

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, October 14, 2014
Council Chambers, Beck Municipal Building

Minutes

Present: J. Armstrong, P. Barry, J. Coite, R. Cournoyer, C. Devecchis, M. Hart, S. Kegler, M. Kirk, A. Kuegler, E. Paterson, H. Rynhart

Staff: M. Capriola, L. Painter (*Town*); C. van Zelm (*MDP*); C. Casa (*UCONN*)

Meeting was called to order at 4:00 pm.

1. Meeting Minutes

Barry made the motion, seconded by Kuegler to approve the minutes of the September 9, 2014 meeting as presented. The motion passed unanimously.

2. Community-Campus Policing

Rynhart and Cournoyer provided an update. UCONN Police and Mansfield Resident Troopers continue to conduct joint patrols to address off-campus activity. Large off-campus crowds have subsided. Small house parties at single family homes are being addressed and have often been associated with student groups. Nuisance ordinance tickets have been issued.

3. Updates:

a. *Mansfield Downtown Partnership.* van Zelm provided an update on the commercial leasing in Storrs Center. CVS has opened and Bruger's Bagels and Jamba Juice will open in October. Construction on the Education Playcare building is underway. 2 of the 3 spaces in the building next to Price Chopper have been leased and will be open within the next few weeks. Wilbur Cross Way will remain closed until March. Construction on the owner occupied townhomes is expected to be complete in 2016. Staff reported on bus service and programming at the Nash-Zimmer Transportation Center.

MDP is hosting a "Pet Crawl" event on October 18th; proceeds will benefit the Mansfield Animal Shelter. MDP is also hosting its 3rd annual downtown trick or treat event on October 25th from 4-5pm, followed by the Parks and Recreation Department's annual Trick or Trunk event from 5-6pm.

b. *MCCCP.* Armstrong provided an update. UCONN's Director of Counseling and Mental Health Services and the University's CARE team will host an event in January for town staff, property managers, and the religious community. The event will discuss the services provided by the CARE team to students. Armstrong reviewed recent events and outreach conducted by his staff with off-campus students.

c. *USG.* Kuegler and Devecchis provided an update. USG is working to re-establish Guard Dogs (Safe Rides). USG participated in the Festival on the Green by having a

booth and providing volunteers to help staff the event. USG is currently working on its legislative agenda. USG is trying to plan another community/family movie night on campus for November.

d. *Four Corners Project*. Hart announced that the Town Council has scheduled a bond referendum vote for the Four Corners Sewer project for November 4th. If the project is approved, funding sources for the project were provided.

e. UCONN Master Plan. Kirk provided an update. UCONN is presenting its draft master plan to the Town Council on October 14th. The draft plan will be released to the public on October 16th. UCONN will host a community information session at Town Hall. The Town Council and Planning and Zoning Commission will prepare joint formal comments on the plan and will seek feedback from the relevant advisory committees.

4. Other Business

Coite stated that the Stage 2 mandatory water conservation notice for its water users and customers is still in place. Water conditions are reviewed and analyzed weekly and adjustments to the conservation notice will be made as needed.

5. Opportunity for the Public to Address the Committee

None.

The meeting adjourned at 4:30 p.m.

Respectfully Submitted,
Maria E. Capriola, Assistant Town Manager
Town of Mansfield

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Maria E. Capriola, Assistant Town Manager
Town of Mansfield

**MANSFIELD DOWNTOWN PARTNERSHIP
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING
Mansfield Town Hall, Conference Room C
April 21, 2014
4:15 PM**

MINUTES

Present: George Jones (Chair), Sally Doyen, June Krisch, Bruce Stave

Staff: Cynthia van Zelm

1. Call to Order

George Jones called the meeting to order at 4:19 pm.

2. Approval of Minutes from March 17, 2014

June Krisch made a motion to approve the minutes of March 17, 2014. Bruce Stave seconded the motion. The motion was approved.

3. Update on Storrs Center

Cynthia van Zelm said there was a lot of interest in the for-sale housing in Storrs Center and several refundable deposits have been received by master developer LeylandAlliance. She said that Leyland is planning a trip for interested potential homeowners to Warwick Grove, Leyland's similar housing development.

Ms. van Zelm said the public hearing for Phase 2 (mixed-use with approx. 200 apartments and 34,000 square feet of commercial space) will be held by the Partnership on April 23.

Ms. van Zelm said a lot of work has been completed on the Town Square with the goal to complete the horizontal work this May.

4. Update on Renewals/Follow-Up Calls

The Committee reviewed the list of non-renewals. Ms. van Zelm will send an e-mail to Committee members not in attendance about the status of their follow-up.

Ms. van Zelm said there are currently 189 renewing members with \$11,755 received in memberships this fiscal year.

5. Member Event – Speaker, Location, Budget

Mr. Jones said he had been able to get a commitment from the UConn Co-op to hold a member event there for May 21. After much discussion, the Committee decided to not hold a spring event but perhaps include the members who give at the patron level (\$200) or above at the holiday reception.

6. Follow-up on New Memberships

The Committee suggested that an e-mail be sent to Storrs Center businesses as a reminder to see if they will join the Partnership. Ms. van Zelm will draft an e-mail for the Committee to review. The Committee suggested sending those e-mails in mid-May. The Committee can then make follow-up calls after its next meeting.

7. Adjourn

Ms. Krisch made a motion to adjourn. Mr. Stave seconded the motion. The meeting was adjourned at 5:20 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING
Mansfield Downtown Partnership Office**

23 Royce Circle

May 19, 2014

4:15 PM

MINUTES

Present: George Jones (Chair), June Krisch, Bruce Stave

Staff: Cynthia van Zelm

1. Call to Order

George Jones called the meeting to order at 4:25 pm.

2. Approval of Minutes from April 21, 2014

There was no quorum to approve the minutes.

3. Update on Storrs Center

Cynthia van Zelm said the Town Square should be ready to open by May 23. Fundraising continues for the vertical elements for the Town Square and the Partnership just received a \$190,650 grant from the Jeffrey P. Ossen Family Foundation for the stage roof.

Ms. van Zelm said Leyland is sponsoring a trip for interested potential homeowners to Warwick Grove, Leyland's similar housing development, on June 7.

Ms. van Zelm said the public hearing for Phase 2 (mixed-use with approx. 200 apartments and 34,000 square feet of commercial space) was held by the Partnership on April 23. The Partnership recommended to the Town's Director of Planning and Development that the plans meet the Storrs Center Special Design District regulations. A final decision will be made by the Director of Planning and Development this month.

