

**Downtown Business District**  
**Meeting Minutes**  
**Wednesday, May 22, 2019**  
**330 Main Street, Suite 200 Middletown, CT.**

**Attendees:**

Marie Kalita Leary (Chair)	Gary Wallace (Police Department)
Diane Gervais (Commissioner)	Geen Thazhampallath (Director of Parking)
Marc Levin (Commissioner)	Cathy Duncan (Chamber of Commerce)
Jennifer Alexander (Commissioner)	Sandy Heinly (Chamber of Commerce – Membership/ Event Development)
Patrick Harding (Commissioner)	Brenden Kelly (Harding Development Group)
Tom Ford (Commissioner)	Lisa Melaven (DBD Office)

**Police Report – Gary Wallace**

Gary reports everything is going well downtown.

The beat officers have been making a presence within the downtown businesses.

The police department/DOT/Paramount will work together on the safety of pedestrians crossing the street during the construction of the bump out's/sidewalks.

**Parking Report – Geen Thazhampallath**

Geen reports things have been relatively quiet.

The stairwell project is 6-8 weeks out, for Riverview Center/Arcade Parking lot.

The Parking Department will be involved with several events going on downtown.

**Planning- None**

**Public Works – None**

DOT/Paramount will be re-striping the crosswalks to match current sidewalks.

**Health Department – Kevin Elak**

Kevin reports the following via email:

- The Health Department has been busy planning for a full-scale exercise, which will occur on June 11<sup>th</sup>. The purpose of this exercise is to test the city's emergency response plans to respond to an anthrax incident. If the Governor declared a state of emergency, the city would be responsible to distribute antibiotics to the entire population of Middletown, and the surrounding towns Cromwell, Middlefield, and Durham. The exercise will take place at Wesleyan University's Freeman Athletic Center from

7:00am-3:00pm. Mock patients (mostly volunteers from the senior center) will go through the dispensing stations to receive “antibiotics”. This is a coordinated effort involving many city agencies (police, fire dept., recreation and community services, etc) we do not anticipate that this will be anywhere near Main Street, so there shouldn’t be any disruption to businesses.

- Caribbean Flavaz has been approved by the city departments to open.
- Working on several other new businesses. (Steamed on lower Washington St., Deli on the corner of Ferry and Main Street and a few others).

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

Cathy reports

- Wednesday, May 22<sup>nd</sup> - Business After Work, hosted by Valley Railroad Company – Essex Steam Train & Riverboat from 5:00-7:00p.m.
- Wednesday, May 29<sup>th</sup> – Middlesex Chamber of Commerce breakfast meeting, guest speaker U.S. Congressman John Larson at the Red Lion Hotel in Cromwell from 7:45-9:00 a.m.
- Thursday, June 6<sup>th</sup> - Monthly CBB Meeting at the Chamber of Commerce, from 8:00-9:00a.m.
- Wednesday, June 5<sup>th</sup> – Annual Awards Dinner at the Red Lion Hotel, starting at 5:30p.m.
- Wednesday, June 12<sup>th</sup> – 22<sup>nd</sup> Annual Cruise Night on Main Street from 4:30-8:30p.m.
- Saturday, June 15<sup>th</sup> – Middletown Pride Festival starting at 2:00p.m., Main Street, Middletown
- Tuesday, June 18<sup>th</sup> – Annual Travelers Championship Breakfast, sponsored by The Travelers Companies at the Red Lion Hotel in Cromwell from 7:45-9:00a.m.
- Wednesday, July 17<sup>th</sup> – Citizen’s Bank 5K Summer Fun Run and Bed Races

Marie is asking for the DBD to approve the annual “Sponsor a Flag”. These flags are a perfect way to display our patriotism and support military families. The donation is \$25.00.

- Motion to approve “Sponsor a Flag” made by Marc Levin.
- 2<sup>nd</sup> by Tom Ford
- Flag accepted.

Tom Ford will check into manning a booth/tent during the Pride Parade event, Saturday June 15<sup>th</sup> from 2:00 - 7:00pm in support of the DBD.

### **Minutes –**

- Motion to approve monthly meeting minutes made by Marc Levin
- 2<sup>nd</sup> by Diane Gervais
- Minutes accepted.

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

Marc reports everything is on task.

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

### **Board Member Update – Marie Kalita- Leary**

- Marie reports, Kim O'Rourke is looking into another company for the trash receptacles in the North end.
- Marie reports the City of Middletown is about to embark on the development of the City wide Plan of Conservation and Development for the period of 2020 to 2030.

Local efforts are underway to update the City of Middletown's Plan of Conservation & Development (POCD), which will serve as a guide for future growth and development in Middletown. The POCD will be based on our community's vision to set the goals, values, and strategies that will serve as the framework for future decision-making. Residents, community members, stakeholders, businesses, organizations, and visitors are encouraged to participate and share their opinions on this initiative.

The **POCD on line survey** can be found on the City of Middletown's website under Planning, Conservation and Development.

- "Share the Road" symbols were painted along DeKoven Drive to legally allow bicyclist to ride down the road with vehicles.
- Patrick is checking into different white window clings/signs for our vacant downtown store fronts with Young's Printing.
- Tom reports a Smoothie Shop will be moving into Midd-Town Apartments during the month of August. Wesleyan has 91 people moving into the Old Post Office building on Main Street.  
June 6<sup>th</sup> – Special Olympics event at the Corporate Center with Band & BBQ.  
Lakeview Creation is taking over Lady Bug Boutique location.
- Diane reports on the modern look and efficiency of the Earth Planter.  
The DBD Commissioners agree to order 42 EPMV – 31 Urban Vase Earth Planters in the color Millstone for our downtown.
  - Motion to approve by Marc Levin
  - 2<sup>nd</sup> by Patrick Harding
  - Planters accepted.

### **New Business –**

- Motion to adjourn by Marc Levin
- 2<sup>nd</sup> by Diane Gervais
- Adjourn accepted

