

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING  
Thursday, April 7, 2016  
Mansfield Town Hall  
Town Council Chambers**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Tom Callahan, Anne D'Alleva, Riley Hasson, George Jones, June Krisch, Bonnie Kumiega, Philip Lodewick, Paul McCarthy, Toni Moran, Diana Pelletier, Steve Rogers, and Paul Shapiro

Board Member Emeritus: Betsy Paterson

Staff: Cynthia van Zelm

**1. Call to Order**

President Philip Lodewick called the meeting to order at 4:10 pm.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes of March 13, 2016 and March 22, 2016**

Paul Shapiro made a motion to approve the minutes of March 13, 2016, and March 22, 2016. George Jones seconded the motion. Paul McCarthy, Diana Pelletier and Steve Rogers abstained. The motion was approved.

**4. Executive Director Report**

Cynthia van Zelm passed around a sign-up sheet for assistance with Partnership events this summer.

Ms. van Zelm referred to the new Storrs Center brochures given to each Board member. She said Tea More Café is open; NICABM should open in the next week or so; Kathmandu Kitchen should open in May; and Toasted and Tang should open this summer. There are 29 houses sold in Main Street Homes.

## **5. Brew Pubs and Other Alcoholic Liquor Permits**

Cynthia van Zelm briefly went over her memo on the process to allow specific alcoholic permits in Mansfield.

Matt Hart reiterated that a petition would need to be signed by 10 percent of the Mansfield registered voters to place to initiate a referendum to change the type of alcoholic permits allowed in the Town of Mansfield.

Mr. Hart said the zoning regulations regulate the location of the particular use.

Mr. Lodewick asked if the Town can modify its regulations/ordinances to not require a referendum.

Mr. Hart replied in the negative, stating that the process is governed by state statute. He said the first step is to have a petition signed by the required number of signatures to go to referendum. If a referendum is passed, the appropriate Town ordinance would be revised. The final step is for the Planning and Zoning Commission to amend the Town regulations.

Tom Callahan asked if only a majority is required to pass a referendum. Mr. Hart replied in the affirmative and also said there is no minimum turnout required.

Mr. Callahan asked if the Town Council can change what is adopted during the referendum process. Mr. Hart will need to follow-up.

Mr. Callahan said he did not think the Partnership should take a role in advocating for a petition.

Mr. Hart agreed that the initiative would likely need to come from interested Mansfield residents.

Mr. Hart said that more research can be done on how other communities have approached the process that requires a referendum.

He said that any petition would need to be in place by July if there is interest in placing a referendum on the November ballot.

## **6. Report from Committees**

### Advertising and Promotion

Chair Toni Moran said the Committee is looking at how its work meets its charge.

A spring pup crawl is planned for May.

Betsy Paterson said the music headliner is lined up for the Festival. She said the Festival Committee is looking for more Committee members.

### Business Development and Retention

Chair Rogers said the Committee met at Blaze Pizza for its last meeting. There was no quorum but the Blaze training manager gave Committee members a good overview of how Blaze operates and how the new location in Storrs Center was working.

### Finance and Administration

Chair Callahan said the Committee reviewed the budget and there are a few outstanding matters to address. The draft budget does not reflect review by the Executive Committee of Ms. van Zelm's compensation. The Finance and Administration Committee will likely make a recommendation at its next meeting, and then ask for consideration by the full Board at its May meeting.

Mr. Callahan said he has requested that Ms. van Zelm provide the financials on the Nash-Zimmer Transportation Center operations, and the Partnership events at the next Committee meeting.

Mr. Callahan said the Committee has recommended a Partnership Volunteer of the Year.

### Membership Development

Chair George Jones said 86 percent of the membership portion of the Partnership budget for the current fiscal year has been achieved at just under \$13,000. The renewal count is 205 members.

### Nominating

Mr. Lodewick said Steve Smith, co-owner of Dog Lane Café, has been approached to fill Mona Friedland's position and has accepted (pending a vote at the Annual Meeting).

Mr. Lodewick reported that Steve Bacon has agreed to serve as President on a year by year basis when Mr. Lodewick's term ends in June.

He said Mr. Rogers has decided not to serve an additional term as a representative of the Mansfield Business and Professional Association.

Mr. Lodewick said the Committee identified potential Board members to fill the Vice President and Secretary positions.

Mr. Lodewick said the plan is to have the Annual Meeting on June 14 or June 15. Board members preferred the June 15 date. Mr. Lodewick will be approaching Howard Kaufman from Leyland to see if he can speak at the Board meeting, with an eye on the past 10 years and final steps on completing the current Storrs Center footprint.

### Planning and Design

Chair Bacon said the Committee did not meet last month.

A stakeholder meeting was held on March 22 on the public spaces plan draft from the UConn Landscape Architecture program. It was a very good presentation with good attendance and participation.

Mr. Bacon said he, Ms. van Zelm, and Kathleen Paterson met with UConn Associate Professor Kristin Schwab to narrow down some of the ideas in preparation for the April Planning and Design Committee meeting and the May Board meeting.

### Executive Committee

Mr. Lodewick said the Committee met in Executive Session to discuss Ms. van Zelm's annual evaluation and compensation. The Committee has recommended that future compensation be tied to performance measures which the Committee/Board will develop. Mr. Lodewick said the Board continued to be very pleased with Ms. van Zelm's work.

## **7. Adjourn**

Mr. Callahan made a motion to adjourn. Mr. Hart seconded the motion. The motion was approved and the meeting adjourned at 5:00 pm.

*Minutes taken by Cynthia van Zelm.*