Ms. van Zelm said the Grand Opening for Price Chopper is planned for June 6 at 8:30 am with a preview party the night before with donations to go to three local charities. Ms. van Zelm will forward the invite from Price Chopper to all Partnership committees.

4. Update on Renewals/Follow-Up Calls

The Committee reviewed the list of non-renewals and made some adjustments.

Ms. van Zelm said there are currently 250 renewing members with \$17,745 received in memberships this fiscal year. The budget for memberships has been met.

5. Follow-up on Storrs Center Businesses

Ms. van Zelm said she had started to send e-mails to Storrs Center businesses who received a letter regarding membership in March. The Committee agreed to follow-up with a courtesy phone call a few weeks after all Ms. van Zelm's e-mails have gone out. Ms. van Zelm will e-mail all Committee members about this plan and divvy up assignments.

6. Member Holiday Event

The Committee will discuss an event that recognizes members at its next meeting in August.

7. Adjourn

The meeting was adjourned at 5:05 pm.

Minutes taken by Cynthia van Zelm.

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 17 September 2014
Conference B, Audrey P. Beck Building
MINUTES

Members present: Aline Booth (Alt.), Neil Facchinetti, Quentin Kessel, Scott Lehmann, Michael Soares, John Silander. *Members absent:* Joan Buck (Alt.), Robert Dahn, Peter Drzewiecki.

1. The meeting was **called to order** at 7:32p by Kessel. Alternate Booth was designated a voting member for this meeting.

2. The draft **minutes** of the 20 August 2014 meeting were approved as written.

3. The Commission agreed to move the **October meeting** to the fourth Wednesday (i.e., 22 October) to avoid a conflict with Joshua's Trust's annual dinner.

4. **IWA referrals.**

a. **W1533 (Lessenger, Monticello La).** This application, which the Commission considered at its August meeting, has been revised. The amended application was unavailable for comment at this meeting. {Lehmann participated in the August 27 IWA Field Trip to this site; his report is attached.}

b. **W1534 (Morrissey, 147 Coventry Rd).** The applicant seeks retroactive approval of an above ground pool and deck, constructed within 150 ft of wetlands. The Commission unanimously agreed (**motion:** Silander, Booth) that, while this project does not appear likely to have any significant wetlands impact, the application should have been submitted in advance, rather than presenting the IWA with a *fait accompli*.

c. **W1535 (Lopex, 54 Homestead Dr).** The applicant seeks approval for constructing a 10x14 ft storage shed on a slope 40 ft from wetlands. Apparently, site preparation (leveling) has been done, though the shed itself is not yet constructed. After some discussion, the Commission agreed unanimously (**motion:** Silander, Facchinetti) to comment that:

This application should have been made prior to beginning work. It is not clear why the selected site is "the only reasonable one" (Part E), given that a nearby site at the left edge of the driveway "T" would be farther from wetlands and from the side property line. While the shed itself does not appear to threaten a significant impact on wetlands, provided standard erosion controls are employed during construction, storage of gasoline and petrochemicals in it could pose some risk to wetlands.

5. **Fanwort control in Eagleville Lake.** Mansfield & Coventry have applied for a \$14K DEEP grant to control fanwort in Eagleville Lake with the herbicide Flumioxazin, beginning in June 2015. Fanwort is an invasive plant (probably introduced into waterways from home aquariums) that spreads rapidly, choking out native species. Facchinetti reported that Flumioxazin is "mildly toxic" to fish, according to the EPA, and wondered about the environmental side-effects of the treatment. (The application alleges "no expected negative impacts to the public access" (p.2), whatever that means.) Silander noted that die-off of fanwort, whether natural or consequent to herbicide treatments, could reduce dissolved oxygen. He also wondered why controlling fanwort (as opposed to other invasives) should be a top priority for the Town. The grant requires matching funds, and Mansfield is apparently going to extract its \$7K share from the Open Space Fund, contrary to its intended purpose. As fanwort control will require continuing applications

of herbicide, the Council should budget for it. The Commission agreed to table further discussion of the issue until the November meeting, when answers to some of these questions may be available.

6. Officers for 2014-15. Kessel and Lehmann agreed to continue as Chair and Secretary (resp.); Dahn was volunteered as Vice Chair. This slate of officers was approved unanimously (**motion:** Booth, Soares).

7. Mansfield Tomorrow. If all goes according to plan, a new Plan of Conservation and Development will be adopted in March 2015, and new Zoning and Subdivision Regulations in August 2015.

8. Membership. Kessel is working on finding someone to replace Drzwiecki on the Commission.

9. Mansfield/CWC Water Planning/Advisory Council. Soares distributed copies of material from this group's July meeting

10. Adjourned at 8:40p. Next meeting: 7:30p, Wednesday, 22 October 2014.

Scott Lehmann, Secretary, 21 September 2014; revised 22 September 2014; approved 22 October 2014.

Attachment: IWA Field Trip report, 27 August 2014

Dear CC members,

Today I participated in the IWA Field Trip to the Lessenger property on Monticello Lane, the site of the proposed house (W1533) we discussed and commented on at last week's CC meeting. This wasn't as pointless as it sounds, since the applicant is revising his proposal to avoid having to apply for the special permit required for the 800 yards of fill, and we will have to consider a revised proposal in September (probably).

The revised proposal will call for significantly less fill. Instead, rocks (which abound on the property) would be used for a retaining wall along the driveway, and the house would be sited lower. Although a revised plan and map were not available today, these changes would appear to allay our main concerns about this project.

Scott Lehmann

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
Thursday, September 4, 2014
Mansfield Town Hall
Town Council Chambers**

4:00 PM

MINUTES

Present: Steve Bacon, Tom Callahan, Matt Hart, Cheyenne Haslett, Dennis Heffley, George Jones, Mike Kirk, Philip Lodewick, Paul McCarthy, Betsy Paterson, Shamim Patwa, Steve Rogers, Paul Shapiro, and Bill Simpson

Staff: Cynthia van Zelm

1. Call to Order

Philip Lodewick called the meeting to order at 4:05 pm. New Board member Cheyenne Haslett and Board members introduced themselves.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes of August 7, 2014

Betsy Paterson made a motion to approve the minutes of August 7, 2014. Bill Simpson seconded the motion. The motion was approved.

4. Executive Director Report

Cynthia van Zelm asked for volunteers again for the Partnership table at the Festival from 2 pm to 4 pm on September 21, 2014.

Ms. van Zelm also extended an invitation from Dean Brid Grant to the book launch of a history of the 50th anniversary of the UConn School of Fine Arts, at 6 pm at the UConn Co-op.

5. Partnership Transition Discussion

Finance and Administration Committee Chair Tom Callahan said the Finance and Administration Committee has been meeting for approximately five months to review the Partnership's mission as Storrs Center current build-out is completed.

