

**CITY OF TORRINGTON**  
**FUESSENICH PARK PARTNERSHIP COMMISSION**  
**MINUTES**  
**March 1, 2011**

**Present:** Brian Mattiello, Chairman; Paul Summers, Secretary; Gerry Carbone; Chris Cook; Jennifer Ives-Groebel; Gary Mercier;

**Also present:** Brett Simmons, Superintendent of Parks and Recreation;  
(ex-officio member)

**Not Present:** Collin Good, Mary Coutant, Jack FitzGerald (all excused)

Chm. Mattiello started the meeting at 5:15 pm.

**1. Agenda Overview:** Chm Mattiello reviewed the agenda topics for this meeting.

**2. Approval of Minutes:** Mr. Cook made a motion to approve the minutes from 1/19/11 which was seconded by Ms. Ives-Groebel and passed unanimously.

**3. Review and Finalization of Funding Guidelines:** Chm. Mattiello reviewed the Funding Guidelines which had been reviewed and changed informally at the last meeting where a quorum was not present. The commission discussed who could make a funding request to the FPPC. It was agreed that all requests should come first to FPPC. Requests could come from committee members, agents of the City (such as the Mayor), or from non-profits. These requests would be reviewed by the Parks and Recreation Commission for comment and recommendation.

Mr. Simmons indicated that his department had contracted with Milone and McBroom to assess the bleachers and drainage issues. It was discussed whether a minimum and maximum amount could be requested. A minimum amount of \$2500 with a maximum of \$20,000 was agreed upon. Further it was agreed that the Parks and Recreation Commission should be allowed thirty days for comment on a request with the right to ask for an extension. Final approval will be with FPPC. Chm Mattiello will prepare a final draft of the Governance Document including the Funding Guidelines and the commission will vote on it at the next meeting.

**4. Development of Fundraising Plan Outline:** Chm. Mattiello reviewed the Fund Development Outline. The fundraising target is \$20,000. The commission discussed the outline which presented basic strategies in fundraising. The commission discussed that the new Torrington Titans team will be raising money over a one year

period. The commission is unsure whether the City's contract with the team will address signage in the park. It was discussed that it would be helpful if the commission could work together with the Titans on fundraising. Members of the Titans will be invited to an upcoming meeting. The commission discussed signs, special events and ticket sharing as possible revenue sources. Chm Mattiello will review for any funding from the community foundation.

**5. Next Steps and Next Meeting:** Commission members were urged to think about fundraising ideas. The next meeting was set for Tuesday March 15 at 5:00 pm

**6. Adjournment:** A motion to adjourn was made by Ms. Ives-Groebl, seconded by Mr. Carbone and passed unanimously at 6:30 pm.

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Paul Summers  
Secretary