

**MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Office
April 4, 2007**

MINUTES

Present: Stephen Bacon, Thomas Callahan, Bruce Clouette, Dianne Doyle, Matt Hart, Al Hawkins, Janet Jones, Philip Lodewick, Peter Nicholls, Betsy Paterson, Steve Rogers, Betsy Treiber, Frank Vasington

Staff: Cynthia van Zelm, Lee Cole-Chu

1. Call to Order

Philip Lodewick called the meeting to order at 4:14 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Al Hawkins made a motion to approve the minutes. Bruce Clouette seconded the motion. The motion was approved unanimously.

4. Director's Report

Cynthia van Zelm said that the CT Bond Commission had approved the \$2.5 million from the Town's Urban Action Grant request for Storrs Road. This brings to over \$6 million received for improvements to the road. This additional funding should allow for the utilities to be placed underground. The remaining funding requested through the Urban Action Grant, the relocation assistance and the parking garage (partial), is still pending.

5. Update on Storrs Center Project and Next Steps

Ms. van Zelm said the 2nd hearing date for the zoning applications is April 5 at 7 pm in the Town Council chambers. A third date of April 26 will also be utilized.

Mr. Clouette said he heard concerns at the March 28 public hearing about noise and the height of buildings, which were not new concerns. He said it would be incumbent on the Partnership and LeylandAlliance to see how the Planning and Zoning Commission ("Commission") responds to particular public comments.

Lee Cole-Chu said that the Municipal Development Plan would be entered into the record, which will show the fiscal analysis and the foundation for the project and the zoning applications being considered.

Mr. Clouette asked if the list of public meetings could be included? Mr. Cole-Chu said they were introduced orally and Ms. van Zelm said the PowerPoint presentation, with the list of meetings, that was given is part of the record.

Tom Callahan asked about the process for responding to the Commission in writing. He advocated vetting the written response with members of the Partnership Board. Ms. van Zelm said this would be done.

Mr. Clouette asked about the possible actions by the Commission. Rejection? Approval? Mr. Cole-Chu said a middle ground could be struck where the applications are approved with conditions or can strike out/add in language, as this is legislation. An example where this might occur would be a decision made that certain signs are inappropriate and would be struck out. Mr. Cole-Chu said the goal would be to negotiate most of the issues where possible.

6. Discussion and Follow-Up re: Volunteer of the Year

Mr. Callahan said the Finance and Administration Committee has looked at choosing a Volunteer of the Year for the Annual Meeting. Four volunteers were chosen last year. He invited Board members to recognize people for their volunteerism. He asked Board members to provide him or Ms. van Zelm names by the April 26 Finance and Administration Committee meeting. The Committee would then come back to the Board with suggestions at the May meeting.

7. Report from Committees

Festival on the Green

Ms. Paterson said that Festival planning is in full swing.

Ms. van Zelm said that two contracts had been received from the Mohegan Sun All-Stars and Aztec Two-Step.

Finance and Administration

Mr. Callahan said the Finance and Administration Committee reviewed Ms. van Zelm's annual appraisal from the Board and discussed the Board's request for the Committee to review Ms. van Zelm's compensation.

The Committee has recommended a 3 percent cost of living increase and a 3.5 percent merit increase to bring Ms. van Zelm annual salary to \$70,000. Mr.

Callahan made a motion to approve a 6.5 percent salary increase for Ms. van Zelm for the next year starting March 18, 2007 (her anniversary date). Steve Bacon seconded the motion. The motion was approved unanimously.

Mr. Callahan said the Committee will be having its quarterly update visit with LeylandAlliance at its May meeting.

Membership Development

Betsy Treiber said the Membership Development Committee was back to meeting monthly. Committee member Dolan Evanovich has been helping to contact more UConn staff and faculty to solicit membership.

Letters and follow-up calls continue with members who have not renewed this year. Approximately, \$17,500 has come in in memberships this year.

Honey Birkenruth had earlier suggested sending membership brochures to new households as well.

Mr. Cole-Chu mentioned the idea again of Leyland giving credit to people who put down money for housing in the new development with part of the down payment going toward membership. Howard Kaufman at Leyland was amenable to this idea.

Nominating

Mr. Lodewick said the Nominating Committee just met and has identified five to six people to replace former Board member Dave Pepin. He will be calling people to gauge their interest in serving on the Board.

The Committee also discussed the fact that many non-profits have advisory boards and brainstormed the idea of approaching people coming off the Board and others to serve in an advisory role to the Partnership Board. This advisory group could meet one to two times a year. Perhaps as part of a fundraiser?

Mr. Clouette said that he did not see a down side to the idea.

Mr. Lodewick said that he would pull together a letter to ask people to serve on the advisory board. Mr. Cole-Chu suggested that term limits be reviewed as well.

Mr. Lodewick said that the Nominating Committee could pull together a resolution for the next Board meeting regarding the number and term of office and the constituencies. A structure could be announced at the Annual Meeting.

8. Other

Ms. van Zelm reminded Committee members to send her their committee reports for the Annual Report.

9. Adjourn

Ms. Treiber made a motion to adjourn the meeting. Ms. Paterson seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:50 pm.

Meeting notes taken by Cynthia van Zelm.