

**Downtown Business District**  
**Meeting Minutes**  
**Wednesday, February 28, 2018**  
**330 Main Street, Suite 200 Middletown, CT.**

**Attendees:**

Diane Gervais (Chair)	Cathy Duncan (Chamber of Commerce)
Jennifer Alexander (Commissioner)	Sean Moriarity (Police Department)
Marc Levin (Commissioner)	Geen Thazhampallath (Director of Parking)
Mike DiPiro (Commissioner)	Tom Marano – (Planning Department)
Mary Ann Perrotti (Commissioner)	Kevin Elak (Health Department)
Marie Kalita-Leary (Commissioner)	Peter Harding (Harding Development)
Tom Ford (Commissioner)	Brendan Kelly (Harding Development)
	Trevor Davis (Commercial Real Estate)
	Anne-Marie McEwen (Buttonwood Tree)
	Lisa Melaven (DBD Office)

**Police Report – Sean Moriarty**

Sean reports the police department is gearing up for spring. They are aware of soliciting, panhandling and loitering is on the rise, due to the nice weather and will be working with NEAT.

The Harvard Pilgrim Middletown Marathon is set for Sunday, April 8<sup>th</sup>.  
There will be a 10mile and 3.5 mile race.

**Public Works – None**

**Parking Report - Geen Thazhampallath**

Geen reports the deterioration of the Arcade parking lot has become worse. The City officials and engineers will be assessing and making a decision on what the next steps will be for the parking lot.

**Planning- Tom Ford and Tom Marano**

Tom Ford reports the

- RJ Health Systems – Jim Searson moving from Rocky Hill to 237 Main Street in May 2018.  
The old Citizen’s Bank will be undergoing upgrades, to the outside of the building.

Tom Marano reports via email the following information:

- The new 2018 Business and Community Guide have been completed and now available.
- The city has received the Working Cities Challenge Grant from the Boston Federal Reserve, which will be monitored by the United Way.
- Innovations Places; continue to hold meet-ups.
- There has been a lot of activity surrounding the location of where the new medical marijuana dispensaries will be located.
- Fed Ex is on time.

### **Health Department – Kevin Elak**

Kevin reports an unusually high flu season. The health department had great response with the two Flu Clinic's held in Middletown and Cromwell.

The Health Department is working with City officials in cleaning up the aftermath of the Middlesex Hospital incident.

### **Chamber of Commerce – Cathy Duncan**

Cathy reports the following:

- The Middlesex Chamber of Commerce breakfast, featured speaker Geno Auriemma, Women's Head Basketball Coach will be held on Monday, March 12<sup>th</sup> at the Radisson Hotel in Cromwell from 7:00 a.m. to 9:00 a.m.
- Business after Work Auction and Taste of Downtown will be held on Tuesday, March 27<sup>th</sup> at the Italian Society of Middletown starting at 5:00 pm.

### **Minutes –**

- Motion to approve made by Marc Levin
- 2<sup>nd</sup> by Tom Ford
- Minutes accepted.

### **Treasurer's report – Marc Levin**

Marc reports everything is on task.

- Motion to approve by Jen Alexander
- 2<sup>nd</sup> by Gary Marie Kalita-Leary
- Financials accepted

### **Chair Update – Diane Gervais**

Marketing: Marc and I will meet with Tag Team in late March to resume our television commercial schedule.

Gift Cards: We continue to add businesses! Ford News has just come on board!

Beautification: Lisa has reached out to Kelly and the planters will be emptied and planted for spring in Mid/late March.

Annual meeting: Lisa has been working on the prep for this, she received the data from the assessor's office, the year in review is completed and we will be working on various mill rate suggestions.

Snowflakes: They have come down, new boxes were made to store them, I have reached out Jeff Everett regarding maintenance...bulbs etc.

There was some damage by a truck....I need to learn more.

Office carpets have been cleaned.

**New Business –**

Anne Marie McEwen from the Buttonwood Tree is looking to bring in bigger events to the Buttonwood Tree along with other locations. In order to support these art venues Marie is looking for Corporate Sponsorships.

The nominated slate for Board positions for our March Annual meeting is as follows:

Chairperson – Marie Kalita-Leary

Vice Chairperson – Diane Gervais

Secretary – Marc Levin

Treasurer – Mike DiPiro

- Motion to adjourn by Mike DiPiro
- 2<sup>nd</sup> by Marie Kalita Leary
- Adjourn accepted

