

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING  
Thursday, November 4, 2010**

**Mansfield Downtown Partnership, Inc.  
1244 Storrs Road**

**4:00 PM**

**Minutes**

Present: Steve Bacon, Tom Callahan, Matthew Hart, Dennis Heffley, Philip Lodewick, Frank McNabb, Betsy Paterson, Christopher Paulhus, Alexandria Roe, Steve Rogers, Kristin Schwab, Bill Simpson, and David Woods

Staff: Cynthia van Zelm, Lee Cole-Chu

**1. Call to Order**

Philip Lodewick called the meeting to order at 4:03 pm.

**2. Opportunity for Public to Comment**

David Freudmann expressed his concern about a development agreement between the Town and the master developer being considered before the Parking Steering Committee completes its work. He also expressed concern about the cost of enforcement for the parking in Storrs Center.

**3. Approval of Minutes**

Betsy Paterson made a motion to approve the October 7, 2010 Board minutes. Steve Bacon seconded the motion. The motion was approved unanimously.

**4. Appointment of Corine Norgaard and Betty Wexler to Membership Development Committee**

Frank McNabb made a motion to appoint Corine Norgaard and Betty Wexler to the Membership Development Committee. Betsy Paterson seconded the motion. The motion was approved unanimously.

**5. Four Corners Sewer and Water Study Advisory Committee**

Cynthia van Zelm said the Four Corners Sewer and Water Advisory Committee will meet on November 10. She said the water consultants, Environmental Partners, met with Town staff and expect to have a preliminary report ready in early December on the various options for a water source at Four Corners.

Ms. van Zelm said the interviews for a consultant to design the sewer pump station will be on November 1.

## **6. Report from Committees**

### Advertising and Promotion

Dean David Woods said the Committee will meet on November 17.

### Business Development and Retention

Steve Rogers said the Committee has started to meet again and is updating its charge. He said it will be presented to the Board once it is finalized. The Committee will meet again on November 17.

### Festival on the Green

Ms. Paterson said the 2010 *Festival on the Green* debrief is on November 10. She noted that next year's date falls on the 10<sup>th</sup> anniversary of the attacks of September 11, 2001, and the site may be partially under construction. The Committee, therefore, is evaluating whether to look at a different date to hold the *Festival*. She will update the Board at its December meeting on scheduling.

### Finance and Administration

Tom Callahan said the Committee heard an update from Town Manager Matt Hart on the development agreement with LeylandAlliance and EDR.

He also said the Committee has an initial proposal from LeylandAlliance on relocating the Partnership office to Phase 1A. The Committee is reviewing the proposal. After their recommendation, the Committee will come back to the Board.

Mr. Callahan said the September 30, 2010 financials will be part of the December Board meeting discussion.

### Membership Development

Frank McNabb said membership was changed to a calendar year vs. a fiscal year to make it more convenient for members.

He said the renewal letters for the 2011 calendar year had gone out and that 131 had been received for a total of approximately \$5,400.

Mr. McNabb said that he and other Committee members staffed a table at the fall University Off-Campus Student Housing Fair. He said there was a lot of interest in Storrs Center from attendees and exhibitors.

He said the next Committee meeting is November 22.

## Planning and Design

Steve Bacon said the Planning and Design Committee met on October 19 with Derek Kohl and Geoff Fitzgerald of BL Companies and Mansfield Director of Public Works Lon Hultgren to receive a preview of the public meeting on Storrs Road and Dog Lane improvements. He said Committee members provided good input on some potential modifications.

Mr. Bacon said the Committee will meet on November 16 to receive a preview on the Phase 1A and Phase 1B plans. The Committee will review for compliance with the Storrs Center design guidelines. Mr. Bacon encouraged Board members to attend the Committee meeting. He said the Committee will likely need to schedule an interim Committee meeting in mid-December to formally receive the zoning permit application for Phases 1A and 1B. The application goes to Director of Planning Greg Padick first and then he refers it to the Partnership. He said the Committee is responsible for reviewing plans against the sustainability guidelines but that will come in the building permit phase.

Betsy Paterson made a motion to go into executive session to receive commercial or financial information provided in confidence by Storrs Center Alliance – CGS 1-200 (6), (E) and 1-210(b)(5).

Dennis Heffley seconded the motion.

The motion was approved unanimously.

### **7. Executive Session – Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance**

Present: Mr. Bacon, Mr. Callahan, Mr. Hart, Mr. Heffley, Mr. Lodewick, Mr. McNabb, Ms. Paterson, Mr. Paulhus, Ms. Roe, Mr. Rogers, Ms. Schwab, Mr. Simpson, and Mr. Woods.

Also present: Ms. van Zelm and Mr. Cole-Chu.

### **8. Director's Report**

Ms. van Zelm said the monthly open house is today at 6 pm.

She said on Monday, the Town Council formally approved sending the Dog Lane infrastructure and Storrs Road plans on for further design (as required by the CT Department of Transportation).

Ms. van Zelm said she is continuing to work on the plan for public spaces in Storrs Center. She said the goal is to bring in stakeholders early next year. She said the Mansfield Advocates for Children have already met with the Planning and Design Committee on their ideas.

### **9. Review and Approval of Partnership Meeting Dates**

Chris Paulhus made a motion to approve the 2011 meeting dates. Mr. Heffley seconded the motion. The motion was approved unanimously.

**10. Adjourn**

Mr. Callahan made a motion to adjourn the meeting. Mr. Paulhus seconded the motion. The motion was approved unanimously and the meeting adjourned at 5:30 pm.

*Minutes taken by Cynthia van Zelm.*