

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

THURSDAY, NOVEMBER 7, 2013

2:30 PM

MINUTES

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

Board member Steve Bacon

Staff: Cynthia van Zelm

Guest: Howard Kaufman, Managing Partner, LeylandAlliance

1. Call to Order

Chair Tom Callahan called the meeting to order at 2:37 pm.

2. Approval of Minutes from September 26, 2013

Dave Pepin made a motion to approve the minutes from September 26, 2013. Bill Simpson seconded the motion. The motion passed.

3. Review of Partnership September 30, 2013 Financials

The Committee reviewed the September 30, 2013 Financials.

The Committee agreed that the quarterly report could include financials from fiscal year 2010 going forward with a year falling off as a fiscal year moves into the next fiscal year.

Ms. van Zelm confirmed that the \$100,000 for the town square would come out of the Partnership's fund balance.

4. Review of Property Insurance

Mr. Simpson made a motion to approve a new property insurance policy from AmTrust North America. Mr. Birkenruth seconded the motion. Mark Hammond said the company is rated high. The motion was approved.

Phil Barry 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. Mr. Simpson seconded the motion. The motion was approved.

5. 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. Pepin, Mr. Simpson

Also Present: Mr. Bacon, Ms. van Zelm, Mr. Kaufman

The Committee reconvened in regular Session.

6. Adjourn

The Committee cancelled its November 21, 2013 meeting. The meeting adjourned at 4 pm.

Minutes taken by Cynthia van Zelm