

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE
MEETING
PARTNERSHIP OFFICE
23 Royce Circle**

THURSDAY, FEBRUARY 26, 2015

3:00 PM

MINUTES

Present: Chair Tom Callahan, Fran Archambault, Phil Barry, Mona Friedland, and Dave Pepin

Staff: Cynthia van Zelm

Guest: Howard Kaufman, Principal and Managing Member of LeylandAlliance

1. Call to Order

Tom Callahan called the meeting to meeting to order at 3:10 pm.

2. Approval of Minutes from December 18, 2014 and January 22, 2015

There was no quorum to approve the minutes.

3. Discussion of Main Street Homes

Howard Kaufman, Principal and Managing Member of LeylandAlliance, showed the Committee the new model of the Main Street Homes layout.

Mr. Kaufman reported that 17 units have sold, with two in the last week.

He said Leyland is going ahead with the zoning approval process and has been working with the Partnership on a public hearing date.

Mr. Kaufman said the team is working on finalizing construction contracts.

He said the most popular units are the smaller town homes. They did not think they could sell 20 condominium units so changed to more town homes a few months ago.

Cynthia van Zelm asked where trash/recycling pick-up would be located. Mr. Kaufman said the town homes would likely have their receptacles in their

driveways. He hopes that the condo unit will have trash/recycling inside instead of a dumpster. He will follow-up with his team.

Mr. Callahan said he appreciated the level of sincere effort that Leyland had put in to develop for-sale housing.

Mr. Kaufman said the Leyland team will be sending out a postcard to its database inviting people to an open house at the Storrs Center Development Office on March 14. Ads are being run in the Daily Campus on the front ad space every Friday.

Fran Archambault asked about the status of Phase 2 construction. Mr. Kaufman said they are a little behind schedule but are committed to getting the work done by the July 15 deadline. Mr. Kaufman said the retail spaces in Phase 2 will be ready for tenant fit out but will likely not all be leased.

Mr. Kaufman said some of the current leases prevent bringing in other tenants that would do something similar in Storrs Center such as a bakery.

Ms. van Zelm will follow-up with potential funding availability at the CT Department of Economic Development and the Northeast CT Economic Alliance.

Mr. Kaufman said that Educational Playcare is making steady progress and plans to finish construction this summer.

Mr. Kaufman said the landlord work is complete in the Hair Cattery and Wing Stop spaces. He expects their tenant fit-out to start soon. A lease for the 3rd space has not been signed yet.

Mr. Kaufman left the meeting.

4. Update on Partnership Transition

Ms. van Zelm said that members of the Partnership Board met with the major property owners in Storrs Center – LeylandAlliance, EdR, and Hart Realty Advisers – to discuss current roles, and what their potential role might be in the Partnership. She said that EdR and Hart will provide a breakdown of who is responsible for what in Storrs Center from their perspective. The Partnership will also need to determine its role in other parts of town as that could affect what type of involvement the property owners will want to have in the Partnership.

Mr. Callahan asked Ms. van Zelm to update the Committee on an agenda item for the next meeting. Ms. van Zelm said she will be presenting a proposal on the staffing of the Transportation Center to the Committee for its discussion at the March meeting.

5. Adjourn

The meeting adjourned at 4:20 pm.

Minutes taken by Cynthia van Zelm