



## **Church Street Marketplace Commission**

**Wednesday, June 17, 2026, 9:00 AM,**

**PLEASE NOTE:**

**This meeting is will be held on zoom and in-person in Contois Auditorium in City Hall.**

**Zoom Info: <https://zoom.us/j/6798652576>**

### **1. Adopt the Agenda**

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<b>Subject</b>	<b>1.1. Adopt the Agenda</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	1. Adopt the Agenda
Department	Church St. Marketplace
Type	Action

### **2. Adopt Minutes**

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<b>Subject</b>	<b>2.1. Adopt Minutes</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	2. Adopt Minutes
Department	Church St. Marketplace
Type	Action

### **3. Public Forum**

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<b>Subject</b>	<b>3.1. Verbal Comments</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	3. Public Forum
Department	Church St. Marketplace
Type	Discussion

#### 4. Commissioner Items (5 Minutes Per Commissioner)

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<b>Subject</b>	<b>4.1. Commissioner Items</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	4. Commissioner Items (5 Minutes Per Commissioner)
Department	
Type	Discussion

#### 5. Artist in the Alley Fee Reduction - Amjed Almulla

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<b>Subject</b>	<b>5.1. Vote Anticipated</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	5. Artist in the Alley Fee Reduction - Amjed Almulla
Department	Church St. Marketplace
Type	Action
Recommended Action	Approve

#### 6. Voluntary Furlough for CSM Employees

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<b>Subject</b>	<b>6.1. Vote Anticipated</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	6. Voluntary Furlough for CSM Employees
Department	Church St. Marketplace
Type	Action
Recommended Action	Approve

#### 7. Reports

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<b>Subject</b>	<b>7.1. Treasurer's Report</b>
Meeting	June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,
Category	7. Reports
Department	Church St. Marketplace
Type	Report
<b>Subject</b>	<b>7.2. Director's Report</b>

Meeting June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,  
Category 7. Reports  
Department Church St. Marketplace  
Type Report

**Subject 7.3. Chair's Report**

Meeting June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,  
Category 7. Reports  
Department Church St. Marketplace  
Type Report

## 8. Adjournment

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**Subject 8.1. Motion to adjourn**

Meeting June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,  
Category 8. Adjournment  
Department Church St. Marketplace  
Type Action

## 9. Informational and Non-Discrimination Statements

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**Subject 9.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.**

Meeting June 17, 2026 - Church Street Marketplace Commission Agenda - Wednesday, June 17, 2026, 9:00 AM,  
Category 9. Informational and Non-Discrimination Statements  
Department Church St. Marketplace  
Type Information



**CHURCH STREET MARKETPLACE DISTRICT COMMISSION**

**May 20, 2026**

**9:00 AM**

**Location: City Hall, Sharon Bushor Conference Room, 149 Church St., Burlington, VT**

Attendance:

Commissioners: Mark Bouchett, Becky Holt, Linda Magoon, Erik Monsen, Romeo von Hermann, and Sarah Beal (Zoom), Chris Haessly (arrived at 9:09 am), Cara Tobin (Zoom, arrived at 9:15 am)

Staff: Samantha McGinnis – CSM Director, Aida Washburn – Project & Event Coordinator, Andrew Bacher – CSM Coordinator, Kara Alnasrawi – CEDO Director, Jackie Esperti – Division Director for Parking & Traffic, Jessica Dudley – Marketing Director, Isa Parades – Marketing Coordinator

COME TO ORDER

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

I. APPROVE AGENDA

- a. Motion to approve – Romeo
  - i. Seconded – Becky Holt
- b. Vote to approve agenda
  - i. Agenda approved unanimously

II. APPROVE MINUTES

- a. Motion to approve – Romeo Von Herman
  - i. Seconded – Becky Holt
- b. Vote to approve minutes
  - i. Minutes approved unanimously

III. PUBLIC FORUM – GENERAL

- a. Councilor Grant spoke about the OPC Location Resolution.
- b. Jeff Nick – Spoke about the OPC Location Resolution.
- c. Llyndara Harbour – Spoke about business community struggles and OPC Location Resolution.
- d. Lara Allen – Spoke about OPC Location Resolution.
- e. Chris Haessly – Spoke on behalf of the Ward 3 neighborhood planning assembly’s resolution regarding the OPC Location Resolution.

- f. Andrew LeSturgeon – Spoke about the OPC Location Resolution.
- g. Public forum closed at 9:26 am

#### IV. COMMISSIONER UPDATES

- a. Chris Haessly – Recognizes David Melincoff for reopening Sweetwater’s. Recognizes national wait staff day is Thursday, May 21. Recognizes Lt Gov Rogers event in Contois Auditorium at 6:30 pm that evening.

