

TARRYWILE PARK AUTHORITY
REGULAR MEETING

August 20, 2013

CALL TO ORDER:

On Tuesday, August 20, 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, M. Marcus, J. Harner, W. Platz & E. Munoz

Board Members Absent: M. Repole, B. Talarico, D. Manacek and R. McGarrigal

Park Staff: Becky Petro

Guests: Rosanne Schepis

Public Speaking:

Friends of Tarrywile: Rosanne Schepis of the Friends Board reported that the group will be doing more social media outreach for future events. They are also looking to possibly extend their next artisan fair and also doing a table at the Taste of Danbury. Also coming up in September, they will be meeting with the Women's Club of Danbury to look at the Castle.

AGENDA:

1. **Chairman's Report:** Chairman Marcus noted that the items he would report on will be covered under the Agenda items.
2. **Minutes – July 16, 2013:** A motion was made by W. Platz to approve the minutes of the July 16, 2013 meeting. J. Harner seconded. The motion passed unanimously.
3. **Financial:**
 - A. **Financial Reports – July 2013:** A motion was made by J. Preston to approve the financial reports. E. Munoz seconded. The motion passed unanimously.
 - B. **Audit FY 12/13:** B. Petro reported that the audit has been completed and should be ready in time for a Vote at next month's meeting.
4. **Old Business:**
 - A. **LoCIP Projects Update:** The door project is completed. 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. The Oil to Gas Conversion request was approved by the City Council at the August meeting, so the paperwork has moved onto the state for approval. This approval will take 4- 6 weeks.
 - B. **Vending:** B. Petro reported that after talking to Weenie Lynn's, they would not be moving forward with any more vending. They tried 3 different days and unfortunately did not make any profit. She did express interest in vending at any special events we have coming up.
 - C. **The Unity Ride:** Chairman Marcus & B. Petro reported the event went very well with over 150 people attending.

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5. New Business:

A. August 2013 Park & Mansion Use Reports: The August report prepared by B. Petro shows that there were 16 events scheduled for the Park with apx.870 people in attendance. There were 11 events scheduled for the Mansion with apx. 870 people attending. Total Park & Mansion Events for August 2013 was 27 events with 1,336 people attending.

B. Trail Work: Chairman Marcus reported that the Orange Trail needs work in many areas some of which may require equipment such as our tractor. Discussion followed, including the possibility of hiring someone just to work on the trail system. B. Petro noted that the staff is in favor of the idea and because we currently do not have any part time caretakers, the budget would allow for an individual to be hired. B. Petro did note, that the staff is in the process of hiring two new part time caretaker.

A motion was made by J. Harner to hire an employee to concentrate on the trails at a rate of no more than \$1,000 in FY 13/14. Seconded by W. Platz. Motion passed unanimously.

6. Other Business:

A. October Meeting: Chairman Marcus reported that because W. Platz, B. Petro and he are away for the regularly scheduled Oct. 15th meeting, so he asked if the group would like to hold the meeting or reschedule.

A motion was made by J. Preston to meet on October 22nd. Seconded by J. Harner. Motion passed unanimously.

Adjournment: A motion was made by W. Platz to adjourn the meeting at 6:55 p.m. Seconded by J. Preston. Motion passed unanimously.

Respectfully Submitted,



Jeffrey Preston, Secretary