

Minutes
Coe Memorial Park Committee
September 21, 2011

Mission Statement

*To create within the downtown area of Torrington a first class horticultural oasis in accordance with and strict adherence to the **Intent** of the Coe Godfrey benefactors and The Coe Family Trust*

Present

Coe Memorial Park Committee Members: Frank Pennington, Susan Coe Holbrook, Margaret Keywan, Dr Isadore Temkin, Marc Trivella & Mary Zbell.

Absent

Mark McEachern

**no password available for initial recording (Taping began at 5:10 p.m.)

A **Motion** was made by Marc Trivella and seconded by Susan Coe Holbrook to accept the minutes of the August 17, 2011 meeting. The motion passed with Margaret Keywan abstaining.

The Coe Memorial Park Committee reviewed the Park & Recreation responses to the August 17, 2011 meeting.

Citizen Comments

John Burdick of Planterra, LLC, spoke to the group in regard to his desire to participate in Coe Memorial Park RFQ or RFP. He stated that he could bring to the Park new ideas in regard to flora and fauna choice. Although he is relatively new to horticulture, John has grown up in his grandfather's dairy farm and orchards in New Hartford. He stated that the Fall is a very dramatic time in the garden and Coe seems to be lacking in that area.

Dr Isadore Temkin stated that the Coe Memorial Park Committee feels that the contract should be open to bids as there is room for improvement. Other qualified horticulturalists should be given the opportunity to propose their ideas. The original 3 year contract should be honored as the extension was only seen by the Coe Memorial Park Committee after the contract was signed. Mary Zbell commented that it is only fair that other firms should be given the opportunity to participate in a bidding process. Susan Coe Holbrook stated that competition is good for any project given the fact that this is a \$65,000 contract.

A **Motion** was made by Dr. Temkin and seconded by Susan Coe Holbrook that due to the fact that others have stated there is room for improvement at Coe Memorial Park, and are interested in submitting proposals for the Park, as per the contract, we open the bidding process (RFP/RFQ) for horticultural services. The motion passed unanimously.

Park Operations

A report from Superintendent Brett Simmons included:

- a. Master Plan
 - * Revised proposal from Fuss & O'Neill was sent to the Coe Memorial Park Committee and Commission on September 12, 2011 for comments. To date no comments received.
- b. Zaharek's Landscaping
 - * No report
- c. Still River Gardens
 - * No report
 - * August 31, 2011 Garden walk-thru
 - * Fall Planting taking place
- d. Civic Center
 - * General maintenance

- e. Grounds
 - * General Maintenance
- f. Coe Memorial Park By-laws packet

The tentative September 28, 2011 By-Laws meeting has been rescheduled for October 3, 2011

A discussion in regard to the revisions to the proposed By-Laws ensued.

A **Motion** was made by Susan Coe Holbrook and seconded by Margaret Keywan. to reinstate the phrase (two words) in Duties section "j" to read " **No decision, action, change of policy or procedure shall be acted upon without collaboration of the Commission and the Committee. . . .** " The motion passed unanimously.

A **Motion** was made by Susan Coe Holbrook and seconded by Mary Zbell to remove the "protocol addendum" (Appendix A) from the proposed By-Laws. The motion passed unanimously.

Upon review of the Fuss & O'Neill hand out the Committee thought that there needed to be further discussion. A **Motion** was made by Susan Coe Holbrook and seconded by Margaret Keywan Superintendent Brett Simmons that a joint meeting be held with the Park & Recreation Commission to discuss the Fuss & O'Neil proposal. The motion passed unanimously.

It was stated that an unconfirmed report had been circulating that the Asian Beetle was attacking maple trees in the Meriden area. A discussion in regard to the choice of a maple tree in the ivy glen renews interest in choosing a historic tree such as hickory, elm, or Chestnut. A **Motion** was made by Mary Zbell and seconded by Marc Trivella reconsider the choice of Japanese "Blood Good" maple as the replacement tree in the ivy glen. The motion passed unanimously.

A brief discussion took place regarding the Coe Memorial Park sign. A **Motion** by Marc Trivella and seconded by Mary Zbell to resubmit chosen sign design for the Coe Memorial Park Civic Center passed unanimously.

A **Motion** was made by Marc Trivella and seconded by Mary Zbell to adjourn the meeting at 6:10 p.m. The motion passed unanimously.

The next meeting will be held on October 19, 2011 at 5:00 p.m. in the City Hall Auditorium.

Respectfully Submitted,

Margaret Keywan
Recording Secretary