

Minutes  
Coe Memorial Park Advisory Committee  
August 4, 2010

**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**

Parks and Recreation Superintendent J. Brett Simmons  
Parks and Recreation Chairperson Patricia Fairchild  
Parks and Recreation Commissioners Dan Lovallo and Jim Pescatore  
Coe Memorial Park Advisory Committee Members: Margaret Keywan, Susan Coe Holbrook, Mary Zbell, Dr. Isadore Temkin, Marc Trivella, and Frank Pennington  
Administrative Assistant, Steven Nocera

Chairperson Patricia Fairchild opened the meeting at 5:15 p.m.

Discussion of the July 7, 2010 meeting minutes was held, with Ms. Coe-Holbrook stating that she would like page 2, paragraph 4, final sentence to be amended to read: "any time the Committee or I bring up a point, has a question, we are met with disrespect and hostility." Committee member Marc Trivella expressed his concern and sadness relative to the inclusion of the word, hostility in the record of the minutes. Ms. Coe-Holbrook explained that her words expressed how she felt at that point. During the discussion, Ms. Fairchild commented that at the last meeting, prior to Ms. Coe-Holbrook's comments, the tone of the meeting had not been hostile. Following continued discussion, a motion was then made by Marc Trivella, that the minutes be approved with the correction as noted. The motion was seconded by Sue Coe-Holbrook and approved unanimously.

**Citizen's Comments**

Rose Ponte addressed the Committee and stated that she would be speaking at the Parks and Recreation Commission meeting with Tammy Ostroski from Northwest Transit about a walk and bicycle tour that is being organized for Moe Renzullo, a 12-year old boy who passed away this spring and who had been a wonderful member of the community and spirited student at the Southwest School. Ms. Ponte explained that "Miles for Moe" was being co-sponsored by the City of Torrington and the Torrington School System, with all of the money being designated for Camp LARC, which was the camp that Moe had attended each summer. This event would be held September 25 in conjunction with the Fall Festival, and kick off from Coe Memorial Park. A motion to approve this event was then made by Margaret Keywan, seconded by Mary Zbell, and approved unanimously.

## **Park Operations**

Superintendent Simmons referenced an email that he had sent to Committee members containing the minutes, City-produced financials, and Bank of America financial summary. It was noted that Committee members had not received Mr. Simmons' email and that the email would be resent. Mr. Simmons also stated that he would copy the entire 86-page Bank of America report for those who would like a copy. The balances in the both the Coe Trust (operating fund 0040) and the Bank of America accounts were questioned.

Calendars for the past and current months were referenced as well as an email which was sent to the Mayor's office regarding the beauty of the Park. Mr. Simmons reported that general maintenance of the Park beds is ongoing by Still River Gardens and that he had contacted Lori Stickney to schedule another walk-thru. The date and time for this walk-thru will be sent to the Committee, Parks and Recreation Commission, and Selection Committee for their attendance. Artistic Irrigation is continuing to perform their walk-thru's and the system is operating well with only a few minor repairs that were necessary. Mr. Simmons referenced the areas of the Park near the cherry trees and Civic Center that are not covered by the irrigation system and expressed his hope to address this area with future capital projects. Discussions continue to be held with Mike Zaharek regarding the next phase of tree work and plans to develop a systematic approach to the care of the trees within the Park. Margaret Keywan questioned whether a yearly contract with Zaharek Landscaping should be developed for budget planning purposes.

Mr. Simmons presented pictures of signage that is being prepared for the other parks within the City and questioned the Committee about the construction of a similar sign for Coe Memorial Park. It was the consensus of the Committee that the type of sign as presented would not be appropriate for Coe Memorial Park. It was stated that there were four cast iron poles that are in the Carriage House that could be reworked for a suitable sign for the Park more in keeping with the Victorian theme. Following discussion, a motion was made by Sue Coe-Holbrook to have Mr. Simmons investigate the use of the poles and to sit down at a later date to discuss a new sign for Coe Memorial Park. Marc Trivella seconded this motion, which was approved unanimously. Ms. Coe-Holbrook stated that she would locate the previous design to bring before the Committee at the next meeting.

When questioned about the stove, Mr. Simmons replied that the stove was removed and the gas was capped off. Mr. Simmons will report back on the amount of money that was received for the sale of the stove. Discussion was held relative to the heating units and whether they were gas or oil-fired units. It was noted that the hot water heater was electric while the roof top units were gas. Mr. Simmons will research the various heating units within the Civic Center and report back to the Committee at the next meeting.

## **New Business**

Mr. Simmons reported to the Committee that as part of the budget for this fiscal year, seasonal part-time and returning employees were given an increase of 25 cents per hour. With regard to the Coe budget, Frank Waldron should also be given this increase. Following discussion, Margaret Keywan made a motion that Frank Waldron

be given the 25-cent an hour raise. Sue Coe-Holbrook seconded the motion, which was approved unanimously.

With regard to the administration of the Coe-Godfrey Trust by Torrington Savings Bank, Miles Borzilleri reported that he had met with Art Mattiello to discuss some procedural aspects of the account. The first report will be available at the end of September when the quarterly reports are prepared. In response to a question regarding the changing of allocations to more accurately reflect spending, Mr. Borzilleri responded that allocations had been reviewed and will be addressed in the near future, but not immediately.

Doc Temkin reported that at a recent funeral he attended, people had indicated to him that they were not as pleased with the appearance of the Park now as compared to the way it used to look.

Margaret Keywan questioned how the minutes would be signed. Ms. Fairchild responded that Ms. Rategan would sign the minutes as "recorder of the day." Ms. Keywan stated that she had spoken with a Parliamentarian in California who stated that there was no such term as "recorder of the day." Ms. Fairchild remarked that this was the term that had been proposed following discussions with the City Clerk and Corporation Counsel, with agreement by the Mayor. Following continued discussion, it was suggested that Ms. Rategan sign the minutes with her job title, Parks Department Secretary.

Doc Temkin began a discussion regarding the control of Coe Memorial Park by commenting that there was a history here that when he was the Chairman, City employees did not take care of the Park and the Trust money was kept separate; but that when the union came in, Parks and Recreation took over more and more control. He continued his comments by stating that the Civic Center was built with Coe Trust money, not City money. During the discussion, it was stated that Parks and Recreation pays nothing for the use of the Civic Center, but that the City did not own the building. Discussion continued regarding the need for a meeting with the Mayor in order to resolve issues of control over Coe Memorial Park, with Administrative Assistant Steve Nocera agreeing to contact members to arrange such a meeting.

Sue Coe-Holbrook stated that she had received comments from several people that had attended the Coe Memorial Park Advisory meetings and would like to propose that all Committee members be regarded as one distinctive group, and not members of the audience.

## **Adjournment**

A motion to adjourn the meeting at 6:00 p.m. was made by Mary Zbell, seconded by Marc Trivella, and approved unanimously.

Respectfully submitted,

Lynn Rategan  
Parks Department Secretary