He noted that the Partnership was formed in 2000 to cause Storrs Center to happen. This was a mutual goal of the Town of Mansfield and the University of Connecticut.

With the last phase, the residential homes, planned to go forward in October, the question of the Partnership's role became timely and important to discuss. What needed to be done in 2000 is different from what needs to be done now with respect to Storrs Center. The players are different than four years ago with several equity partners and their representatives i.e., Hart Realty Advisers, The Wilder Companies, the CT Retirement Plans and Trust Funds, EdR, now part of the mix.

Mr. Callahan said with the transition to the management of the asset of downtown, the Finance Committee looked at the skills and competencies needed to manage the downtown. There may be the need too for different and additional capacity. The current funding model is not likely to be the same funding model moving forward.

As noted in Executive Director Cynthia van Zelm's memo to the Board, Mr. Callahan referred to the three main areas of skills that staff and the Committee developed that would be needed to manage downtown: 1) Branding/Marketing/Promotion (tactical and strategic); 2) Operations/Funding; and 3) Strategic Planning.

The Committee discussed the Partnership acting similar to a National Main Street Center organization whereby it would be focused on events, promoting the businesses, maintaining the public infrastructure, etc.

The Committee also spent a lot of time looking at the composition of the Board. Mr. Callahan said this will require further discussion as there was not consensus on whether the equity partners would eventually be part of the Board. Since Storrs Center Alliance is still developing the last two phases of Storrs Center, and has some final obligations under their development agreement with the Town, it was agreed that it would not be appropriate to entertain the idea of Storrs Center Alliance serving on the Board at this time.

Mr. Callahan said the Committee also continued to discuss the role of the Partnership at the Four Corners. It is a different situation because of the variety of property owners at Four Corners vs. Storrs Center. The Partnership's role at Four Corners, if any, needs to be further discussed.

Ms. Callahan said the Finance Committee is requesting feedback from the Board on the following: 1) Is the notion of focusing on downtown management the correct focus?; 2) Should a sub-group of the Board continue the discussion on the Partnership's role?; and 3) Should

the Partnership look at introducing equity partners in Storrs Center to be part of the Partnership organizational structure?

Matt Hart said, in his opinion, if Storrs Center is to be successful and vibrant, it needs an agency to serve as a coordinator. Great downtowns have Business Improvement Districts or other such downtown organizations. Events are important to attract visitors and promote the businesses.

Mr. Hart said it will be important to stay on top of the maintenance of the public and private infrastructure. He said an organization is needed to address the day to day issues of the downtown and to be a point of contact to resolve issues.

He said that it is also not sustainable when addressing the budget, to rely on the contribution from the Partnership's fund balance indefinitely.

Mr. Hart said it makes sense to involve the owners of the property in the downtown and to make sure that their goals are congruent with the Town's and UConn's.

Paul Shapiro said the question is how does the Partnership position itself for the next iteration – the buildout of the downtown. He said the Finance Committee agreed on what needs to be done but there is still a discussion on who governs.

Mr. Callahan said while there are tenants representing downtown business of the Board (UConn Co-op, Subway), there are no owners on the Board. There is the thought that these equity partners have a critical perspective and the financial wherewithal to contribute to the Partnership.

Mr. Callahan said his view is that in order to properly manage and invest in the downtown, it is essential to have the right people at the table making decisions to maintain the downtown asset.

Mr. Hart suggested inviting the CT Main Street Center team to a Board meeting to provide information on who are the main stakeholders in downtowns? How are boards typically comprised? Mr. Lodewick asked Ms. van Zelm to invite the Main Street Center team to the October Board meeting. He encouraged the Board to review the idea of involving the property owners in the Partnership organization.

Mr. Callahan asked the Board if the functions outlined in Ms. van Zelm's memo are those needed for the Partnership going forward? Steve Rogers and Shamim Patwa asked if some of those functions could be undertaken by volunteers and/or the businesses? Generally, the Board agreed that the set of functions presented are what are needed for the downtown.

Mr. Callahan suggested that the Finance and Administration Committee pause and wait for further direction from the Board.

Ms. Paterson offered to do some research on what models the Connecticut Conference of Municipalities and the National League of Cities may have on managing downtowns.

In summary, Mr. Callahan said he will report back to the Finance Committee that the functions identified by the Committee seem appropriate but the Board wants to receive additional feedback from the CT Main Street Center team. The Board recognized that the Partnership is at a different place than it was initially and even a few years ago. The Board agreed that this characterization was fair.

6. Storrs Center Action Items (Review and Action on Partnership and Storrs Center Alliance Estoppel Certificates)

Mr. Callahan referred to the fourth and final Partnership and Storrs Center Alliance proposed estoppel certificates for Phase 1C (8 Royce Circle). Pursuant to the Partnership's Development Agreement, the estoppel certificates are required to be given upon request, and must state certain facts necessary to indicate to a prospective buyer that both parties are not in default under their Development Agreement and whether the right of first refusal applies. Mr. Callahan said the Finance and Administration Committee had recommended that the Board approve the estoppel certificates for Phase 1C.

Mr. Callahan made a motion to approve the Storrs Center Alliance, LLC Estoppel Certificate and the Mansfield Downtown Partnership Estoppel Certificate for Phase 1C and to authorize Executive Director Cynthia van Zelm to sign the Board approved Partnership Estoppel Certificate. Ms. Paterson seconded the motion. The motion was approved.

7. Four Corners Sewer and Water Advisory Committee Update

Mr. Hart said the Town Council voted to schedule a bond referendum on the Four Corners area sewer project at the November election. The sewer project is estimated at \$9 million with \$3 million coming from a State grant, \$3 million from an assessment on property owners, and \$3 million from the Town's General Fund.

Mr. Hart said the Town conducted an education campaign and will send out some more information in the fall. However, all information must be explanatory (no advocacy) at that point, now that a referendum has been set.

Ms. Paterson noted that 15 percent of the total registered voters in Mansfield need to vote "yes" for the referendum to pass.

Mr. Rogers asked if property owners can vote. Mr. Hart replied that property owners with at least \$1,000 in assessed value can vote.

8. Report from Committees

Advertising and Promotion

In Chair Toni Moran's absence, Ms. van Zelm said the pup crawl is scheduled for October 18 and will involve a one and a half mile dog walk from the Town Square to Moss Sanctuary.

Square Fair

Ms. van Zelm said the last Square Fair for the year is September 26.

Celebrate Mansfield Festival

Ms. Paterson said approximately 95 booths are signed up to participate in the Festival.

She made a request for volunteers.

