

EXECUTIVE COMMITTEE

Mr. O'Brien asked that the Commission defer review of the amended DRAFT minutes from the 07/16/12 Regular Commission meeting to the September meeting.

Mr. O'Brien shared that the Public Way Committee is reviewing snow removal contracts for the 2012-2013 winter season.

Mr. O'Brien shared that the Public Way Committee is finalizing plans to repaint various street elements within the SSA.

Mr. O'Brien discussed the current contract with Cleanstreet. Cleanstreet provides street cleaning services within the SSA and recently began special service to the alleys east of Wells Street. The alleys extend parallel from 1555 N. Wells to 1449 N. Wells. To continue this service in its next contract, an additional \$4,440 is required; bring the contract up to \$17,440.

***Mr. Gary Niemand MOTIONED TO APPROVE the new contract price of \$17,440. Mr. Barney Flanagan SECONDED. ALL IN FAVOR. The SSA will extend its contract with Cleanstreet, adding in funds for additional service to alleys east of Wells Street.***

Mr. O'Brien shared that the Public Way Committee is deferring its Old Town Garden contract discussion until a later date.

2012 WORKPLAN & BUDGET

Mr. Gary Niemand opened up conversation regarding the SSA #48 2013 Workplan and Budget. The City sent our comments for clarification and received approval from the Office of Budget Management.

Mr. Niemand recognized the challenge of budgeting a year in advance and noted that the Commission has put a substantial amount of money into Public Way initiatives. Mr. Niemand recommended pursuing actionable plans across every Committee so that the SSA can accurately allocate funding.

Mr. Niemand cautioned against overspending in one area or project. He then recommended getting a letter of support from the City for the Burton Place program. It is in the Commission's best interest to begin thinking about how to use future funds – there should be a base of programs that are always present complemented by one-off projects and initiatives.

***Mr. Don Klugman MOTIONED TO APPROVE the 2013 Workplan and Budget. Mr. David Stone SECONDED. ALL IN FAVOR. The Commission approved the 2013 Workplan and Budget.***

#### ADDITIONAL DISCUSSION

Mr. Peter O'Brien shared that there has been discussion of a new 501(c)(3) in Old Town. This organization would oversee capital improvements and maintenance in the Old Town community. Mr. Niemand and Mr. Stone noted that the SSA should do its homework before distributing funds to an Old Town 501(c)(3), as its boundaries for projects will likely include areas outside of that of SSA #48.

Mr. O'Brien shared that he has asked Mr. Don Klugman to take over as Chair of the Marketing Committee. Mr. Klugman will begin reviewing potential programs and opportunities for funding neighborhood marketing efforts.

Mr. O'Brien mentioned that the Residential Committee will meet to discuss security tactics in the area. He also noted that the 18<sup>th</sup> District Police Department now has a new commander – Commander Duane De Vries. Mr. O'Brien recommends crafting a letter to former Commander, Kenneth Angarone, thanking him for his service and an additional letter to Cmdr. De Vries welcoming him to the district and inviting him to an upcoming OTMRA member event. Ms. Mary Quincannon shared that a contact with the City said that security initiatives make for good SSA programs.

Mr. O'Brien shared that the Old Town Merchants & Residents Association needs to be reaffirmed as the Sole Service Provider of SSA #48 Old Town.

***Mr. Mark Proesel MOTIONED TO APPROVE the Old Town Merchants and Residents Association as the Commission's Sole Service Provider. Mr. Barney Flanagan SECONDED. ALL IN FAVOR. The Old Town Merchants and Residents Association was approved as SSA #48 Old Town's Sole Service Provider.***

#### ADJOURNMENT

***Mr. Mark Proesel MOTIONED TO ADJOURN. Mr. Gary Niemand SECONDED. ALL IN FAVOR. The meeting was adjourned at 6:04pm on August 13, 2012.***