

**TARRYWILE PARK AUTHORITY**

**REGULAR MEETING**

September 21, 2010

**CALL TO ORDER:**

On Tuesday, September 21, 2010 at 6:33 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:** M. Marcus, J. Harner, J. Preston, D. Manacek, R. McGarrigal & W. Platz,

**Board Members Absent:** T. Cutsumpas, B. Talarico & M. Repole

**Park Staff:** S. Moy

**Guests:** Mark Nolan

**AGENDA:**

**1. Chairman's Report:**

**A. Fundraising:** Chairman Marcus reported that the Harvest Dinner will be this Friday and thanked any of the Board members that have purchased tickets. Chairman Marcus has met with Friends Chairperson Gina Dennehy and he would like to meet with the larger Friends group to discuss doing a major fundraiser together. He would like to form a committee to work on this project and have S. Moy chair the committee. Michael, with the help of TPA member Ted Cutsumpas, is writing a letter to local corporations asking for their sponsorship of the Park. The Mayor will be signing the letter. T. Cutsumpas has had to take some time off, so M. Marcus will wait until he is back to get the letter out.

**2. Friends of Tarrywile Report:** Mark Nolan reported that the Friends met last week. They have been discussing a possible winter craft sale event for after the holidays. In reference to the June 2011 event, not all of the Friends are in agreement with the date and co-hosting the event. So further discussion needs to take place. Chairman Marcus also noted, that there needs to be a discussion in regards to what we charge the Friends for events. He asked S. Moy to arrange a meeting to discuss the matter. S. Moy thanked the Friends for putting up our display board at the Taste of Danbury. Chairman Marcus also thanked Mr. Nolan for his help in regards to the Farmhouse rental.

**3. Minutes:** A motion was made by W. Platz to approve the minutes of the July 20, 2010 meeting. D. Manacek seconded. The motion passed unanimously.

**4. Financial:**

**A. Financial Report – July 2010 & August 2010 :** A motion was made by W. Platz to approve the July & August 2010 Financial Reports. D. Manacek seconded. The motion passed unanimously.

**5. Correspondence:** NONE

**6. Committee Reports:**

**A. Marketing Brochure Update:**

**1. Bridal Show:** S. Moy reported that the staff took part in a bridal shower at the Maron Hotel last month. From that event, we had 5 follow ups that either called into the office or toured the Mansion. The staff felt that it was good exposure. In the spring, we will hold a bridal show at the Mansion in conjunction with WeddingSteps.

RECEIVED FOR RECORD  
DANBURY TOWN CLERK

2010 NOV -3 P 2:57

BY



**6. Committee Reports - continued:**

**B. Park Use Committee:** Committee Chairman J. Preston reported that the committee is looking at different types of events to raise funds, including murder mystery dinners, antiques show and a Christmas Dinner party, just to name a few.

**7. Director's Report:**

**A. New Business:**

1. **August & September Park & Mansion Use Reports:** The August report shows that there were 9 events scheduled for the Park with 155 people attending. There were 7 events scheduled for the Mansion with apx. 435 people attending. A total of 16 events were held at the Park & Mansion with 570 people attending during the month of August. The September report shows that there were 15 events scheduled for the Park with 765 people attending. There were 8 events scheduled for the Mansion with apx. 495 people attending. A total of 23 events were held at the Park & Mansion with 1,260 people attending during the month of September.
2. **2009-2010 Mansion Rental Totals Year End Report:** The report shows we had 83 events during the FY 09/10 that made a total of \$49,630.
3. **2009-2010 Organized Events Year End Report:** The report shows there were 205 organized events in the Park & Mansion with apx. 8,500 people attending those events.
4. **Harvest Dinner:** S. Moy reported that there are 93 tickets sold out of a possible 100 people. We received several donations toward the event, so the staff is hoping we will make apx. \$2,000 profit from the event.
5. **Hayride/Hay Maze Pre-K & Kindergarten Children:** S. Moy reported that the flyers have been mailed out and we already have booked over 200 children, which already means we are ahead of last years total. The event this year has also been opened up to individuals as well as the schools.

**B. Old Business:**

1. **DEP Parking Lot Grant Update:** S. Moy reported that she has spoken with Mark Miller of the Danbury Tree Department in regards to the posting of the trees off of the lower parking lot. A complaint was filed in writing, so a public hearing will need to be held. The hearing will be on September 27<sup>th</sup> in City Council Chambers at 6pm. The tree warden will conduct the hearing. After the hearing he has three days to make a final determination as to whether the trees will be cut down. The staff will keep the Board updated.
2. **Greenhouse Roof:** S. Moy reported that the Greenhouse Roof has been completed. There was money left over, so a change order has gone into the State of CT asking that the remaining money be used to replace the Greenhouse windows that are underneath the edge of the new roof. The staff will keep the Board updated.
3. **Women's Club Entrance Garden:** S. Moy reported that the Woman's Club of Danbury/New Fairfield worked with the staff to plant a new flower bed at the base of the driveway. The Woman's Club got donations from Lexington Gardens, mulch was donated by Ferris Mulch and the rock was purchased with a monetary donation. Our guys prepared the bed and then the ladies planted the plants. They will also be planting bulbs in a few weeks. This bed was planted to not only beautify the entrance area but to keep cars from driving around the barricade that is used when the upper parking lot is full.

**8. Other Business:**

**A. Fundraising:** R. McGarrigal asked how the Board is going to proceed with marketing and fundraising. Chairman Marcus replied that the Friends & the Board need to decide how the June fundraiser might proceed. Chairman Marcus also asked if the Board wanted to pursue further work with Sharon Danosky. She had sent a proposal to Michael. Discussion followed. Chairman Marcus asked that S. Moy forward a copy of Sharon's proposal to the Board members for them to review.

**B. Security:** Mark Nolan commented that this past weekend several things happened that raised his concern about security. There was graffiti on some of the rocks and a mattress dumped at the Tarrywile Lake Road Gate and he was wondering if there was a way to increase security. Much discussion followed.

**A motion was made by D. Manacek to form a committee to look at security issues. R. McGarrigal seconded. The motion was passed unanimously.**

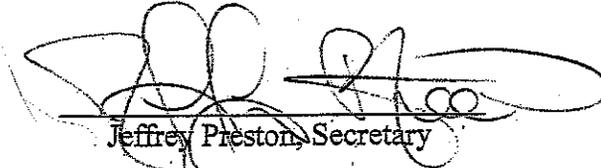
Chairman Marcus asked D. Manacek, R. McGarrigal & M. Nolan to look at the issue along with Director Moy.

**C. Lee Farm Property:** Chairman Marcus expressed his desire to see part of the Lee Farm Property go to Tarrywile Park. Approximately 250 acres border Tarrywile. He noted that grants may be available to purchase property and this could be something the Friends would help with.

**Adjournment**

A motion was made by D. Manacek to adjourn the meeting at 7:49 p.m. Seconded by J. Harner. Motion passed unanimously.

**Respectfully Submitted,**



Jeffrey Preston, Secretary