



**Mansfield Downtown Partnership  
Board of Directors Meeting  
March 5, 2020  
Mansfield Town Hall  
Town Council Chambers  
4:30 PM**

**DRAFT Minutes**

Present: Steve Bacon, John Carrington, Steve Ferrigno, Frank Gifford, Prabhas KC, Toni Moran, Diana Pelletier, Jessie Shea, Sean Vasington, and Cara Workman

Staff: Kathleen M. Paterson

**1. Call to Order**

President Steve Bacon called the meeting to order at 4:37 PM.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Welcome new Board member Steve Ferrigno**

Mr. Bacon introduced Steve Ferrigno and welcomed him to the Board. At Mr. Bacon's request, Mr. Ferrigno provided a little information about his background and his role as Chair of the Town of Mansfield's Economic Development Commission.

Mr. Bacon announced that UConn President Tom Katsouleas has appointed Kyle Muncy to serve as UConn's third representative on the Board. The position became available when Cara Workman was selected to be the President's designee following the staff changes in the President's office.

Mr. Bacon shared the news that Mario Conjura agreed to be added to the slate of potential Board members to be voted on by the membership at the Partnership's annual meeting in June.

**4. Approval of Minutes of February 6, 2020**

Ms. Pelletier made a motion to approve the February 6, 2020 minutes. Ms. Workman seconded the motion. The motion was passed unanimously with abstentions by John Carrington and Mr. Ferrigno.

## **5. Executive Director Report**

In lieu of a report from the Executive Director, Toni Moran provided an update on efforts to change state regulations requiring a petition and referendum at the local level to allow the sale of alcohol in town. She explained that this is the only instance where state law requires such local actions, which have proven to be an obstacle to businesses looking to open or expand their offerings in Mansfield. She said that she and Mr. Ferrigno testified before the General Law Committee in support of the proposed House Bill 5293 which would eliminate the state requirement for a petition and referendum while leaving local regulations in place. Ms. Moran noted that their testimonies were supported by written submissions from each of them and from the Town's Planning and Zoning Commission. She added that they received a positive response from the Committee and are optimistic the bill will be supported.

## **6. Review and Approval of Partnership FY2020-2021 Budget**

Mr. Bacon briefly explained the budget process. Ms. Moran explained the major changes from previous years, including the salary increase for the Senior Communications Manager and the increased costs of economic development efforts.

Ms. Workman asked for clarification regarding the Town's commitment. Mr. Carrington explained that the Town makes scheduled payments, and one payment is forthcoming.

Ms. Pelletier moved to approve the budget as presented. Mr. Carrington seconded the motion. The motion was approved unanimously.

(Jessie Shea left the meeting at 5:00 PM.)

Ms. Moran explained the process for the Town's budget approval.

(Frank Gifford arrived at 5:04 PM.)

## **7. Review and Approval of Partnership FY2020-2021 Budget**

Mr. Bacon noted that he had received only two assessments from Board members to date. He asked the group if they still saw value in the process.

Ms. Pelletier said she thought it was important and helpful for the Board to conduct periodic reviews but suggested the format of the form might be tweaked to encourage timely responses.

(Ms. Shea returned at 5:05 PM.)

Mr. Bacon asked the group to commit to returning their completed assessments by March 31, 2020.

## **8. Business Outreach and Next Steps**

Ms. Pelletier reported that she and Sean Vasington completed a visit with the manager of Geno's Grill recently but had not yet had time to compile their report. Ms. Pelletier and Mr. Vasington both agreed the visit was insightful and productive.

Mr. Bacon reported that he and Bonnie Kumiega are scheduled to visit with the manager of The Oaks on the Square soon. He and Mr. Carrington are working to arrange a visit with the manager of Starbucks.

## **9. Report from Committees and Task Forces**

*Celebrate Mansfield Festival:* Chair Jessie Shea reported that planning is progressing and that the Committee is looking into the idea of adding a section of local craft vendors.

*Finance and Growth:* Chair Toni Moran did not have anything additional to the previously discussed budget to report. She briefly discussed the Town's efforts to find a creative use for the wood remaining from the large oak tree that the Connecticut Department of Transportation removed from Betsy Paterson Square.

*Governance:* Chair Steve Bacon reported that the committee had conducted an exit interview with former Board member Shamim Patwa and an orientation with new Board member Steve Ferrigno.

(Kathleen Paterson left the meeting at 5:27 PM.)

*Executive:* Ms. Moran made a motion to go into Executive Session according to CGS Section 1-200(6)(A) for the purpose of conducting Cynthia van Zelm's annual performance evaluation. Mr. Vasington seconded the motion. The motion was unanimously approved. The Board went into Executive Session at 5:29 pm.

Present: Board members: Mr. Bacon, Mr. Carrington, Mr. Ferrigno, Mr. Gifford, Mr. KC, Ms. Moran, Ms. Pelletier, Ms. Shea, Mr. Vasington, and Ms. Workman.

The Board came out of Executive Session at 6:05 pm.

## **10. Adjourn**

Ms. Moran made a motion to adjourn. Ms. Pelletier seconded the motion. The meeting adjourned at 6:07 pm.

*Minutes prepared by Kathleen M. Paterson and Steve Bacon*