

TARRYWILE PARK AUTHORITY

REGULAR MEETING

June 11, 2013

CALL TO ORDER:

On Tuesday, June 11, 2013 at 6:30 p.m., the regular meeting of the Tarrywile Park Authority, was called to order at Tarrywile Mansion, 70 Southern Blvd., Danbury, CT, by Chairman M. Marcus.

ATTENDANCE

The following board members were recorded as present:

Board Members: J. Preston, R. McGarrigal, M. Marcus, M. Repole, B. Talarico, D. Manacek, J. Harner, W. Platz & E. Munoz

Board Members Absent: N/A

Park Staff: Becky Petro

Guests: Rosanne Schepis

Public Speaking:

Friends of Tarrywile: Rosanne Schepis of the Friends Board reported that the group had a good showing at their Spring Artisan Fair in May. They are also already planning their Winter Artisan Fair for December 1st. They will be doing more social media outreach for this event and future events. They also put up a table at National Trails Day and several members volunteered.

AGENDA:

1. **Chairman's Report:** Chairman Marcus noted that the next Castle Public Meeting will be Tuesday June 18, 2013 at 7 pm in City Council Chambers.

2. **Minutes – April 16, 2013:** A motion was made by M. Repole to approve the minutes of the April 16, 2013 meeting. R. McGarrigal seconded. The motion passed unanimously.

3. **Financial:**

A. **Financial Reports – April & May 2013:** A motion was made by W. Platz to approve the financial reports. M. Repole seconded. The motion passed unanimously.

B. **Fiscal Year End Spending Requests:** B. Petro reported that in regards to the surplus in the budget due to staff changes there are four purchases the staff would like to make. A tablet to help with promotion at bridal shows, a full body sander for the back of the truck, the installation of the grease trap in the kitchen as required by the City and professional tree work on the apple orchard and farm area that has been put off for several years. Discussion followed.

A motion was made by D. Maancek to approve \$500 for a tablet, \$7,800 for the sander, \$6,460 for the grease trap and \$5,560 for the tree work. M. Repole seconded. The motion passed unanimously.

4. **Old Business:**

A. **Castle Update:** Already reported under Chairman's Report.

B. **LoCIP Projects Update:** The door project should be completed by June. The paperwork for the School update is progressing through the City Hall departments and the bid package will hopefully go out in the next few weeks. M. Marcus and B. Petro are also working on seeing if the Oil to Gas Conversion can qualify for LoCIP.

C. **Fundraising:** The Annual Funding Appeal has raised \$5,570 to date. The Moy Memorial has raised \$2,080. The appropriate thank you letters have been sent.

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6. New Business:

A. May & June 2013 Park & Mansion Use Reports: The May report prepared by B. Petro shows that there were 6 events scheduled for the Park with apx. 110 people in attendance. There were 10 events scheduled for the Mansion with apx. 681 people attending. Total Park & Mansion Events for May 2013 was 16 events with 791 people attending.

The June report showed that there were 12 events scheduled for the Park with apx.280 people in attendance. There were 14 events scheduled for the Mansion with apx. 1,034 people attending. Total Park & Mansion Events for June 2013 was 26 events with 1,314 people attending.

7. Other Business:

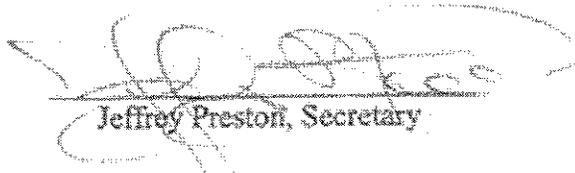
A. Vending: B. Talarico expressed her desire to see a vendor at the Park who could offer refreshments. The Friends used Weenie Lynn's at the recent Artisan Fair and they had a very good experience with her. Discussion followed.

A motion was made by R. McGarrigal to discuss the possibilities with Lynn Negron of Weenie Lynn's. Seconded by E. Munoz. Motion passed unanimously.

B. Priorities: R. McGarrigal discussed the need to relook at a quarterly review of management practices. Chairman Marcus will follow up with staff.

Adjournment:A motion was made by R. McGarrigal to adjourn the meeting at 7:21 p.m. Seconded by D. Manacek. Motion passed unanimously.

Respectfully Submitted,



Jeffrey Prestoff, Secretary