

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS  
Thursday, January 3, 2013  
Mansfield Town Hall**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Harry Birkenruth, Carl D'Oleo-Lundgren (by phone), Matt Hart, George Jones, Michael Kirk, Philip Lodewick, Paul McCarthy, Frank McNabb, Toni Moran, Betsy Paterson, Chris Paulhus, Steve Rogers, Kristin Schwab, Bill Simpson, Ted Yungclas

Staff: Cynthia van Zelm, John Zaccaro

Guests: Howard Kaufman and Macon Toledano from LeylandAlliance

**1. Call to Order**

Board President Philip Lodewick called the meeting to order at 4:07 pm.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes of December 6, 2012 and December 12, 2012**

Betsy Paterson made a motion to approve the minutes of December 6, 2012 and December 12, 2012. George Jones seconded the motion. The motion was approved.

**4. Executive Director Report**

Cynthia van Zelm said the Flower Pot, Mooyah Burgers & Fries, and Dog Lane Café had opened since the last Board meeting. One more space is available in 9 Dog Lane. She said the street lights are lit on both Dog Lane and Storrs Road, and trash/recycling containers and benches have been placed on the sidewalks. She said the town triangle is starting to take shape as an interim measure until the square gets built this fall.

Ms. van Zelm said a monthly meeting with the Storrs Center tenants will be held on January 15.

She said that Partnership Communications and Special Projects Manager Kathleen Paterson is working on Winter Fun Weekend that will start on February 1.

Matt Hart asked Ms. van Zelm to update the Board on her work on Storrs Center operations and parking during her report next month.

**5. Appointment of Committee Member**

Frank McNabb made a motion to appoint Carl D'Oleo-Lundgren to the Membership Development Committee. Ted Yungclas seconded the motion. The motion was approved.

**6. Update on Process for Conflict of Interest Disclosure**

John Zaccaro said he had spoken to Town attorney Dennis O'Brien and he confirmed that the Town's Code of Ethics does not apply to employees of the University of Connecticut who have been appointed to the Board for the express purpose of representing the University. He will provide information on this in writing for the next Board meeting.

**7. Four Corners Sewer and Water Advisory Committee Update**

Mr. Hart said the DRAFT Environmental Impact Evaluation (EIE) was released on November 6, 2012. The EIE is recommending review of three potential interconnections to provide water to the area. The public comment period has been extended to the end of January. A final EIE document is expected in late winter/early spring. If one of the interconnection options are chosen, it will take from 36 months to 50 months until construction.

**8. Report from Committees**

Advertising and Promotion

Kristin Schwab said the Committee has not met since the last Board meeting.

Business Development and Retention

Steve Rogers said the Committee has not met since the last Board meeting.

### Executive Committee

Steve Bacon said the Executive Committee met in Executive Session.

### Finance and Administration

Harry Birkenruth said the Finance and Administration Committee met on December 21, 2012. It will continue to review a submitted relocation claim. He said the Partnership relocation consultant Phil Michalowski hopes to have all the relocation claims submitted very soon and they will be under budget.

Mr. Birkenruth said the Committee also reviewed the Partnership's draft 2013-2014 budget.

### Membership Development

Frank McNabb said the Committee will have a presence at the UConn basketball games against Duke and Georgetown at Gampel.

### Planning and Design

Mr. Bacon said the Committee had not met since the last Board meeting.

Mr. Bacon made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. Chris Paulhus seconded the motion. The motion was approved.

## **9. Storrs Center Action Items - Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)**

Present: Mr. Bacon, Mr. Birkenruth, Mr. D'Oleo-Lundgren (by phone), Mr. Hart, Mr. Jones, Mr. Kirk, Mr. Lodewick, Mr. McCarthy, Mr. McNabb, Ms. Moran, Ms. Paterson, Mr. Paulhus, Mr. Rogers, Ms. Schwab, Mr. Simpson, Mr. Yungclas

Also Present: Ms. van Zelm, Mr. Zaccaro, Mr. Kaufman, Mr. Toledano

The Board reconvened in regular Session.

## **10. Adjourn**

Mr. Paulhus made a motion to adjourn. Mike Kirk seconded the motion. The motion was approved.

*Minutes taken by Cynthia van Zelm.*