

**Approved Minutes
Amended
Village of Manchester
Downtown Development Authority
Regular Meeting
November 8th 2005
8:30 a.m. Village Hall**

Members Present: Stephanie Beuerle, Bill Chizmar, Chris Fegan, Susan Fielder, Karen Hinkley, Ron Milkey, Karl Racenis

Members Absent: Pat Vaillencourt and Bob Wahr

Others Present: Jeff Wallace Village Manger and Jennifer Coe with Carlisle-Wortman

Meeting called to order at 8:42 a.m. by Karl Racenis, Chairman.

The agenda was reviewed Ron Milkey motion to approve, seconded by Chris Fegan. All approved to accept agenda.

Minutes from the October 11th, meeting reviewed, Bill Chizmar made a motion to approve minutes, seconded by Chris Fegan. All approved.

Old Business:

- Sue Fielder spoke on *behalf* of the survey committee. A packet with names and questions were passed out for review. Jennifer Coe (Carlisle-Wortman) suggested local business owners should be surveyed. Jeff Wallace (Village Manager) included getting a rep from Amcor Pet Packaging. Sue noted that the questions being asked should be answered with Good, Fair or Poor. Thus making it easier to calculate at the end. Jennifer thought this was a great survey and suggested questions over the phone with a follow-up mailing.
- Karen Hinkley spoke on behalf of the Community Visioning Session Committee. The group met with Carlisle-Wortman and a session is scheduled for November 30th 7:00 p.m. at Emmanuel Church. Jennifer explained how the evening should go. Facilitators and note takers will be needed. That was determined at the end of this meeting. Karen and Sue are putting together postcards to be mailed by the 15th of November to all local people and business. Chris Fegan is going to speak with The Enterprise to get that set up. Stephanie Beuerle to speak with The Enterprise to get a note put onto the front page in the Briefly section.
- Karl Racenis & Jeff Wallace spoke on *behalf* of the M-52 project. Jeff is scheduled for a couple of meetings with Williamston, Clinton and Brooklyn. Carlisle-Wortman to help get plans together for the spring to help insure the request of utilizing this for the DDA.
- Ron Milkey spoke for the Cost Estimate Committee. Some of these are overlapping projects, some with be studies only on development projects.
- Carlisle-Wortman will be keeping a line of *communication* open with Karl. Jennifer will be attending board meetings up until May 2006.

New Business:

- None at this time

Reports:

→ None at this time

Adjournment :

Meeting Adjourned at 10:25 a.m. All approved

Respectfully Submitted
Stephanie Beuerle
Secretary