

**MANSFIELD DOWNTOWN PARTNERSHIP
SPECIAL MEETING BOARD OF DIRECTORS
Thursday, July 11, 2013
Mansfield Community Center**

4:00 PM

MINUTES

Present: Steve Bacon, Harry Birkenruth, Tom Callahan, Mona Friedland, Matt Hart, Dennis Heffley, George Jones, Mike Kirk, Philip Lodewick, Paul McCarthy, Betsy Paterson, Shamim Patwa, Chris Paulhus, Steve Rogers, Kristin Schwab, Bill Simpson

Staff: Cynthia van Zelm

Guest: Lon Hultgren, Mansfield Director of Public Works

1. Call to Order

Philip Lodewick called the meeting to order at 4:02 pm.

Mr. Lodewick welcomed Mona Friedland and Shamim Patwa to the Board and Tom Callahan back to the Board.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes of May 2, 2013

Chris Paulhus made a motion to approve the minutes of May 2, 2013. Steve Bacon seconded the motion. The motion was approved with abstentions from Tom Callahan, Mona Friedland, and Shamim Patwa.

4. Presentation on Nash-Zimmer Transportation Center

Lon Hultgren, Mansfield Director of Public Works and Cynthia van Zelm, provided a Power Point presentation on the proposed operations for the Nash-Zimmer Transportation Center.

Mr. Hultgren said that at this point, he believes there is enough funding to finish off the 2nd floor for the Partnership's offices.

He reviewed the features of the Center, and ideas for how to operate the Center. Ms. van Zelm and Mr. Hultgren presented two staff ideas for operating the Center – one would be by the Partnership and one would be by the Department of Public Works. One thought would be that an entity such as the Department of Public Works would staff the Center for a year and then it would be evaluated if the Partnership could then take on the operations.

Mr. Hultgren said the revenues to operate the Center would come from the revenues coming in from Storrs Center, not the general fund.

Mr. Hultgren said he and Ms. van Zelm would come back to the Board after the operations plan is evaluated again by staff and also by the Town's Transportation Advisory Committee, and Parking Steering Committee. The Town's Sustainability Committee received a preview last night as did the Town Council a few weeks ago. Ultimately, the Town Council will receive a recommendation from staff.

Betsy Paterson thanked Mr. Hultgren for providing a series of options.

Mona Friedland asked about timing on a decision about operations and Mr. Hultgren said this will need to be decided by the end of the summer so the Center is ready to operate when it opens.

5. Election of Officers to Board of Directors for 2013-2014

Ms. Paterson made a motion to approve Philip Lodewick as President, Steve Bacon as Vice President, Steve Rogers as Secretary, and Mike Kirk as Treasurer. Bill Simpson seconded the motion. The motion was approved.

6. Appointment of Committee Chairs and Members for 2013-2014

Mr. Lodewick noted that some changes to Committee member appointments should be made to the initial list mailed to the Board. Carl D'Oleo Lundgren will be studying abroad next year so has resigned from the Board, and consequently, from the Membership Development Committee. Shamim Patwa will join the Membership Development Committee and the Advertising and Promotion Committee.

Mr. Simpson made a motion to approve the list of Partnership Committee Chairs and members sent to the Board, with the changes noted above, until the end of the Partnership's fiscal year on June 30, 2014. Ms. Paterson seconded the motion. The motion was approved.

7. State of Connecticut Nondiscrimination Certification

Ms. van Zelm said that the University of Connecticut, as a state agency, requires that the Partnership pass a resolution that its policies comply with the nondiscrimination policies of the State prior to releasing its share of the Partnership's operating costs.

Shamim Patwa made a motion to approve a resolution that the policies of the Mansfield Downtown Partnership comply with the nondiscrimination agreements and warranties of Connecticut General Statutes Section 4a-60 (a) (1) and Section 4a-60a (a) (1), as amended. Ms. Paterson seconded the motion. The motion was approved.

8. Executive Director Report

Ms. van Zelm said Storrs Center Alliance had withdrawn its application to the Planning and Zoning Commission to allow for a hotel use in Storrs Center. They plan to resubmit for the July 15 Commission meeting with more specifics on the use.

The staff team continues to work with Kent+Frost on the design of the town square and will discuss with the Board at its August 1 meeting.

Ms. van Zelm said that residents will start moving into the Oaks apartments on August 13. She said the commercial leasing is on-going and a few announcements should be forthcoming.

Ms. van Zelm said she received news earlier today that the Town received the \$500,000 grant it applied for last fall for further streetscape (lights, trees, signage, etc.) for Storrs Center. Tom Callahan asked that the Finance and Administration Committee be involved as staff works on the specific budget for this grant.

Steve Rogers asked Mr. Hultgren about the status of the sidewalk to Liberty Bank. Mr. Hultgren said the final plans have been submitted to the CT Department of Transportation after the Department asked that new guardrails be put in place. The goal is to go out to bid in the fall.

9. Adjourn

Chris Paulhus made a motion to adjourn. George Jones seconded the motion. The motion was approved. The meeting adjourned at 4:40 pm.

Minutes taken by Cynthia van Zelm.