Business Development and Retention

Mr. Rogers said the Committee did not meet last month.

Membership Development

George Jones said the Committee did not meet this summer but plans to meet in September. He said the Committee was successful in securing more memberships from the new Storrs Center businesses.

Planning and Design

Mr. Bacon said the Committee met with Andy Graves (architect for the Phase 1A, 1B, and 1C buildings) and Geoff Fitzgerald (engineer for Wilbur Cross Way) to review their work on the Sustainability Guidelines checklist. The Wilbur Cross Way checklist is complete but Mr. Graves is still waiting for some information from third parties to complete the checklist on Phases 1A, 1B, and 1C.

9. Adjourn

Mr. Hart made a motion to adjourn. Ms. Paterson seconded the motion. The motion was approved and the meeting adjourned at 5:25 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
BUSINESS DEVELOPMENT AND RETENTION COMMITTEE**

September 11, 2014

5:00 PM

**Mansfield Downtown Partnership Office
23 Royce Circle**

MINUTES

Present: Curt Hirsch, Ron Liu, Paul McCarthy, Matt Rusconi, Rene Schein

Staff: Cynthia van Zelm

Guest: Steve Smith, part-owner of Dog Lane Cafe

1. Call to Order

Partnership Executive Director Cynthia van Zelm called the meeting to order in Chair Steve Rogers absence, at 5:00 pm.

2. Public Comment

There was no public comment.

3. Presentation from Steve Smith, part-owner of Dog Lane Café

At Mr. Rogers suggestion, Ms. van Zelm invited Steve Smith, part-owner of Dog Lane Café to talk about his experience as a new business in Storrs Center. Mr. Smith said overall their experience has been very positive. The summers have exceeded expectations.

He noted that they continue to seek information on events going on at UConn so they can be prepared for customers. Paul McCarthy said UConn has good information on the intercollegiate games but less of a handle on camps and clinics since they are run privately.

Mr. McCarthy said UConn University Events and Conference Services would have all the events. Ms. van Zelm said that the Director Cara Workman has provided information on all the major UConn events to the businesses at prior monthly business meetings. Ms. van Zelm said the goal is for Kathleen Paterson with the Partnership to provide an updated list to the tenants at their October meeting.

Mr. McCarthy will also give Ms. van Zelm a contact at UConn Athletics who will have a schedule of all sports events on campus.

Mr. Smith said he is hearing less complaints about parking than previously.

Ms. van Zelm asked Matt Rusconi (Moe's and Mooyahs), Ron Liu (H.A. Café) and Rene Schein (Storrs Automotive) about their experience.

Mr. Rusconi said his experience has been that summer was better than expected as well, and this summer was better than last. He noted the correlation with the downtown and the rise in reputation of UConn. People in eastern Connecticut now have a destination.

He noted that the trash location for business trash was not ideal as it is not right next to the business.

Ron Liu said that the location of H.A. Café near construction has resulted in some growing pains. He said with further build out, there has been more traffic in his restaurant. He noted that the local community comes out more in the summer. He is continuing to work to engage customers from the Hartford area.

He encouraged consistency of parking enforcement for the on-street parking near his business.

Rene Schein said her new location has affected her business in a positive way. Parking in the Dog Lane lot can be an issue as non-customers continue to park in her designated spots.

All mentioned a concern about whether there would be a saturation of the market, especially for restaurants and retail. Is there a finite pie? They expressed interest in the development team being cognizant of the tenant mix. At that same time, with more apartments and housing coming on line, there will be a larger pie.

A question was asked about whether there had been discussion about shuttles to and from the downtown to the UConn games. Mr. McCarthy and Ms. van Zelm said they were both involved in these discussions and had hoped this would come to fruition but staffing and finances became an issue. Mr. McCarthy said the last discussion was whether the businesses downtown would be interested in collaborating on paying for the shuttles. He said UConn Athletics was very interested in enhancing the fan experience by making the parking and traffic more seamless. Ms. van Zelm will follow-up.

4. Approval of Minutes from July 10, 2014

Ms. Schein made a motion to approve the minutes of July 10, 2014. Mr. McCarthy seconded the motion. The motion was approved.

5. Discussion of Storrs Center Business Questions/Issues and Ideas for Marketing

The discussion of Storrs Center business questions was addressed in the above Agenda Item.

Mr. McCarthy referred to the filming by ESPN of Storrs Center tomorrow for a spot during the UConn/Boise State game on Saturday. He said the shots are shown before commercial breaks. The game is being televised nationally so it is great exposure. The shots will be good for a while and then hopefully ESPN will do additional filming in the winter.

Ms. Schein asked if ads in the UConn/WRTD buses had been pursued. Ms. van Zelm said the Partnership has had an ad about the Festival on UConn buses but not on a regular basis. She will follow-up with UConn and WRTD.

Ms. van Zelm said the ReminderNews is publishing an Almanac on a quarterly basis and one of the features will be Storrs Center. She shared the Storrs Center page and indicated that businesses will be receiving an introductory letter from her asking if they want to purchase a business card ad on the facing page of the Storrs Center page.

Ms. van Zelm mentioned the future events that would benefit downtown businesses including the Festival next week, the Pup Crawl on the morning of October 18, and trick or treating on October 25 from 4 pm to 5 pm.

6. Update on Tenanting and Ideas for future Businesses

Ms. van Zelm said that CVS should be opening at the end of September and Brueggers Bagels/Jamba Juice in October.

Mr. Liu asked whether there would be entertainment attractions in the next phase that would serve as destinations. He suggested a movie theater or bowling alley. Also, what about a Forever 21 or Urban Outfitters?

There was some surprise by Committee members that retail has not been attracted to Storrs Center yet, given the UConn audience.

Mr. McCarthy suggested an Apple store or Nike outlet.

7. Adjourn

Ms. Schein made a motion to adjourn. Ms. McCarthy seconded the motion. The motion was approved. The meeting adjourned at 6:20 pm.

Minutes taken by Cynthia van Zelm.

Town of Mansfield Transportation Advisory Committee
Minutes of the Meeting – June 24, 2014

Present: Hultgren, Marcellino, Millman, Ryan, Gupta, Hall, Carrington (Director of Public Works), Painter (Director of Planning and Development), Rawn (PZC infrastructure committee), Hart (Town Manager), Ghassem-Zadeh (Acting Transportation Coordinator), Hilding (Guest – Southwood Road)

The meeting was convened shortly after 7:00 PM. Introductions were made. Hultgren was elected chairman following the nomination by Marcellino/Millman. He said his priorities were promoting alternate (non-car) modes of transportation with an emphasis on bicycle transportation and having Mansfield become a bicycle friendly community.

