



CHURCH STREET MARKETPLACE DISTRICT COMMISSION

October 8, 2025

9:00 AM

Location: City Hall, Contois Auditorium, 149 Church St.

Attendance:

Commissioners: Mark Bouchett, Becky Holt (Zoom), Linda Magoon, Cara Tobin, Sam Tolstoi, Sarah Beal (Zoom)

Staff: Kara Alnasrawi – CEDO Director, Samantha McGinnis – CSM Director, Jessica Dudley – Marketing Manager, Isa Paredes – Marketing Coordinator, Aida Washburn – Project & Event Coordinator, Kimberly Rojas – Community Engagement Coordinator

- I. COME TO ORDER
 - a. Meeting is brought to order at 9:08am
- II. APPROVE AGENDA
 - a. Linda Magoon - motion to approve
 - b. Sam Tolstoi - seconded
 - c. Agenda approved unanimously
- III. APPROVE MINUTES
 - a. Sarah Beal - Motion to adopt the minutes
 - b. Sam Tolstoi - Seconded
 - c. Minutes approved unanimously
- IV. PUBLIC FORUM – GENERAL
 - a. No members of the public present
- V. COMMISSIONER UPDATES
 - a. Sarah Beal: Should we address the recent incident of a car driving on Church St?
 - i. Could there be a tree, signage or chains put up?
- VI. TREASURER'S REPORT

- a. Minimal changes since last month.
- b. Budget error where staff salaries were not on the correct line item.
- c. Still looking for corporate sponsors.
- d. Under budget ahead of holiday season

VII. DIRECTOR'S REPORT

- a. Samantha McGinnis reports that:
 - i. The events of the last three weekends were well-attended
 - 1. Latin American connection event
 - 2. UVM Parent's Weekend
 - 3. Construction Fest
 - ii. Coming up:
 - 1. Zombie Walk on Saturday, October 11.
 - 2. Several retailers are doing a fashion show a Halverson's on Sunday, October 12.
 - 3. Dog costume contest – sponsored by Northfield Savings Bank – on Saturday, October 25
 - iii. Winter market will be indoors this year. One weekend at new BCA Community Room and one weekend in Contois Auditorium.
 - iv. Working in conjunction with BCA to get more lighting throughout downtown
 - v. Continuing to work on next steps of the Marketplace
 - vi. Commission voted to not have holiday parking program previously, so there will not be a holiday parking program this year.
 - vii. Difficult time getting sponsorships this year
 - viii. Received downtown vibrancy grant through the state
 - ix. Sam applied for winter placemaking grant with AARP
 - x. Golden Hour moved recently to the space beside phoenix
 - xi. Something is coming to the old Vermont Eclectic space
 - xii. Pascolo is moving back to their old space
 - xiii. A few vacancies still
 - xiv. Two new public art pieces in the downtown
 - xv. City circle starting up in the next month
 - xvi. Nudity ordinance has been passed by City Council.
 - xvii. 12 out of 53 units have been leased in Burlington Square

VIII. CHAIR'S REPORT

- a. Will be putting together an annual report and will be done by the end of October.
- b. Folks who have been causing frequent issues are being “held” now.
- c. How to get visitors to walk the full four blocks of the marketplace, especially City Hall Block
- d. How to draw in larger community outside of Burlington
- e. Create a holiday season with positive experiences and enhanced customer service.

IX. ADJOURN

- a. Motion to adjourn
 - i. Moved by Becky Holt
 - ii. Seconded by Mark Bouchett
- b. Meeting is brought to close at 9:58am

Next Meeting:

Wednesday, November 19th