

MANCHESTER DOWNTOWN DEVELOPMENT AUTHORITY

Unapproved Meeting Minutes

May 26, 2010

Present: Alan Dyer, Susan Fielder, Jody Flowers, Karl Racenis, Russell Rhoton, and Pat Vaillencourt.

Absent: Ray Berg, Dawn Steele, and Beth Tomaszewski

Call to Order: 7:05

Pledge of Allegiance

Approval of Agenda: Vaillencourt moved, Flowers seconded, motion carried.

Approval of Minutes: Spelling corrections recommended, clarification of treasurer's report, suggested listing absent members. Rhoton moved to accept as amended, Dyer seconded, Flowers abstained, motion carried.

Public Participation opened and closed.

Old Business:

1. 2010-2011 Budget:

Fielder presented revised proposed budgets based on recommendations from April meeting. Additional information from Jack Gould detailing results of Tax Tribunal analysis for FY 06 – 09.

Property within the DDA was reassessed resulting in a \$6,309.67 loss in TIF revenue. Total DDA revenue received during FY 06-10 was \$25,335.24; interest earned was \$307.98; total expenditures were \$31, 015.90. Expenditures included payment of 3 of 4 Bergman and Associate invoices totaling \$30,000. Currently, the DDA has a negative \$(5372.68) fund balance. Discussion followed regarding options for continuing DDA efforts in pursuing the Federal transportation grants, possible walking bridge, and other community improvement projects. Vaillencourt moved the DDA request Village reimbursement of 50% of money paid to Bergman and Associates to DDA account. \$15,000 minus the \$5,372.68 negative fund balance

would leave the DDA with \$9,627.32. Racenis explained the increased revenue received as a result of DDA structure. Vaillencourt said the Council recognizes the value of the DDA and the burden the DDA takes off the Council. Fielder asked for clarification that the Village would assume responsibility for the 4th Bergman invoice when received. Fielder seconded the motion. Roll call vote: Dyer-yes, Fielder - yes, Flowers-yes, Rhoton-yes, Vaillencourt-yes, Racenis-yes. Motion carried. It was decided that \$6,000 would be held in a fund balance in anticipation of the economic constraints which are expected to continue for the next few years. The balance of revenue would be budgeted to meet obligations to the Chamber of Commerce, DDA Board development, and publicity for the Downtown Enhancement Project. Fielder and Racenis will present the proposed budget at the Village Council meeting on Monday, June 7th.

2. Downtown Enhancement Project:

A preliminary document is expected the week of June 7th. A meeting to answer questions is expected to be scheduled.

New Business:

1. Kari Newman invited Jeff Wallace and Vaillencourt to Chelsea Rotary Club to meet the Governor. About 60 people were in attendance. Village President Vaillencourt was able to engage the Governor in discussions regarding community joint plans, state shared revenue, and transportation projects.
2. Fielder recognized the Manchester Garden Club for planting flowers on the Main Street bridge. She was asked to send a thank you note expressing DDA appreciation.
3. Miriam Holmes was recognized for her leadership in refurbishing the flower garden at Carr Park. Along with McLennon's who provided some of the planting materials. Fielder will also send thank you notes to them.

Reports:

The Treasurer and Chairman's reports were included in earlier discussions.

Flowers moved, Dyer seconded, the motion to adjourn. Motion passed. The meeting adjourned at 8:45.

Respectfully submitted,

Susan Fielder, Treasurer