The minutes of the March 18, 2014 meeting were approved on a motion by Marcellino/Ryan, with Millman abstaining.

Painter summarized the 2013 recommendations by the PZC's subcommittee on infrastructure for priorities for bikeways and walkways in Town along with the subcommittee's latest modifications to the recommendations. The potential usage of a walkway could be included in the evaluation, but data to back up this assertion would need to be included as well. A criteria for constructability would be added to account for walkways that could be easily constructed. Safety as a separate criteria was not considered to be necessary, as the subcommittee thought that safety should be considered as important in all potential projects. Lower priority projects could be constructed ahead of higher priority projects if targeted funding was available for any project on the priority list. Staff will now update the rating sheet, and recompile the priority listing per the new, now agreed-upon criteria. The result will be included in the new Plan of Conservation and Development (POCD), and eventually in the Town's biking and walking master plans.

Ghassem-Zadeh updated committee members on the final progress in completing the Transportation Center. The bicycle commuting facilities are nearly complete and will soon be available for use by the public. Bike sharing was also discussed – Hultgren reported on the progress of the CROG Bike Sharing Study, and said that as the program is implemented in the Hartford area, the technology may be available to the greater Mansfield area, noting that the initial costs are high, but may be significantly lower as "Smart Bike" technology becomes available (smart bikes work as shared bikes using their U-locks to determine their rental status and location rather than using traditional bike rack docking ports).

Mansfield's need to have a bike advocacy group in order to become a Bicycle Friendly Community (BFC) as designated by the League of American Bicyclists was discussed. Hultgren and Ghassem-Zadeh have begun a listing of potential group members and will begin setting up this group this summer. It was not clear at this point in time if this group should be a subcommittee of the TAC or not. A bicycle master planning effort will also be required to receive the BFC designation. Millman asked what would be contained in a bicycle master plan, and Hultgren said he would try to bring in an example to the next meeting.

Hart and Marcellino (now Mansfield's representatives to the WRTD) updated committee members on the continuing fare-free Storrs to Willimantic bus service and some of the issues relating to WRTD's performance. Hultgren offered TAC support for their efforts to improve WRTD.

Carrington reported that the Sustainability Committee was interested in getting a walkway/bikeway constructed on Route 195 leading into the UConn campus while the new water and/or sewer line

construction was being completed. He said that efforts are underway to determine if this is possible and that he was meeting with the Sustainability Committee tomorrow night to further discuss this issue, noting that the construction was being privately funded, so any additional costs would have to be funded by other sources.

~~Hilding requested that the new walkway being constructed on North Eagleville Road be extended west to Southwood Road noting that a request for this walkway (all the way to Southwood) had been made at least 20 years ago. She cited a number of reasons for this including the changes in UConn's Northwood Apartment residents, connections to the Silver Falls Pathway and increasing traffic on North Eagleville Road. This extension was voted to be added to the priority listing for the POCD on a motion by Ryan/Hall.~~

Hart reported that the sidewalk ordinance was under review by the new Town Attorney. He also said that the Town was considering a request for a bus shelter at the stop on Route 275 closest to the Community Center. He also reported that CROG will be conducting a DOT-funded major corridor study on the pathways to UConn both from a public transit and livability perspective.

The next meeting will be held in September. The Central Corridor RR study will be placed on the agenda to update committee members. Suggested dates will be emailed to members and those interested in attending.

The meeting was adjourned at approximately 8:30 PM.

Respectfully submitted,

Lon Hultgren
Chair

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE
MEETING
PARTNERSHIP OFFICE
23 Royce Circle**

THURSDAY, AUGUST 28, 2014

3:00 PM

MINUTES

Present: Chair: Tom Callahan, Fran Archambault, Phil Barry, Harry Birkenruth, Mona Friedland, Mark Hammond, Matt Hart, Dave Pepin, and Paul Shapiro

Staff: Cynthia van Zelm, John Zaccaro

1. Call to Order

Tom Callahan called the meeting to order at 3:02 pm.

2. Approval of Minutes from July 24, 2014

Paul Shapiro made a motion to approve the minutes of July 24, 2014. Harry Birkenruth seconded the motion. The motion was approved.

3. Estoppel Agreements for Phase 1C (8 Royce Circle)

John Zaccaro, Partnership attorney, reiterated that since Storrs Center Alliance (SCA) is selling property to which the Partnership/SCA Development Agreement applies, the purchaser is given assurances that the Development Agreement is still in effect. The estoppels provide these assurances. The Partnership's Right of First Refusal in the Development Agreement does not apply to the sale of the property in question (Phase 1C).

Fran Archambault made a motion to recommend that the Partnership Board of Directors approve the Partnership Estoppel Agreement for Phase 1C as described in Schedule A. Phil Barry seconded the motion. The motion was approved.

Mark Hammond arrived.

4. Continued Review of Partnership Long-Term Budget

Mr. Callahan recapped the discussion held with the Committee thus far on the Partnership's transition and direction moving forward. He said the Three Year Strategic Plan (2012-2015) laid out the attributes that the Partnership would need at least over these three years. He said a set of downtown management functions was identified by Partnership staff and the Committee. How are these functions implemented? Who is involved in the implementation? If need to buy more capacity where does that come from? Does it include other players besides the Town/UConn and the business community?

As was suggested at the last Committee meeting, Mr. Hart and Ms. van Zelm reviewed the issue of any legal complications with adding the developer and/or equity/property owners to the Board of Directors, with Mr. Zaccaro and with one of the Town's attorneys. The conclusion was that it was not in the best interest of the Partnership to include the master developer in the Partnership organization at this time due to its continuing role in development of Storrs Center. Several potential conflicts of interest could occur because of the Partnership's continued role in reviewing zoning permit applications and the continued obligations of the master developer under its Development Agreement with the Town.

However, Mr. Callahan recommended that the Partnership Board of Directors review the idea of bringing the property/equity owners into a discussion about their involvement in the Partnership organization. This could include EdR, Hart Realty Advisers, Price Chopper, and others down the road.

Matt Hart said he is supportive of this continued discussion with the Board about the composition of the Board of Directors. He said the goal is to maintain the public infrastructure and find the right mix of businesses for the downtown. Storrs downtown should be a premier destination. Bringing on board a team that supports the Partnership's vision and can potentially provide additional revenue would be very helpful. He reiterated that it would not be appropriate to bring master developer Storrs Center Alliance into that mix since they still have responsibility for the construction of Storrs Center. John Zaccaro agreed that there were potential conflicts of interest with bringing the master developer into the Partnership organization. He thought if the property owners were involved, any conflict could be done on a case by case basis as it is currently.