#### V. FY 27 DID District Fees

- b. Parking Director Jackie Esperti presents on downtown parking fees and updates for the upcoming fiscal year.
- c. Motion to accept the DID tax recommendation: Linda Magoon
  - a. Second: Becky Holt
- d. Vote on Motion
  - a. Motion Approved Unanimously

#### VI. Mathew’s Montreal’s Famous Food Cart Menu Change

- a. Mathew Panetta and Jared Carter present on proposed food cart menu and management change.
- b. Motion to accept the menu change: Erik Monsen
  - a. Second: Chris Haessly
- c. Vote
  - a. Motion Approved Unanimously

#### VII. Overdose Prevention Center Location Resolution

- a. Motion To adopt the resolution: Erik Monsen
  - a. Second: Romeo Von Hermann
- b. Discussion ensues regarding the resolution language.
- c. Motion to amend the resolution to include new language: Chris Haessly
  - a. Second: Romeo Von Hermann
- d. Discussion ensues on the proposed new language
- e. Friendly amendment to swap “establishment” for “development”: Chris Haessly
- f. Vote to adopt the amended language suggested by Chris Haessly as follows:  
“NOW, THEREFORE, BE IT RESOLVED that as appointed representatives of both the businesses on the Church Street Marketplace and members of the broader Burlington community, the Church Street Marketplace Commission has serious concerns and would like to be proactively consulted on and collaboratively contribute to the exploration, development and future oversight of any potential downtown location for an Overdose Prevention Center or other similar service providers.

BE IT FURTHER RESOLVED that the Church Street Marketplace Commission is presently opposed to the establishment of an Overdose Prevention Center within the downtown core or the

Central Business District, without the prior development of social, medical, housing, and other related support services.”

- a. All in favor
- g. Motion by Romeo Van Herman to amend the language of the resolution as follows:  
To remove the sentence “without the prior development of social, medical, housing, and other related support services.”
  - a. Second: Chris Haessly
- h. Discussion ensues on the new proposed language
- i. Vote on the amendment Proposed by Romeo Von Hermann:
  - a. In Favor: Romeo von Hermann, Linda Magoon
  - b. Opposed: Mark Bouchett, Becky Holt, Erik Monsen, Sarah Beal, Cara Tobin
  - c. Abstain: Chris Haessly
  - d. **Motion fails**
- j. Vote to adopt the amended the language suggested by Chris Haessly:
  - a. In favor: Sarah Beal, Mark Bouchett, Chris Haessly, Becky Holt, Linda Magoon, Erik Monsen, Cara Tobin, Romeo Von Herman
  - b. **Motion passes**
- k. Vote to adopt the resolution as amended:
  - a. In favor: Sarah Beal, Mark Bouchett, Chris Haessly, Becky Holt, Linda Magoon, Erik Monsen, Cara Tobin, Romeo Von Herman
  - b. **Motion Passes**
  - c. **Amended Resolution Exhibit A**

## IX. Reports

- a. Treasurer’s Report
  - a. < 90% of all revenues for cafes, CAFs and interdepartmental transfers are accounted for
  - b. Revenue continues to be below the original goal due to lack of fund raising and sponsorship dollars
  - c. Expenses remain well managed and below budget to offset reduced revenues
- b. Director’s Report
  - a. State grant awarded to purchase new bollards for the street
  - b. Main Street Accreditation awarded to the Church Street Marketplace
  - c. Mayor Virtual Town Hall meeting went well according to anecdotal reports from businesses
  - d. New stores on the marketplace: Project Vintage, Amberli, Pop-up Bagels, Sabah’s House
  - e. Closed store: Quarterstaff games (moved to another downtown location)
  - f. Programs and events: Una Passaggiata, Downtown Jazz, Helly Hansen Windows, Burlington Watches Together, BHS parade, Party on the Bricks, Summer in the City, Main Street Celebration, BTV Market
- c. Chair Report
  - a. Mark spoke with multiple businesses regarding the OPC Location Resolution.
  - b. The engine of optimism for Burlington is revving up and starting to move the needle in the right direction
  - c. Visitors are saying great things, need to remind the locals of Church Street’s appeal

IX. Executive Session

- a. Motion to Enter Executive Session: Chris Haessly
  - a. Second: Linda Magoon
- b. Vote to enter executive session
  - a. Vote passes unanimously
- c. Discussion of director's performance

X. Adjournment

- d. Meeting adjourned at 11 am

Next Meeting: Wednesday, June 17, 2026 at 9 am in City Hall, Sharon Bushor Conference Room, 149 Church Street, 05401.

