

**TARRYWILE PARK AUTHORITY**  
**REGULAR MEETING**

March 19, 2013

RECEIVED AND FILED

**CALL TO ORDER:**

On Tuesday, March 19, 2013 at 6:27 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. at ~~8:50am~~ o'clock Map # \_\_\_\_\_

JUN 26 2013

TOWN CLERK'S OFFICE  
DANBURY, CONN.

Town Clerk

**ATTENDANCE**

The following board members were recorded as present:

**Board Members:** J. Preston, J. Harner, R. McGarrigal, M. Marcus, D. Manacek & W. Platz

**Board Members Absent:** M. Repole & B. Talarico

**Park Staff:** Becky Petro

**Guests:** Rosanne Schepis

**Public Speaking:**

**Friends of Tarrywile:** Rosanne Schepis of the Friends Board reported that the group is working on their Spring Artisan Fair in May. The Friends will also be donating \$1,000 towards the Sandy Moy Memorial.

**AGENDA:**

1. **Minutes – February 19, 2013:** A motion was made by R. McGarrigal to approve the minutes of the February 19, 2013 meeting. J. Harner seconded. The motion passed unanimously.
2. **Financial:**
  - A. **Financial Report – February 2013:** A motion was made by R. McGarrigal to approve the financial reports. D. Manacek seconded. The motion passed unanimously.
3. **Correspondence:** None
4. **Committee Reports:**
  - A. **Memorial Committee:** B. Petro reported that with the Friends donation \$1,460 has been raised so far.
5. **Old Business:**
  - A. **Castle Update:** B. Petro reported that the first public meeting was held on February 25<sup>th</sup> at City Hall. It was well-attended and the Committee will be meeting on March 20<sup>th</sup> to go over the meeting and see how the architects are progressing with their work.
  - B. **LoCIP Projects Update:** The door project should be completed by March. 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. **Meserve Grant:** B. Petro reported that we have received a \$5,000 grant from the Meserve Memorial Fund towards the purchase of a new utility cart for the Park. The grant was originally for \$10, 800. The Authority will need to fund the other half. Discussion followed. Chairman Marcus asked that we look on the internet for a “deal,” also research what other grants may be out there. Further discussion followed. The Board will await to see what B. Petro can research, but will make a decision within 2 months.
  - D. **Fundraising:** Since the Annual Funding Appeal was mailed, \$1,520 has been raised. The appropriate thank you letters have been sent.

**5. Old Business - continued:**

**E. Administrative Assistant/Event Coordinator Position:** B. Petro reported that 179 applications were received. Eleven people were interviewed. Of the applicants, Anne-Marie Schultes was hired and started March 11, 2013. The appropriate letters were sent to those who were not hired.

**6. New Business:**

**A. March 2013 Park & Mansion Use Report:** The March report prepared by B. Petro shows that there were 5 events scheduled for the Park with apx. 75 people in attendance. There were 3 events scheduled for the Mansion with apx. 98 people attending. Total Park & Mansion Events for March 2013 was 8 events with 173 people attending.

**7. Other Business:**

**A. Overtime:** B. Petro reported that the City will only reimburse us \$250 this year for overtime and this will be the last year of reimbursement.

**B. Eagle Scout Project:** B. Petro reported that Boy Scout Ryan Kerr recently completed a Rain Shelter on the Blue Trail as his Eagle Scout project and will be naming it in honor of Sandy Moy.

**C. Land Trust Event:** Chairman Marcus & B. Petro reported that the Land Trust of Danbury would like to hold their Annual Meeting under a tent in the Red Barn area. No price policy has been established for the use of both the Red Barn and the lawn area for such an event. Discussion followed.

**A motion was made by R. McGarrigal to allow the Executive Director to rent the Red Barn and the lawn area to the Land Trust of Danbury for a rate of no more than \$300 plus expenses. Seconded by W. Platz. Motion passed unanimously.**

**D. Fundraising Meeting:** Chairman Marcus expressed his desire to further discuss having a fundraiser on staff and possibly having Sharon Danosky talk with the Board. Discussion followed. D. Manacek said he would be open to hearing her presentation.

**Adjournment:** A motion was made by D. Manacek to adjourn the meeting at 7:14 p.m. Seconded by W. Platz. Motion passed unanimously.

**Respectfully Submitted,**



Jeffrey Presto, Secretary