Harry Birkenruth wanted to clarify the Partnership's role going forward before any discussion with the composition of the Board is concluded. Mr. Hart said he sees the Partnership's role as managing the downtown including marketing, publicity, maintaining the public infrastructure, etc., similar to other traditional downtown organizations. Mr. Birkenruth expressed interest in a subsidiary council to the Partnership Board that would include major tenants, the master developer, property owners. David Pepin agreed.

In order to accommodate Howard Kaufman's update on Storrs Center, the Committee deferred discussion on the Partnership transition until after the update.

5. Update on Storrs Center

Howard Kaufman, Managing Member for master developer Storrs Center Alliance, updated the Committee on Storrs Center and its other projects.

Mr. Kaufman said three of the four closings with the Connecticut Pension Fund on Storrs Center commercial property have been completed. The fourth closing will occur after CVS opens in late September. He said that Hart Realty Advisers, representing the Connecticut Pension Fund, and its commercial leasing agent The Wilder Companies, are very involved in Storrs Center.

He said that Centerplan is the general contractor on Phase 2 along Wilbur Cross Way and Storrs Road/Royce Circle. No commercial leases have been signed for this phase yet but there is interest, especially for office space.

Mr. Kaufman said leases have been signed with The Hair Cuttery and Wingstop in the 5,000 square foot building at the intersection of Storrs Road and Charles Smith Way. The third space is still open.

Fran Archambault asked about how much food can be supported in the downtown. Mr. Kaufman said there will need to be an evaluation if there is a tipping point for food establishments. He said the demand right now is for restaurants and office/service space as opposed to retail. Mr. Kaufman said that some businesses have exclusivity clauses.

Mr. Kaufman said that Educational Playcare is moving but slowly. He said that Storrs Center Alliance owns the land and has a long term lease with Educational Playcare.

Mr. Callahan asked if there was dialogue with The Wilder Companies on the tenanting of Wilbur Cross Way even though this property is still owned by Storrs Center Alliance. Mr. Kaufman said Storrs Center Alliance will respect the leases that have exclusivity clauses and can discuss with The Wilder Companies their feedback on the tenanting of Wilbur Cross Way.

Mr. Kaufman said the plans for the Main Street Homes, the for-sale housing in Storrs Center, are being revised in preparation of finalizing the plans. One of the comments from potential residents at a recent meeting indicated that they would like to see a model of the homes. Leyland's architect is creating realistic computer models. The architectural team is also completing a sun shade study as potential residents wanted to know how the sun will affect their home.

In response to comments from focus groups of potential residents, Mr. Kaufman said that some of the condo layouts were changed to include a more open floor layout.

The plans are out to bid to obtain realistic costs to build. They hope to get the pricing in September. Mr. Kaufman is working with their attorney to prepare the legal documents for the Main Street Homes. He said Leyland is also talking to several banks about financing.

Mr. Kaufman said the plan is to get all information out to the potential buyers in October so that contracts can be signed shortly after that time.

Mr. Barry asked how many people have showed interest in the housing. Mr. Kaufman said the number of people who have put down refundable deposits is in the mid-40s. He said there has been some re-engineering done of the site which may allow for a few more townhouse units.

Mona Friedland asked how many contracts would need to be signed for Leyland to move ahead. Mr. Kaufman replied that half would be desirable but it partly depends on which priced condos or townhouses are selling. Mr. Kaufman said there have been one or two people who have asked for their deposits back in response to a question from Mark Hammond.

Mr. Kaufman said the Peter Millman and Rich Marouski with Weichert Realtors have been brought in to sell the units.

Mr. Hart left the meeting.

Mr. Birkenruth asked about the marketing process and whether the Alumni Association was utilized to get the word out. Ms. van Zelm said that the Alumni Association was able to include an update on Storrs Center this past spring in its monthly e-mail. They cannot include information about how to purchase a home in Storrs Center.

Mr. Kaufman said that LeylandAlliance is an applicant for the stadium project in Hartford along with Centerplan who is working in Storrs Center. Centerplan has the lead on this proposal. He said the scope is similar to Storrs Center in terms of mixed-use.

Mr. Pepin left the meeting.

Mr. Kaufman said that sales in its Warwick Grove, NY project have picked up and there are only 18 more houses to sell out of 215.

With respect to their project Hammond's Ferry in South Carolina, there is a Single A baseball team that wants to move into North Augusta in the project

area. A suit was filed by a neighbor against the city to prevent approval of the stadium but the adjacent property owner lost the suit. Mr. Kaufman said they are waiting to see if it will be appealed.

6. Continued Review of Partnership Long-Term Budget (*continued*)

Mr. Callahan suggested that he report to the Board at its next meeting that the Finance Committee had developed skills necessary to manage the downtown based on some of the work done in the 2012-2015 Strategic Plan. A sub-group of the Board and/or Committee would discuss the Partnership structure, and come back with recommendations to the full Finance Committee. If there are vacancies on the Board in the spring, and the Board thought it was prudent, it could consider property owners to fill those vacancies.

There will also need to be continuing discussion on the Partnership's role, if any, in Four Corners, and other potential development areas.

Mr. Callahan suggested that there needs to be a review of the Partnership's committee structure, once the Board structure is determined.

Mr. Archambault noted that the financing of the Partnership needs to be part of the discussion as well.

The Committee agreed with the set of required skills to manage the downtown, as presented. The Committee will continue to flesh out the structure of the Board.

Mr. Archambault said it will also be important to talk to the Mansfield Economic Development Commission to make sure that there is no overlap with the Partnership's goals.

7. Adjourn

The Committee agreed to skip next month's meeting because of Rosh Hashanah.

Mr. Archambault made a motion to adjourn. Mr. Shapiro seconded the motion. The motion was approved and the meeting adjourned at 5:10 pm.

Minutes taken by Cynthia van Zelm

**MANSFIELD DOWNTOWN PARTNERSHIP
PLANNING AND DESIGN COMMITTEE
Conference Room B
Town Hall**

Tuesday, March 18, 2014

MINUTES

Members: Paul Aho, Sondra Astor-Stave, Steve Bacon, Karla Fox, Manny Haidous, Chris Kueffner, Betsy Paterson

Staff: Cynthia van Zelm

Guests: Linda Painter, Director of Planning and Development, Town of Mansfield; Howard Kaufman and Debbie Lastro with LeylandAlliance; Jeffrey Resetco with EdR; Tim Onderko with Langan Engineering & Environmental Services

1. Call to Order

Steve Bacon called the meeting to order at 5:07 pm.

2. Public Comment

There was no public comment.

