



SSA 48 Old Town –Commission Meeting
Teleconference--COVID-19 via Zoom
Wednesday, October 19, 2022
5:30pm

Commissioners present: Alex Christenson, Judy Erwin, Don Klugman, Peter O'Brien, Mark Proesel, Paul Purewal, Caroline Schoenberger and Jennifer Tremblay

AGENDA

1. Call to Order

Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster caused by COVID-19, this meeting is conducted by videoconference.

2. Roll Call
Quorum

3. Introduction of Guests

Geena Javid of Old Town Gardens
Marcy Huttas
Kristen Vaughan, OTMRA Treasurer
Dan Sayre, BnB Maintenance
Ryan Story, BnB Maintenance

a. Introduction of Special Guest

Marcy Huttas has been hired by OTMRA Search Committee, which was made up of their Executive Committee along with Jennifer Tremblay representing SSA as the new Executive Director and starting on October 24, 2022. The OTMRA Executive committee also has secured the assistance of Kimberly Bares and her company, including Ian Tobin to assist in Marcy's onboarding process. Peter also announced that due to the recent resignation of OTMRA's President, Pam Farley of Old Town Pizza Pub was chosen to be President and that Kristen Vaughan of Corcoran's to become Treasurer. Marcy introduced herself, gave a background on herself and that she looks forward to joining OTRMA and SSA to moving forward with stakeholders and learning about goals and aims.

4. Review of DRAFT MINUTES from SSA 48 Commission Meeting on 07/12/2022

- a. **MOTION TO APPROVE 07/12/2022 SSA 48 Commission Meeting Minutes by Caroline Schoenberger, seconded by Don Klugman. The motion carries**

5. Financial Report

Mark Proesel reported the finances as of October 14, 2022:

Present Balance: \$272,000.00

Total Expenses: \$135,000.00

Mark reported that we did not receive the 2nd installment yet as they are postponed until later this year.

6. Committee Reports

- a. Executive Committee – Mr. Peter O’Brien, Chairman
 - i. Discussion on Reimbursement of OTMRA Administrative Expenses
 - 1. **MOTION TO APPROVE Second Reimbursement of OTMRA for Administrative Expenses totaling \$38,750.00 (7.0) by Judy Erwin seconded by Mark Proesel. The motion carries.**
 - II. **MOTION TO APPROVE 2023 Meeting Schedule by Mark Proesel seconded by Alex Christenson. The motion carries. Will establish if it will still be hybrid or in person as pursuant to City/State regulations**
 - III. Discussion on Audit Service contract for 2023
The RFP will be reviewed and published for an auditor to complete the 2022 Audit by the end of April 2023.
 - ii. Discussion of Holiday Decor Reimbursement
 - 1. Introduction of Geena Javid of Old Town Gardens
Geena made a presentation of what is being planned for this year, have down to a science and Burton Place for winter wonderland with some additional items. Jennifer said that she spoke with Geena about the OTMRA Tree lighting and Geena said yes will be ready.
Mark Proesel mentioned summer Burton Place planting was exceptionally good this year, Don Klugman agreed. Geena said they were Amazonica Plants – perhaps for next year as well.
 - 2. **MOTION TO APPROVE reimbursement of the OTMRA for the cost of holiday decor totaling \$31,630.00 (1.06) by Alex Christenson seconded by Don Klugman. The motion carries.**
- b. Public Way Committee – Mr. Alex Christenson, Committee Chair
 - i. Discussion on 2022-23 Snow Removal Service
 - 1. Presentation by B&B Maintenance
Comfortable to execute the contract, same group that provided last year and comfortable with their services and pleased with their work.
Had one other bid from Tim’s Snow Plowing but more comfortable with BnB
 - 2. **MOTION TO APPROVE snow removal contract for \$116650.00 by Alex Christenson seconded by Mark Proesel. The motion carries.**
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Mark Proesel mentioned summer Burton Place planting was exceptionally good this year, Don Klugman agreed. Geena said they were Amazonica Plants – perhaps for next year as well.
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- c. Residential Committee – Mr. Mark Proesel, Committee Chair
 - i. Discussion on Security Service Contract for 2023
Mark Proesel reported that AGB Security’s contract ends December 31, 2022 and that the RFP for 2023 is coming in the next couple of months and waiting for responses. Peter mentioned that some operators hired additional officers from AGB to assist their operations; OTMRA inspired this service, the operators use an app GroupMe so that they can be in contact with each other. Peter explained to Marcy and Kirsten about how this extra security was hired by OTMRA to augment services with a premium for these services to coordinate this especially between North Avenue and Schiller.
 - ii. Discussion of Litter Abatement Contract for 2023
Current vendor is Cleanslate, proactive and strong management where they work with people re-entering into workforce and community life through December 31, 2022. Will do an RFP for 2023.
- d. Economic Development Committee – Ms. Caroline Schoenberger, Committee Chair
 - i. Discussion of Wells Street Corridor Advisory Committee and Community Stakeholder Members (In Formation)
Nothing further to report - Look forward to working with Marcy and getting people together to review and make additional proposals, everything kind of stopped at COVID.
Will get a list of Commissioners and Committee

7. New Business

Peter welcomed Kirsten and Marcy and that he works with Kirsten and her husband in two different neighborhoods, and that is what Old Town is a melding of Merchants and Residents.

Jennifer added, with the litter abatement are not wearing vests, so will be put on the list to be ordered.

Tree Lighting is Tuesday November 21st starting around 530pm-6pm and explained how it works, Kirsten mentioned that perhaps with CPS is out of school and might not be to get Franklin Carolers.

8. Adjournment

The meeting was adjourned at 6:29pm