



CHURCH STREET MARKETPLACE DISTRICT COMMISSION

March 18, 2026

9:00 AM

Location: Fletcher Free Library, Local History Room - 235 College St, Burlington, VT 0540

Attendance:

Commissioners: Mark Bouchett, Becky Holt, Linda Magoon, Erik Monsen, Sarah Beal, Romeo von Hermann (Zoom), Sam Tolstoi, Chris Haessly, and Cara Tobin (Zoom)

Staff: Samantha McGinnis – CSM Director, Jessica Dudley – Marketing Manager, Aida Washburn – Project & Event Coordinator, Andrew Bacher – CSM Coordinator, Kimberly Rojas – Community Engagement Coordinator

COME TO ORDER

- a. Meeting is brought to order at 9:04am

I. APPROVE AGENDA

- a. Motion to approve – Erik Monsen
 - i. Seconded – Linda Magoon
- b. Agenda approved unanimously

II. APPROVE MINUTES

- a. Motion to approve – Chris Haessly
 - i. Seconded – Sam Tolstoi
- b. Minutes approved unanimously

III. PUBLIC FORUM – GENERAL

- a. No members of the public had comments for public forum

IV. COMMISSIONER UPDATES

- a. Sam Tolstoi – Will be resigning from the commission.
- b. Romeo von Hermann – What affects do the ongoing protests/city occurrences have on CSM businesses?

V. CART VENDOR SELECTION

- a. Presentation by Andrew Bacher of proposed slate of cart vendors.
- b. Commissioner discussion and questions.
- c. Motion to approve slate - Chris Haessly
- d. Seconded – Linda Magoon
 - i. All in favor

VI. OUTDOOR RETAIL VENDING SEASON EXTENSION

- a. Presentation of proposed changes by Andrew Bacher.
- b. Motion to approve a new additional year-round outdoor retail vending permit for May 1 – April 30 for \$700.
 - i. Motion put forward – Linda Magoon
 - ii. Seconded – Sam Tolstoi
- c. Commissioners discussed pros and cons of recommended changes.

Discussion to combine and extend the Outdoor Retail Vending season to be a full-year and reduce proposed fee for this from \$700 to \$500 (current price of permit for May – October).

 - i. Motion to amend fees to \$500 and dates to encompass a full year outdoor retail vending permit starting May 1, 2026 – April 30, 2027.
 - 1. Motion put forward - Becky Holt
 - 2. Seconded – Sarah Beal
 - a. All in favor

VII. 180 CHURCH STREET RFP

- a. Presentation of the proposed finalist for the 180 Church Street RFP by Samantha McGinnis.
- b. Motion to approve Sabah's House as the tenant for 180 Church Street.
 - i. Motion put forward – Becky Holt
 - ii. Seconded – Linda Magoon
- c. Commissioner discussion regarding maximum rent for 180 Church Street.
- d. Motion to approve Sabah's House as the tenant for 180 Church Street and for the Church Street Marketplace staff to identify a maximum yearly rent and add this to the rental agreement.
 - i. Motion put forward – Linda Magoon
 - ii. Seconded – Sam Tolstoi

1. All commissioners in favor

VIII. PUBLIC FORUM (OPC SPECIFIC)

- a. No members of the public had comments for public forum

IX. OVERDOSE PREVENTION CENTER MEMO

- a. Motion to adopt resolution relating to location of the proposed overdose prevention center
 - i. Motion put forward – Chris Haessly
 - ii. Seconded – Erik Monsen
- b. Overdose prevention center updates and background provided by Theresa Vezina.
- c. Commissioner discussion and questions.
- d. Motion to table the vote on the resolution in order to integrate more collaborative language for next meeting.
 - i. Motion put forward – Erik Monsen
 - ii. Seconded -
 - iii. All in favor

X. TREASURER’S REPORT

- a. Minimal changes since last report. Still shy of donation goals.
- b. Excellent work keeping expenses down.
- c. Looks like will end fiscal year under budget.

XI. DIRECTOR’S REPORT

Samantha McGinnis reports that:

- a. Met with Jeff Lawson of Hello Burlington.
- b. Met with Police Chief to get ahead of summer season.
- c. Meeting with Mayor, Jeff Nick and Mark Bouchett about future model of the Church Street Marketplace.
- d. Gave guest lecture at UVM on placemaking.
- e. Positive feedback on BTV Love Notes, Heart Hunt, Mother of All Sales etc.
- f. Merchants offered discounts to Penguin Plunge participants last week.
- g. Maple Madness event this weekend, March 21 from 11a – 4p.
- h. Finishing touches on Main Street Great Street Project are about to start up again. Anticipated completion and celebration in July.
- i. Sending out sponsorship proposals for FY27.
- j. Submitted MSA Accreditation application.

XII. CHAIR'S REPORT

- a. Discussed new CSM models with Jeff Nick and the Mayor.

ADJOURN

- b. Motion to adjourn
 - i. Moved by Chris Haessly
 - ii. Seconded by Sam Tolstoi
- c. Meeting is brought to close at 11:01 am

Next Meeting: Wednesday, April 15, 2026 at 9 am.