

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Thursday, May 3, 2012
Mansfield Town Hall
Town Council Chambers
4 S. Eagleville Road**

4:00 PM

MINUTES

Present: Steve Bacon, Harry Birkenruth, David Lindsay, Paul McCarthy, Frank McNabb, Richard Orr, Betsy Paterson, Chris Paulhus, Kristin Schwab, and Ted Yungclas

Staff: Cynthia van Zelm, Kathleen Paterson

1. Call to Order

Board Vice President Steve Bacon called the meeting to order at 4:07 pm in President Philip Lodewick's absence.

2. Opportunity for Public Comment

There was no public comment.

3. Approval of Minutes of April 5, 2012

Betsy Paterson made a motion to approve the minutes of April 5, 2012. Chris Paulhus seconded the motion. The motion was approved.

4. Review and Consideration of Policy for Short and Long Term Disability Insurance

Mr. Bacon said there needed to be more discussion of the proposed policy on short and long term disability insurance at the staff level before the policy is considered by the Board of Directors. Mr. Bacon said the staff recommendation is to refer this agenda item to the Finance and Administration Committee. Ms. Paterson made a motion to refer

discussion of the policy to the Finance and Administration Committee. Mr. Paulhus seconded the motion. The motion was approved unanimously.

5. Director's Report

Mr. Bacon encouraged Board members who are Mansfield residents to attend the Town Budget Meeting next week.

Mr. Bacon said there will be no regular Board meeting in June. The next meeting will be the Annual Meeting on June 14 at 6 pm at the Greek Center.

Mr. Bacon noted that this was Board member David Lindsay's last meeting as he is graduating from UConn in a few weeks. He will attend the University of Pennsylvania's joint MD/PhD program. Mr. Bacon recognized Mr. Lindsay's achievements and expressed the sentiments of the Board in appreciating Mr. Lindsay's time and contribution to the Board.

Cynthia van Zelm passed around a summer calendar for Board members to indicate when they are on vacation or out of town for scheduling purposes.

Ms. van Zelm said the volunteer sign-up sheet has been working well and she thanked Board members with their help in staffing events.

She said the lease for another year of office space in the Town Hall has gone to the Town Council for its approval.

Mr. van Zelm said she received six responses to the Request for Qualifications for a consultant to assist with a 3-year Strategic Plan for the Partnership. She said Board members Toni Moran, Kristin Schwab and Bill Simpson had agreed to serve on an interview panel along with Partnership Special Projects and Communications Manager Kathleen Paterson.

6. Storrs Center Action Items

Ms. van Zelm said that relocation claims will start to come in the next few months.

7. Four Corners Sewer and Water Advisory Committee Update

Mr. Bacon reported that the Committee did not meet last month. The Environmental Impact Evaluation is still being drafted.

8. Report from Committees

Advertising and Promotion

Chair Kristin Schwab said the Committee will be meeting in a few weeks. The Committee is hoping to add new members. The Committee will also be involved in the marketing of Storrs Center.

Business Development and Retention

In Chair Steve Rogers absence, Ms. van Zelm said the Committee will meet on June 20. The Committee will serve as a forum for marketing ideas and for any issues that arise.

Festival on the Green

Chair Betsy Paterson said the Committee meets on Monday. The *Festival* will be held in front of E.O. Smith High School again with the Celebrate Mansfield Parade.

Finance and Administration

Chair Harry Birkenruth said the Committee is working on benchmarks for review of the Phase Business Plan for Storrs Center, and to monitor success. Mr. Birkenruth said Howard Kaufman with Storrs Center Alliance will attend the next meeting.

Membership Development

Chair Frank McNabb reported that membership renewal letters have resulted in 293 renewals and \$15,800 thus far.

Mr. McNabb said that volunteers will help staff 17 sessions of UConn orientation this summer.

Paul McCarthy said the Partnership could have a table at Rentschler Field at a fall football game.

Planning and Design

Chair Steve Bacon said the Committee did not meet in April, and may not meet in May.

9. Other

Mr. Paulhus said that he, along with fellow councilors Bill Ryan and Carl Schaefer, are serving on a committee to recommend street names for Storrs Center to the Town Council. The process has been opened up to the public.

It was noted that Barry and Brian Jessurun had received a \$100,000 grant from the CT Department of Economic and Community Development for the new Dog Lane Café.

10. Adjourn

The meeting adjourned at 4:55 pm.

The Board enjoyed a celebratory cake for Mr. Lindsay.

Minutes taken by Cynthia van Zelm