

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Office
November 7, 2006**

MINUTES

Present: Stephen Bacon, Thomas Callahan, Matt Hart, Al Hawkins, Janet Jones, Betsy Paterson, Dave Pepin, Steve Rogers, Betsy Treiber, Frank Vasington, David Woods

Staff: Cynthia van Zelm, Tricia Rogalski

1. Call to Order

Betsy Treiber called the meeting to order at 4:03 pm in Philip Lodewick's absence.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Betsy Paterson made a motion to approve the minutes. Steve Bacon seconded the motion. The motion was approved unanimously.

4. Debrief on Joint Board and Planning and Design Committee meeting from October 24, 2006

Janet Jones said she thought the presentation by LeylandAlliance and Urban Design Associates on the update to the master plan was excellent.

Cynthia van Zelm asked if anything should be changed in preparation for a similar presentation to the Planning and Zoning Commission, and in general.

Al Hawkins said he had heard nothing but positive feedback from people at the presentation and others not in attendance.

Tom Callahan said he thought the presentation was well done. He suggested that the next presentation include a view of the entire site (all 50 acres). Mr. Callahan said it would be important to address issues of traffic on Route 195 when a presentation is made to the Planning and Zoning Commission. Ms. Paterson agreed.

Ms. Jones noted that many people have questions about Route 195. How will CDOT address the issue of traffic generated by the project on Route 195? Frank Vasington said Leyland needs to understand the real traffic issues on Route 195.

Mr. Callahan said the renderings that Leyland showed at the meeting highlighted the goal of turning Route 195 into a main street, and, essentially, slowing the traffic down.

Ms. Paterson asked about the timetable for the road to Route 44 from the UConn campus (which should alleviate some traffic on Route 195). Mr. Callahan said the road has received the federal money that was requested and UConn is now undergoing an Environmental Impact Statement on the property. This study should be completed in fall of 2007 with a goal to begin construction on the extension of the road in late fall 2007 or spring 2008. The project has a lot of attention at the University.

5. Director's Report

Ms. van Zelm said that she and Mr. Callahan were meeting with Pam Heath-Johnston at UConn who has agreed to help the Partnership with a strategic planning session in winter.

Ms. van Zelm said the Lodewick's will be hosting a holiday party for Board and Committee members after the next Board meeting on December 5 at 5:30 pm. Betsy Treiber, Betsy Paterson, and Steve Rogers said they would be unable to attend.

Ms. van Zelm said the next meeting on the CD/Video project will be November 16. Some filming has started.

Ms. van Zelm said that Administrative Assistant Tricia Rogalski will start her maternity leave on December 21 and is scheduled to come back in March, initially at a slightly reduced schedule. Ms. van Zelm and Ms. Rogalski are working on a volunteer program to find people to help out in the office while she is gone.

6. Approval of Kathleen Caron's appointment to the Membership Development Committee

Dean Woods made a motion to appoint Kathleen Caron to the Membership Development Committee. Matt Hart seconded the motion. The motion was approved unanimously.

7. Appointment of Matthew Hart, Town Manager, as Assistant Treasurer

Ms. Paterson made a motion to approve Matthew Hart, Mansfield Town Manager, as Assistant Treasurer for the Mansfield Downtown Partnership, Inc. Mr. Hawkins seconded the motion. The motion was approved unanimously.

8. Report from Committees

Finance and Administration

Mr. Callahan said the Finance and Administration Committee had met with Howard Kaufman of LeylandAlliance (over the phone) for its quarterly update on the Storrs Center project and other projects that Leyland is undertaking. Grant updates and strategic planning were also addressed.

Mr. Callahan referred to the September 30, 2006 financial statements for the Partnership that were passed out at the meeting. He indicated that the Partnership has expended about \$6,000 more than budgeted for, mostly on the legal side. He said that Ms. van Zelm is working with Partnership attorney Lee Cole-Chu on scheduling his time as efficiently as possible, keeping in mind that Mr. Cole-Chu will be essential as we get into the permitting process.

Mr. Callahan said the fund balance is at \$78,000+. Over \$1 million has been raised in grant revenues. The financial statements do not reflect the \$2.5 million received two years ago for Storrs Road, through the efforts of Senator Lieberman.

Mr. Callahan said that Mr. Kaufman indicated that Leyland's other projects were going well. The project in Madison, CT, is still awaiting a CT Department of Environmental Protection permit.

Mr. Callahan emphasized the Finance Committee's role in evaluating how Leyland's other projects are doing – it is good due diligence.

With respect to strategic planning, Mr. Callahan said that the timing is right, as the Partnership is moving into a different stage of development. Some time next year, the role of the Partnership will change as the project moves into construction stage. He said that Pam Heath-Johnston has organizational expertise and has agreed to make herself available to the Partnership for a half day strategic planning session. It is anticipated this will be after January 1.

Dave Pepin asked if the Four Corners and King Hill Road will be discussed. Mr. Callahan indicated that this would most likely be the case. Mr. Pepin said it would be important to know what the developers who are looking to develop at Four Corners are planning -- before the meeting.

Ms. van Zelm said that there is still \$2 million pending in the Senate Transportation Appropriations bill for the parking garage. She said we should have a better idea of how that bill will move (i.e., separately or through an omnibus bill) a few weeks after the election.

Ms. van Zelm said the Urban Action grant request is still pending. She indicated that a positive meeting was held with representatives of the Partnership, Town, UConn, and Leyland with State Senator Don Williams and Office of Policy and Management Secretary Robert Genaurio last week about the grant request. The next step is to follow-up with Secretary Genaurio in a few weeks.

Mr. Callahan noted the Executive Order that Governor Rell issued that establishes an office of Smart Growth. The Storrs Center project is certainly consistent with the policy of the state around encouraging smart growth. Ms. Paterson agreed that it would be important to convey the nature of the Storrs Center project, and the fact that it is located at Connecticut's flagship university, to the Governor. She also noted the national press about the project.

There were some questions about the Blue Back Square project in West Hartford and what its current mix is of commercial and residential development. Ms. van Zelm said she would follow-up with Barry Feldman, former Manager in West Hartford.

Membership Development

Betsy Treiber said that the membership renewal letters have gone out with 126 returned thus far. She asked that Board members send in their dues and spread the word about membership.

9. Other

Mr. Hart said that work was proceeding on the pedestrian walkway at Town Hall. The plan is still to complete it this fall. The plantings are coming next week.

Dean Woods reported that he met with Peter Gelb, the new director of the Metropolitan Opera. They are planning on doing a live simulcast of one of the Met performances that will be shown on the UConn campus, this spring.

Ms. van Zelm said the cornerstone laying ceremony for the Greek Center amphitheater will be this weekend and she would be attending to present a check on behalf of the Partnership. Ilias and Maria Tomazos have been very generous about allowing the Partnership to use the Greek Center for various meetings.

10. Adjourn

The meeting adjourned at 5:00 pm.

Meeting notes taken by Cynthia van Zelm.