**Exhibit A**

**Resolution Relating to**

**RESOLUTION\_\_\_\_\_**

THE LOCATION OF THE PROPOSED  
OVERDOSE PREVENTION CENTER

Sponsor(s): Haessly, Monsen  
Date: May 20, 2026

**CHURCH STREET MARKETPLACE COMMISSION**

In the year Two-Thousand Twenty-Five.....

Resolved by the Church Street Marketplace Commission, as follows:

1           WHEREAS, there are a number of individuals currently living within the City of Burlington who  
2 are struggling with an untreated substance use disorder; and

3           WHEREAS, a number of service providers for individuals struggling with substance use disorder  
4 are located in or within close proximity to downtown Burlington; and

5           WHEREAS, the accumulation of syringe litter has created a public health and safety issue that  
6 has been identified as a major problem for city residents and business alike; and

7           WHEREAS, downtown residents and businesses have been adversely impacted by the behaviors  
8 of individuals struggling with substance use disorder; and

9           WHEREAS, the public use and consumption of illegal drugs and narcotics has contributed to  
10 negative perceptions about downtown Burlington; and

11           NOW, THEREFORE, BE IT RESOLVED that as appointed representatives of both the  
12 businesses on the Church Street Marketplace and members of the broader Burlington community, the  
13 Church Street Marketplace Commission has serious concerns and would like to be proactively consulted  
14 on and collaboratively contribute to the exploration, development and future oversight of any potential  
15 downtown location for an Overdose Prevention Center, or other social service provider that could  
16 substantially impact the downtown business climate.

17           BE IT FURTHER RESOLVED that the Church Street Marketplace Commission is presently  
18 opposed to the establishment of an Overdose Prevention Center within the downtown core or the Central  
19 Business District, which may contribute to a further increase in open drug use and crime, without the  
20 prior establishment of social, medical, housing, and other related support services.



To: Church Street Marketplace Commission  
From: Andrew Bacher, Marketplace Coordinator  
CC: Samantha McGinnis, Director  
Date: June 12, 2026

**Re: Amjed Almulla Artist in the Alley Fee**

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Background:

The Artist in the Alley Program is a longstanding Church Street Marketplace initiative that permits artists and makers, typically local individuals operating small businesses, to vend their work in the Leahy Way Alley off Church Street. The program provides a unique opportunity for local artists to sell their products in one of the busiest pedestrian corridors in the Northeast at a relatively low cost.

In the current season, the program has experienced a decline in participation, with only one other individual presently permitted to vend in the alley.

Amjed Almulla, a Burlington-based artist, and refugee with limited mobility, has expressed interest in participating in the Artist in the Alley Program. Amjed has experience vending at both the BTV Market. O.N.E. World Market and the BTV Winter Market. He is currently returning from a hiatus in vending, which has contributed to a challenging financial situation.

On May 11, 2026, Amjed approached Marketplace staff to request a reduction in the Artist in the Alley permit fee to enable his participation. The standard seasonal permit fee is \$500. In addition, the program requires participants to obtain general liability insurance, which may cost upwards of \$150 annually.

**Staff Recommendation:**

It is the recommendation of the Church Street staff that the Commission votes to approve the reduction of Amjed Almulla's Artist in the Alley fee to \$100.



To: Church Street Marketplace Commission  
From: Samantha McGinnis, Director  
Date: June 17, 2026

**Re: Voluntary Furlough Fiscal Year 2027**

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**Background:**

In an effort to help close the budget gap for Fiscal Year 2027, the City of Burlington is offering a voluntary furlough program to employees whose salaries are funded through the General Fund. Participation will require a minimum commitment of 40 hours (one week) and a maximum of 416 hours. The voluntary furlough program will be administered using the same process as vacation requests. Managers and employees will work together to assess workload and scheduling needs to ensure adequate coverage and support for staff when voluntary furlough time is taken. Voluntary furlough can be taken in hours, days or weeks.

This opportunity is currently available only to employees whose positions are funded by the General Fund. Because the Church Street Marketplace operates under a different funding structure and does not draw from the General Fund, not all Marketplace employees are eligible to participate. However, several Church Street Marketplace staff members have expressed interest in the program, particularly given the limited vacation allotment available to City employees.

To promote consistency and equity across the department, we would like to extend the voluntary furlough opportunity to Church Street Marketplace employees as well. In addition to creating a more level playing field among staff, this approach would provide modest budgetary relief for the Marketplace during a fiscal year with very limited financial flexibility.

As a reminder, the salaries of the Director, Marketing Manager, Marketing Coordinator, and Event Coordinator are split between the Marketplace budget and the General Fund. The remaining Church Street Marketplace employees are funded entirely through the Marketplace budget.

**Staff Recommendation:**

It is the recommendation of the Church Street Director that the Commission votes to approve voluntary furlough for fiscal year 2027.