3. Review of DRAFT Storrs Center Phase 2 Zoning Permit Application

Mr. Bacon said this was the third review of the Phase 2 plans by the Committee. Jeffrey Resetco said he wanted to cover the following items in the meeting 1) confirm that the Committee is satisfied with the changes made to the plans and could recommend them to the Board of Directors, 2) confirm that the materials are acceptable, 3) review key comments on the Design Guidelines checklist which is in draft form (waiting for further comments from Langan, and will address parking separately), and 4) introduced Tim Onderko from Langan.

Mr. Resetco said that he had met with Linda Painter and Fran Raiola, the Fire Marshal, to discuss access to the buildings and trash locations.

Mr. Resetco said the layout has not changed from previous meetings. He passed out the draft zoning permit application including the draft Design Guidelines.

The Planning and Zoning Commission will be considering the request from Storrs Center Alliance and EdR to revise the parking factor for rental residential so that fewer spaces are required. If the team is able to build a surface lot, there would be 120 parking spaces, mainly for the residents in Phase 2. If a two-deck garage would be required, 181 spaces would be needed.

Tim Onderko said there will be pathways and landscaping between Mike Taylor's building and the VS-2 building. Mr. Resetco said the utilities for the VS-2 building will be on the Wilbur Cross Way side.

Mr. Resetco said there will be 12 units with dining rooms in Phase 2 (see A. 302/Unit B3).

Mr. Resetco said the cornices and parapets in VS-2 have been defined more based on Committee feedback.

Paul Aho said he likes the division of buildings as show on A423 (VS-5&6 east elevation) but noticed this has not been done on the west elevation. Mr. Resetco said the plans are being developed this way to keep the rhythm of the shops separate from the residences.

Ms. Painter noted that the separation of retail next to each other helps pedestrians identify separate storefronts.

Mr. Resetco referred to the notes under storefronts in the draft Design Guidelines checklist.

Mr. Aho asked if all the glass will be clear. Mr. Resetco replied in the affirmative. Ms. Painter said she will need specs on the glass.

Mr. Aho asked if the heights on the spaces for the commercial tenants are the same as in previous buildings. Mr. Resetco replied in the affirmative.

Ms. Painter requested that information on the storefront colors be added to the plans.

Ms. Painter said she typically reviews a color palette for the commercial spaces.

With respect to VS-8&9, Chris Kueffner said he was still looking for a "wow" factor (the façade has been changed to pull the façade out on the third and fourth floors). Mr. Kueffner asked if any element could be added to alley between VS-8&9 and VS-10. Mr. Onkerno said he will look into some ideas. Mr. Bacon suggested a mural. Mr. Kaufman suggested a mosaic. Mr. Kueffner continued to suggest something be done further with the architecture. He also suggested that if it is a mural that it not be permanent but rather be changed every few years.

Mr. Resetco referred to page 3 of the draft Design Guidelines checklist that notes that the maximum proposed height of the buildings is 75 feet, and that setbacks are proposed to be one foot.

Mr. Resetco said most sloped roofs are gone in Phase 2.

Cynthia van Zelm encouraged the development team to work with Rudy Favretti on the plan for trees. Mr. Resetco said there will be some trees in the surface parking lot.

Mr. Kaufman said the road behind VS-8&9 will be a public road.

Mr. Resetco asked the Committee to send him any further comments on the draft Design Guidelines.

The Committee reviewed a board with colors for the buildings. Mr. Resetco also brought hardy plank samples. He said there will be two different brick concepts. Mr. Resetco will label the siding colors for the zoning permit application public hearing. He said there will be vertical siding similar to Storrs Automotive. Mr. Resetco can provide photos to Ms. Painter.

In response to a question from Ms. Painter, Mr. Resetco will provide Ms. Painter information on light fixtures. Mr. Bacon asked if they will be the same fixtures as on the Town Square. Mr. Resetco said they will use Battery Park or Providence fixtures. Ms. Painter said the current street lights are Providence.

Mr. Bacon commented on the overall site plan, noting that he liked the distinction between the Phase 2 neighborhood and the Phase 1 neighborhood. He asked about the street lights on Wilbur Cross Way. Ms. van Zelm said they had been purchased and the provider will be putting them up.

Mr. Onderko said there will be some benches in the courtyards. Ms. van Zelm will check with the Town's Department of Public Works on the benches planned for Wilbur Cross Way (number and location). Mr. Resetco will add details and costs on the drawings re: benches.

Mr. Haidous asked if the new lot would be gated. Mr. Resetco said that had not been determined yet. Mr. Resetco said the zoning permit application will show the two deck garage which would mostly be below grade.

Mr. Kueffner asked about the parking spaces near Educational Playcare and questioned how this would work with parent pick-up and drop-off. Ms. Fox echoed this concern. Mr. Resetco said they were looking into this set-up.

Ms. Painter said that 12 of 16 spaces along Wilbur Cross Way near Educational Playcare will be 30 minutes to allow for pick-up and drop-off. There will be four that are two hour spots. Mr. Kaufman said the spaces had been discussed with the Town's Traffic Authority with Educational Playcare. He said that some of the spaces in the former VS-7 location could potentially be used for drop-off.

Mr. Kueffner suggested that a unique element be added to the sidewalks along Wilbur Cross Way. Ms. Paterson cautioned that whatever is done will need to be easily cleaned and maintained.

Mr. Kaufman committed to coming up with some additional unique features and said that Mr. Onderko will come up with some landscaping and other ideas.

Ms. Paterson made a motion that the Committee, by consensus, finds that the Phase 2 plans are consistent with the Storrs Center Special Design District regulations and Design Guidelines and recommends concurrence by the Partnership Board of Directors. Sondra Astor Stave seconded the motion. The motion was approved.

4. Approval of Minutes from March 5, 2014

Betsy Paterson made a motion to approve the March 5, 2014 minutes. Paul Aho seconded the motion. The motion was approved.

5. Adjourn

Ms. Paterson made a motion to adjourn. Mr. Kueffner seconded the motion. The motion was approved and the meeting adjourned at 6:30 pm.

Minutes prepared by Cynthia van Zelm

**MANSFIELD DOWNTOWN PARTNERSHIP
PLANNING AND DESIGN COMMITTEE
Mansfield Downtown Partnership Office
23 Royce Circle**

Tuesday, July 15, 2014

MINUTES

Members: Sondra Astor-Stave, Steve Bacon, Laurie Best, Betsy Paterson, and Karin Randolph

Staff: Kathleen Paterson

Guests: Andy Graves and Jennifer Usher, BL Companies; Ed Pepin, Price Chopper

1. Call to Order

Steve Bacon called the meeting to order at 5:10 pm.

2. Public Comment

There was no public comment.

