

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Tuesday, December 2, 2008
Mansfield Downtown Partnership Office
1244 Storrs Road**

4:00 PM

Minutes

Present: Steve Bacon, Tom Callahan, Gregg Haddad, Matt Hart, Janet Jones, Philip Lodewick, Frank McNabb, Betsy Paterson, Steve Rogers, Antoinette Webster, David Woods

Staff: Cynthia van Zelm

1. Call to Order

Board President Philip Lodewick called the meeting to order at 4:08 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

The minutes were amended to add Steve Rogers as attending and also as being part of the Executive Session. The minutes were also amended to delete the section under New Business where it indicates that the Board came out of Executive Session. This is not the proper place to indicate this action. Betsy Paterson made a motion to approve the minutes as amended. Steve Bacon seconded the motion. The motion was approved unanimously.

4. Director's Report

Executive Director Cynthia van Zelm said that the December Open House was this Thursday, December 4 from 5:30 pm to 6:30 pm in the Partnership office.

Ms. Paterson asked about the attendance at the Open Houses. Ms. van Zelm said there was usually at least one person in attendance.

5. Review and Approval of 2009 Meeting Dates

Dean David Woods made a motion to approve the 2009 Board Meeting Dates. Ms. Paterson seconded the motion. The motion was approved unanimously.

6. Update on Storrs Center and Next Steps

Ms. van Zelm referenced the November 24 presentation to the Town Council which included the fiscal analysis of Storrs Center and a status report on Storrs Center. Matt Hart, Janet Jones, and Ms. Paterson noted that they had heard positive feedback.

Ms. van Zelm said the State Traffic Commission permit for Storrs Road improvements was still pending and under technical review.

She noted that the Frequently Asked Questions on the website will be updated soon.

There was some discussion of the rental units and who would be living in them. The goal has always been a mix of tenants. The key will be effective management of the units.

7. Report from Committees

Advertising and Promotion

Dean Woods said the Committee met on November 19. The Committee talked about updating the Mansfield Visitor and Information Guide. It was a comprehensive guide incorporating many types of businesses when it was done several years ago. The Committee decided that due to lack of resources, it would be difficult to update it in the same manner. A smaller guide was still under discussion. Ms. van Zelm mentioned that Partnership Administrative Assistant Kathleen Paterson has begun designing a possible dining-only guide.

Dean Woods said the Committee also discussed updating the panels on the kiosk. A review of cost and content is underway by Partnership staff.

Dean Woods said the winter lights and banners on the pedestrian walkway are up.

Finance and Administration

Tom Callahan said the Committee reviewed what would be included in an updated Business Plan from LeylandAlliance focusing on Phase 1A of the project.

Membership Development

In Committee Chair Betsy Treiber's absence, Ms. van Zelm reported that the new Membership Brochure should be ready by next week.

Nominating

Mr. Lodewick said the Nominating Committee had two upcoming vacancies to fill. One person has agreed to serve if approved by the membership. The Committee is seeking one more commitment.

These two Board seats would need to be approved by the Board and then by the full membership.

The Mansfield Business and Professional Association is pursuing the 3rd vacancy.

8. Other

Mr. Hart reported that the Four Corners Sewer Advisory Committee would be meeting at 7 pm tonight. He said that Partnership Board member Phil Spak would be the Partnership representative on the Committee.

Mr. Callahan said that the Town will be considering acquiring the Moss Sanctuary from CT Forest and Parks Association who will buy it from the University. The Board of Trustees approved the exchange of other property with the CT Forest and Parks Association in 2005. Mr. Callahan said the Moss Sanctuary will be a great asset to the downtown. He said that the Town Council will hold a public hearing on the acquisition on Monday night. Mr. Hart said there was money in the Town's open space budget for this acquisition. There is a dam in the Sanctuary that will need some repair.

9. Adjourn

Ms. Paterson made a motion to adjourn the meeting. Mr. Callahan seconded the motion. The motion was approved unanimously and the meeting adjourned at 4:55 pm.

Minutes taken by Cynthia van Zelm.