Valerie S. Mason
Chair

Ian McKnight
District Manager

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The City of New York
Community Board 8 Manhattan
Executive Committee
Wednesday, July 22, 2026 – 5:00 PM
This meeting was conducted via Zoom.

MINUTES

Community Board Members Present: Alida Camp, Anthony Cohn, Lindsey Cormack, Felice Farber, Miles Fink, Sebastian Hallum Clarke, Sahar Husain, Craig Lader, Addeson Lehv, Valerie Mason, John McClement, Sharon Pope-Marshall, Elizabeth Rose, and Russell Squire.

Total Attendance: 16

Chair Valerie S. Mason called the meeting to order at 5:00 PM.

Ms. Mason reminded Board attendees that, with the most recent iteration of the Community Board 8 Manhattan (CB8M) by-laws, the Executive Committee now consists only of the current and past Board Chairs who are currently Board members, and current Board Officers.

1. **Comparison of Manhattan Community Board Operations**
    a. The Committee reviewed a recent publication from Manhattan Community Board 7 which provides a comprehensive statistical comparison of all Community Boards within Manhattan. The Committee discussed how CB8M's operation compares to other boards within the borough, and best practices that CB8M may want to consider adopting from the others.
2. **Committee Mergers**
    a. Following the Community Board comparison, the Board recognized the volume of committees within CB8M and discussed possible consolidation between Committees that have categorical crossovers.
    b. The Street Life Committee and Street Fairs Committee may be combined, but additional consolidation would need to be further discussed. Ms. Mason proposed that Co-Chairs begin to think about which of their committees could be possibly merged.
3. **Staff Approval Proposals**
    a. Assistant District Manager Jordyn Lee presented a proposal for staff-level approvals for liquor license applications to the State Liquor Authority (SLA), Dining Out applications to the Department of Transportation (DOT), and retail dispensary licenses to the Office of Cannabis Management (OCM), which would grant certain application types a preapproval status granted by the staff, thus waiving an appearance necessity to the Street Life Committee and thus the Full Board.
        i. Street Life Committee Co-Chair Lindsey Cormack raised concerns regarding the preapproval status for corporate change applications to the State Liquor Authority and requested that these applicants continue to attend Street Life Committee public hearings. With additional opposition from other Board members, this portion of the proposal was withdrawn.

ii. Ms. Mason raised concerns about retail dispensary renewal applications, and proposed that first-time renewal applicants attend a hearing, with the potential for waiving future renewals afterwards.
iii. The Committee was in favor of all other staff level preapprovals, which includes renewal notifications for liquor licenses, 30-day waiver requests for liquor licenses, and Dining Out applications for enclosed sidewalk cafes.

b. Community Associate Jon Kraus presented a proposal for staff-level approvals for all Street Fair license applications received through the Street Activity Permit Office (SAPO). The Committee was in favor of granting all upcoming Street Fairs a staff preapproval status and thus waiving their appearance at Committee meetings, contingent on there being no prior complaints. The Committee discussed that, in those instances, applicants applying for a street fair permit would then be directed to the Street Life Committee.
c. The Executive Committee will introduce both proposals with discussed amendments at the next Full Board meeting.

4. Committee Meeting Staffing

a. District Manager Ian McKnight explained that the Board generates considerable staff overtime due to after-hours committee meetings. Overtime accrues as "comp time," which can be taken as paid time off at a later date or paid out in cash on separation from City service. Even though a cash value is not paid out immediately, comp time represents a financial burden on the Board due to that, in the event of staff leaving their position with the City, they would remain on the payroll until their comp time is spent down.
b. Due to the significant accrual of overtime, Mr. McKnight proposed that staff have a more hands-off role during committee meetings, in which they would log onto Zoom to begin the recording and livestream, and leave soon after, leaving the technological aspect in the hands of the co-chairs.
c. A comprehensive Zoom training for Board members would take place prior to the handoff.
d. Committee members were in favor and will introduce the proposal at the next Full Board meeting.

5. Old Business

a. There were no items of Old Business.

6. New Business

a. There were no items of New Business.

The meeting was adjourned at 7:50 PM.

Valerie S. Mason, Chair