

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Thursday, August 4, 2011
Mansfield Town Hall
Town Council Chambers
4 S. Eagleville Road**

4:00 PM

MINUTES

Present: Steve Bacon, Harry Birkenruth, Tom Callahan, Matthew Hart, David Lindsay, Frank McNabb, Toni Moran, Betsy Paterson, Alex Roe, Steve Rogers, Bill Simpson, and Ted Yungclas

Staff: Cynthia van Zelm

1. Call to Order

Steve Bacon, Vice President, called the meeting to order at 4:05 pm in President Philip Lodewick's absence.

2. Welcome New Board Member Ted Yungclas

Mr. Bacon welcomed Ted Yungclas, Assistant Dean in the UConn School of Fine Arts, who replaced Dean David Woods, on the Board. Mr. Bacon expressed the Board's appreciation for Mr. Yungclas joining the Board.

3. Opportunity for Public Comment

There was no public comment.

4. Approval of Minutes of May 5, 2011 and July 13, 2011

Betsy Paterson made a motion to approve the minutes of May 5, 2011 and July 13, 2011. Frank McNabb seconded the motion. The minutes were approved with an abstention from Bill Simpson on the July 13, 2011 minutes.

5. Director's Report

Cynthia van Zelm asked the Board to review the Board contact list for any changes.

Ms. van Zelm proposed that the Board meeting in September include a site walk of the Phase 1A site.

Ms. van Zelm said she was working with Tom Callahan on planning a strategic planning session tentatively in October.

6. Appointment of University of Connecticut Student Board representative

Mr. Bacon noted that the UConn student Board representative needs to be reappointed every year. Ms. Paterson made a motion to approve David Lindsay as the University of Connecticut student Board of Directors' representative. Mr. Simpson seconded the motion. The motion was approved.

7. Election of Officers to Board of Directors for 2011-2012

Toni Moran made a motion to approve Philip Lodewick as President, Steve Bacon as Vice President, Steve Rogers as Secretary, and Kristin Schwab as Treasurer as Board of Directors' officers. Alex Roe seconded the motion. The motion was approved unanimously.

8. Appointment of Committee Chairs and Members for 2011-2012

Ms. Paterson made a motion to appoint the attached list of Mansfield Downtown Partnership Committee Chairs and members until the end of the Partnership's fiscal year on June 30, 2012. Mr. Birkenruth seconded the motion. The motion was approved unanimously.

9. Update on Storrs Center Action Items

Ms. van Zelm said the zoning permit for the Village Street should be ready in August. Ms. Paterson made a motion to schedule the Partnership public hearing on August 30 at 6:30 pm in the Town Council chambers. Ms. Moran seconded the motion. The motion was approved unanimously.

Ms. van Zelm said the steel is going up on the first building for Storrs Center. The parking garage is out to bid and bids are expected back on August 23.

Ms. van Zelm said the Frequently Asked Questions for Storrs Center have been updated on the Partnership website at www.mansfieldct.org/mdp and she encouraged Board members to share them with friends.

Ms. van Zelm said she is continuing to work with LeylandAlliance and EDR on outreach to the community on the residential leasing. The Board discussed outreach efforts to the entire community and its leadership will be working with EDR on outreach.

Ms. Moran and Tom Callahan asked Ms. van Zelm to work with general contractor Erland Construction on outreach on available jobs at the construction site and tracking of the jobs. Matt Hart said the Town of Mansfield will do the same for the Town projects.

9. Four Corners Sewer and Water Study Advisory Committee Update

Ms. Roe reported that the Request for Proposals for the Environmental Impact Evaluation (EIE) for the UConn Tech Park is out with replies requested back in two weeks. The goal is to choose a firm by the last week of August.

The goal is also for the funding to be placed on the CT Bond Commission agenda for August 26.

The EIE process is approximately six months.

10. Report from Committees

Advertising and Promotion

In Chair Kristin Schwab's absence, Ms. Paterson reported that Ms. Schwab showed the Committee the work being done on the public spaces plan for the downtown area. Trails and conservation land has been mapped and all brought together in one document. Ms. Paterson said the work being done by Ms. Schwab and her UConn landscape architecture students supports the goals of the Partnership. Ms. Paterson said she would like an update on the public spaces plan for the Town Council at a future meeting.

Ms. van Zelm said she is work with the Town's Parks and Recreation Department on a grant application to the CT Recreational Trails Program that would feed off of the work on the public spaces plan. She suggested that the Partnership include a letter of support.

Festival on the Green

Ms. Paterson said the Advertising and Promotion Committee suggested that someone from LeylandAlliance give a tour of the area around the construction site during the Festival. Ms. Paterson said she thought signs could be put up to indicate what businesses will be located in a particular area. She thought this would be a great way to continue to build excitement.

Mr. Simpson encouraged signage near the site that would include which businesses are coming to Storrs Center. This would also serve to entice other businesses to lease.

Membership Development

Frank McNabb said the Committee has a meeting on Monday.

Planning and Design

Mr. Bacon said the Planning and Design Committee meeting included a presentation from Andy Graves from BL Companies about the applicability of the Storrs Center sustainability guidelines to Phases 1A and 1B. It is required that the architect of record fill out a checklist with the work being done measured against the guidelines. The Committee made some suggested changes which Mr. Graves will bring back to the next meeting.

11. Adjourn

Bill Simpson made a motion to adjourn. Harry Birkenruth seconded the motion. The motion was approved and the meeting adjourned at 5:35 pm.

Minutes taken by Cynthia van Zelm