

TARRYWILE PARK AUTHORITY

REGULAR MEETING

August 21, 2012

CALL TO ORDER:

On Tuesday, August 21, 2012 at 6:34 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. Preston, D. Manacek, W. Platz, J. Harner, M. Repole,
R. McGarrigal & B. Talarico

Board Members Absent:

Park Staff: S. Moy

Guests: None

AGENDA:

1. Chairman's Report:

A. FOT Storm Damage Letter: Chairman Marcus spoke in regards to the Boards concern of the fundraising letter that was sent out in April by the Friends asking for help with the costs of the October & November 2011 storms and the major clean up that had to happen. The wording of the letter could have been construed as misleading and that donors may have thought that their donations were being used directly by the Park and not the Friends. Chairman Marcus spoke with Sue Laureman of the Friends in regards to the letter and the funds raised. The Friends would like to present plans to the TPA for trail maintenance work in the fall that the funds can be put towards.

B. FOT Castle Oversight Request: In regards to the castle, the Board has received a memorandum concerning the Castle and what the F.O.T. would like to see happen. S. Moy & M. Marcus will draw up a letter of response to the Friends and run it by the Authority members. S. Moy will keep the Board advised.

S. Moy also talked on the Castle in regards to the grant that was awarded to the City. Requests for proposals have been sent out by the Planning Department. The pre-bid meeting was held at the Park. The group went to the Castle and S. Moy was also available to answer any questions they had. The proposals are due back by August 30th. The plans will then be available to the committee for review. Once reviewed, the committee will meet and pick one plan.

2. Minutes – July 17, 2012: A motion was made by W. Platz to approve the minutes of the July 17, 2012 meeting. D. Manacek seconded. The motion passed unanimously.

3. Financial:

A. Financial Report – July 2012: A motion was made by D. Manacek to approve the financial reports. B. Talarico seconded. The motion passed unanimously.

4. Correspondence: None

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OCT 25 2012

205
o'clock Map#
TOWN CLERK'S OFFICE
DANBURY, CT
Town Clerk

5. Director's Report:

A. New Business:

1. **August 2012 Park & Mansion Use Report:** The August report prepared by Event Coordinator B. Petro shows that there were 29 events scheduled for the Park with 375 people attending. There were 9 events scheduled for the Mansion with apx. 409 people attending. A total of 38 events were held at the Park & Mansion with 784 people attending during the month of August.
2. **Ives Trail Request:** S. Moy reported that the Ives Trail is requesting to extend the trail from the southern end of the Park to the Old Post Rd. Discussion followed.

A motion was made by M. Repole to approve the request. W. Platz seconded. The motion passed unanimously.

3. **Norwalk River Trail:** S. Moy reported that a member of the group, would like to come to the September meeting seeking approval from the TPA in regards to extending the trail through Tarrywile. Discussion followed. S. Moy will keep the Board advised.

B. Old Business:

1. **Greenhouse:** S. Moy is still waiting to hear back from the Board of Education in regards to the Authority's request that they pay rent on the use of the building. A volunteer electrician will be installing setback thermostats in the building to help with the heating costs.
2. **Fundraising Report:** S. Moy reported that the staff is currently working on the Harvest Dinner on September 28th from 7pm -11pm. In October, we will hold our annual Harvest Hayride during the last 2 weeks of the month. The staff is also working on a possible public hayride.
3. **LoCIP:** S. Moy reported that the Mansion roof project and the two doors are still outstanding projects. She is hoping the roof will be completed in November and the doors installed before winter. She will keep the Board advised to the progress of the projects.
4. **Wetlands Boardwalk:** S. Moy reported that the YVC came and worked on the project on two different days. Most of the project is now complete, however signage still needs to be installed.

6. Other Business:

- A. **Tenant Review Committee Report – Carriage House:** S. Moy reported that the Tenant Review Committee recommends renewing the lease with the current tenants of the Carriage House with a \$5 per month rental increase per Consumer Price Index calculations.

A motion was made by M. Repole to accept the recommendations of the Committee and renew the lease with a \$5 per month increase. B. Talarico seconded. The motion passed unanimously.

- B. **Tarrywile Lake Rd. Gate:** D. Manacek reported that Tarrywile Lake Rd. resident and City fireman Chip Daly discussed with Dave the need for a Knox Lock on the gate at the back entrance located off of Tarrywile Lake Rd. S. Moy reported that she had also talked with Mr. Daly. The cost of the lock is \$100 a month to the TPA. She also reported that the Fire Department has been given keys to the gate for the purpose of unlocking the chain during emergencies and when need be, they just cut the chain with bolt cutters. Discussion followed. D. Manacek & S. Moy will meet to further discuss the issue.
- C. **Allison Murphy:** S. Moy reported that Girl Scout Allison Murphy has finished her Gold Award project in the Children's Garden, including a scavenger hunt for the area. She also did a history sign for the farm area, that now hangs on the Silo.

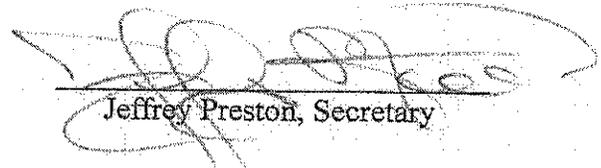
6. Other Business - continued:

D. Adam Rayfield: S. Moy reported that Adam Rayfield has completed his Eagle Scout project of making and installing a new map shed and a bench at the Mountainville Field entrance.

E. Cartus: S. Moy reported that 38 interns from CARTUS came and volunteered at the Park. Boehringer Ingelheim will be coming in soon and will finish tying up the Grape Arbor.

Adjournment: A motion was made by W. Platz to adjourn the meeting at 7:53 p.m. Seconded by J. Preston. Motion passed unanimously.

Respectfully Submitted,



Jeffrey Preston, Secretary