

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING  
Tuesday, January 5, 2010**

**Mansfield Downtown Partnership Office  
1244 Storrs Road**

**4:00 PM**

**Minutes**

Present: Steve Bacon, Harry Birkenruth, Gregory Haddad, Philip Lodewick, Frank McNabb, Betsy Paterson, Steve Rhodes, Steve Rogers, Kristin Schwab, Bill Simpson, Antoinette Webster, David Woods

Staff: Cynthia van Zelm

**1. Call to Order**

Philip Lodewick called the meeting to order at 4:04 pm.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes**

Dean David Woods made a motion to approve the December 1, 2009 Board minutes. Bill Simpson seconded the motion. The motion was approved unanimously.

**4. Director's Report**

Cynthia van Zelm said the 4<sup>th</sup> Annual Winter Fun Day is Saturday, February 13 from 11 am to 2 pm outside the Mansfield Community Center. Ms. van Zelm asked Board members to let her or Special Projects Coordinator Kathleen Paterson know if they can volunteer for an hour or two.

Ms. van Zelm said BL Companies will make a presentation on the Storrs Road design work to date (approximately 30 percent) to the Partnership's Planning and Design Committee on January 19. The design to this stage will then be submitted to the CT Department of Transportation after Committee, and Town and Partnership staff review.

Ms. van Zelm said that Public Works Director Lon Hultgren is preparing a Request for Qualifications for design of the intermodal center which will be reviewed by the

project team and then the Greater Hartford Transit District (which is administering the federal grant funds from the Federal Transit District) and the CT Dept. of Economic and Community Development. Ms. van Zelm said she is also working with the Town to prepare categorical exclusion paperwork to address the federal environmental requirements. Ms. van Zelm said that she, and staff from the Town and LeylandAlliance had met with FTA and it was determined that the federal transit dollars can only be used for transit related design elements of the intermodal center. The state funding will cover the balance.

## **5. Storrs Center Action Items**

Mr. Lodewick said that LeylandAlliance is continuing its discussions with potential equity and debt partners for Phase 1A, and the University to see if there are mutual programming needs that can be met through Storrs Center. The driver continues to be rental housing in the first phase of the project. The Board discussed some of these options.

Mr. Lodewick said the Town and LeylandAlliance continue to work on a term sheet mainly related to infrastructure financing and management.

Mr. Lodewick said that Leyland's three other projects continue to move ahead. He said a referendum is scheduled for the possible bonding by the town of Madison to partially cover the costs of buying the Madison Landing property from LeylandAlliance – to be used primarily as conservation land.

## **6. Four Corners Sewer Study Advisory Committee**

Ms. van Zelm said that Willimantic Water Works presented the cost of tapping into its system to supply water to Four Corners to the Four Corners Sewer Advisory Committee.

## **7. Report from Committees**

### Advertising and Promotion

Dean Woods said the Advertising and Promotion Committee discussed a variety of ways to continue to promote the Partnership. A suggestion was made to see if the Partnership could get exposure through the first women's basketball Game Day hosted by ESPN at Gampel Pavilion.

Dean Woods said that Ms. K. Paterson had brought a proposal to the Committee to undertake an arts and crafts fair. The Committee suggested that the goal would be to do this in the spring of 2011, in conjunction with the high school and the School of Fine Arts.

The newsletter will go out in early April.

The Committee also talked about tote bags as a way to promote the Partnership but tabled the idea for now.

Finally, the Committee reviewed its charge and made some changes.

#### Finance and Administration

In Tom Callahan's absence, Ms. van Zelm said the Committee discussed Storrs Center and next steps, and the preliminary Partnership budget for 2010-2011. The goal is to bring the budget to the full Board in February.

#### Membership Development

Frank McNabb said an update on Storrs Center had been provided to Horizons magazine as well as a membership form.

There are currently 230 paid memberships for a total of approximately \$12,000.

One of the next priorities is to include a sticker with contact information about Storrs Center on the front page of the Reminder News. The goal is to do this in January, March and May.

Mr. McNabb said a letter to Mansfield businesses soliciting membership is being prepared.

A link to the Partnership website will be included in the Husky E-News that goes to 80,000 UConn alumni. The Partnership will also have information sent to participants at Alumni Weekend in June and have a table with information that weekend. Harry Birkenruth thought this would be good opportunity to let people know about the housing opportunities at Storrs Center.

#### Nominating Committee

Mr. Lodewick said that Board member Mike Gergler's term will end in June. Kristin Schwab and Mr. McNabb can serve one more consecutive term. Ms. Schwab and Mr. McNabb agreed to do so (pending re-election).

Mr. Lodewick said he, Steve Rogers and Bruce Clouette's position on the Town Council would need to be reappointed. Mr. Clouette expressed an interest in serving on the Board as an elected member. Mr. Lodewick said the Committee is proposing that Mr. Clouette's name be placed in nomination in June for election to the Board.

#### Planning and Design

Steve Bacon said the Committee will hear a presentation from BL Companies in January regarding the design of Storrs Road. Mr. Bacon said that CDOT requires a public meeting when a certain percentage of design is achieved. The Committee will comment on the design and report back to the full Board. Town and Partnership staff will also provide comments to BL Companies prior to BL submitting design at

30 percent to CDOT. Mr. Bacon said they should be able to ascertain a tentative timeline as well.

**8. Other**

Mr. Lodewick said it appears that most Board members can make meetings if they are changed to the first Thursday of the month. The meeting dates will be changed and sent to the Board as well as the Town Clerk's office.

**9. Adjourn**

Betsy Paterson made a motion to adjourn the meeting. Mr. Bacon seconded the motion. The motion was approved unanimously and the meeting adjourned at 5:00 pm.

*Minutes taken by Cynthia van Zelm.*