3. Approval of Minutes from March 18, 2014

There was no quorum; the Minutes were not approved.

4. Review of Storrs Center Sustainability Guidelines for Price Chopper building and MP-2 building

Mr. Bacon explained the Committee's role in evaluating the Sustainability Guidelines for Storrs Center and introduced Andy Graves and Jennifer Usher (from BL Companies) and Ed Pepin (from Price Chopper). Mr. Bacon commented that Mr. Pepin and his team should be commended for a particularly fine project and noted that the community has responded very well to the new store.

Mr. Graves reviewed the Sustainability Guidelines checklist for the MP-2 building. He noted that because the building is just a shell, he left the categories specific to tenant build-outs blank. Mr. Graves suggested that the Committee be in touch with the developer once tenants are announced to make sure those sections are completed. He said he will provide a final copy of the checklists for MP-2 as well as Phases 1A and 1B once he has received the final documentation pieces from the subcontractors.

Mr. Pepin reported to the Committee that Price Chopper has a goal of receiving LEED Silver certification for the new store. He noted that the LEED requirements are very similar to the Sustainability Guidelines, which he reviewed with the Committee. He noted that Price Chopper has met a 30% reduction of water usage (including food prep and dishwashing). Mr.

Pepin said he is awaiting the results of the energy use evaluation, which he expects to have soon.

Karin Randolph questioned if the employees are limited in the amount of water they may use.

Mr. Pepin explained there is no restriction on the employees to use water but rather the calculation is based on how much water different equipment uses, such as sinks that are operated with one's knee so that the water is only running when someone is using the sink.

Mr. Bacon said his understanding is that there is an independent LEED auditor to review LEED applications.

Mr. Pepin confirmed and further explained the LEED evaluation process.

Ms. Usher reviewed the Sustainability Guidelines sections that refer specifically to the site design for both MP-2 and the Price Chopper building. She noted that there is some duplication between the site and building checklists and those sections are all included in the site report. Ms. Usher reviewed the steps taken to improve storm water management, erosion control, and light pollution. She noted that native plants were selected for the landscaping and so no irrigation is needed (does not include initial watering). Ms. Usher commented that the site was unique in not only its compact size but also with regards to the need to tie in to the existing storm water management system that was installed as part of Wilbur Cross Way.

Mr. Bacon thanked Mr. Graves, Ms. Usher, and Mr. Pepin for their work. He said he did not expect that they would need to report to the Committee again but requested that final versions of the checklists be supplied once the remaining reports are in hand.

5. Adjourn

The meeting adjourned at 6:35 pm.

Minutes prepared by Kathleen M. Paterson

Mansfield Board of Education

October 9, 2014

Minutes

Attendees:	Randy Walikonis, Chair, Jay Rueckl, Vice-Chair, Martha Kelly, Secretary, Susannah Everett, John Fratiello, Sarah Lacombe, Katherine Paulhus, Kathy Ward
Excused:	Carrie Silver-Bernstein

The meeting was called to order at 7:30pm by Mr. Walikonis.

SPECIAL PRESENTATION: Goodwin School showed video of great things happening at their school. Students reviewed what they learned and liked about the egg drop and rocket blast.

Ms. Silver-Bernstein arrived at 7:41pm.

HEARING FOR VISITORS: Ric Hossack spoke regarding the superintendent.

COMMUNICATIONS: Letter from Janette Smith, President Mansfield Instructional Assistants Chapter.

ADDITIONS TO THE PRESENT AGENDA: Motion by Mr. Rueckl, seconded by Mrs. Paulhus, to add letter from Janette Smith to New Business. Vote: Unanimous in favor

GOODWIN PTO: Kristen Hempel, President, reported on activities the group participates in to support programs at Goodwin School.

COMMITTEE REPORTS:

Policy Committee: 2014-2015 Policy Updates: Motion by Mr. Rueckl on behalf of the Policy Committee to approve the Mansfield Board of Education Policy Updates as proposed. Vote: Unanimous in favor.

Personnel Committee: Mrs. Lacombe reported the MAA contract is being finalized and the Instructional Assistants are in mediation. There is no need for an Executive Session.

EASTCONN Executive Committee: Mrs. Paulhus will report at the October 23rd meeting.

STATUS UPDATE ON AUDIT: Mr. Walikonis reported the audit is being conducted by CohnReznick and has not been completed.

BOARD OF EDUCATION 2014-2015 GOALS AND OBJECTIVES: Motion by Mrs. Lacombe, seconded by Ms. Everett, to approve the Mansfield Board of Education 2014-2015 Goals as proposed. Vote: Unanimous in favor.

REPORT OF THE SUPERINTENDENT:

- 2015-2016 Budget Calendar: Dr. Leclerc reviewed the schedule for budget review and adoption.
- Student Celebrations at Board Meetings: Dr. Leclerc reported on proposed reduction of student celebrations. Each elementary school will host one and the Middle School will have two celebrations at Board Meetings.
- Draft 2015 Board of Education Meetings: Dr. Leclerc presented a draft schedule of meetings to be held in 2015. Board will review and adopt on October 23, 2014.
- 2013-2014 CMT Science Results: Dr. Leclerc distributed the CMT Science results.
- Professional Improvement: Motion by Mr. Rueckl, seconded by Mrs. Lacombe, to approve the increase in salary, retroactive to the start of the school year as outlined in the current contract between the Mansfield Board of Education and the Mansfield Education Association for Eileen Melody, Annie Perkins, Denise Proffer, and Laura Smith.
- School Opening Update: Dr. Leclerc reported the opening of school went well.
- School Security Grant: Dr. Leclerc reported the district has applied for the 2nd round of the School Security Grant.
- Enhancing Student Achievement: Two new programs were highlighted in the 2014-2015 summary chart; MMS Chinese Language Club and Homework Club.
- Class Size/Enrollment: The administrators reported no significant change in class size or enrollment.

APPROVAL OF MINUTES:

- Motion by Ms. Everett, seconded by Mr. Fratiello, to approve the minutes of the September 11, 2014 Meeting. Vote: Unanimous in favor with Mr. Rueckl abstaining.
- Motion by Ms. Everett, seconded by Mr. Fratiello, to approve the minutes of the October 2, 2014 Retreat. Vote: Unanimous in favor.

NEW BUSINESS: Mansfield Instructional Assistants Chapter request to change the name *Instructional Assistants* to *Paraeducators*. After discussion, the Board referred the request to the Personnel Committee to review and make a recommendation to the Board.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: A report on substitute teachers and discussion on mechanisms to get input from staff were requested.

Motion by Ms. Everett, seconded by Ms. Silver-Bernstein to adjourn at 8:47pm. Vote: Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk