

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Thursday, September 2, 2010**

**Mansfield Downtown Partnership, Inc.
1244 Storrs Road**

2:00 PM

Minutes

Present: Harry Birkenruth, Tom Callahan, Bruce Clouette, Gregg Haddad, Matthew Hart, Dennis Heffley, David Lindsay, Philip Lodewick, Frank McNabb, Betsy Paterson, Christopher Paulhus, Alexandria Roe, Kristin Schwab, Bill Simpson, Antoinette Webster, and David Woods

Staff: Cynthia van Zelm, Lee Cole-Chu, Nick Kepple

Guests: Howard Kaufman and Steve Maun from LeylandAlliance, Jim Poole from NorthMarq, and Tom Trubiana and Rhonda Johannesen from Education Realty Trust (EDR)

1. Call to Order

Philip Lodewick called the meeting to order at 2:05 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Dennis Heffley made a motion to approve the August 5, 2010 Board minutes. Bruce Clouette seconded the motion. The motion was approved unanimously.

Tom Callahan made a motion to go into executive session to receive commercial or financial information provided in confidence by Storrs Center Alliance – CGS 1-200 (6), (E) and 1-210(b)(5).

Bill Simpson seconded the motion.

The motion was approved unanimously.

4. Executive Session – Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance

Present: Mr. Birkenruth, Mr. Callahan, Mr. Clouette, Mr. Haddad, Mr. Hart, Mr. Heffley, Mr. Lindsay, Mr. Lodewick, Mr. McNabb, Ms. Paterson, Mr. Paulhus, Ms. Roe, Ms. Schwab, Mr. Simpson, Ms. Webster, and Mr. Woods

Also Present: Ms. van Zelm, Mr. Cole-Chu, Mr. Kepple, Mr. Kaufman, Mr. Maun, Mr. Poole, Mr. Trubiana and Ms. Johannesen

5. Director's Report

Cynthia van Zelm noted that the September Open House is at 6 pm tonight.

Ms. van Zelm said responses to a request for proposal on design of the parking garage is due today.

Ms. van Zelm said that she and Lon Hultgren and Tim Veillette from the Town, with the Town's consultant BL Companies, attended a project meeting on Storrs Road at the CT Department of Transportation to review comments on the design of Storrs Road. She said a public meeting in Mansfield is planned for late September/early October.

Ms. van Zelm said a request for proposal for the intermodal center/Village Street will be sent out to firms by the Town this week.

Ms. van Zelm requested assistance with a Board member to staff the Partnership's table at Know Your Town Fair with Ms. Paterson.

6. Appointment of Patrick Carino to the Finance and Administration Committee

Ms. van Zelm noted that Patrick Carino was one of the University of Connecticut students that applied for the student representative position on the Board of Directors. The Board wanted to encourage students to be involved with the Partnership, and Mr. Carino expressed interest in serving on the Finance and Administration Committee. On August 26th, the Finance and Administration Committee approved recommending to the Board of Directors that Mr. Carino serve on the Committee.

Mr. Callahan made a motion to appoint Mr. Carino to the Finance and Administration Committee. Ms. Paterson seconded the motion. The motion was approved unanimously.

7. Four Corners Sewer and Water Study Advisory Committee

Ms. van Zelm said that responses to a request for proposal for design of the sewer pump station are being reviewed by the review team through the Town.

8. Report from Committees

Festival on the Green

Betsy Paterson announced that an exciting new piece of the *Festival* will be the puppet making workshop on Sept. 4 and 5. This is a collaborative effort with the Ballard Institute and Museum of Puppetry and the Partnership, with assistance from the Mansfield Historical Society. The workshop will be held at the Community Center and puppets that are made will appear in the Celebrate Mansfield Parade at the *Festival*. Ms. Paterson commended the School of Fine Arts for its great support of the *Festival*.

Finance and Administration

Mr. Callahan referred to the end of the year financials for the Partnership (June 30, 2010). He said the Partnership did not need to utilize professional and technical services (relocation, legal, etc.) as much as anticipated. He said the Partnership is in good financial shape.

Membership Development

Frank McNabb said the Committee met two weeks ago and critiqued membership outreach efforts from the last year.

9. Adjourn

Chris Paulhus made a motion to adjourn the meeting. Dean Woods seconded the motion. The motion was approved unanimously and the meeting adjourned at 4:10 pm.

Minutes taken by Cynthia van Zelm.