

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE
MEETING
TOWN HALL
CONFERENCE ROOM B**

THURSDAY, MAY 23, 2013

4 PM

MINUTES

Present: Chair Harry Birkenruth, Phil Barry, Tom Callahan, Mark Hammond, Matt Hart, Mike Kirk, Dave Pepin, Bill Simpson, Frank Vasington

Staff: Cynthia van Zelm

1. Call to Order

Chair Harry Birkenruth called the meeting to order at 4:04 pm.

2. Approval of Minutes from March 28, 2013

Bill Simpson made a motion to approve the minutes from March 28, 2013. Phil Barry seconded the motion. The motion passed.

3. Update on Directors and Officers Insurance

Mike Gergler, owner of Wilcox & Reynolds Insurance, provided information to the Committee on options for increasing directors and officers insurance for the Partnership. He noted that the Partnership's current coverage limit is for both Board directors and committee members, and employees. It is shared coverage.

Mr. Gergler left the meeting.

Dave Pepin made a motion to change the Partnership's coverage to \$5 million each for directors/committee members and employees. Mr. Barry seconded the motion. The motion was approved.

Mr. Pepin 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. Tom Callahan seconded the motion.

The motion was approved. The Committee was joined by Howard Kaufman of LeylandAlliance.

4. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Mr. Barry, Mr. Birkenruth, Mr. Callahan, Mr. Hammond, Mr. Hart, Mr. Kirk, Mr. Pepin, Mr. Simpson, Mr. Vasington

Also Present: Ms. van Zelm, Mr. Kaufman

The Board reconvened in regular Session.

Mr. Hammond and Mr. Kaufman left the meeting.

5. Financials for April 30, 2013

Ms. van Zelm noted again that some expenses will need to come out of fund balance for professional technical expenses, legal, and payroll with the addition of a part-time Office Assistant. She said that the Town is still waiting for reimbursement from the State for the road work in Storrs Center.

6. Executive Director Report

Ms. van Zelm said she has been working with Mr. Hart and Director of Public Works Lon Hultgren on the Partnership's role in the operations and staffing of the intermodal transportation center. She will come back with a more detailed update at the Committee's June meeting.

7. Adjourn

Mr. Callahan made a motion to adjourn. Mr. Pepin seconded the motion. The meeting adjourned at 6:30 pm.

Minutes taken by Cynthia van Zelm